



NATIVA

PRECIOUS FIBER

THE PROTOCOL



INTRODUCTION

With over 40 years of experience in high end Merino wool sourcing and combing, Chargeurs Luxury Materials presents their new label, Nativa.

Nativa Precious Fiber aims to bridge the gap between sustainable sourcing standards and the demands being set by today's consumers. We bring full transparency to the supply chain.

With a worldwide presence and a strong heritage, we hold a deep understanding of what it takes to produce the best quality natural fibers.

Chargeurs Luxury Materials has built a strong, close relationship with our business partners, customers and farmers around the world. We walk the grounds to mindfully source the most noble fibers and bring them to brands.

Unlike manmade fibers, wool holds unparalleled features which have been increasingly valued over the last few years. Its resilience, permeability and sustainable origins set wool apart as one of the most globally coveted natural fibers.

We believe traceability, sustainabi-

lity, animal welfare and corporate social responsibility are key. To ensure this, Nativa has developed The Nativa Protocol.

The Protocol by Nativa defines the farming and industrial methods allowed for Nativa's accreditation. Additionally, it regulates the industry's procedures to keep the entire supply chain at top levels on responsible production and social engagement.

We preserve the environment:

Nativa ensures that the capacity and quality of its farms are managed sustainably, protecting the environment. At industry level, the facilities involved are adequately managed to reduce their environmental impact or avoid it completely.

We take care of animals:

To ensure animal welfare each far-

mer has a management plan, assessing feeding, breeding, behaviour, animal handling and health and infrastructure. This includes stress free shearing and the prohibition of mulesing.

We take care of people:

The sustainability and economic growth of farming depends greatly on the socio-economic welfare of farmers and their communities. As part of the United Nations Global Compact, Chargeurs Luxury Materials is committed to respect, defend and apply principles on human rights, labour, environment and anti-corruption both at farm and industry level.

Chargeurs Luxury Materials most gladly presents Nativa , a joint effort between the farmers and the industry towards a sustainable production of one of nature's most noble fiber: wool.



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PART 1

CERTIFICATION AT FARM LEVEL



1

CORPORATE SOCIAL RESPONSIBILITY

INTRODUCTION AND OBJECTIVES

The sustainability and economic growth of farming depends greatly on the socio-economic welfare of farmers and their respective communities. Nativa's fibers are produced in farms strongly linked to their surrounding communities, developing vigorous co-dependence and strong working traditions that have created the necessary resilience for successful stewardship of the land. Nativa encourages these attributes, and also has the health and safety of those living, working or visiting Nativa farms in its best interests.

HEALTH AND SAFETY

The Chargeurs Group is part of the United Nations Global Compact, which is a leadership platform for the development, implementation and disclosure of responsible corporate practices. This standard supports ten universally accepted principles in the areas of human rights, labour, environment and anti-corruption, and also supports the United Nations' goals and issues embodied in the Sustainable Development Goals.

Therefore Chargeurs Luxury Materials is committed to respect, defend, and apply these principles:

HUMAN RIGHTS

Chargeurs Luxury Materials supports and respects the protection of internationally proclaimed human rights; and ensures that it is not complicit in any violations of human rights.

LABOUR

Chargeurs Luxury Materials upholds the freedom of association; the recognition of the right to collective bargaining; the elimination of all forms of forced, compulsory labour; the prohibition of child labour; and condemns discrimination in any respect.

ENVIRONMENT

Chargeurs Luxury Materials employs a careful and meticulous approach to environmental issues; it accepts all initiatives to promote greater environmental responsibility; and encourages the development and spread of environmentally friendly technologies.

ANTI-CORRUPTION

Chargeurs Luxury Materials works against corruption in all its forms, including extortion and bribery.

Human Rights

Human rights are universal and every person around the world deserves to be treated with dignity and equality. Basic rights include freedom of speech, privacy, health, life, liberty and security, as well as an adequate standard of living. While governments have the duty to protect individuals against human right violations by third parties, businesses are also recognizing their legal, moral and commercial need to get involved.

Workers of the farm must have the freedom of association and can express their needs to do so to the farmer in charge or manager.

Compulsory labour is prohibited.

No signs of discrimination must be observed in any respect. Discriminatory practices, whether it is of race, gender or religion are not accepted on the farm or company.

Corruption, extortion, bribery to workers or their families are prohibited.

Health,

Health and safety in working environments, such as in the usage of factory machinery and transportation, is a priority. It is a moral and legal obligation, essential in the prevention of accidents and diseases. Chargeurs Luxury materials is committed to risk identification, assessment and prevention, as well as investment in trainings.

Each farmer must have a written risk analysis that describes all activities carried out in the farm, evaluating the risks to the health and safety of workers, with preventive and corrective measures.

If necessary, workers must be trained on safety issues.

All potential risks (according to the risk analysis) must be properly identified (e.g. signage) The risk analysis should be carried out once a year, and when there are serious changes that could affect the health and safety of workers, such as new machinery, or the use of new fertilizers and pesticides.

Workers must have clean areas to store their food, eat and rest, with adequate services to maintain proper hygiene and ensure their health.

Homes provided by farmers to the workers should have a firm roof, windows, solid doors and basic services of drinking water. Rooms must be adequate in size in order to allow for comfortable living.

If food is delivered by the producer or the company, it must be in good condition and must be sufficient to feed the entire staff.

Drinking water must be suitable for human consumption.

In case of founded suspicion of water resources being contaminated, water for human consumption must be tested. Should test results be negative due to not complying with parameters accepted by the local and national legislation, actions must be in place to assure the quality of the water is restored.

Based on the risk analysis employees must have personal protective equipment. They must have adequate clothes to work in, especially in the case of application of pesticides and fertilizers.

The farm must establish and regularly update operating procedures, as well as clearly disclose them so that employees can accurately comply with health and safety requirements.

Should workers use vehicles to travel within the perimeters of the livestock farm, they must do so cautiously to best ensure their safety.

Emergency procedures should be in place in case of the worker facing a risky situation or suffering an accident.

- Emergency procedures should be clearly displayed, in order to compel workers and visitors to read them and easily have them at their disposal.
- Procedures must include: a contact person (name and contact number), the location's address, and a further list of emergency contacts (i.e. police, fire, ambulance, hospital).

In case of high risk activities, the farmer must be able to provide safety training as well as medical examination to workers if necessary. At least one worker, or the producer in charge of the livestock unit, must be fully trained in first aid (within the last 5 years).

The livestock farm must have a first aid kit.

The infrastructure and equipment used to work must be meticulously maintained in order to minimize safety hazards.

Business ethics

Nativa has a robust business ethic, achieved by maintaining strong relationships with employees, shareholders, customers, competitors, society and the environment. Nativa prohibits any discriminatory practices in the company, whether it is of race, gender, religion, etc. All the contributors to Nativa's supply chain should be in compliance with current tax and social welfare law. They shall also follow, share and promote Nativa's code of ethics.

Environment

Nativa's processes are oriented to the preservation of the environment. The world is currently facing new environmental challenges, which are connected with climatic change, water, energy, biodiversity and agriculture.

Nativa promotes permanent efforts to reduce environmental impact generated by farming activities.

The farmer shall be informed of new environmental challenges and promote permanent efforts to reduce environmental impact generated by farming activities.

Workers shall be trained on the environmental impact of the farm.

2 LAND MANAGEMENT

INTRODUCTION AND OBJECTIVES

To ensure both a good soil yield and the best conditions for sheep rearing, it is important for the farmers to know the type of soil and how to use it. Each farmer -depending on the area in which they are- must carry out a risk analysis as to preserve natural resources.

The farmer must know the type of soil and how to use it to ensure the best conditions for breeding sheep or cultivating crop, pastures or others.

ASPECTS TO CONSIDER IN RISK ANALYSIS

- Fertility
- Forage resources
- Soil erosion
- Any aspect necessary to avoid compaction of the soil
- Organic matter
- Any aspect that the farmer considers relevant.

Necessary document(s) for this requirement:

- Soil analysis.

Land shall not be degraded by overgrazing and/or other management techniques. Soil and land health including forage resources, soil erosion, compaction, organic matter and any other areas of risk relevant to the farm, shall be addressed through actions and in a written management plan.

The following shall be monitored and managed. Steps shall be taken to prevent and minimize them and restore damaged areas.

- Soil compaction
- Soil erosion
- Soil organic matter

The farmer shall monitor key indicators of land health. Monitoring sites shall be set for pasture composition and soil degradation.



3

ENVIRONMENT

INTRODUCTION AND OBJECTIVES

Sheep farming around the world is carried out in beautiful landscapes that must be preserved in a conscious and sustainable manner. Nativa encourages the persistence of all practices that result in the production of a high-quality fiber without damaging the environment and believes this is consistent with productive and profitable farming.

Nativa ensures the capacity and quality of its farms are managed sustainably, in a profitable manner that allows plans to improve and protect its environmental systems.

Nativa requires all farmers to protect and enhance nature’s most precious assets like soil, biodiversity and water. Nativa raises awareness to further minimize any possible negative impacts of the work at farms .

Fertilizers must only be used when absolutely needed and their use can be justified.

Fertilizers

Farmers must have a fertilizer management plan considering several aspects of the soil, crops sown, pastures grown, crop residues on fallow land, and any additional factor considered by the farmer to affect or improve the efficiency in the use of fertilizers.

There shall be a fertilizer management strategy to be reviewed annually. The strategy shall include calculations of likely crop requirements, taking account of available nutrients in soil, organic manures, compost and crop residues, and be based on the principles of efficiency.

Soil analysis shall be carried out in premeditated intervals according to the previous use of the land: any degradation signs or low fertility levels observed, as well as the quality of the crop yield must be reported.

Regular health tests shall not be necessary if the land remains natural, with no alteration to its structure, and no crop or pasture grown.

Excessive use of fertilizers is not allowed. The farmer must use minimum amounts of fertilizers in order to avoid unnecessary residue and pollution.



Organic or chemical fertilizers are allowed, as long as they do not contain heavy metals and there is a proven technical reason for their use. If organic fertilizers are used, it is necessary to describe the composting process.

If inorganic fertilizers are used, the farmer must verify that they are authorized by the competent authorities and that they comply with the heavy metals requirements.

Fertilizers must be stored separately from food and other products to avoid contamination, in particular of foodstuff, haylage, or fodder.

Application methods and equipment that minimize waste and pollution shall be used. Water courses must be prevented from fertilizer damage.

Application equipment shall be kept in good working order and cleaned after use, as well as regularly calibrated.

Necessary document(s) for the use of fertilizers:

- Fertilizer management plan. It shall be reviewed annually.
- Soil analysis results (if necessary).
- Registered records of the fertilizer applications with paddock, quantity, name, date, etc.

Pesticides

Pesticides must only be used when the reason for their usage is justified by an approved technician.

Biological, physical and cultural methods shall be used over chemical methods under the approval of the technician.

Farmers shall use the minimum amount of pesticides to achieve adequate control of pest burden on their farm. Prophylactic use of pesticides is prohibited.

For the use of pesticides, the farmer must have an integrated pest management plan based on the principles of prevention, observation, monitoring of crops, pastures and parasites, and also within the thresholds of pesticide use for each pest.

The pest management plan must take into consideration and adopt precautions to all risks to human and animal health caused by the use of pesticides.

Information of each pesticide utilized must be available (technical data sheet) to ensure appropriate measures are taken if needed.

Pesticides must be applied under the approval of a competent technician. The dosage used and ‘waiting’ times shall be verified to coincide with the instructions on the label and the recommendations of the technician.

Measures shall be in place to limit the impact of pesticide use. Farmers shall take care to avoid damage to beneficial organisms. Risks from pesticide application for human and animal health or the environment shall be minimized. Systems shall be in place to ensure that pesticides reach all targeted areas, and to minimize losses to non-target areas or the atmosphere.

Application records must be kept for all pesticides that have been used.

Pesticides must be stored separately from food and other products to avoid contamination, in particular foodstuffs, haylage, and fodder. Pesticides shall be stored in a warehouse duly identified (Display: ‘Danger- Pesticide storage’).

Pesticides must be stored out of the reach of children or animals.

Necessary document(s) for the use of pesticides:

- Integrated Pest Management plan. It shall be reviewed annually.
- Application records
- Information in case of emergency
- Announcements
- Emergency procedures

Biodiversity

The farmer shall have knowledge of all species (native animals and plants) on the farm and, based on national or local classifications and regulations, should look out for species which are threatened or in danger of extinction.

The farmer shall monitor the population of predators and other wildlife (birds, mammals, or reptiles) on the farm and apply livestock husbandry practices to maintain biodiversity.

The farmer shall monitor and manage the infestation of unwanted exotic or invasive plants.

Lethal control of species shall be minimized and done humanely. Lethal control must target the specific, individual animal(s) that is/are creating the conflict. Lethal control of any animal must result in instant unconsciousness and death. Use of poison for lethal control is prohibited.

The farmer shall have a plan to mitigate the negative effects of the species present on their property.

Sensitive and high conservation value areas and endangered wildlife species must be identified. That being the case, grazing is not permitted under any circumstance.

Forage resources shall be monitored and managed. Steps shall be taken to prevent or minimize degradation of forage resources, especially native range and perennial cover, and to restore degraded areas.

In extreme cases (lack of forages and food), when it is necessary to access these areas, reproductive cycles of local species are to be considered and their habitat and sources of food shall be protected.

The usage of deforested land or its conversion from native fields to agricultural or livestock breeding land is unacceptable in the hands of Nativas.

Hunting, fishing or gathering of rare, threatened or endangered species is prohibited.

Hunting of authorized species by national or local law is allowed in designated areas. It is only allowed to hunt species that are authorized by law and that are not threatened or in danger of extinction. Those performing hunting activities must have a license to hunt.

The farmer shall ensure freedom of animals and species that co-inhabit the farmland.

In high-risk areas or in areas where there have been predator attacks in the past, additional management measures shall be taken.

Necessary document(s) for the protection of biodiversity:

- List of animals in danger of extinction
- Management plan

4

ANIMAL WELFARE

INTRODUCTION AND OBJECTIVES

New regulatory instruments are being established around the world, due to increasing interest and compassion of consumers to the welfare of animals. This standard defines the responsibilities of all workers in charge of animals in Nativa, as well as what practices are necessary for taking proper care of animals’ health and needs. The transportation of livestock is key to the Protocol and this standard specifies how best to manage this, always bearing in mind the best procedure as to avoid the animals’ pain or stress.

Furthermore, supplementary feed should be given in case of pasture shortage, in order to meet the nutritional requirements for the health of the sheep.

To ensure animal welfare each farmer shall have a management plan, assessing:

- Behaviour, animal handling and health
- Feeding
- Sheep breeding
- Infrastructure

Behaviour,
animal
management,
and health

Farms or producers shall have a list of illnesses or diseases, which will be classified according to the severity, frequency, and main causes of the disease. The farmer shall take preventive and/or corrective measures whenever necessary (i.e. external and internal parasites infestations such as flystrike, ticks, lice, gastrointestinal worms and scab).

The farmer must conduct regular inspections of the farm and monitor the health of the sheep in order to identify signs of illnesses, productive disorders or lameness.

The feeding and care of the animals must be ensured all year round.

In key life stages of the animals it may be necessary to increase the number of inspections. For example, during extreme weather conditions, mating, lambing times, weaning, illnesses, after the shearing, etc., or when the farmer deems it necessary.

Workers at the farm must prove their experience and expertise to identify sheep diseases and injuries.

The farmers and workers’ handling of the sheep must ensure humane practices and methods, which take into consideration the principles of animal welfare.

Unaccepted and inappropriate practices include:

- All physical action which produces pain, stress or injuries to the animals.
- Pulling the sheep from the head, neck, tail or ears.
- Hitting, as well as kicking, striking and slamming gates on the sheep.
- Dragging or pulling the sheep by the legs.
- Electric prodders or any other device to stimulate the animals.

Animals shall move freely, and in general the farmer shall control all risks that may hinder the lives of the animals, whether caused by farm work or by existing predators.

Extra care shall be taken when handling sheep with special needs, such as young lambs, heavily pregnant ewes, lame sheep and rams. Heavily pregnant ewes shall only be handled when absolutely necessary.

Farmers must exercise proper control of any dogs working with the sheep, avoiding any possible attacks to the latter. Disobedient and troublesome dogs that do not respond to the personnel or farmer’s command are not allowed to work with the sheep.

Long term close confinement in crates or tethering is prohibited.

Tethering or use of crates shall only be used for a minimum time to address a special need such as the provision of medical care.

Tethering is only authorized when necessary for the animal to remain still, such as when treating hoofs. In this case the period of time the animal is tethered cannot exceed two or three minutes.

Sheep that are identified to be suffering from diseases must be treated immediately. They must be separated from the rest of the flock.

There must be a management plan describing practices behaviour, animal management and health.

Before administrating medicines to animals, its effects shall be mitigated with the alternatives included in the animal welfare management plan.

Some examples are: grazing control in non-infested pens, pasture rotations, making sure that the categories of susceptible sheep do not share the same plot.

From a health point of view, the farmer shall ensure that the management plan includes strategies or processes to provide professional assistance and medicine when necessary.

Farmers must ensure that only officially registered veterinary products are used or those used under the directives of an accredited veterinarian. Products must be used following the instructions on the label and waiting times must be respected.
Sick animals that cannot move on their own must be moved with help.

Vehicles that keep animals safe and calm may be used. If there are no mechanical means avai-

lable, canvas, carts, sleds or even horseback may be used. The means available on site shall always be verified.

Extra care shall be taken when handling sheep with special needs, the farmer and workers shall put special effort and expertise to avoid complications or additional concern.

When the farmer, properly advised by a veterinarian, considers that the animal will not recover, and that it suffers irreversible injuries, it should be promptly and humanely euthanized, in a way that does not cause pain to the animal.

It must be verified that all corresponding health treatments have been administered and that every possible measure was taken to help the animal recover. Animal suffering must be avoided in all cases.

The farmer shall keep mortality records on a monthly basis for each category.

If the percentage of deaths exceeds the expected level, the farmer shall state the main causes of death and with the help and recommendation of veterinaries take corrective actions to solve the problem.

Continuous confinement of any animal on the farm is prohibited. Animals shall receive nutrition, care, handling and veterinary attention as required for their health, safety and comfort.

Good hygiene practices shall be followed in relation to facilities, personnel, handling and instruments.

The farmer must comply with the local and national legislation in force with regards to animal welfare and sheep management.

In the cases of sheep transportation local or national legislation shall be followed.

When sheep are moved, the pace shall follow the main characteristics of the species, and for this reason sheep moved on foot shall not be forced.

Sheep shall be driven in a calm manner at a relaxed pace, natural to the animal, and not faster than the pace of the slowest animal.

When sheep are transported in trucks, both loading and transport procedures shall be such to minimize pain, injuries or animal stress.

Sheep moved on foot shall not be forced to proceed at a pace that will cause exhaustion, heat stress or injury.

Special care shall be put in the number of animals in the truck.

The facilities to load and unload sheep must be controlled.

The farmer shall verify that the trucks used for transport have adequate flooring so that sheep do not slip, The overall state of the truck must be checked to ensure animals are not injured and that it is in adequate hygienic conditions.

The farmer shall keep records of injury and death rates associated with the transport of their sheep.

The farmer shall consider the usual amount of hours with natural light according to their corresponding geographic area and season, and make the most to try and replicate these during transportation.

In case of subcontracted transportation services, it must be verified that the truck meets the above mentioned requirements to ensure the welfare of animals.

It is the responsibility of the farmer to obtain information regarding the meeting of animal welfare requirements during transportation.

Necessary document(s) for behaviour, animal management and health:

- Plan of animal management. It shall be reviewed annually.
- A record of the occurrence of illnesses
- List of illnesses
- Mortality records

The farmer must make sure the sheep have access to sufficient and constant nutrition and enough water to avoid malnutrition and ensure the good health of animals.

Nutrition

The animal welfare plan must consider:

- Category of animals
- Weather conditions
- The type of feed that is available throughout the year (type and availability of grass, forage, etc.).
- Number of animals per hectare.
- Body condition of the animal (lactating ewes, lambing, post-shearing)

The plan must be reviewed annually.

The feeding or the forage needed by the animals must be guaranteed all year round except under severe weather conditions.

The farmer must record the animal load per hectare based on: land type, pasture quality, seasonal conditions, type of stock.

According to the animal load per hectare, the farmer must evidence the measurement or technical data so as to calculate the number of available grazing days.

Sheep shall have an adequate supply of clean and safe drinking water.

- When water sources are natural, sheep shall have easy access to it. Flooded or muddy areas, with steep slopes or bumps shall be avoided.
- When determined by the vegetation conditions, steps shall be taken to prevent the animal’s passage from being hindered or the sheep from being trapped or tangled among branches or thorns.

According to the plan, the farmer decides when to provide foodstuffs, forage or haylage as a supplement.

There must be a general record of the supplements given, describing type and amount of feed given, as well as the number of days it was given for.

Feed shall be stored properly, avoiding cross contamination.

Hazardous materials shall not be stored near feed storage areas.

Equipment used to deliver feed and water shall be cleaned and maintained in good working order and any problems promptly rectified.

The animal welfare plan shall contemplate intensive grazing (amount of food and number of days of the animals in the plot).

During the regular inspections of the farm the farmer must check:

- The supply of clean and safe drinking water
- Grazing
- That the animals are not in areas where there are poisonous plants, contaminated feed and/or harmful substances.
- Physical condition of sheep. The condition of the animals shall be recorded.

Regular inspections must be performed by experienced personnel in order to identify the physical condition of the sheep. In case of detecting any irregularities, immediate actions must be taken to reverse the situation. These actions must be recorded, specifying cause of the issue and action taken to solve the problem.

Food and water deprivation: Forbidden, except during management practices (such as shearing, transport or slaughter).

Despite restriction periods varying according to each geographic area, sheep cannot be deprived of food or water for more than 24 hours.

Pregnant or lactating ewes shall not be deprived of water for more than 8 hours.

Animals in ill health or poor physical condition shall not be deprived of food or water until their recovery. The farmer shall ensure sheep have an adequate supply of clean, safe and accessible drinking water.

Routine checks must be conducted to ensure compliance with animal welfare requirements during restriction of water and feed periods.

Farmers shall consider daylight hours to avoid keeping animals in sheds for an extended period of time.

The farmer shall have an emergency plan for the handling of animals in the presence of extreme weather conditions, in which all possible climatic events are listed as well as their frequency or likelihood (dry weather, heat, extreme cold, snow, desert, rocky surfaces, storms, cyclones, winds, floods).

If the farmer considers the animals’ welfare to be at risk, the necessary steps shall be taken in order to protect them, such as relocation, sale or humanely dispose of sheep to ensure their welfare is not adversely affected.

Necessary document(s) Nutrition:

- Animal management plan
- Emergency plan
- Records of regular inspections– field books.
- Records of the animal load per hectare (stocking rates)

The farmer must ensure good breeding conditions, taking into consideration animal welfare and adaptability to the environment in which the sheep are raised.

Areas of native forests, with proliferation of predatory species or in which there may exist a water accumulation or danger of flooding, must be avoided.

To ensure animal welfare, there must be written procedures in place regarding husbandry.

Husbandry

There must be a management plan at the farm that details breeding, pregnancy and lambing.

Breeding,
Pregnancy,
and Lambing

Lambing time is determined by breeding time, and therefore all details and general guidelines that may affect the process can be approximately foreseen to ensure a safe lambing.

Lambing must be planned according to local climatic conditions of the area of breeding and ensuring a suitable feeding of the ewes before and after lambing and the feeding of lambs.

Besides nutritional factors, the farm shall have lambing pens, considering logistic factors such as the distance between the farm and the work facilities or residence of the workers.

Lambing must be supervised, and actions taken to ensure sheep have an undisturbed lambing.

The farmer shall ensure workers have experience in lambing and know how to provide assistance in cases of lambing difficulty or be able to help if any problems arise. If the farmer deems it necessary, veterinarian advice shall be sought.

During lambing times, it must be necessary to increase the number of inspections.

The farmer must check the health of the sheep and availability of food and water.

It shall be necessary to preserve a calm environment during lambing times to avoid causing stress to the animals.

Artificial breeding procedures are accepted provided they are carried out by competent and experienced workers with training in the criteria to follow in order to ensure animal welfare.

Authorized technologies are:

- Cervical artificial insemination and pregnancy diagnosis.
- Laparoscopic artificial insemination - allowed if strictly necessary. Must be performed by professionals and it must be ensured that the animal does not suffer.

Electroejaculation (ejaculation for preservation of semen) is prohibited.

Embryotomy practices or lambing surgery must only be performed by a veterinarian or under the supervision of a veterinarian, as long as the personnel in charge demonstrate the required level of expertise.

Care shall be taken when introducing males or rams to a group- sheep shall be monitored for signs of aggression.

Precautions shall be taken during the work with rams in every reproductive stage, as well as when working with lambs and pregnant ewes.

Sheep cannot be isolated; they shall be with animals of the same species at all times. They can be in different pens, but be able to maintain visual contact with other sheep. Isolation of sheep shall be minimized.

Artificially reared lambs shall receive a sufficient amount of colostrum after birth to ensure their welfare.

Closed restraints of ewes for the purpose of lamb fostering is allowed only when other methods are not possible.

Necessary document(s) for breeding, pregnancy and lambing:

Tail Docking
and Castration

- Management plan

The farmer shall perform a risk analysis (based on animal welfare, weather conditions and management) before conducting surgical procedures including tail docking and castration.

The risk/benefit analysis shall include:

- Method to be used.
- Steps to minimize suffering.
- Humidity and temperature conditions which may affect healing and prevent infection of the wounds.
- Availability of forage or feed for the animals.
- Immediate access to medicines.
- Regular review of procedures, assessing their development and the use of potential pain relief methods. Pain management options shall be reviewed regularly.
- Pain management options shall be discussed with a veterinarian.

There shall be a written management plan that specifies the handling of animals for tail docking and castration.

1. Tail docking must only be carried out if failure to do so would lead to other management problems.

If tail docking is advised, it should preferably be performed between the first 24 hours and 8 weeks of the sheep's life.

If due to any climatic problem or sanitary restriction the procedure is performed outside the recommended period of time, the farmer must use appropriate medication to avoid all types of pain and animal stress.

Length of the docked tails shall cover the vulva in ewes and the equivalent length in rams.

The accepted procedures by Nativa are either thermocautery (preferred method) or the application of a rubber ring.

Farmers, veterinarians or specialists shall monitor the procedure and signs of post-operation complications and if needed, take appropriate corrective actions.

The equipment used shall be specific for this purpose and should be well maintained to ensure a good performance.

Tail docking in lambs shall be after the ewe/lamb bond has become established.

2. Castration of young males is acceptable as long as it is possible to establish in the management plan that castrated males shall remain in the farm for a considerable period of time.

Castration shall not be done in males sold for slaughter before six months of age.



Preferably, castration should be performed between 24 hours and 8 weeks of life.

The procedure shall be performed using either:

- a) Application of a rubber ring
- b) Surgical castration. Pain relief must be utilized.

In case the procedure has to be performed outside the recommended time period, due to climate complications or any other sanitary restrictions, the farmer must use appropriate medication to avoid all types of pain and animal stress.

Farmers, veterinarians or specialists must monitor the castration procedure and in case of noticing any signs of post-operation complications, must take appropriate corrective actions.

Special care should be taken in maintaining the established ewe/lamb bond.

Necessary document(s) for this requirement:

- Management plan
- Risk analysis
- Record of complications

Mulesing

Mulesing is prohibited.

The farmer must make sure that mulesing practice has ceased and that no lamb born on the farm in the past 12 months has been subjected to mulesing at the time of certification.

Identification

Sheep marking for identification is allowed only in accordance with current law and best practice guidelines.

- Tagging is a permitted method of identification.
- Ear marking (notching) or tattooing only as a legal requirement.
- Hot branding and horn branding are prohibited.

Dehorning,
Disbudding,
and Substantial
Horn Trimming

Dehorning, disbudding and substantial horn trimming is prohibited unless needed to address animal welfare.

- Dehorning is acceptable when the horn can injure other animals or the workers.
- When there is evidence or risk of the horn wounding the face of the animal a regular trimming must be performed.

- Minor horn trimming is acceptable if it is done with corrective purposes. This practice must be conducted avoiding pain to the animal.
- If necessary to perform a complete dehorning, it must be performed by a veterinarian using anaesthesia (Total dehorning is not a recommended practice).

Shearing

Shearing must be performed at least once a year.

The method of shearing used must consider the principles of animal welfare and the tools must be appropriate for shearing avoiding suffering or cuts to the animal.

It must be performed by or under the supervision of a competent shearer. The competence of the shearer can be proven by experience and direct training. When the shearer has no direct training, it will be necessary to have information on work background and observe and inspect the shearing of the first sheep.

There must be a person in charge of the group of shearers, who shall be identified and who shall receive the corrections to non-compliances observed.

Before the shearing the farmer must inspect the shed is in appropriate conditions to avoid animal injury and that the place is safe for the workers.

A written copy of the shearing procedures shall be posted on the shed (management, instructions, notices, etc.) and be accessible to the workers.

Shearers shall:

- Minimize animal stress.
- Avoid any injury to the animal because of cuts.
- Check that the equipment to be used is in good conditions and that it will not produce infections.
- Monitor sanitary and disinfection conditions in the area where the shearing shall be performed and the animals shall be kept.

Given the specific weather conditions in the area on the day of the shearing, the farmer must consider nutritional aspects after the shearing to ensure animal welfare. Sheep shall not be exposed to extreme temperatures or rain after the shearing. The farmer shall know and explain the steps to be taken in the event of extreme weather conditions to protect animals which have been recently sheared.

Appropriate medicines to disinfect cuts and prevent larvae in the wounds must be available. Animals that have suffered cuts due to shearing, must be treated immediately or according to the instructions of the shearing method.

Serious injuries must be treated appropriately and it shall be necessary to separate injured animals to monitor and repeat treatment. A veterinarian shall be consulted. Pain relief shall be applied for serious injuries when available.



In areas with presence of flystrike, repellents and healing medicines shall be applied.

Records of all serious injuries shall be kept and corrective actions shall be implemented to avoid future injuries.

Procedures related to the assistance to be provided to animals cut or injured must be known clearly by all the workers of the shearing company.

The farmer or designated person shall be responsible for the methods and procedures followed in the shearing and shall inspect and monitor the work of the shearers' compliance with the guidelines of the shearing good practices recommended, as well as animal welfare, health and safety of the workers and maintenance and preservation of the environment.

The farmer or designated person shall be authorized to interrupt the shearing or suspend a shearer who does not follow the above mentioned procedures. They shall be present during the entirety of the shearing and shall record any incident regarding the animals, workers or the equipment used.

If a group of external shearers is hired they shall sign a "Shearing agreement".

There must be a person in charge of the group of shearers, who shall be identified and who shall receive the corrections to non-compliances observed.

Necessary documents for shearing:

- Guidelines for good practice in shearing
- Records of injuries caused by shearing and corrective actions
- Training records
- Shearing agreement

All the sheep that experience severe illness/injuries and do not have a reasonable expectation of improvement must be euthanized.

Stunning prior killing is required, except in situations of emergency euthanasia (i.e. severe pain).

Firearms are accepted if local laws permits their use.

The workers that perform euthanasia must be competent and follow a set criteria to recognize when an animal needs to be euthanized. They shall have clear instructions on how to carry out the procedure.

Euthanasia shall be performed to cause a rapid loss of consciousness followed by death, resulting in minimal stress and pain for the sheep.

Necessary documents for on-farm euthanasia:

- Guidelines to perform euthanasia

When an animal is slaughtered on-farm it must:

- Be done using a method that is quick
- Ensure minimal stress and pain
- Ensure a rapid loss of consciousness followed by death

A trained, competent worker must perform the slaughter. This task shall not be performed by inexperienced workers. Authorized people shall be listed and appointed by the person in charge of management on the farm.

Acceptable methods of slaughter for sheep include:

- Penetrating and non-penetrating captive bolt guns, immediately followed by a secondary method to ensure death (such as exsanguination).
- Firearm

Once the death is confirmed (observation of pupils, heart beat and lack of respiration) the spinal cord shall be severed or broken.

Sheep shall be slaughtered away from the view of other animals except in unavoidable circumstances.

Necessary document(s) for slaughter:

- List of workers competent to perform the task

The farmer shall ensure the best conditions for the husbandry of the sheep, taking into consideration weather conditions of the area and how they may affect the welfare of the animal.

A strategy shall be in place as part of the emergency plan for the provision of shelter in the event of emergency situations caused by extreme weather events.

If necessary, the sheep shall have access to effective shade (in case of high temperatures), shelter and/or windbreaks to protect them from adverse weather conditions. Shelter can be natural or artificial and shall be available at all times when extreme adverse conditions are present.

Handling and housing systems (including shearing sheds) shall be designed, constructed and maintained so as to minimize stress and the likelihood of sheep injury during handling.

Characteristics to be met by the buildings:

- Buildings shall be structurally sound.
- Infrastructure shall be free of sharp protrusions, faults and flaws that could cause injury.
- Flooring in holding pens shall have good traction.
- Infrastructure shall be inspected and maintained regularly.

All fencing shall be well maintained and regularly checked in farm inspections.

Necessary document(s) for this requirement:

- Emergency plan.
- Risk analysis.
- Notes of inspections done in the farm- field books.

Permanent housing applies for sheep being housed during cold weather seasons.

Pens or sheds used for the housing of sheep, for shearing, transport, slaughter or weather reasons shall provide sufficient freedom of movement and floor space to lie in a normal resting position (for sheep 0,60 m2 per animal is required).

Housing space shall consider age, size and class of sheep and its natural environment for its design and construction.

Housing must be well ventilated and kept in a sanitary condition to prevent illnesses.

When housing periods are long, a place must be provided for isolation of sick animals. In this case, inspections shall be carried out on a regular basis.

Regarding animal bedding, the farmer shall:

- Make sure the bedding area is sufficiently dry to avoid discomfort.
- Change the beds if they are considered to be inappropriate (bad smell, poorly kept, etc.)
- In case of using bedding from timber-based products sourced from chemically treated wood, verify products are authorized for animal use.
- The use of bedding made of dry grass is recommended. Otherwise, the farmer must verify the bedding utilized is acceptable and in good condition.

Buildings shall be constructed to provide adequate drainage and ensuring that the environment remains dry and does not retain humidity.

Housed sheep shall have access to a lit area similar to natural light for their usual daytime hours, according to the corresponding geographic area and season.

Necessary document(s) for permanent housing requirements:

- Record of the cleaning of sheds

PART 2

CERTIFICATION AT INDUSTRY LEVEL



CORPORATE SOCIAL RESPONSIBILITY

Chargeurs Luxury Materials is part of the United Nations Global Compact, which is a leadership platform for the development, implementation and disclosure of responsible corporate practices. This Protocol supports ten universally accepted principles in the areas of human rights, labour, environment and anti-corruption, and also supports the United Nations’ goals and issues embodied in Sustainable Development Goals.

All the contributors in Nativa’s supply chain, are committed to respect, defend, and apply these principles:

Human Rights	Chargeurs Luxury Materials supports and respects the protection of internationally proclaimed human rights; and ensures that it is not complicit in any violations of human rights.
Labour	Chargeurs Luxury Materials upholds the freedom of association; the recognition of the right to collective bargaining; the elimination of all forms of forced, compulsory labour; the abolition of child labour; and condemns discrimination in any respect.
Environment	Chargeurs Luxury Materials employs a careful and meticulous approach to environmental issues; it promotes greater environmental responsibility and encourages the development and spread of environmentally friendly technologies.
Anti-corruption	Chargeurs Luxury Materials works against corruption in all its forms, including extortion and bribery.

Health, safety and welfare of the worker.

The health and safety in working environments, such as in the usage of factory machinery and equipment, or for transportation services are priorities under the Nativa Protocol standards; It is a moral and legal obligation, essential in the prevention of accidents and diseases. This awareness supports the important task of risk identification, assessment and prevention, as well as investments in trainings.

The organization shall have clear awareness of risks and shall identify, asses and prevent accidents before they occur.

If it is necessary, because of the risks identified, workers must be trained on safety issues. All potential risks (according to the risk analysis) must be properly identified (i.e. signage) The risk analysis should be carried out once a year, and when there are changes that could affect the health and safety of workers, such as new machinery, or the use of new chemical products.

Emergency procedures should be available in case of the worker suffering an accident.

- Emergency procedures should be clearly displayed in an accessible and attractive manner, in order to compel workers and visitors to read them and have them easily at their disposal.
- Procedures must include: a contact person (name and contact number), address of the building, and a further list of emergency contacts (police, fire, ambulance, hospital).

At least one worker, or the responsible person in the unit must be trained in first aid (within the last 5 years).

The organization must have a first aid kit.

Workers must have clean areas to store their food, eat and rest, with adequate services to maintain proper hygiene and ensure their health.

The food delivered by the producer or the company must be in good condition and must be sufficient to feed all the staff.

In case of evidences of water resources that can be contaminated for human consumption, water must be tested. Actions must be taken to assure the quality of the water in case of a test result that has parameters not accepted.

Employees must have personal protective equipment. They must have adequate clothes to work, especially in the case of application of chemical products and/or oil.

Chemicals must be stored safely, and carefully separated from workers’ food and in safe areas.

2

TRACEABILITY AND SEGREGATION OF THE PRODUCT: NATIVA WOOL

Each step of the process, from the production of the wool to the diverse stages of sales (industries), shall establish and maintain an effective management system to identify and segregate the Nativa certified and non-certified products.

MANAGEMENT SYSTEM

Responsibilities	<p>The company shall appoint a person in charge of the implementation and compliance with the Nativa Protocol.</p> <p>The person in charge shall ensure the entire staff (both employees and subcontractors) know the Protocol and that they comply with its requirements. The person in charge shall keep them informed of any changes or updates.</p>
Procedures	<p>Written procedures and/or work instructions shall be available to ensure the implementation of all requirements.</p> <p>Each procedure shall have one person responsible for its implementation as well as compliance control records of the latter.</p>
Training	<p>Staff shall be trained in compliance with the standard, particularly those workers that are linked to the critical control points, ensuring full compliance with Nativa. Records shall be kept as evidence of such training.</p>
Records and reports	<p>Records defining and evidencing the maintenance of a management system for compliance with the Nativa Protocol shall be kept.</p> <p>All procedures and records shall be easily available. Such records include:</p> <ul style="list-style-type: none">- Purchase orders- Records of buyers and providers- Invoices of providers- Transportation documents of providers- Production records (Kg.)- Stock records- Sales volume summaries- Internal audit records- Invoices- Training records <p>- All records shall be kept for at least 5 years.</p>

Identification of critical control points

All the organizations that use Nativa wool shall look at the operation/process to determine the Critical Control Points (CCPs). These CCPs shall be identified according to the company's criteria and consist of those items that present greater risks of non-compliance with the Nativa Protocol. CCPs shall be monitored to ensure compliance with the standard, defining Control Points (CPs) for each one of the CCPs identified.

The monitoring and control of CPs reduce the risk of non-compliance with Nativa standards. For instance, one CCP is storage: mixture of Nativa certified wool with non-certified wool. For this CCP (storage), the Control Points (CPs) to prevent the above are: correct identification of providers, labeling and staff training.

Other possible CCPs identified in the production process may be the following:

- Purchase requests
- Wool reception
- Processing
- Outsourcing
- Purchase orders
- Sale documents

Product labeling

To label a product as Nativa wool, the label to be used shall have to be approved by the certification body. It shall review the use of the label in all surveillance or reevaluation visits. All Nativa certified products should have a clearly visible label, to be approved by the Certification Body in conjunction with Chargeurs Luxury Materials.

Legal requirements

All organizations shall comply with the local or national legislation in force, with respect to the health and safety of workers, and environmental protection.

Entry identification

RECEPTION OF NATIVA WOOL AND STORAGE

Upon receiving Nativa wool or other products and before continuing its use or processing, the provider's invoices and supporting documents shall be verified for the following:

- To ensure that the amount and quality of supplied materials are the ones stipulated in documents.
- To ensure the quality of materials.
- The Nativa Chain of Custody code of the providers of supplied materials with the Nativa label.

Segregation

The Nativa products shall be stored separately from other type of products and shall be duly identified as Nativa.

Precautions for labeling

All products shall be correctly labeled, noting that they are Nativa products.

Volume Control

Each organization shall define conversion factors in their production processes. The methodology used to calculate conversion factors shall be duly identified and registered. These conversion factors shall be kept up to date.

The following shall be identified:

- The main elaboration stages implying a change of volume or weight of the material,
- specifying the conversion factor or factors for each processing step or,
- if not feasible, for the total of processing steps. The company identifies the conversion factor for each group of products.

Identification
of products sold
with Nativa label

SALE AND DELIVERY

The organization shall make sure (procedures and training) that invoices for the products sold with the Nativa label include the following information:

- Name, contact information and address of the organization.
- Name and address of customer.
- Issue date of document.
- A description of the product.
- The number of products sold.
- Chain of Custody Number of the organizations.
- If separate transportation documents are issued, enough information to link the invoice to related transportation documents.

Labeling
of products sold
with Nativa label

There shall be a clear indication of each Nativa label for each product or the total of products, for instance reading: 100% Nativa.

All products sold as Nativa shall be covered by invoice and/or transportation documents reflecting the corresponding information about the Nativa claim.

Transaction
certificates

In order to guarantee traceability and know the exact origin of the raw material for each product, from the greasy wool to the final product, as well as to control the certified volume of wool that is being sold, a Transaction Certificate (TC) must be done.

Necessary documents that must be sent every time a TC is requested:

- Invoice of your sale
- Packing list, detail of the production
- Bill of landing or transport document
- Previous TC (to know the origin of the wool)

All documents must make a clear reference to the wool/product being certified.

OUTSOURCING

The organizations subcontracting the work to third parties shall request their inclusion in the scope of Nativa's certification in order to maintain their certificate.

The organizations subcontracting workers to work in their company must be sure that subcontracted personnel are trained and that they thoroughly know the procedures in place.

Prior conditions for
subcontracts

Organizations may include subcontracting in the scope of their certificate provided they comply with the following:

- Subcontracted companies shall know what Nativa is and shall comply with the Nativa Protocol.
- The organization shall make sure it delivers and receives the same amount of certified merchandise.
- Ownership rights to materials are not waived during outsourcing.
- An agreement or contract covering the outsourcing process shall exist between the company and the contractor during the process. Such contract shall stipulate that the Certifying Entity may audit the outsourcing contractor as part of its Chain of Custody regular audits.
- The company shall have a documented control system for the outsourcing process with written procedures that are also shared with the outsourcing contractor.

Traceability
maintenance

Organizations shall ensure that:

- All materials used for the production of Nativia certified material are traced and controlled and are neither mixed nor contaminated with any other material during the outsourcing process.
- All records regarding supplies, products and delivery documents associated with any Nativia material that is processed or produced under the subcontracting agreement are kept by the outsourcing company.

Records	<p>Organizations shall register all the names and contact information of the subcontracted companies used for the outsourcing and processing of Nativia certified materials.</p> <p>Companies shall notify the certification body of any subcontracting agreement or process prior to any subcontracting.</p>
Invoicing	<p>Organizations shall issue the final invoice for the processed material after subcontracting has been carried out.</p> <p>The invoice shall indicate that it is a Nativia certified material.</p>
Labels and claims	<p>Note: If the company does not issue a final invoice, the material is not sold as certified material.</p> <p>Organizations shall ensure that only labels covered by the subcontracting agreement are used.</p>
Marketing	<p>Organizations shall make sure that subcontracted companies do not use the Nativia certificate for their own marketing purposes.</p>





3

ENVIRONMENT

Nativa aims to ensure that both the facilities and industries involved in the different steps of the Nativa wool final product are adequately managed in order to avoid environmental pollution or reduce it to a minimum.

Management of waste and pollutants

The waste and possible pollution sources that are present in facilities/industries shall be identified and listed (plastics, cardboard, oils, chemical products, pesticides, fuels, etc.). A plan shall be in place for the management of the diverse waste and pollutants identified and generated in the premises with a view to minimizing environmental pollution.

Examples:

- Water contaminated with chemicals, for instance, shall be eliminated in a way that minimizes environmental impact. All excess broth shall be managed in such a way that the environment is not contaminated. The excess broth shall not be disposed of directly into the soil, rivers, watercourses, etc. or near water sources.
- Domestic waste generated within the facility/industry as a result of inhabitants: to manage all waste in a tank or place allocated for such purpose and ensure its final disposal.
- Empty plastic bottles: triple rinse them, punch a hole in the bottom, store them in a closed area out of the reach of animals or people, and ensure their final disposal with a company engaged in such activity.

Fuels, oils and other contaminants

Fuel and oil storage in the facility/industry shall have a place exclusively allocated to such effect in order to avoid contamination in case of accidents or spills.

In the event of a fuel and/or oil spill, storage must ensure that the environment is not contaminated. If there are no local requirements regarding spill containment, the requirement shall be that fuel and/or oil storage takes place in areas with retaining walls. These areas should be permeable and should be able to contain at least 110% of the volume of the largest tank used to store fuel and/or oil.

In the case of used oils' storage, these should be properly identified as used oils in order to avoid confusion. Their final disposal shall be then adequately managed.

In all areas where chemicals, fuels and/or oils are stored, the following signs shall be placed indicating:

- That it is an area where fuel and/or oil are being stored.
- Smoking is forbidden in that area.
- That it is an area containing flammable products.
- Emergency telephone numbers: fire brigade, ambulance,

Transportation of fuels and/or oils

The transportation of chemicals, fuels and oils shall be carried out safely, thus ensuring no spills and avoiding contamination. For instance, they could be placed into another tank for transportation purposes.

WATER

Responsible water management

Water shall be managed in a sustainable and responsible way. A map of the facility/industry shall be available indicating the location of water sources surrounding the premises, facility, industry, etc. This includes the identification of sources used for extraction and the amount of water that is extracted for the process. Leaks should be avoided. This also implies having an overview of the water distribution system.

Water shall be used efficiently. The return or possible return of wastewater to water bodies shall be controlled.

The three main sources of water contamination are chemical, physical and microbiological. The main potential pollutants from agricultural fields are plant protection products and nutrients. If organic and inorganic fertilizers reach superficial waters in excess amounts, eutrophication of water bodies may occur.

Water quality

It is important to manage and use plant protection products and fertilizers according to the uses for which they were registered, complying at the same time with the best practices recommended in order to prevent their migration to other environmental areas, particularly to vulnerable areas such as those where water is extracted for human consumption.

ENERGY

Both producers and industrial facilities shall identify their energy sources and uses (fuel, gas-oil, gas, electricity). In case of a significant energy use, they shall develop a plan to reduce non-renewable energy consumption to a minimum, and to use renewable energies.

INTEGRATED PEST MANAGEMENT - IPM

The company shall have an integrated pest management plan to control and avoid pest proliferation and other types of interventions at economically justified levels, and reduce or minimize the risks to human health and the environment.

The IPM (integrated pest management) plan is based on three focal points:

1. Prevention: all possible efforts should be made to prevent problems.
2. Monitoring of evaluation.
3. Intervention.

The intervention (product to be used and dose) will be based on the level of infestation and in all cases it shall be recommended and advised by a responsible technician.

Records and follow-up plans regarding the monitoring of identified pest shall be kept.



PART 3

CERTIFICATION PROCESS



1

OBJECTIVE

A checklist document has been created to ensure that all activities carried out by the Certifying Entity regarding Nativa wool certification, is performed according to the requirements of the Nativa Protocol.

2

SCOPE

This document shall be used in the assessment of the management system, documents and records of each process.

3

CERTIFICATION CRITERIA

All production carried out in the farm must be under the scope of the Nativa certification. Both the producer and the workers should be aware of and trained on:

- The Nativa Protocol and its requirements.
- Principles of animal welfare.
- Best practices regarding land management.
- Good animal management, principles of animal welfare and management of the land.
- The alignment with the Nativa Protocol. (They must sign a contract evidencing this.)

All records and documents related to Nativa production must be kept for 5 years.

4

RELATED DOCUMENTS

- The Nativa Protocol
- Nativa checklist

5

EVALUATION PROCESS

INITIAL DOCUMENT AUDIT

The evaluation process for the certification of farms/production starts with the study and documentary evaluation of the quality plan of the farm/industry to be audited (procedures, records etc.). This documentary evaluation can be performed before the field visit or at the beginning of the visit. It is carried out by the auditor appointed by the Certifying Entity.

The objectives of this evaluation are:

- Determine the sufficiency and consistency of the documents (specially to verify if all the data and specifications needed for the audit and subsequent certification has been included).
- Assess the preparation status of the farm/industry for the audit on the premises.
- Obtain the necessary information for the preparation and planning of the audit on the premises.

The duration of this evaluation depends on the amount of information and farms/industries. The client receives a report of the findings obtained in this evaluation.

AUDIT TYPE, FREQUENCY, NUMBER AND SCHEDULE

The audit type, frequency and schedule (including follow-up audits) is established in the Certification Agreement.

It is possible to perform diagnosis, pre-certification, certification and follow-up audits. Diagnosis and pre-certification audits are optional, yet advised in most cases. Certification and follow-up audits are performed in all cases, while follow-up audits are performed during the certification validity period.

In addition to the audits planned in the Certification Agreement, other extraordinary audits or closing non-compliance visits may be conducted, according to the results of certification and follow-up audits.

In both options of certification, in addition to the corresponding audits of the farms/productive industries, the group management system or internal control system of the farms/industries is also audited, once at the beginning of the certification process and annually once the certification has been awarded.

AUDIT PLANNING

The stages prior to the certification are conducted as follows:

Appointment of the audit team.

For each audit, auditors are appointed by the certification manager in collaboration with the Certifier.

The appointment shall be carried out taking into account the training and level of expertise in the field of the product/process being evaluated. For this, the certification manager will evaluate objectives, scope, criteria, size of the farm(s) to be audited, estimated length of the audit, necessary global competence of the auditing team, the capability of auditors to interact effectively with the farm/industry audited, availability, impartiality, the results of the “Audit satisfaction surveys”, or any other factor the certification manager considers relevant.

Fixing of the audit date and initial contact with the Client.

Audits are carried out according to the audit plan developed and agreed previously with the Client in the Certification Agreement.

The audit date is fixed according to the frequency of audits established in the audit plan, the schedule of auditors and the Client’s availability.

The certification manager shall contact the Client by telephone or e-mail to confirm the audit date and inform the Client regarding audit team members, request access to documents which are necessary during the audit and make the relevant preparations.

Description of audit objectives, scope and criteria

The audit objective is to assess compliance with the requirements of Nativa Protocol, according to the applicable scope. Every item in the checklist shall be verified.

Review of documents and work documents preparation

Before the onsite audit, the auditor reviews the suitability of the documents provided by the client. Taking into consideration the results of the documentary evaluation and reports of previous audits, the auditor prepares work documents which will be necessary as reference and record of the audit, for instance, the checklist.

ONSITE AUDIT

The auditor carries out the inspection in the farm or production unit following the activities described below, to be able to gather all the necessary information to verify the compliance with The Protocol, and completes the corresponding forms with additional comments as deemed relevant.

Opening meeting

At the start of the onsite audit, an opening meeting is held with the manager of the facility being audited or with a person appointed by the Client, and when applicable with the members of staff responsible for the areas or activities to be audited. The opening meeting is chaired by the auditor.

The aim of the opening meeting is to:

- Introduce the participants, including a general description of their functions;
- Review and ratify the Audit Plan and amend it if necessary and possible;
- Provide a brief summary of how the audit activities shall be carried out;
- Confirm communication channels
- Provide the Client time for questions.
- Inform of any finding identified in the review of the received documents and agree on a solution with the Client.

Audit

Auditors are accompanied at all times by representatives of the Client. Observers can accompany the audit team, but they are not part of the team and shall not interfere in the development of the audit. They shall act when the audit team requests so and/or may act as witness of the audit on behalf of the Client.

Members of the auditing team may consult each other during the audit to evaluate any findings. The leader of the auditing team informs the client of such findings and answers the client’s concerns.

During the audit, the auditing team shall record all evidence obtained. The evidence of the audit is based on samples of all available and verifiable elements.

Methods for collection of such information include:

- Interviews
- Observation of activities, processes and products
- Review of documents.

The auditor shall use a checklist for the verification of control items of Nativa or shall use the Nativa Protocol directly.
When they need to conduct analysis of product samples, the members of the audit team trained in sampling shall take the necessary samples (i.e. soil, water).

If possible non-compliances are noticed, the Client’s representative shall be informed in due time.

The auditing team meets before the closing meeting in order to:

- Ensure that the audit process is complete and the planned scope has been covered;
- Review and classify the findings of the audit and all other information gathered according to the objectives of the audit;
- Agree on the conclusions of the audit.

Findings are classified into ‘non-compliances’, ‘observations’ and ‘potential improvements’. A corrective action request form is given to the Client.

Closing meeting

The closing meeting is chaired by the lead auditor. The objective of the meeting is:

- To present the findings and conclusions of the audit in a way which is clear and acknowledged by the audited client; and
- If necessary, to agree the period of time which the audited client will have to submit a corrective action plan.

The client shall sign the document summarizing the elements of the onsite Audit, and shall commit to take the corresponding actions.

NON-COMPLIANCE CLASSIFICATION AND TREATMENT

Non-compliance classification

Non-compliances are classified into Major and Minor.

- Major: Major non-compliances are significant deviations from the Nativa’s Protocol with consequences on the quality of the product or its compliance with one or more requirements of the Nativa standard.
- Minor: Minor non-compliances are those without direct consequences or impact on the quality of the product being certified, according to the Nativa Protocol.

Non-compliance treatment

In the certification audit, auditors may identify non-compliances which will be informed to the client in the audit closing meeting.

Identified non-compliances are recorded in the Corrective Action Request form, CAR. The auditor submits the form to the client with a detailed explanation for its resolution and classification, accordingly.

The corrective action request form is signed by the client, as evidence of their acknowledgement and commitment to its resolution. Two copies are issued, one is kept by the client and the other is sent to the Administrator.

The client shall record in this form the proposed action plan for the resolution of the non-compliance, and the period for their compliance/closing according to the classification of the identified non-compliance.

The terms for the resolution and closing of non-compliances found in the audits shall be agreed according to the characteristics of the non-compliance. As a guidance, the following criteria is advised:

- For Minor non-compliances: 45 business days
- For Major non-compliances: 15 business days

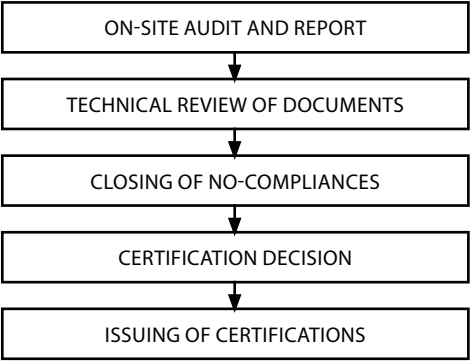
In the event there was founded suspicion of non-compliance found by auditors outside the evaluation work, or by other members of the Certifying Entity, it shall be informed to the Certifier so that they shall take the corresponding measures (for example additional audits).

The closing of a non-compliance shall be conducted with objective evidence sent by the Client by e-mail or photographs. The effective closing of non-compliances (in due time and manner) is subsequently verified by the appointed auditor.

Once verified, the auditor fills in the corrective action request form, leaves a copy with the client and gives the other to the administrator to be kept in the Client’s file.



6 CERTIFICATE ISSUING PROCESS



AUDIT REPORT

The Audit report is written by the lead auditor, providing a faithful and complete description of the audit and findings. It shall clearly identify: the audited client, the standard and audit criteria, scope, activities, places audited, lead and members of the auditor team, dates and place of audit, non-compliances, positive and negative observations and the conclusion of the audit. In the certification audit, the lead auditor states whether he recommends the certification to be awarded or not.

The lead of the audit team is responsible for the audit report. It must be delivered together with the forms and material gathered during the audit to the certification manager.

The audit report shall contain at least the following information:

- Audit date.
- Contact person in the audited company.
- Type of audit (Diagnosis, Pre-certification, Certification or Follow-up);
- The audit.
- Facilities audited and their location.
- Findings (non-compliances, observations, comments or suggestions).
- Conclusion of the audit. In the case of certification audits, the report contains the recommendation of the auditor for a certification, given this is the case.
- Auditor's signature.

The certification manager reviews all material collected by the auditing team and sends the audit report to the Client (via e-mail, or post- office). He is responsible for the filing of this material in the Client's file.

TECHNICAL REVISION OF THE DOCUMENTS

Once the certification audit has been performed, the certification manager prepares the corresponding documents for the Client and submits it to the Certifier for review. It comprises mainly audit reports and CARs, and makes sure it is complete, recording the results in the form "Documentary technical review" (in process). If it is necessary, the Certifier shall request further information from the auditor.

The technical review shall be pending when the following are identified:

- 3 Major non-compliances.
- 10 or more Minor non-compliances.
- Non-compliances identified during an audit which haven't followed actions specified in the relevant action plan will change to a more severe status (from minor to major).

Once the closing of non-compliances identified in the audit by the auditor (in due time and manner) is verified, the Certifier shall review the documents and if it is sufficient, they shall make the decision in collaboration with the certification manager.

CERTIFICATION DECISION

The Certifier and certification manager decide to award the certification.

In the event of a disagreement, the Board of Advisors is consulted.

The Board of Advisors assesses the information obtained in the certification audit as well as the client,

with the aim of determining their certification, thus ensuring the compliance with the requirements.

Once the Board of Advisors has reached a favorable decision, the decision of awarding the certification is informed to the Client.

CERTIFICATION OPTIONS

There are two types of certifications.

- Individual certification: when the applicant is an individual farmer, manufacturer or industry.
- Group certification: when the Client is a group of farms, manufacturers, or industries either belonging to a group of people or a single owner. In this case, the holder and beneficiary of the certification (s) is the Group Administrator (legal entity in charge of the coordination of the farms, manufacturers or industries). Please note each individual, farm, industry or manufacturer is not authorised on its own.

CERTIFICATE ISSUANCE

Once the Client has been informed their productive system is to be certified, the Certifying Entity proceeds to issue a certificate. The certificate is later signed by the Manager.

7 USE OF NATIVA LABELS AND BRANDING

Nativa certification may allow the use of labels on the farms/industries showing the compliance with Nativa regulations.

Chargeurs Luxury Materials regulates the use of Nativa branding as stated on the separate Brand Guide document provided by the group. The Client, upon accepting The Certification Agreement, commits to abide by such regulations.

Chargeurs Luxury Materials shall previously approve the usage of any Nativa branding or logo on associated materials, and the correct use will be verified in the follow-up audits and random audits.

8 MAINTENANCE OF THE CERTIFICATE

During the validity period of the certification, the Client shall comply at all times with the requirements of the Nativa Protocol.

During that period, follow-up audits are carried out according to the frequency established in the Certification Agreement, as well as random audits and extraordinary audits whenever it is necessary. Audits ensure that the Protocol established in the farms/industries is applied, specifications regarding the use of the certificate and compliance marks are met and the consistency of the information provided regarding the primary facilities is covered by the certification.

Any extension to the period granted to the Client in the carrying out of follow-up audits shall be recorded in the file.

FOLLOW-UP AUDITS

Follow-up planning and preparation

The frequency of follow-up audits is established in the audit programs for each particular certification.

Regarding the scope of the audit and the review of documents the lead auditor shall take into account the reports drawn up in previous audits, open non-compliances and CARs raised in previous visits, observations and any complaint or claim related to that certification work, since the last visit.

Audits on farms/industries (Group or Individual Audits)

Any modification to the Client's quality management program should be discussed and assessed, taking into consideration the requirements of the applicable standard, regulations or Protocol. The lead auditor will record such modifications as changes in the audit report.

All prior observations are checked to verify that they have been addressed appropriately. Every Corrective Action Request from the previous audit should have been addressed as described above.

The verification of the previous audit's findings and compliance with the requirements of the Nativa Protocol is carried out.

The reviewed documents include advertising and promotion materials used by the Client, in order to ensure the appropriate use of the compliance mark and the certification. When relevant, the use of Nativa branding of the certified product(s) is also reviewed. If there is evidence of improper use of compliance marks, a 'non-compliance' status is raised and the certification may even be suspended or cancelled.

Follow-up audit reports

Once the follow-up audit has been completed, the corresponding audit report is drawn up. In the conclusion, the certification will be recommended to be maintained or not by the lead auditor.

If there have been changes in the Client's organization, such as number of employees, sites to be audited, changes in the processes, in the name of the contact person, telephone number, etc., these shall be updated in the Client's file and recorded in the report.

RENEWAL AUDIT

The renewal audit is carried out after the certification period established (3 years) has elapsed.

Procedures to be followed in this audit are the same as those described for the certification audit, but prior to the renewal audit a thorough review of the certification history is carried out to identify special considerations. In this review changes in the company/farm audited, non-compliances identified during the period of the certification, complaints or severe incidents or any other relevant information is considered.

In the renewal audit report, the lead auditor recommends whether the certification is to be renewed.

EXTRAORDINARY AUDITS

During the period of validity of the certificate, the Certifying Entity may carry out other audits than those established in the program, giving prior notice to the client or not, in order to monitor the Client's activities and production in special cases, such as:

- Suspicion of non-compliance.
- Regional sanitary problems.
- Modifications in the scope of the certification.
- Other reasons which may cause an audit to be necessary.

These audits can have a smaller scope than those of the certification and follow-up.

9 MODIFICATIONS

CHANGES CARRIED OUT BY THE CLIENT

When signing the Certification Agreement, the Client commits to notifying the Certifying Entity of any changes that may affect the certification or the compliance with the requirements. All changes in the ownership of the company, its legal status or production plans, shall be reported. These changes are to be notified as soon as they occur.

Changes are assessed by the Certifier and if necessary, by the certification manager and the Board of Advisors. They shall decide whether the change may affect the certification status, additional evaluations are necessary (audits, inspections, sampling, testing) and if relevant, to take immediate action in proportion to the risk caused.

The omission or negligence in making these notifications in due time and manner may cause an immediate action from the Certifying Entity, and they shall apply the corresponding measures, including suspension and/or withdrawal of the certification.

Changes are recorded in the form "Request for modifications in the certification".

MODIFICATION OF CERTIFICATION REQUIREMENTS

When the Certifying Entity deems it necessary to introduce any changes to the certification requirements, they shall inform the clients undergoing the certification process or those which have already been granted the certification and are affected by the changes, without delay, and shall subsequently contact them to hear their opinions on the subject. The Certifying Entity shall provide information on the period established for the implementation of the modifications in the certification requirements.

The Certifying Entity shall communicate with the Client regarding any change in the certification requirements, whether established in the Protocol or by the procedures of the Certifying Entity (including the established implementation period), in a period that shall not exceed fifteen (15) business days after reception/approval of the modification. This communication shall be carried out by the Administrator in writing (fax, mail, etc.) and shall request from the operator a confirmation in writing of its reception.

The Certifying Entity decides if the changes introduced require additional specific evaluations.

The Certifying Entity verifies that every Client applies the necessary adjustments to their processes, operation conditions, management system, products or manufacturing process(es) within the period of time the Certifying Entity establishes, which may be previously agreed with the Client.



The verification may be carried out in the planned audits on the farms in the corresponding standards and/or Certification Agreement, or extraordinary audits may be carried out for these purposes. The Certifying Entity may conduct additional testing and sampling to determine the certificate issued remains valid. Fees and expenses corresponding to the verification are billed to the Client.

Once the period established for the implementation of the modifications in the certification requirements has elapsed, if there is a non-compliance in any of the standards and/or regulations and/or contents specified in the certification services agreement, measures described in the section “Suspension, withdrawal and cancellation of the certification” of this procedure, apply.

Extension of the certification

In order to extend the scope of the certificate and cover other facilities, the Client requests in writing a “Request for modifications in the certification”.

The Certifying Entity reviews and assesses the modification and if it is feasible, conducts an audit of the uncovered areas when it is necessary. The cost of the extension in the certification scope shall be based on the nature of the work program.

Once these activities are completed successfully, new certificates are issued. The Client shall return to the Certifying Entity the outdated certificates.

10

SUSPENSION, WITHDRAWAL AND CANCELLATION OF CERTICATION

SUSPENSION OF CERTIFICATION

The suspension of the certification is a temporary measure which shall not exceed a three-month period.

Circumstances and causes for suspension

The following circumstances and causes for suspension are identified:

- a) Client’s voluntary suspension: When the client considers the system has not been adequately audited and is being subjected to a thorough review; and/or the Client is undergoing significant structural changes which affect their quality system and therefore require a complete review.
- b) Suspension is conducted by the Certifying Entity when:
 - b.1) Major non-compliances are identified.
 - b.2) Corrective Action Requests (CARs) are not addressed within the agreed period.
 - b.3) Failure to comply with some of the regulations and/or requirements specified in the Certification Agreement.
 - b.4) Improper use of documents, certificates and compliance marks.
 - b.5) Serious complaints from third parties with reference to the certified product or improper use of documents, certificates and compliance marks.
 - b.6) Failure to pay fees and/or duties.

The Certifying Entity may require the complaints to be delivered in writing to be reviewed by the Certifier, and/or Certification manager before commencing the corresponding suspension and investigation.

When the certification is suspended, the Client shall not use the certification nor the Compliance Mark.

VOLUNTARY SUSPENSION

In the voluntary suspension, the period of suspension previously agreed with the Client must be ratified

and it shall not exceed three (3) months, and notify that during that period Nativa branding shall be removed from documents and other materials.

Suspension due to Major CARs and non-compliances.

Once the Client has been notified by the auditor that a Major Non-compliance has been identified, or that a CAR has not been closed, the Certifier assesses the situation, and he may request additional information, or contact the Client whenever the situation so requires.

The Certifier may:

- Consider completed the corrective action requested for that non-compliance;
- Request authorization from the Certification manager to extend the compliance deadline of the corrective action;
- Submit a form “Request for suspension, withdrawal or cancellation of the certification” (in process) advising the suspension.

Any concession made prior to the suspension shall be recorded in the Client’s file. If a deadline for the compliance of the corrective action is agreed, a record shall be kept in the File. At the time of the follow-up audit, the Client shall allow the verification of corrective actions implemented.

The suspension shall be previously authorized by the certification manager, the Certifier updates the Client’s file with this decision.

Suspension due to failure to comply with requirements or misuse of certificate and compliance mark.

When there is improper use of documents, certificates and compliance marks, or non-compliance with Protocols and/or Regulations and/or contents specified in the Certification Agreement, the certification manager may suspend or withdraw permanently the certification and the right to use the certificates and compliance mark immediately and request the Certifier to conduct a thorough investigation of the incident.

The certification manager in conjunction with Chargeurs Luxury Materials, may suspend the certification until further investigation.

The investigation process may include:

- Sending an auditor to the corresponding site, with or without prior notice.
- Making direct contact with the involved Client and/or with clients of the involved Client.
- Consulting neighbors of the Client or other relevant witnesses.
- Investigation with suppliers or other members of the trading chain.
- Conducting audit of records and documents of the involved Client.

The review of the data collected in the investigation allows the certification manager and the Certifier to decide if there has been an irregularity or non-compliance.

LIFTING THE SUSPENSION

The suspension is lifted:

- When the necessary corrective actions have been completed.
- When after the investigation, irregularities or non-compliances with the Nativa Protocol and/or regulations specified in the Certification Agreement and/or misuse of documents, certificates and compliance marks, were not determined.
- After the payment of fees and/or duties, if that was the cause of the suspension.

In the cases described, the form “Request for suspension, withdrawal or cancellation of the certification” (in process) is submitted to the Certifier for authorization, who shall be responsible for lifting the suspension. The Certification manager updates the Client’s file by including this form.

SUSPENSION AND LIFTING COMMUNICATION

The Certification manager notifies the suspension of the certification or of the use of compliance marks to the Client (in process), describing the conditions under which the suspension may be lifted to the Board of Advisors and to the media which the Certifying Entity may deem relevant. Likewise, the lifting of the suspension is notified to the Client, the Board of Advisors and the media which the Certifying Entity may deem relevant.

SUSPENSION AND LIFTING EXPENSES

All costs arising from the suspension and the lifting of same shall be billed to the Client.

WITHDRAWAL OF CERTIFICATES AND NATIVA BRANDING

The certification can be withdrawn on the same grounds which cause the suspension.

WITHDRAWAL DUE TO SEVERE NON-COMPLIANCE AND NON-COMPLIANCE OF CARs.

The Certification manager, after receiving notice that the Non-compliances have not been addressed, informs the Certifier who assesses the situation together with the auditor. The Certifier may advise the lifting of the suspension or the final withdrawal of the certificate to the certification manager, by filling a form of “Request for suspension, withdrawal or cancellation of the certification” (in process).

This form is submitted to the certification manager for authorization, as he is in charge of updating the Client’s file, including this decision or appoints the administrator or back office for the task.

WITHDRAWAL FOR FAILURE TO COMPLY WITH REQUIREMENTS OR MISUSE OF THE CERTIFICATE AND NATIVA BRANDING.

After the investigation of irregularities is completed and if the Client’s failure in the compliance with Protocols and/or regulations and/or misuse of documents, certificates and compliance marks, the Certifying Entity withdraws the certificates and authorization for the use of compliance marks permanently.

When the Certification manager believes that the case needs to be dealt with by the Board of Advisors, the proceedings is submitted to the above mentioned Board, which shall suggest the corresponding measures according to the severity of the irregularity.

WITHDRAWAL FOR DEFAULT IN PAYMENTS

A certificate may be withdrawn without prior suspension due to default in payment of fees and duties by filling the form “Request for suspension, withdrawal or cancellation of the certification”.

Communication of withdrawal of certificate and compliance marks

The withdrawal of certificates or use of compliance marks is notified in writing to the Client, the media and/ or those the Certifying Entity may deem relevant, and in particular, to those who may be damaged by the misuse of documents, certificates and compliance marks.

If the Client deems it relevant, it is possible to file for an appeal according to the provisions of the Quality Manual of the Certifying Entity.

Once the appeal is received and the appeal procedure is completed, if the Client continues to be incriminated, the Certifying Entity shall sustain the withdrawal of certificates and of the authorization for the use of compliance marks, after notifying the Client and the applicable authorities of the decision by reliable means.

Cancellation of the certification

The certificate may be cancelled when the client:

- 1. Informs in writing that they do not wish to renew the certificate;
- 2. Does not start in due time the renewal process of the certificate;
- 3. Ceases to require the certification;
- 4. Files for bankruptcy.

In cases i., ii. and iii. the Client may request the cancellation of the certification. In case iv. the certificate loses all validity.

When the Client requires the cancellation, the form “Request for suspension, withdrawal or cancellation of certification” is submitted to them. Once the Client returns the filled in form, it is submitted to the Certifier for authorization. It is subsequently sent to the administrator for inclusion in the Client’s file and notice of the decision is given to the Client.

Certification cancellation is notified to the Client in writing and to the media that the Certifying Entity deems relevant.

PERIOD OF VALIDY OF THE CERTIFICATE

The certificate’s validity ends automatically and legally after the end of the period established therein, unless a renewal is requested.



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ADVISORY BOARD

THE ADVISORY BOARD

In order to involve members of the supply chain as well as consumers, an ad hoc Advisory Board has been created, representing the Chargeurs Luxury Materials supply chain.

Such Board is formed by independent individuals, with expertise in matters related to the Protocol, with the purpose of ensuring the continuous improvement of the entire production process.

The individuals chosen to form part of the Advisory Board shall show evidence of their expertise in the sector they represent. Such individuals shall have the adequate know-how and background that can allow them to analyse, study and make fair decisions, considering the global nature and sustainability procedures promoted by Nativa Precious Fiber.

For more information please visit nativapreciousfiber.com/ourcommitments

