

## Bonsucro Production Standard v5.2 Implementation Policy

<b>Name of the document:</b> POL_Bonsucro Production Standard v5.2 Implementation Policy		
<b>Version:</b> 1.0	<b>Issue date:</b> 4 October 2023	<b>Expiration date:</b> until the next review
<b>Developed by:</b> Standards and Assurance		<b>Approved by:</b> CEO
<b>Effective from:</b> From 2 December 2023; this document is binding.		
<b>Linked to:</b>		
<ul style="list-style-type: none"> <li>• Bonsucro Production Standard v5.2</li> <li>• Current version of Bonsucro Certification Protocol</li> <li>• Current version of Bonsucro Calculator</li> </ul> All applicable versions available at <a href="https://bonsucro.com/certification-tools/">https://bonsucro.com/certification-tools/</a>		
<b>Criterion/ Indicator/Requirements:</b> See the detailed list in this policy		
<b>Applicable to:</b> Bonsucro Secretariat, Economic Operators, Certification Bodies (CB) and Training Providers (TP)		
<b>Regions:</b> All Regions		
<b>Main changes from the previous version:</b> N/A (initial version)		

### Introduction

The Bonsucro Production Standard (BPS) version 5.2, published on 31<sup>st</sup> July 2023, is an improved version of BPS v5.1 that facilitates the implementation and auditability of the BPS.

This document contains the rules to start implementing the BPS v5.2.

**The BPS v5.2 is binding, replaces the BPS versions 5.1 and 4.2, and will become mandatory from 2 December 2023 onwards.**

### Policy

1. All audits, starting from 2 December 2023 onwards against the BPS, shall be conducted against BPS v5.2.
2. For the first audit conducted/received against BPS 5.2 (initial, recertification or surveillance audit), the scope of the audit cannot be reduced based on risk, i.e., requirement 15.2 of Certification Protocol v6 does not apply. This requirement shall apply for the subsequent audits.
3. Clause 9.3 from the Certification Protocol version 6 does not apply when auditing BPS 5.2.
4. The CB shall evaluate if pending corrective actions from previous audits against BPS v4.2 or v5.1 are still relevant in the context of BPS v5.2, and, together with the economic operator, adapt the timeline according to the Certification Protocol v6.
5. For any Calculator Reporting Period<sup>1</sup> ending before 17 January 2023<sup>2</sup> where the metric is not met, the economic operator can prove compliance with specific indicators by having a robust corrective action in place to meet the metric indicator by the next audit. The CB shall evaluate the feasibility of the plan(s) and based on its assessment, can mark the indicator as “partially met” in the Calculator (column “I” in the tab “Output Summary”). In that case, the Calculator will still identify the status against the indicator as “not compliant”, but it shall not prevent the CB from taking a positive certification decision.

<sup>1</sup> Reporting Period corresponds to the 12-month period where operators collect data to report to the Bonsucro Calculator.

<sup>2</sup>i.e., one year after the publication of BPS v5.1

6. Operators concerned about its compliance with any indicator of the BPS v5.2, may liaise with their CB to consider whether an exception/exemption might be requested. More information on the Bonsucro Exemption Policy [here](#).
7. Technical managers, lead auditors and trainers must be trained and qualified against BPS v5.2<sup>3</sup>. The validity of the certificate and fee will be granted and invoiced according to the next overview:

Current Status	Validity of new certificate	Fee of qualification
Qualified <b>only</b> for BPS v4.2	Three years	The full fee is reduced by the equivalence of the remaining time of the last valid certificate <sup>4</sup>
Qualified for BPS v5.1	Keeps the validity of the current certificate	50 GBP
No yet qualified	Three years	Full fee

Auditors shall be trained and qualified for the BPS v5.2 before auditing against BPS v5.2, as per current Bonsucro's qualifications rules listed in the Certification Protocol, and CB internal procedures.

8. At least one staff per CB (preferably the Technical Manager or one of the Lead Auditors) shall be trained and qualified on the IDH's Salary Matrix **by** an [IDH-approved trainer](#) before auditing the BPS v5.2 to any operator<sup>5</sup>, even if the operator will not implement the indicator 2.2.6. Other CB staff involved in the certification activities related to the salary matrix shall be internally trained by one of the IDH-approved-trainer-qualified staff.

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<sup>3</sup> Bonsucro offers auditor/trainer qualification exams (and subsequent certificates) for auditors and trainers operating under the licensing contract of either a licensed certification body or a licensed training provider.

<sup>4</sup> e.g., If the certificate for BPS 4.2 is still valid for one year, Bonsucro will deduct the equivalent of 1 year from the fee of the new three-year certificate, so the technical manager, lead auditor or trainer will need to pay only 2/3 of the fee of the new certificate.

<sup>5</sup> Bonsucro committed to providing fully funded training and qualification on the IDH Salary Matrix for one member of staff from each CB in November 2023. Beyond this, CBs are responsible for the cost of training and qualification of additional staff.