

European Flax™ Certification Process

Version 3.1



**European
Flax™** Premium
linen fibre



**Alliance for European
Flax-Linen & Hemp**



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The EUROPEAN FLAX™ Certification Process version 3.1 is linked to the EUROPEAN FLAX™ Standard version 3.1, published and effective on the same dates.

All audits and assessments conducted on or after January 1st 2025 shall be conducted according to European Flax™ Standard version 3.1.

DESCRIPTION OF THE EUROPEAN FLAX™ CERTIFICATION PROCESS

Article 1 | Object

THE ALLIANCE FOR EUROPEAN FLAX-LINEN & HEMP (formerly the «Confédération Européenne du Lin et du Chanvre» or CELC), established as an association, is the only European agro-industrial organization bringing together and federating all stages of Flax-Linen and Hemp production and processing. Hereafter referred to as «The Alliance».

It promotes the European Flax-Linen and Hemp sector, particularly in the fashion, home and technical product sectors, but also in other sectors.

It offers consumers the guarantee of a premium Flax fibre grown in Western Europe, in terms of origin and traceability, according to the **EUROPEAN FLAX™ Standard**.

CELC DEVELOPPEMENT is a commercial company, a wholly owned subsidiary of the Alliance, whose role is to provide the Alliance with technical, administrative, and commercial support to enable it to fulfil its mission.

EUROPEAN FLAX™ is a registered mark and is the property of the Alliance for European Flax-Linen & Hemp and its subsidiary CELC DEVELOPPEMENT.

This document provides a definition of the **EUROPEAN FLAX™** certification awarding process for companies concerned by the **EUROPEAN FLAX™ Standard**.

Article 2 | EUROPEAN FLAX™ Standard

The **EUROPEAN FLAX™ Standard** defines the EUROPEAN FLAX™ chain-of-custody, and specifies all the stages it applies to, from fibre trader to finished product (last processing in-house or subcontracted) or the last business-to-business transaction, while distinct specifications apply for cultivation and scutching (see the **EUROPEAN FLAX™ traceability chain** and detailed information in the standard).

The standard also defines the technical criteria against which the organization is going to be verified by conformity assessment. All reference documents are available on our website:
allianceflaxlinenhemp.eu/en/technical-documents-download

Bureau Veritas Certification primarily uses full-time employed auditors so as to place greater emphasis on:

- Stakeholder confidentiality.
- Consistency in terms of approaching audits and standards.
- Auditor availability.

All auditors are qualified in accordance with the ISO 17021 standard requirements. They are all highly experienced both in the fields of industry or services and in management system auditing for the activities concerned.

They are designated for the certification audits according to the three following criteria:

- Expertise in the organization's business area.
- Proximity of the organization's facilities.
- Availability on the certification dates requested by the organization.

Bureau Veritas Certification auditors foster a field-oriented and pragmatic approach. Above all, they evaluate the management system as a tool used by the organization to manage its activities successfully and improve them.

Article 4 | Certification proposition

A. Application

Organizations within Europe and/or outside Asia wanting to receive the EUROPEAN FLAX™ certification shall contact the Alliance for European Flax-Linen & Hemp for information and sign with the Alliance the **EUROPEAN FLAX™ Trademark Terms of Use** (downloadable on allianceflaxlinenhemp.eu). They shall then send the completed **Request for quotation** (RFQ) to the Alliance.

Organizations in Asia shall contact the nearest Bureau Veritas Certification Local Office for information (List on allianceflaxlinenhemp.eu), sign with the Alliance the **EUROPEAN FLAX™ Trademark Terms of Use** (downloadable on allianceflaxlinenhemp.eu) and send the completed **Request for quotation** (RFQ) to Bureau Veritas Certification Local Office.

The **Request for Quotation** (RFQ) gathers the following pieces of information:

- Organization name, address and phone number
- List of sites to enter the scope of the certification
- Activities carried out (processes, products, etc.)
- Organization structure (number of sites, number of employees, etc.)
- Subcontractors, whenever relevant

B. Certification offer

The Alliance for European Flax-Linen & Hemp and Bureau Veritas Certification have defined a unique and global certification price per organization, per site and per activity.

On the basis of the information given by the organization, Bureau Veritas Certification (Local Office) develops a technical and business proposal.

The technical and business proposal established by Bureau Veritas Certification covers the initial audit (year 1) and the surveillance audits (years 2 and 3) supporting the maintenance of the certificate.

The proposition may or may not include composition testing but does not include any potential complementary and additional audit that may be required if the organization management system does not meet the selected standard.

C. EUROPEAN FLAX™ certification contract

The technical and business proposal accepted and signed by the organization constitutes the certification contract.

On that document, the organization can indicate its preferred time period for the audit. Upon receipt of that document, Bureau Veritas Certification carries out its contract review and prepares the certification audit by setting up the audit team, scheduling the audit timetable (planned on site audit date or documentary audit date).

Article 5 | Standard conformity assessment

A. EUROPEAN FLAX™ audit

- a. The conformity assessment against the **EUROPEAN FLAX™ Standard** is performed by Bureau Veritas Certification as follows:
 - Initial/renewal audit and second surveillance audit may be performed off-site as documentary audits.
 - The first surveillance audit performed after initial or renewal audit, shall be performed on-site, except in the following case:
 - The site is involved exclusively in an activity of trading.

Nb: Sites involved both in activities of trading and processing (in-house) shall be audited on-site during their first surveillance audit.

Sites involved only in trading while subcontracting processing activities will be audited on a documentary basis only. However, their subcontractors involved in processing activities may be audited on-site by Bureau Veritas during the first surveillance audit, based on their risk levels.

For more detail on risk levels and sampling rules of subcontractors for on-site audits by Bureau Veritas, see Article 7, section B. below.

- b. The organization shall review the following reference documents before the audit (all available on allianceflaxlinenhemp.eu):
- **The EUROPEAN FLAX™ Standard** last applicable version,
 - **The EUROPEAN FLAX™ Certification Process** last applicable version,
 - **The EUROPEAN FLAX™ Checklist**, based on the **EUROPEAN FLAX™ Standard** last applicable version (see [Annex 1](#)).
- c. The conformity assessment against the **EUROPEAN FLAX™ Standard** is an audit based on documents provided by the organization. The mandatory documents that the organization must make available for the audit are detailed in the **EUROPEAN FLAX™ Checklist**.
- d. The EUROPEAN FLAX™ audit covers the organization's subcontractors. During the audit of the subcontractors, the organization works together with their subcontractors to collect all the documents requested and provide them to the auditor.

B. Non-conformities

Non-conformities always meet the three following criteria:

- They are non-biased and based on a failure to comply with a requirement set forth in the **EUROPEAN FLAX™ Standard**.
- They are based on evidence and in no event on presumptions.
- They are understood and accepted by the organization.

The organization may undertake corrective actions in order to resolve non-conformities.

C. Audit cycle roll-out

a) Year 1: Initial audit - certification granting

The audit starts with an opening meeting as a phone meeting between the auditor and the organization, which allows in particular to:

- Confirm the scope of certification, which will appear on the certificate.
- Check all requested documents that have been provided to the auditor.
- Select samples of purchase invoices and template of sales invoices which must be provided to the auditor during the audit (in a 2-hours timeframe).
- Check that the organization has performed internal audits of all their subcontractors before their addition to the List of Subcontractors through requested documents.

The auditor proceeds then to the documentary review of the documents provided before and during the audit (sample of selected invoices and complementary information whenever relevant) and selects references to be tested, if applicable.

Note: Composition tests are mandatory for processors involved in an activity of spinning, weaving, knitting, production of technical semi-products, preparation to spinning, cottonizing, or any activity with a high risk of fibre blending, either internal or outsourced.

Samples shall be transmitted by the organization for composition analysis to one of the accredited laboratories, by using the appropriate form provided by the auditor.

Composition tests are not required if there is no European Flax™ production during the audited period.

The audit ends with a closing meeting as a phone meeting between the auditor and the organization, which allows in particular to:

- Present the audit results and its conclusions.
- Present any non-conformity identified during the audit.

Should the provided documents not be sufficient to finalize the conformity assessment, the auditor may request a complementary audit (on-site or off-site) at the organization's expenses.

The auditor writes a report. Non-conformities are identified in this report, if relevant.

The organization shall implement corrections, corrective actions and preventive actions within a maximum of 90 days to close the non-conformities issued during this audit.

Passed this 90-day period, the audit is not valid anymore and the organization shall start a new certification process with a new contract.

Certification decision and certificate issuance

Once all non-conformities have been resolved the auditor recommends the organization for certification to the Bureau Veritas Certification France EUROPEAN FLAX™ certification committee (Technical Management). The role of this committee is to check that the certification procedures are properly applied and to issue the EUROPEAN FLAX™ certification decision.

Bureau Veritas Certification France Technical Management may request further information or a complementary audit before giving its opinion.

Once a positive certification decision is finalized Bureau Veritas Certification provides to the organization the EUROPEAN FLAX™ certificate and informs the Alliance, so that the EUROPEAN FLAX™ Trademark Terms of Use becomes effective, and the organization can receive EUROPEAN FLAX™ marketing tools.

b) Year 2: First surveillance audit – maintaining certification

The surveillance audits are carried out at least once per calendar year. Bureau Veritas Certification (Local Office) contacts the organization in order to perform the first surveillance audit approximately 12 months after the date of the initial audit.

The on-site audit starts with an opening meeting which allows in particular to:

- Confirm the scope of certification, which should appear on the certificate.
- Check all requested documents that have been provided to the auditor.
- Select samples of purchase and sales invoices which must be provided to the auditor during the audit.
- Check that the organization has performed internal audits of all their subcontractors through requested documents.

During the on-site audit, the auditor:

- Checks consistency between information/documents provided during initial/renewal audit and the on-site implementation.
- Checks maintenance of conformity against the **EUROPEAN FLAX™ Standard**.
- Selects references to be tested.
- Shall audit a sample of the organization's subcontractors on-site during additional audit time according to sampling rules of subcontractors defined in [Article 7](#).

Note: Composition tests are mandatory for processors involved in an activity of spinning, weaving, knitting, production of technical semi-roducts, preparation to spinning, cottonizing, or any activity with a high risk of fibre blending, either internal or outsourced.

Samples shall be transmitted by the organization for composition analysis to one of the accredited laboratories, by using the appropriate form provided by the auditor. Composition tests are not required if there is no European Flax™ production during the audited period.

The audit ends with a closing meeting which allows in particular to:

- Present the audit results and its conclusions, subject to the validation of fibres' composition tests results for the references selected during the initial audit (if applicable).
- Present any non-conformity identified during the audit.

The auditor writes a report. Non-conformities are identified in this report, if relevant.

The organization shall implement corrections, corrective actions and preventive actions within a maximum of 90 days to close the non-conformities issued during this audit.

Passed this 90-day period, if the non-conformities are not closed, the certificate is suspended (see conditions in [Article 11](#)).

Certification decision and certificate maintenance

Once all non-conformities have been closed the auditor recommends the organization for the maintenance of the certification to the Bureau Veritas Certification France EUROPEAN FLAX™ certification committee (Technical Management). The role of this committee is to check that the certification procedures are properly applied and to confirm the EUROPEAN FLAX™ certification maintenance.

Bureau Veritas Certification France Technical Management may request further information or an on-site audit before giving its opinion.

c] Year 3: Second surveillance audit – maintaining certification

The surveillance audits are carried out at least once per calendar year. Bureau Veritas Certification (Local Office) contacts the organization in order to perform the second surveillance audit approximately 12 months after the date of the first surveillance audit.

The audit starts with an opening meeting as a phone meeting between the auditor and the organization, which allows in particular to:

- Confirm the scope of certification, which should appear on the certificate.
- Check all requested documents that have been provided to the auditor.
- Select samples of purchase and sales invoices which must be provided to the auditor during the audit.
- Check that the organization has performed internal audits of all their subcontractors through requested documents.
- Checks maintenance of conformity against the **EUROPEAN FLAX™ Standard**.
- Selects references to be tested.

Note: Composition tests are mandatory for processors involved in an activity of spinning, weaving, knitting, production of technical semi-products, preparation to spinning, cottonizing, or any activity with a high risk of fibre blending, either internal or outsourced.

Samples shall be transmitted by the organization for composition analysis to one of the accredited laboratories, by using the appropriate form provided by the auditor.

Composition tests are not required if there is no European Flax™ production during the audited period.

The audit ends with a closing meeting which allows in particular to:

- Present the audit results and its conclusions, subject to the validation of fibre's composition tests results for the references selected during the first surveillance audit (year 2).
- Present any non-conformity identified during the audit.

The auditor writes a report. Non-conformities are identified in this report, if relevant.

The organization shall implement corrections, corrective actions and preventive actions within a maximum of 90 days to close the non-conformities issued during this audit.

Passed this 90-day period, if the non-conformities are not closed, the certificate is suspended (see conditions in [Article 11](#)).

Article 6 | **Renewal audit**

The renewal audit should be carried out before the end of the certification cycle.

Bureau Veritas Certification (Local Office) sends the **Request for Quotation** (RFQ) to be completed to the organization at least six months before the previous certificate expires.

On the basis of the information given by the organization, Bureau Veritas Certification (Local Office) develops a technical and business renewal proposal.

The technical and business proposal accepted and signed by the organization constitutes the certification renewal contract.

The audit is performed at least three months before the previous certificate expires. The organization shall implement corrections, corrective actions and preventive actions, to close the non-conformities issued during this renewal audit, before the previous certificate expires. Audit process is the same as for the initial certification.

The audit results and its conclusions are subject to the validation of fibre composition tests results from the references selected during the second surveillance audit (year 3) of the last certification cycle.

Article 7 | **Outsourcing processing of EUROPEAN FLAX™ certified fibre and product**

A. Outsourcing within EUROPEAN FLAX™

An organization may outsource work on certified fibres/products and in that case subcontractors shall be part of the scope of certification. The organization shall work with a subcontractor only after ensuring that all criteria of the applicable **EUROPEAN FLAX™ Standard** related to subcontractors are complied with.

Activities that are subcontracted appear on the certificate, but the subcontractors do not.

The organization's List of Subcontractors shall be verified by Bureau Veritas Certification during each audit.

If adding a subcontractor to the List of Subcontractors extends the scope of activities of the organization, the organization shall request to Bureau Veritas an audit.

When this change of scope occurs between audits, the audit shall be at the organization's expenses.

Once the audit is completed, and all non-conformities have been resolved, the auditor recommends the organization for certification to the Bureau Veritas Certification France EUROPEAN FLAX™ certification committee (Technical Management).

Once a positive certification decision is finalized Bureau Veritas Certification provides to the organization the updated EUROPEAN FLAX™ certificate and informs the Alliance.

B. Sampling rules of subcontractors for on-site audits by Bureau Veritas

Bureau Veritas Certification samples in the organization's List of Subcontractors validated during the initial or renewal audit, as follows:

SUBCONTRACTED ACTIVITY	RISK	SAMPLING OF SUBCONTRACTORS FOR ON-SITE AUDITS BY BUREAU VERITAS
Hackling, end product manufacturing, end-product/fabric/yarn finishing (dyeing, printing, embroidery etc.), warehousing.	Low	No on-site audit by Bureau Veritas required.
Rescutching, weaving, knitting.	Medium	$0,6\sqrt{n}^*$
Preparation to spinning, carding-combing, cottonizing, spinning.	High	\sqrt{n}^*

**n= number of subcontractors covering these subcontracted activities. Subcontractors that hold their own valid EUROPEAN FLAX™ certificate with a scope covering the subcontracted activity may not be taken into account for the definition of the sample to be audited on-site.*

Bureau Veritas will visit on-site the sampled subcontractors during the first surveillance audits (year 2).

Article 8 | Multisite certification

An organization may include two or more sites in the scope of the certificate only if the sites have a common ownership link with the organization.

AUDIT REALIZATION

Bureau Veritas Certification performs the evaluation of all the sites included in the certification scope of a multisite organization during each audit.

During first surveillance audit of the organization (year 2) where applicable, the auditor visits on-site all the sites included in the certification scope, except in the following case:

- The site is involved exclusively in an activity of trading.

Nb: Sites involved both in activities of trading and processing (in-house) shall be audited on-site during their first surveillance audit.

Sites involved only in trading while subcontracting processing activities will be audited on a documentary basis only. However, their subcontractors involved in processing activities may be audited on-site by Bureau Veritas during the first surveillance audit, based on their risk levels.

For more detail on risk levels and sampling rules of subcontractors for on-site audits by Bureau Veritas, see Article 7, section B. above.

EXCLUSION RULES

A non-conformity issued to the organization, not closed within 90 days, will result in the suspension of the entire certificate.

A non-conformity issued to one of the organization's sites, not closed within 90 days, will result in the suspension of that particular Site, but it will not necessarily result in the suspension of the entire certificate.

MULTISITE CERTIFICATE

Bureau Veritas Certification assigns a unique sub-code to the organization and each site included in the scope of the multisite certificate, which consists of the organization's EUROPEAN FLAX™ certificate number and a letter, such as BVFRXXXXX-A.

Each site included in the certification scope of a multisite organization appears in the Appendix of the certificate specifying its activities, its own sub-code, its address and its date of entry into the scope of the certificate.

Article 9 | **Extension of the scope of certification**

At any time the certification scope may be extended or reduced in order to:

- Include or remove sites in the scope of certification.
- Include or remove activities carried out within the organization (in-house or subcontracted).

The extension is generally carried out as part of the surveillance audits in order to minimize any extra costs it may generate.

Bureau Veritas Certification can launch a specific audit in order to validate the certification extension.

When the extension is foreseeable the certification contract provides for such a disposition. Otherwise, an amendment to the contract will be executed so as to tailor audit times and the sites or subcontractors to be audited accordingly.

Article 10 | **Suspension or withdrawal of certificate**

Bureau Veritas Certification reserves the right to suspend or withdraw a certificate that has been issued at any time during its period of validity.

A certificate can be suspended in any of the following cases:

- The organization does not provide admissible responses within the announced deadlines following non-conformity reports.
- The organization makes improper use of the certification marks EUROPEAN FLAX™.
- The organization does not follow terms determined by the Alliance for European Flax-Linen & Hemp, in particular the **EUROPEAN FLAX™ Trademark Terms of Use** and the **EUROPEAN FLAX™ Graphic Charter**.
- The organization does not comply with the technical and business agreements signed with Bureau Veritas Certification.
- The organization does not allow the conduct of the surveillance or renewal audits within the calendar year as defined in Article 5, especially when invoices are not paid within the contractual deadlines.

During the suspension time period the organization immediately ceases to make any use of any EUROPEAN FLAX™ trademarks, or to sell any products labelled or marked using the EUROPEAN FLAX™ trademarks, or to make any claims that imply that they comply with the requirements for certification.

The time period for a suspension is twelve months maximum. The certification may be reinstated provided that supporting documents are submitted or after a satisfying audit.

If the suspension cannot be lifted after the 12-month period, the certificate will be withdrawn and the contract cancelled. The organization will stop advertising and communicating about the EUROPEAN FLAX™ certification.

The organization may request a certification withdrawal.

Bureau Veritas Certification may communicate on a certificate being suspended or withdrawn.

Article 11 | Confidentiality

The Bureau Veritas Certification office staff including auditors are committed to handling any information or any document which they may be informed of during an audit in a strictly confidential manner.

Confidentiality may be suspended in the following cases:

- Legal reason or administrative request.
- Written consent given by the organization.

Article 12 | Observer participation to audits

Bureau Veritas Certification may associate observers to its certification or surveillance audits.

Those observers may be:

- Bureau Veritas Certification internal auditors (as part of our internal audit activities).
- Bureau Veritas Certification auditors in-training.
- Alliance for European Flax-Linen & Hemp

In all cases, the presence of observers is subject to the organization's consent.

ANNEX 1: CHECKLIST FOR PROCESSORS AND TRADERS

DOCUMENTS TO BE PROVIDED	DOCUMENT PROVIDED	COMMENTS
C.1. GENERAL REQUIREMENTS		
Written and up-to-date procedures that define the traceability management system covering the EUROPEAN FLAX™ and MASTERS OF LINEN™ certified materials and European Flax products. These procedures include sourcing, handling, production, invoicing, and shipping activities and the identification and management of non-conforming products.	YES / NO	
Record keeping evidences showing conformity to the requirements of this standard, in particular: <ul style="list-style-type: none"> • purchase invoices, • suppliers lists, • suppliers' certificates, • production records, • sales invoices, • composition test results, • List of Subcontractor, • subcontractors' internal audit reports. 	YES / NO	
Staff training records on the relevant organization's procedures defining the traceability management system (training material, attendance sheet).	YES / NO	
Evidence of the certificate Manager appointment.	YES / NO	
Alliance for European Flax-Linen & Hemp Membership evidence.	YES / NO	
C.2. MATERIAL SOURCING		
The up-to-date list of EUROPEAN FLAX™ and MASTERS OF LINEN™ certified suppliers and non-certified Flax-Linen suppliers, including the date of the last update.	YES / NO	
Evidence of the verification of the suppliers' certificates validity on allianceflaxlinenhemp.eu/en/directory-certified-companies (screenshot of certified suppliers database is accepted).	YES / NO	
Description of the receipt checking system in place or an appropriate work instruction.	YES / NO	
Annual accounting summary of all linen-flax input materials (EUROPEAN FLAX™ and MASTERS OF LINEN™ certified and non-certified materials)	YES / NO	
Sample of purchase invoices, as defined by the auditor. This sample determination is a representative and reliable selection compliant to the ISO 19011 standard.	YES / NO	
C.3. PRODUCTS COMPOSITION		
Technical specification sheets of each product reference.	YES / NO	
Description of the calculation method of the fibre content percentages for each simple product reference.	YES / NO	

DOCUMENTS TO BE PROVIDED	DOCUMENT PROVIDED	COMMENTS
Description of the calculation method of the fibre content percentages for each multi-part product reference. Use of the EUROPEAN FLAX™ Multipart Product Technical Sheet is encouraged (downloadable at allianceflaxlinenhemp.eu/en/technical-documents-download)	YES / NO	
Annual accounting summary of all flax-linen input materials (EUROPEAN FLAX™ and MASTERS OF LINEN™ certified and non-certified materials) and of all linen-flax output products (EUROPEAN FLAX™ certified and non-certified products), defining the reporting period.	YES / NO	
If applicable, explanation for the absence of EUROPEAN FLAX™ certified production over the audited period.	YES / NO	
If applicable, results of the fibre composition tests performed by one of the BFA accredited laboratories on the EUROPEAN FLAX™ products selected by the auditor during the previous audit.	YES / NO	Not applicable for traders
The up-to-date list of EUROPEAN FLAX™ products including the date of the last update.	YES / NO	
C.4. ON-SITE TRACEABILITY		Not applicable to sites involved in trading without any in-house processing
Written and up-to-date procedures that define the traceability management system covering the EUROPEAN FLAX™ and MASTERS OF LINEN™ certified materials and EUROPEAN FLAX™ products. These procedures include sourcing, handling, production, invoicing, and shipping activities and the identification and management of non-conforming products.	YES / NO	
Evidence of the physical segregation in space and/or time and/or identification implemented (for example photos)	YES / NO	
Evidence of physical identification and tracking of certified materials (for example photos, screenshots of the software system)	YES / NO	
Sample of production orders and traceability documents associated to the productions, as defined by the auditor.	YES / NO	
C.5. SALES		
Annual accounting summary of all Flax-Linen output products (EUROPEAN FLAX™ certified and non-certified products).	YES / NO	
Sample of sales invoices, as defined by the auditor. This sample determination is a representative and reliable selection compliant to the ISO 19011 standard.	YES / NO	
Relevant justification if there is no certified transaction between the last audit and the current audit.	YES / NO	
C.6. VOLUME CONTROL		
Annual accounting summary of all Flax-Linen input materials (EUROPEAN FLAX™ and MASTERS OF LINEN™ certified and non-certified materials) and of all Flax-Linen output products (EUROPEAN FLAX™ certified and non-certified products), defining the reporting period.	YES / NO	

DOCUMENTS TO BE PROVIDED	DOCUMENT PROVIDED	COMMENTS
If applicable, the explanation on the conversion factor (input/output, conversion rate , material yield).	YES / NO	
C.7. SUBCONTRACTOR		
Documents presenting the shareholder structure of the contracting organization and of the subcontractors.	YES / NO	
The last up-to-date List of Subcontractors, including Name, Contact details, Detailed outsourced activities, EUROPEAN FLAX™ certificate number (if applicable), Date of inclusion and removal of the subcontractors	YES / NO	
The traceability procedure of each subcontractor	YES / NO	
The agreement signed with each subcontractor from the List of Subcontractors, including requirements C.7.4. a, b, c, and d.	YES / NO	
Internal audit report for each internal audit performed on all subcontractors from List of Subcontractors.	YES / NO	
If subcontractors hold their own valid EUROPEAN FLAX™ certificates, the evidence of the verification of the subcontractors' certificates validity on allianceflaxlinenhemp.eu/en/directory-certified-companies (screenshot of certified suppliers database is accepted)	YES / NO	
Sample of production orders and delivery notes for each lot of subcontracted EUROPEAN FLAX™ certified material, as defined by the auditor.	YES / NO	
C.8. MULTISITES		
Evidence of the common ownership link between the organization and the sites included in the multi-site organization.	YES / NO	
Evidence of the certification Manager appointment	YES / NO	
Written and up-to-date procedures established by the organization for managing the multisite certification.	YES / NO	
The up-to-date list of all sites included in the scope of certification, including the date of the last update.	YES / NO	
The latest version of the organization's valid EUROPEAN FLAX™ certificate.	YES / NO	
If the organization has decided to remove a site from its certificate scope since the last audit, evidence of the notification of Bureau Veritas within 5 working days.	YES / NO	