

VLOG Version 20.02	Group Description in Retail – Sale of Bulk Goods including Members List	Annex 27 01.09.20
-------------------------------------	--	------------------------------------

Group description

Group organiser:

Responsible for group certification:

Activities of group members:

Contractors, subcontractors and outsourced processes:

Areas of responsibility of the group organiser:

Basis for the initial and subsequent certifications [centrally purchased or purchased locally by the branches, 10 %- or 100 % process]

VLOG Version 20.02	Group Description in Retail – Sale of Bulk Goods including Members List	Annex 27 01.09.20
-------------------------------	--	------------------------------

Use of several certification bodies

[If multiple certification bodies are used, the group description must clearly indicate which tasks are to be performed by which certification body.]

Other documents [integrated into the group description or as extra documents]

Organisational chart: Organisational chart of the business incl. responsibilities and a representation plan to cover absences in operating procedures relevant to “ohne Gentechnik”.

List of products: Overview or specifications for bulk “ohne Gentechnik” goods offered by the business, including consideration of re-working

For further processing of bulk “ohne Gentechnik” goods and the use of further ingredients which are not purchased from VLOG certified suppliers (e.g. marinades, spice blends): A list of all formulations with quantity or weight-related information on “ohne Gentechnik” ingredients and components, including consideration of re-working

List of suppliers: All authorised suppliers of “ohne Gentechnik” food/ingredients

Please attach a current list of your members according to the template described below.

Member list attached

VLOG Version 20.02	Group Description in Retail – Sale of Bulk Goods including Members List	Annex 27 01.09.20
-------------------------------------	--	------------------------------------

This section contains a sample template of a member list for group certification in agriculture. The group organiser must always keep the member list up to date. The group organiser has to promptly notify the certification body of any relevant changes. The following member list below or a member list with equivalent content may be used. *[Information in boldface is mandatory according to the Standard; the remainder is recommended.]*

List of members/sites exemplary

Name/ Branch	Address	Contact person and contact information	Centralised or decentralised purchase	Group member since	Most recent routine audit/initial audit by the certification body	Responsible certification body¹
<i>SaGroRe Sample town</i>	<i>Sample street 2, 87654 Sample town</i>	<i>Sam Sample, Tel: 0123 45675, s.sample@supplier.de</i>	<i>centralised</i>	<i>[Date]</i>	<i>[Date]</i>	<i>A-Cert</i>
<i>Retail site, city, Sample city</i>	<i>Main street 1, 54321 Sample city</i>	<i>Joe Farmer, Tel: 0987 5676, dairy@supplier.de</i>	<i>decentralised</i>	<i>[Date]</i>	<i>Has not yet taken place</i>	<i>C-Cert</i>
<i>[...]</i>						

¹ Only relevant if the group uses multiple certification bodies for VLOG certification