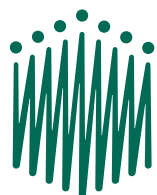


European Flax™ Standard

Version 3.1



**European
Flax™** Premium
linen fibre



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



**European
Flax™** Premium
linen fibre

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Feedback and suggestions may be submitted to certification@flaxlinenhemp.eu

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EUROPEAN FLAX™ STANDARD

A. OBJECT

A.1. THE EUROPEAN FLAX™ STANDARD

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 present 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.

EUROPEAN FLAX™ guarantees the traceability for premium Flax fibre grown in Western Europe for all end uses – fashion, home, technical products, others. A plant fibre, produced through Integrated crop management farming, without irrigation (barring exceptional circumstances) or GMOs.

EUROPEAN FLAX™ fibres are grown and scutched through a shared agricultural and technical itinerary, in France, Belgium and The Netherlands.

All certified companies are listed on the Alliance for European Flax-Linen & Hemp's website (allianceflaxlinenhemp.eu).

EUROPEAN FLAX™ is exclusively dedicated to Flax-Linen.

A.2. ABOUT THE ALLIANCE FOR EUROPEAN FLAX-LINEN & HEMP

Western Europe is the world leader of Flax fibre production: France, Belgium and The Netherlands account for 3/4 of the world's production.

As the only European agro-industrial organization federating all the stages of production and transformation for Flax-Linen & Hemp - 10 000 European companies in 16 countries - the Alliance leads this industry of excellence in a globalized context.

Its mission relies on the innovative and environmental values of the Flax plant fibre, guaranteed by the traceability certification EUROPEAN FLAX™ and promoted to trade professionals and consumers through a dedicated campaign.

A.3. INFORMATION FOR CORRECT USE OF THIS DOCUMENT

The following verbal forms are used to indicate requirements, recommendations, permissions, or capabilities in this standard:

- “**shall**” indicates a requirement strictly to be followed in order to conform with the standard
- “**should**” indicates a recommendation
- “**may**” indicates a permission
- “**can**” indicates a possibility or capability

The vocabulary used and identified in grey color, especially for the different typologies of companies is defined in annex A of the standard.

B. OBJECTIVES AND APPLICABILITY

B.1. OBJECTIVES

The aim of the present standard is to define all the requirements and technical criteria that must be fulfilled by each organization wanting to become certified and use the EUROPEAN FLAX™ trademark.

B.2. SCOPE AND APPLICABILITY

a. **Chain-of-custody level:**

Every stage of the supply chain taking ownership of the materials, from the fibre producer to the finished product, including processing and trading steps, up to the last business-to-business transaction must be certified to ensure the traceability of EUROPEAN FLAX™ materials.

b. **Organization level:**

Organizations purchasing certified materials and selling certified products, i.e. materials' and products' legal owners, shall be EUROPEAN FLAX™ certified. EUROPEAN FLAX™ certification is not required for subcontractors that are not legal owners of the materials and products, but certificate holders may subcontract processing steps as long as they comply with the criteria applicable to subcontractors, defined in section C.7. of the present standard. These are verified during the third-party audits.

Companies that have a common ownership link with the organization may be integrated in the scope of the organization's certificate through a multi-site certification (see section C.8).

c. Product level:

A product may only be certified if it is produced or traded by a certified organization, is made of Flax-Linen supplies that are 100% certified, and has a final composition of at least 50% Flax-Linen (see section C. 3 for product composition requirements). Invoices, following specific invoicing requirements, are key evidence to prove the flow of certified materials between steps in the EUROPEAN FLAX™ chain-of-custody.

B.3. LABELLING

- a. Only products (semi-finished and finished products) produced by a certified organization and complying with the EUROPEAN FLAX™ standard may be labelled and sold as EUROPEAN FLAX™ certified.
- b. All kind of communication, labelling, use of the logo & claim shall be approved by the Alliance (e.g. product tag, website communication, etc.).
- c. All kind of labelling/use of the logo & claim shall be in compliance with the EUROPEAN FLAX™ Graphic Charter.
- d. Certified organizations may use the EUROPEAN FLAX™ Trademark and tools on their certified products, in their communication and marketing, once they have signed the EUROPEAN FLAX™ Terms of Use for Processors & Traders.
- e. Brands/Retailers may use the EUROPEAN FLAX™ Trademark and tools on their certified products, in their communication and marketing, under specific conditions to be discussed with the Alliance. It includes signing the EUROPEAN FLAX™ Trademark Terms of Use for Brands & Retailers, completing the Company Profile, and sending the Alliance each year a few copies of invoices evidencing the certified products (confidential information such as prices may be erased).
- f. A non-certified business-to-business trader, if buying certified material (semi-finished or finished products) labelled as EUROPEAN FLAX™ by its certified supplier, cannot sell these products as certified and must remove any tags/label with the EUROPEAN FLAX™ Trademark.
- g. The organization agrees to mention the exact fibre composition and percentages on the labels of certified finished products, according to labelling rules in force in the country in which its certified products is commercialized.

B.4. REFERENCE DOCUMENTS

The EUROPEAN FLAX™ certification is based on the following documents:

- **The EUROPEAN FLAX™ Standard**, describing all the requirements an organization shall comply with to become and remain certified. This document is the reference used during mandatory third-party audits,

- **The EUROPEAN FLAX™ Certification Process**, providing a description of the certification issuance process for organizations to which the EUROPEAN FLAX™ mandatory third-party audits apply,
- **The EUROPEAN FLAX™ marketing tools** such as **the EUROPEAN FLAX™ Graphic Charter**, logo, claims are provided by the Alliance to EUROPEAN FLAX™ certified companies who signed the EUROPEAN FLAX™ Trademark Terms of Use. The Alliance is responsible for ensuring compliant trademark use,
- **The EUROPEAN FLAX™ Trademark Terms of Use for Processors & Traders**,
- **The EUROPEAN FLAX™ Trademark Terms of Use for Brands & Retailers**,
- **The Company Profile for Brands**.

All reference documents including support documents are available on the Alliance's website: allianceflaxlinenhemp.eu/en/technical-documents-download

C. CRITERIA

This chapter defines the requirements the organization shall comply with to become EUROPEAN FLAX™ certified and maintain its certification.

C.1. GENERAL REQUIREMENTS

C.1.1. Traceability Management System

The organization shall implement and maintain a traceability management system to ensure conformity to the present standard. This traceability management system shall at least include:

- Written and up-to-date procedures to ensure the traceability of EUROPEAN FLAX™ materials and products and that only EUROPEAN FLAX™ certified Flax-Linen is used as input in certified products. These procedures include sourcing, handling, production, invoicing, and shipping.
- A written and up-to-date procedure in place to ensure the identification and management of any non-conforming products to prevent their unintended sale and delivery as EUROPEAN FLAX™ certified products.
- Record keeping during at least 3 years showing conformity to the requirements of this standard, in particular: purchase invoices, suppliers list, suppliers' certificates, production records, sales invoices, composition tests results, Lists of Subcontractors, internal audit reports, and all evidence related to EUROPEAN FLAX™ certification.
- Training of staff on the relevant organization's procedures to ensure their competence in implementing the traceability management system. Training records shall be maintained.
- The organization shall appoint a Certification Manager with the relevant responsibility and authority to manage the certificate and implement the requirements of the present standard.

C.1.2. Alliance for European Flax-Linen & Hemp Membership

European organizations applying for EUROPEAN FLAX™ certification shall have an Alliance membership, if relevant, according to the Alliance's statutes.

C.2. MATERIAL SOURCING

C.2.1. Management of the Suppliers' Certification

The organization shall ensure that its suppliers of EUROPEAN FLAX™ certified material have a valid certificate.

The organization shall establish and maintain an up-to-date list of its certified and non-certified Flax-Linen suppliers. The EUROPEAN FLAX™ certified suppliers are identified, and the identification includes the supplier's name, its certificate number, and its certificate expiration date.

This list shall be updated at least once a year, including a check of the suppliers' certificates validity on allianceflaxlinenhemp.eu/en/directory-certified-companies

C.2.2. Purchasing Rules for Certified Supplies

The organization shall comply with the following purchasing rules:

a. For fibres:

- Fibres from suppliers with licence number CEAAXXXXX and scutching scope may be purchased ONLY by traders involved exclusively in an activity of trading (with a scope including fibre trading) or by processors with a scope including fibre trading and whose processing is limited to hackling and/or cottonizing and/or preparation to spinning and/or carding-combing.
- Other Processors (ex: spinners) shall NOT purchase fibres from suppliers with licence number CEAAXXXXX and scutching scope. They shall only purchase fibres from organizations certified by Bureau Veritas Certification, with a valid certificate with a number such as BVFRXXXX and including a scope of fibre trading.

b. For yarns and fabrics (wovens, knits):

- Processors shall purchase EUROPEAN FLAX™ certified yarns and fabrics from organizations that are certified EUROPEAN FLAX™ with a valid certificate with a number such as BVFRXXXX.
- Processors may purchase EUROPEAN FLAX™ certified or Masters of Linen™ certified yarns and fabrics from organizations that are certified EUROPEAN FLAX™ and/or Masters of Linen™.
- The Masters of Linen™ supplies shall be compliant with the following requirements:
 - The Masters of Linen™ supplies shall be bought from a Masters of Linen™ certified organization, listed as Masters of Linen™ certified on the Alliance website (allianceflaxlinenhemp.eu/en/directory-certified-companies) and,
 - The certificate shall possess 5 letters and 4 numbers CEAAXXXXX (e.g., CEITL7300) and,
 - The certificate number shall be specified on invoices along with the claim: "Masters of Linen™ certified CEAAXXXXX" and the exact fibre composition and related percentages of the products.

c. For other materials:

- Processors shall purchase EUROPEAN FLAX™ certified materials from organizations that are certified EUROPEAN FLAX™ with a valid certificate with a number such as BVFRXXXXX.

C.2.3. Material Reception and Conformity Check of Purchase Invoices

On receipt of certified material, the organization shall check conformity of purchase invoices.

- a. Each certified material shall be clearly identified on the supplier's invoice by specifying the exact claim « EUROPEAN FLAX™ certified » and their exact composition and related percentages shall appear
- b. Moreover, the supplier certificate number, in conformity with the rules described in C.2.2., shall be written on the invoice.

C.3. PRODUCTS COMPOSITION

C.3.1. Fibre Composition and Percentages Allowed

C3.1.1. General requirements

Products and semi-finished products presenting the following fibre composition shall be EUROPEAN FLAX™ certified when:

- a. The Flax-Linen content is 100% EUROPEAN FLAX™ certified, and
- b. They are composed of at least 50% Flax-Linen. The mix could therefore contain a maximum of 50% of other kinds of fibres. The mix with other kinds of Flax-Linen is not allowed in the product composition.

The fibre content percentages shall be calculated using the weight of the products' fibre content at normal conditions.

Accessories, as defined in Annex A, shall not be considered in the calculation of the fibre content percentages. If an accessory contains Flax-Linen, the Flax-Linen content of the accessory must be 100% EUROPEAN FLAX™ certified.

For a product with filling/stuffing made of fibre that has a functional purpose in the product, the fibre content of the filling/stuffing shall be included in the calculation of the fibre content percentages of the product.

NB: A part or component (as defined in Annex A) has a functional purpose if the product's function is compromised by the removal of the component.

EXAMPLE 1: For a pillow with fibre filling sold with a removable pillowcase, fibre filling content shall not be included in the calculation of the fibre content percentages of the product.

Conversely, a fibre-filled pillow with a non-removable case shall include the weight of the fibre filling in its calculations of fibre content percentages.

EXAMPLE 2: For a garment stuffed with fibre filling, the filling content shall be included in the fibre content percentages calculation. Conversely, a down-filled garment will not include the down weight in the fibre content percentages calculation.

C.3.1.2 Simple products and multi-part products

Finished products may be simple products or multi-part products as defined in Annex A.

- a. A simple product shall be EUROPEAN FLAX™ certified when respecting the above rules C.3.1.1 a. and b.
 - b. A multi-part product shall be EUROPEAN FLAX™ certified when respecting the following rules:
 - At product level: The Linen-Flax content of the product is 100% EUROPEAN FLAX™ certified.
 - At part level:
 - Each part containing EUROPEAN FLAX™ certified Flax-Linen is composed of at least 50% Flax-Linen, **and**
 - At least one part containing Flax-Linen shall represents more than 30% of the total fibre content of the finished product,
- Or**
- Each part containing EUROPEAN FLAX™ certified Flax-Linen is composed of at least 50% Flax-Linen, **and**
 - All parts containing Flax-Linen and with the same fibre composition shall represent, all parts combined, more than 30% of the total fibre content of the finished product.

General requirements of section C.3.1.1 regarding accessories and fibre filling apply to multi-part products.

C.3.2. Product Composition Tests

- a. Once certified, processors involved in an activity of:
 - spinning,
 - weaving,
 - knitting,
 - production of semi-products for technical and composite uses,
 - preparation to spinning (long fibre)
 - cottonizing (short fibre),
 - or any activity with a high risk of fibre blending, either internal or outsourced,shall perform each year fibre composition tests on a sample of EUROPEAN FLAX™ products. This sample shall be determined by the auditor based on the annual accounting summary by reference.
- b. The fibre composition tests shall be performed according to the methodology approved by the « BAST FIBRE OBSERVATORY » (ISO standard #20706-1, dec.2019), and by one of the accredited laboratories (see list of laboratories in Annex D).

- c. When a composition test is applicable, the organization shall keep a sample of each reference produced and sold as EUROPEAN FLAX™ for a minimum of 2 years after production. Yarn samples should weigh at least 15 grams and fabric samples should be at least 50cm x 50cm.
- d. The composition test is not required if there is no EUROPEAN FLAX™ production on the audited period.
- e. The composition test is mandatory for the initial audit if the company intends to sell once it becomes certified products already in stock as EUROPEAN FLAX™ certified.

Note: The auditor selects a sample of one reference of output, among those which are the most often produced, whenever possible. The results of the fibres' composition tests performed by one of the accredited laboratories on the selected EUROPEAN FLAX™ products shall be provided to the auditor during the audit of the following year.

C.3.3. EUROPEAN FLAX™ Product List

- a. The organization shall establish and maintain up to date a list of EUROPEAN FLAX™ products that they sell.
- b. This list shall group the products per type determined at least by their fibre composition and related percentages.
- c. For each reference, the exact fibres' composition shall be indicated.

C.4. ON-SITE TRACEABILITY

C.4.1. Product Handling in the Production Chain and Trading

- a. The organization shall implement and maintain a traceability system for tracking EUROPEAN FLAX™ certified raw material, components, products and sub-products at all steps of the production chain or trading.
- b. Handling of certified material or products shall be done with no risk of mixing with non-certified material or products in the production chain, in trading operations and in storage. No such mixing shall occur.

C.4.2. Physical Segregation and Identification

- a. If the organization uses certified and noncertified Flax-Linen, a physical segregation in space and/or time and/or identification shall be implemented.
- b. From the input to the output, at each step of the production process, the certified material shall be physically identified (e.g., sticker, non-removable marking, etc.) and shall be tracked by documentary and/or software system (e.g., lot number, production order number, etc.).
- c. Production orders and traceability documents associated to the productions shall be recorded.

C.5. SALES

C.5.1. Certified Product Invoicing

All sales invoices of certified product transactions shall be compliant to the following:

- a. Each certified product shall be clearly identified by specifying the exact claim « EUROPEAN FLAX™ certified » allowing to distinguish them from non-certified material.
- b. The exact composition and composition percentages of certified products shall be specified.
- c. The certificate holder's certificate number shall be written at least once on the invoice.

C.5.2. Absence of Certified Transaction

If there is no certified transaction between the last audit and the current audit, the organization shall be able to provide a relevant justification.

C.6. VOLUME CONTROL

C.6.1. Annual Accounting Summary

The organization shall make an annual accounting summary of all Flax-Linen input material and of all Flax-Linen output products, differentiating for each reference the EUROPEAN FLAX™ certified from the non-certified sourcing and sales.

C.6.2. Annual Accounting Reporting Period

A reporting period shall be defined and cover the period since the previous reporting period.

C.6.3. Annual Accounting Content

This annual accounting summary shall at least include:

- a. For each **input** the supplier invoice reference and date, the quantity received (volume, weight, number of pieces), the lot number issued by the supplier, the internal lot number, and;
- b. For each **output** the sales invoice reference and dates, the quantity sold (volume, weight, number of pieces) per invoice reference, the quantity in stock (volume, weight, number of pieces) per invoice reference, and the internal lot number, and;
- c. The total inputs, the total output, the stock and, if relevant, the explanation on the conversion factor (input/output conversion rate, material yield).

C.7. SUBCONTRACTOR

C.7.1. Prerequisite

Subcontractors processing EUROPEAN FLAX™ products shall not have common ownership with the contracting organization. Companies that have a common ownership link with the organization shall be integrated in the scope of the organization's certificate through a multi-site certification (see section C.8.).

C.7.2. Subcontractor On-site Traceability

- a. When an organization is outsourcing work on certified fibres/products, the concerned subcontractors shall be in conformity with the technical criteria related to on-site traceability described in section C.4.
- b. The organization shall work with a subcontractor only after ensuring that all criteria related to subcontractors described in section C.7. are complied with.
- c. If a subcontractor of the organization uses a subcontractor, all criteria of section C.7. apply to this one as well and they shall also be added to the List of Subcontractors.
- d. When a composition test is applicable, the subcontractor shall keep a sample of each reference produced as EUROPEAN FLAX™ for a minimum of 2 years after production. Yarn samples should weigh at least 15 grams and fabric samples should be at least 50cm x 50cm.

C.7.3. Management of the List of Subcontractors

- a. The organization shall establish and maintain an up-to-date list of its subcontractors including their name, contact details, the detailed outsourced activities, and if applicable the EUROPEAN FLAX™ certificate number of the subcontractor.
- b. The organization may include or remove subcontractors from its List of Subcontractors, which shall also include the date of inclusion and of removal of the subcontractors.
- c. This list shall be verified by Bureau Veritas Certification during each audit.
- d. If adding a subcontractor to the List of Subcontractors extends the scope of activities for which the contracting organization is already certified, the new extended scope shall be validated by the Certification Body via an audit. The Certification Body will then issue a new certificate with the updated scope of activities.

C.7.4. Agreement with the Subcontractor

The subcontractor shall sign an agreement with the organization where it acknowledges the following requirements:

- a. The subcontractor ensures the traceability of the EUROPEAN FLAX™ certified material from the input to the output.
- b. The subcontractor shall identify EUROPEAN FLAX™ certified material at each step of the process through physical separation and/or permanent identification mark.
- c. The subcontractor accepts the possibility of on-site controls by the organization and/or Bureau Veritas Certification.
- d. The subcontractor engages not to outsource processing unless the organization is informed and accepts it.

C.7.5. Internal audit of Subcontractors by the Organization

- a. The organization shall audit internally all their subcontractors on the requirements of the standard at least once a year.
- b. Internal audits of the subcontractors shall at least consist of the verification:
 1. That the subcontractor has written traceability procedures and that the employees are aware of the procedures and implement them.
 2. That, from the input to the output, at each step of the production process:
 - The certified material is physically segregated in space and/or time and/or identification (e.g., sticker, non-removable marking, dedicated zones, etc.).
 - The certified material is tracked by documentary and/or software system.
 3. On a sample of production orders associated with the production of certified products, that traceability is ensured.
- c. The internal audit reports shall be recorded and demonstrate the verification of the above points.
- d. Any new subcontractor shall be audited internally by the contracting organization before its addition to the List of Subcontractors.
- e. Contracting organizations shall audit internally their subcontractors according to the following risk levels:

SUBCONTRACTED ACTIVITY	RISK	INTERNAL AUDITS OF SUBCONTRACTORS BY CONTRACTING ORGANIZATION
Hackling, end product manufacturing, end-product/fabric/ yarn finishing (dyeing, printing, embroidery, etc.), warehousing.	Low	Documentary (off-site) internal audits only, before inclusion in List of Subcontractors, then yearly.
Rescutching, weaving, knitting.	Medium	On-site internal audit: before inclusion in List of Subcontractors, and at renewal of certification. Documentary (off-site) internal audit: yearly for the remaining years.
Preparation to spinning, carding-combing, cottonizing, spinning.	High	

- For subcontractors with activities at low risk levels, the contracting organization shall audit them internally on a **documentary** basis before inclusion in their List of Subcontractors, and then at least once a year.
- For subcontractors with medium or high risk levels, the contracting organization shall audit them internally:
 - **On-site** before their inclusion in the List of Subcontractors, and at the renewal of the organization’s certification.
 - On a **documentary** (off-site) basis at least once a year for the remaining years.

C.7.6. Audit of Subcontractors by the Certification Body

For subcontracted activities presenting a medium or high level of risk of fibre blending, the same level of requirements shall be expected in terms of on-site traceability and management of the risk of fibre blending as when these activities are carried out in-house by the organization.

Bureau Veritas shall perform on-site audits of a sample of subcontractors during the first surveillance audit of the organization (year 2), depending on the risk level of the subcontracted activity.

Note: Risk levels and sampling rules for subcontractors for audits by the certification body are detailed in the EUROPEAN FLAX™ Certification Process document.

C.7.7. Production Orders and Delivery Notes of Subcontracted Processes

Production orders and delivery notes for each lot of subcontracted EUROPEAN FLAX™ certified material shall be clearly identified as such and shall be recorded.

Note: A subcontractor shall not use a certificate number of their client on any document or identification.

C.7.8. EUROPEAN FLAX™ Certified Subcontractors

Internal audits are not required for subcontractors holding their own valid EUROPEAN FLAX™ certificate with a scope covering the outsourced activity.

The contracting organization shall however ensure the subcontractor's certificate is valid at the time of the outsourced activity and for the outsourced activity.

On-site audit by the Bureau Veritas auditor is not necessary in the case of subcontractors that hold their own valid EUROPEAN FLAX™ certificate with a scope covering the outsourced activity.

C.8. MULTISITES

C.8.1. Eligibility for Multi-site Certification

Any multi-site organization (according to definition in Annex A) shall have two or more sites and all sites have a common ownership link with the organization.

C.8.2. General Requirements

- a. The organization shall be responsible for the management of the certification in all its sites and ensure contractual relationship and communication with Bureau Veritas
- b. A Certification Manager appointed by the organization shall be responsible to ensure the implementation of the requirements of the present standard at all sites included in the scope of the certification.
- c. The organization shall develop and maintain written procedures that ensure each site included in the scope of certification complies with all applicable certification requirements specified in the standard and implements them.
- d. The organization shall be able to demonstrate its ability to collect and analyse data and relevant information from all sites included in the scope of the certification.
- e. The organization shall maintain an up-to-date list of all sites included in the scope of certification. This list shall include for each site:
 - The contact information (site name and address, name of contact person, phone number and email address);
 - Date of entry into the scope of the multi-site certificate;
 - Date of withdrawal from the scope of the multi-site certificate;
 - The certificate sub-code assigned;
 - The site's activities (e.g. trading, spinning, weaving, dyeing);
 - Indication if the site carries out the invoicing of materials or products covered by the certification scope to external clients;
 - Indication if the site uses subcontractors and the subcontracted activities.

C.8.3. Site Criteria

- a. All sites included in the scope of the certificate shall be conform to all applicable criteria of this standard.
- b. For sale of EUROPEAN FLAX™ certified products, sites shall use on sales invoices the unique sub-code assigned to them, which consists of the certificate number associated with a letter. The site sub-code is specified next to each site on the organization's certificate Annex, received after the first audit.
- c. Sites may use subcontractors, in which case they shall conform to the criteria in section C.7.

C.8.4. Inclusion and Removal of Site

- a. The organization shall inform Bureau Veritas Certification of any change in the list of sites for approval.
- b. The organization only may ask for inclusion or removal of sites from the scope of its certificate. The sites themselves cannot ask for inclusion/removal.
- c. A new site inclusion in the scope of the organization shall always be approved by Bureau Veritas Certification after performing an audit of this new site's conformity with the criteria defined in the Standard.
- d. Once the new site is approved, Bureau Veritas certification issues a new certificate with the updated annex that shall include the new site and its sub-code.
- e. The organization may decide to remove a site from its certificate scope, in which case it shall inform Bureau Veritas Certification within 5 working days. Bureau Veritas Certification issues a new certificate with the updated annex that shall exclude the site. All relevant documentation and data from the site removed shall however be recorded and available for the next audit to evaluate conformity with the present standard from last audit until site removal.

ANNEX A: DEFINITIONS

Accessories

Items that are added to supplement textile products or semi-finished products for required functional or fashionable reasons. Most commonly used accessories may be, but are not limited to: non-textile parts, fasteners and closing systems (buckles, buckles covered with textile materials, buttons and press-studs, zippers, laces, cords), elastic bands and yarns, adhesive tapes used for fusing, seam bindings, sewing threads, inlays, interface, interlinings, shoulder pads, labels and badges (heat-transfer/adhesive/care/EUROPEAN FLAX™ labels), appliqué, borders, decorations, edgings, selvages, trims, embroidery yarns, hatbands, ribbons.

Brand/retailer

Company buying finished products and then directly commercializing these products to the final customer, without performing any kind of processing.

Certified material

Input material produced from certified material, that is supplied with a “EUROPEAN FLAX™ Certified” claim from a EUROPEAN FLAX™ certified supplier.

Certified product

A product that is conform to all applicable certification requirements and is eligible to be sold with a “EUROPEAN FLAX™ Certified” claim on invoices.

Common ownership

Ownership structure where all sites under the scope of the EUROPEAN FLAX™ certificate are owned by the same organization. Ownership means at least 51% of ownership interest over the sites.

Contracting organization

A certified organization using a subcontractor for any activities under the scope of its EUROPEAN FLAX™ certificate.

Criteria

Requirements organizations shall comply with to become EUROPEAN FLAX™ certified and maintain their certification. The audits are performed against these requirements.

Filling/stuffing

Any fibrous or soft material included for the purpose of cushioning/padding a textile product or for filling/stuffing the upholstered parts of furniture. Fillings can provide insulation, comfort and volume to products.

Finished product manufacturers

Companies that produce finished products ready for commercialization (e.g., clothing, accessories, home products, technical textile). They are considered processors in the present standard.

Input

EUROPEAN FLAX™ certified material that is purchased by the organization and enters each step of the production process or is traded under the scope of a EUROPEAN FLAX™ certificate.

Internal audit

Mandatory yearly audit of subcontractors (on-site or documentary) performed by the contracting organization.

Multi-part/component product

Any product containing two or more textile components, which have different textile fibre contents. Textile components of a multi-part product may include, but not limited to: filling, stuffing, lining, outershell, etc.

Multi-site organization

An organization with two or more sites. All organization sites can be located in the same country or in different countries as the organization. The organization may also be a production site. The products and processes/activities included in the scope of the certificate are performed by the network of sites, and not necessarily by each of them. All sites of the organization involved in any kind of activities (trading, processing, storage) related to certified materials/products shall enter the scope of the certificate.

Non-conforming product

Material or product for which an organization is unable to demonstrate that it conforms to the applicable EUROPEAN FLAX™ certification requirements.

Organization

A legal entity which may apply for or holds a EUROPEAN FLAX™ certification. An organization may have one or more sites, in which case it is a multi-site organization (see definition).

Output

EUROPEAN FLAX™ certified product that is produced from certified material and/or sold by a EUROPEAN FLAX™ certified organization.

Part or component

A textile part or component is a uniquely identifiable part of a textile product, with an identifiable fibre content, that is included or intended to be included as a part of a finished product. Components can be easily identified by consumers on the finished product.

Processor

Company processing Flax fibre, textile or technical semi-products, including hackling (long fibres), preparation to spinning (long fibre), carding-combing (short fibre), cottonizing, spinning, dyeing, weaving, knitting, end product manufacturing, and other types of processing on the material. These activities can be performed in-house and/or subcontracted. Fibre traders with any of above activities shall comply with the requirements relative to processors of the present EUROPEAN FLAX™ standard.

Companies buying fabric and subcontracting product manufacturing are considered processors. Companies performing any kind of processing such as manufacturing finished products, subcontracted or not, and then directly commercializing these products to the final customer are considered processors.

Scutcher

Company that extracts the fibres from the plant through a specialized mechanical process, including shelling, stretching, grinding and threshing. Rescutching (process to further clean short fibres from shives) follows the same certification process.

If selling fibres to processors, namely spinners and producers of semi-products, this activity is considered as fibre trading, subject to the Alliance membership and Bureau Veritas Certification audits granting them with a certificate with a number BVFRXXXXX (e.g., certificate number: BVFR3008).

If selling fibres only to traders, the requirement follows the EUROPEAN FLAX™ Charter and not Bureau Veritas Certification audit, resulting in a licence number CEAAXXXXX (e.g., certificate number: CEBE22093).

Semi-products for technical and composite uses

Cut fibre, roving, laminate, woven and non-woven, compound, braid and grid.

Simple products

Any product containing one or more textile components, which all have the same textile fibre contents.

Site

A unit of an organization situated at one physical location. A site can never include more than one legal entity. A subcontractor is not considered as a site.

Subcontractor/Outsourcing

Using a subcontractor means outsourcing a work on certified Flax-Linen material. Purchase and sale of certified products are managed by the contracting organization, not the subcontractor. The material remains the property of the contracting organization. Invoicing between the subcontractor and the contracting organization is only related to the outsourced activities.

Trading

Activity of buying and selling/exporting Flax-Linen products without any on-site processing activity.

The European Flax™ Traceability Chain



FLAX GROWERS

SCUTCHERS

FIBRE TRADER

PROCESSOR OR TRADER

PROCESSOR OR TRADER

FINISHED PRODUCT: PROCESSOR OR TRADER

BRAND & RETAILER PROCESSING (IN-HOUSE OR SUBCONTRACTED) OR SELLING B2-B

BRAND & RETAILER BUYING FINISHED PRODUCTS AND SELLING B2-C ONLY

CONSUMER

REFERENCE DOCUMENT: European Flax™ Charter

APPLICATION:

- European Flax™ Charter
- European Flax™ Identity Form

License number CEAZ 12345 delivered by Alliance for European Flax-Linen & Hemp

Marketing tools & Assistance

Every stage of the supply chain taking possession of the materials, from the fibre producer to the finished product, including processing and trading steps, up to the last business-to-business transaction must be certified to ensure the traceability of European Flax™ materials.

REFERENCE DOCUMENT: European Flax™ Standard

APPLICATION:

- European Flax™ Request for Quotation (RFQ)
- European Flax™ Trademark Terms of Use

VERIFICATION AUDIT: 1 audit/year with BVC

Certificate with number BVFR12345 delivered by BVC

Marketing tools & Assistance

DOCUMENTS TO SIGN/COMPLETE FOR LOGO USE:

- European Flax™ Trademark Terms of Use
- Company Profile

Share copies of invoices each year

Marketing tools & Assistance

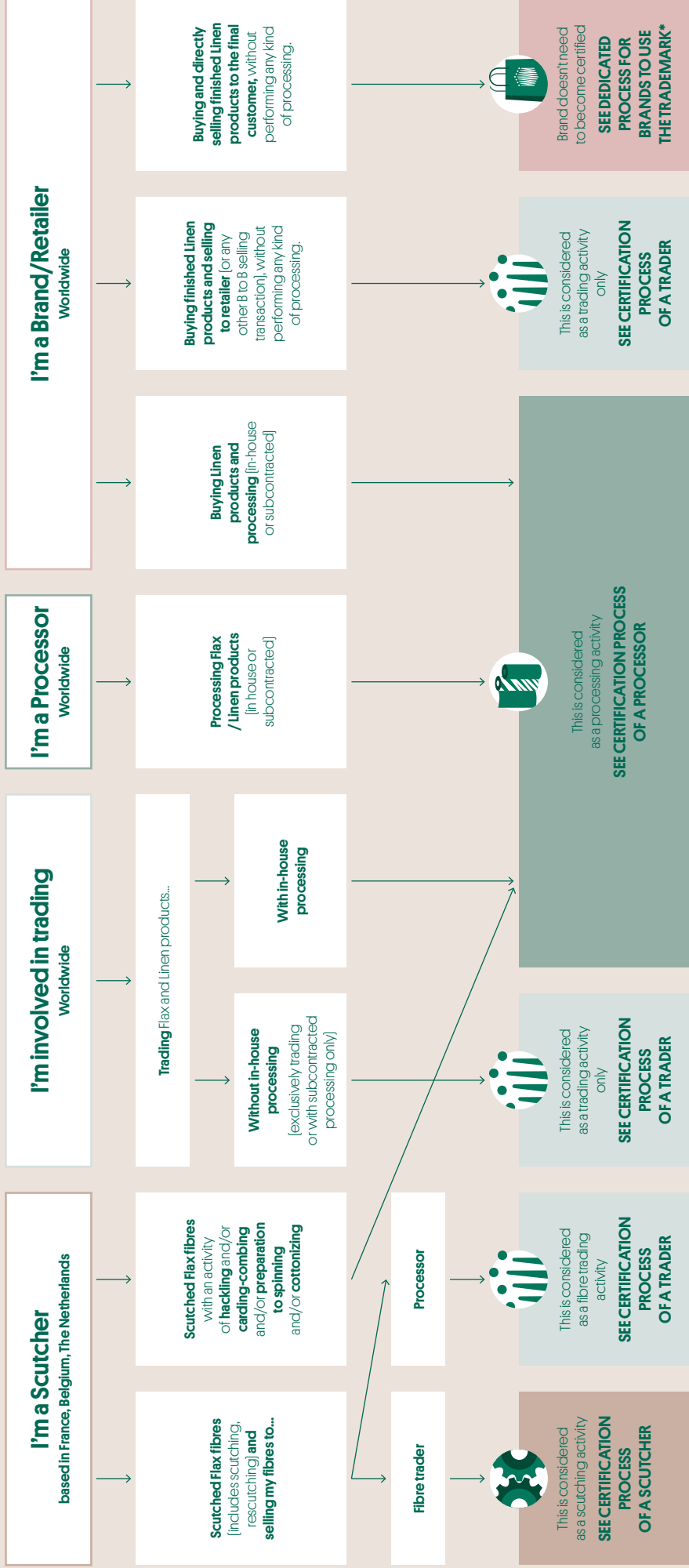
Linex Shopping Experience

List of certified companies + certification number at allianceflaxlinenhemp.eu

European Flax™ is owned and registered by the Alliance for European Flax-Linen and Hemp. The European Flax™ logo & traceability chain may not be reproduced without permission. For any questions or further information please contact us at certification@allianceflaxlinenhemp.eu. See application process at allianceflaxlinenhemp.eu

How to become European Flax™ certified

Step 1 — Determine the kind of organization you are in the chain of custody



For definition of organization type, see European Flax™ Standard downloadable at allianceflax.linenhemp.eu. Refer to our website section "How to label my European Flax™ products?" available at allianceflax.linenhemp.eu

How to become European Flax™ certified

Step 2 – See how to become certified depending on your organization type



 <p>Certification Process of a Scutcher</p> <ul style="list-style-type: none"> • Contact your FR, BE, NL local association for more information on certification and membership • Sign the EUROPEAN FLAX™ Charter • Sign the EUROPEAN FLAX™ Identity form 	 <p>Certification process of a Trader</p> <ol style="list-style-type: none"> 1. For more information, contact Alliance for European Flax-Linen & Hemp (for companies from EUROPE/AFRICA) or BV local Office (for companies from other locations)^[1] 2. Become an Alliance for European Flax-Linen & Hemp member (only for EU companies) 3. Fill in the Request for quotation 4. Sign the applicable EUROPEAN FLAX™ trademark Terms of Use 5. Sign a 3-year contract with Bureau Veritas 6. Be subject to yearly third-party audits on the EUROPEAN FLAX™ Standard according to the EUROPEAN FLAX™ certification process – documentary audits only^[2] 	 <p>Certification process of a Processor</p> <ol style="list-style-type: none"> 1. For more information, contact Alliance for European Flax-Linen & Hemp (for companies from EUROPE/AFRICA) or BV local Office (for companies from other locations)^[1] 2. Become an Alliance for European Flax-Linen & Hemp member (only for EU companies) 3. Fill in the Request for quotation 4. Sign the applicable EUROPEAN FLAX™ trademark Terms of Use 5. Sign a 3-year contract with Bureau Veritas 6. Be subject to yearly third-party audits on the EUROPEAN FLAX™ Standard according to the EUROPEAN FLAX™ certification process – off-sites and on-site audits 7. Composition tests^[3] 		
<p>Obtain your licence number CEAAXXXXX</p>	<p>Obtain your certificate number BVFRXXXXX</p>	<p>Obtain your certificate number BVFRXXXXX</p>		
<p>Delivered by Alliance for European Flax-Linen & Hemp</p>			<p>Delivered by BUREAU VERITAS CERTIFICATION</p>	<p>Delivered by BUREAU VERITAS CERTIFICATION</p>

1. See contact details at allianceflaxlinenhemp.eu
 2. For sites involved exclusively in trading, documentary audits only.
 For sites involved in trading and processing activities that are exclusively subcontracted, contracting or organisation is audited off-site only, while the processing subcontractors are subject to on-site audits by Bureau Veritas depending on their risk levels.
 For sites involved both in trading AND in processing activities in-house, refer to the certification process of a Processor.
 3. 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
All reference documents are available on our allianceflaxlinenhemp.eu

ANNEX D: ACCREDITED LABORATORIES

The bellow laboratories are members of the Bast Fibre Observatory and accredited for composition tests required for European Flax™ certification.

BUREAU VERITAS CPS FRANCE

Address: 34B Rue de la Ladrié - 59650 VILLENEUVE D'ASCQ - FRANCE

Phone: + 33 (0)3 20 46 34 56

Website: www.bureauveritas.com

E-mail: supportclients.cpsfra@bureauveritas.com

CENTEXBEL

Address: Technologiepark 70 - 9052 ZWIJNAARDE - BELGIUM

Phone: +32 (0)9 220 41 51

Website: www.centexbel.be

E-mail: labo.chemisch@centexbel.be

CENTROCOT - CENTRO TESSILE COTONIERO E ABBIGLIAMENTO

Address: Piazza S. Anna, 2 - 21052 BUSTO ARSIZIO (VA) - ITALY

Phone: +39 0331 696711

Website: www.centrocot.it

E-mail: info@centrocot.it

CETELOR - CENTRE D'ESSAIS TEXTILE LORRAIN

Address: 27 Rue Philippe Seguin - 88000 EPINAL - FRANCE

Phone: +33 (0)3 72 74 96 80

Website: www.cetelor.com

E-mail: naoual.bousmat@univ-lorraine.fr

CITEVE

Address: Rua Fernando Mesquita, nº 2785 - 4760-034 VILA NOVA DE FAMALICAO - PORTUGAL

Phone: +351 252 300 300

Website: www.citeve.pt

E-mail: citeve@citeve.pt

IFTH - INSTITUT FRANÇAIS DU TEXTILE ET DE L'HABILLEMENT

Address: Zone de l'Union - 41 rue des métissages - 59200 TOURCOING - FRANCE

Phone: +33 (0)3 20 19 74 00 (lab) / +33 (0)4 72 86 16 44 (sales)

Website: www.ifth.org

E-mail: commercial@ifth.org