

Overview for Alaska RFM Chain of Custody Standard Version 2.4

Purpose of document:

The Alaska RFM Chain of Custody Standard Version 2.4 is used in the evaluation of applicants who apply for the AK RFM Chain of Custody certification. It lists the requirements that an Applicant shall meet to become certified to the Standard and /or use the RFM Certified Seal and make a certified claim.

Process for developing currently posted document:

The current version 2.3 of the Chain of Custody Standard was developed in 2012/2013 by the Technical Committee with consultation from Randy Rice and expert consultants. Final approval was via the ASMI Board based on a recommendation from the ASMI Technical Committee.

Process for developing proposed draft:

The draft Version 2.4 was written by the RFM Team and thoroughly reviewed by the ASMI Technical Committee during their October 22nd meeting. A motion was passed to accept all changes and move the draft document forward to the ASMI Board for approval.

Summary of Changes:

The current proposed draft represents minor changes and is restricted in its scope to:

- Standard Name change from *FAO- Based RFM* to *Alaska RFM Chain Of Custody*
- Change of Accreditation term from ISO Guide 65 to ISO 17065
- Alignment with new GSSI Clauses (Sept 2015)
- Correction of any Grammar
- Addition of any necessary specificity

Detailed Changes:

Page Number	Change that occurred	Reason for change
Page 4 Definitions	Certified Applicant changed to Certified Member	ISO requirement / specificity
Page 4 Definitions	Multi-site Organization amended to improve clarity	Technical Committee Requirement / specificity
Page 5 Definitions	Amend Subcontractor definition	GSSI Requirement / specificity
Page 5 Definition	Addition of Service Provider Definition	GSSI Requirement / specificity
Page 6 Stage 1	Amend Line 1 further clarification of applicant / added affiliated Subcontractor	ISO requirement / specificity
Page 6 Stage 1	removed Sub contractor bullet point	ISO requirement / specificity
Page 6 Stage 1	last statement added more detail	GSSI Requirement / specificity
Page 8 Stage 5	added reference to obtain more details from QMS Procedure 4	GSSI Requirement / specificity
Page 8 Stage 7	added reference to obtain more details from QMS Procedure 4	GSSI Requirement / specificity

Detailed Changes continued

Page Number	Change that occurred	Reason for change
Page 9 Stage 8	Changed certified applicant to certified member	ISO requirement / specificity
Page 10 Clause 1.8	Changed definition of Subcontractor	GSSI Requirement / specificity
Page 10 Clause 1.9	Added definition of Service provider and added tamper proof	GSSI Requirement / specificity
Page 11 Clause 2.3	Added more clarity to 5% by weight	Technical Committee Requirement / specificity
Page 16 Clause 4.0	Changed definition of Subcontractor	GSSI Requirement / specificity
Page 16 Clause 4.1	Added definition of Service provider and added tamper proof	GSSI Requirement / specificity
Page 16 Clause 10	Added 'records shall be kept for a reasonable period' to correspond with the shelf life of the product to the clause	GSSI Requirement / specificity

Process for developing future revisions:

The Chain of Custody Standard will be reviewed annually or on an 'as needed' basis as determined by the ASMI Technical Committee, RFM Sustainability Director and/or RFM Team. All changes will be reviewed and agreed upon by the ASMI Technical Committee and will go to the ASMI Board for final review and approval.

ACTION REQUESTED:

Recommend adoption of the Version 2.4 of the Chain of Custody Standard as modified by the Technical Committee.

