



Technical guide: aimed at the implementation of a written agreement between the manufacturer¹ and the client

Scope: BE BIO, LU BIO, international

subcontracting operator:

Name:	
Address:	
Contact:	
Controlling body :	<input type="radio"/> CERTISYS BE-BIO-01 <input type="radio"/> CERTISYS LU-BIO-06 <input type="radio"/> CERTISYS-BIO-128

Declares to subcontract in part or in full the following activities:

Activity: (details: see below)	<input type="radio"/> Agricultural production
	<input type="radio"/> Preparation
	<input type="radio"/> Storage and/or transport
	<input type="radio"/> Import
	<input type="radio"/> Other, namely:

To the undermentioned company (= manufacturer):

Name:	
Legal structure:	
VAT NUMBER	
Address:	
Contact:	
Is the subcontractor BIO certified?	YES - NO (delete as appropriate) If yes, specify the certification body:

(1) In this context, the definition of a processor/contractor is as follows: an economic operator who carries out a certain commercial activity on behalf of a third party. An economic operator who temporarily stores or holds products without purchasing them, is considered a contract worker in the commercial activity of a distributor

Responsibilities

Describe below the responsibilities of each:

subcontracting operator:	
Subcontracter:	

Activity Description:

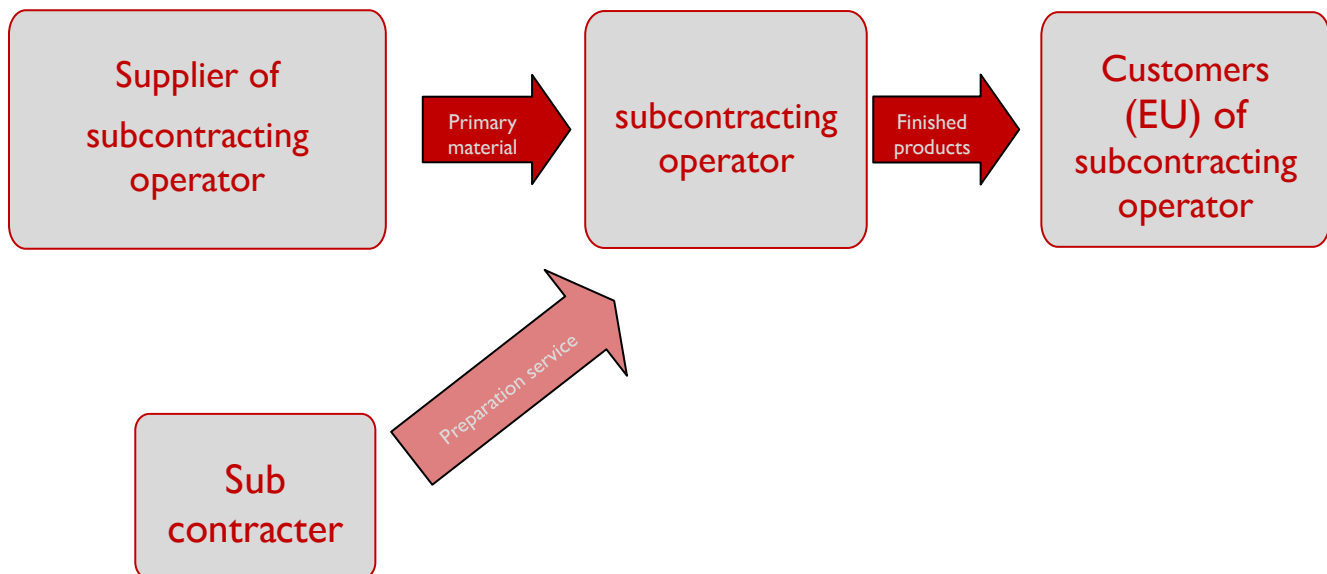
Describe in detail the activity concerned by taking back the various stages and by specifying the operations incumbent on the customer and the tasks incumbent on the manufacturer. To take back the following things in the description : Reception, purchase of the products, storage, manufacture, cleaning, importation, labelling, recipe ,...

For better understanding, we propose the following example:

1) Product flow



2) billing flow





Business Description:

A large, empty rectangular box with a dotted border, intended for the business description.

For the subcontracting operator

Name :

Function :

Signature + date :

For the subcontractor/manufacturer

Name :

Function :

Signature + date :