



**Singapore**  
**Accreditation**  
**Council**

ACCREDITATION SCHEME FOR  
CERTIFICATION BODIES

**CT 26**  
**SAC CRITERIA FOR CERTIFICATION**  
**BODIES (GAP AND CLEAN & GREEN**  
**URBAN FARMS)**

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## 1 Introduction

- 1.1 This document specifies the additional definitions and supplementary criteria for certification bodies conducting certification on Singapore Standards: Good Agricultural Practice (SS 670, SS 675, SS 676) and Clean & Green Urban Farms (SS 661, SS 689) and is to be used with ISO/IEC 17065, SAC documents and the applicable IAF Mandatory Documents.
- 1.2 The main section of this document applies to all certification bodies certifying farms to Good Agricultural Practice (SS 670, SS 675, SS 676) and Clean & Green Urban Farms (SS 661, SS 689) requirements. The specific requirements for different types of certification and their respective audit criteria are specified in the Appendices, as appropriate:
- **Appendix A** – Specific requirements for Good Agricultural Practice Certification
  - **Appendix B** – Specific requirements for Clean & Green Urban Farms Certification

## 2 Abbreviations

The following abbreviations are used in this document:

Term	Definition
CB	Certification Body
C&G	Clean and Green Urban Farms
GAP	Good Agricultural Practice

## 3 Certification Criteria

- 3.1 CBs shall assess and certify the farms according to the specific standard(s), regulation(s) and corresponding interpretative guide, where applicable.

## 4 Certification Scheme

- 4.1 The certification scheme used is ISO/IEC 17065 – Type 6.

*Note: As per ISO/IEC 17067, Type 6 certification scheme consists of initial audit and subsequent surveillance of client's process & management system.*

- 4.2 The certification scope shall only cover production process of products that are produced, and related activities based on the requirements stated in applicable standard(s) mentioned in Clause 3.1 of respective Appendices at the audited location(s).
- 4.3 CB shall ensure that farms meet all the 'shall' requirements within the stipulated Singapore Standard(s).
- 4.4 The CB shall review the corrections, identified causes and corrective actions submitted by the farm to determine if these are acceptable within 7 working days. If additional information is required to be submitted by the farm, this shall be communicated by the 7th working day from the 1st submission by the farm.

Satisfactory corrective actions shall be submitted by the farm within 30 days from the closing meeting. The farms shall formally request for an extension of deadline for submission of corrective actions with valid reasons. A maximum of 8 weeks extension beyond the 30 days may be granted for submission of corrective actions to address the non-conformity. Justification for the extension shall be documented.

In cases where non-conformity is raised against any 'shall' requirements and the non-conformity remains unaddressed by farm, the CB, in consultation with the Scheme Owner (where applicable), shall issue a warning, suspension or withdrawal of certification to the farm.

## **5 Certification Body Auditors**

- 5.1 CB shall appoint and qualify auditors and lead auditors to conduct the audits. Auditors shall meet the criteria specified in respective Appendices.
- 5.2 The audit team shall comprise at least 2 auditors and the audit team shall fulfil the requirements defined in the Appendices.
- 5.3 The CB shall not assign the same Lead Auditors for 2 consecutive audit cycles.

## **6 Duration and Frequency of Audits**

- 6.1 In determining the audit duration, the CB shall consider, among other things, the following aspects:
  - a) the requirements of the relevant standards or schemes that may be included in, or in addition to, audit duration;

- b) complexity of the client activities (e.g., number and diversity of product and process types, number of product lines, number of employees or type and variety of tasks affecting food safety, product development, in-house laboratory testing, sanitation);
- c) Scheme Owner requirements;
- d) any outsourcing of any activities included in the scope of certification [outsourced activities (e.g., seedling production, storage of harvest products prior to packaging, produce packing) shall be audited];
- e) size of farming sites, infrastructure and number of farming sites, their geographical locations;
- f) multi-site considerations;
- g) whether audits are combined, joint or integrated
- h) audit deliver method (e.g., ICT and the extent used)
- i) the level of automation, closed production systems, use of technology, mechanization and labor intensiveness;
- j) language and interpretation needs;
- k) risk associated with products and process;
- l) result of prior audits (for surveillance and recertification audits).

6.2 The CB shall conduct on-site audit and the man-days shall be justified and documented.

*Note: Typically, on-site initial audit will require at least 1 man-day.*

6.3 The CB shall audit the certified farms based on the frequency stated in Table 1.

**Table 1 – Frequency of Audits**

Type	Frequency
Initial Audit	-
Surveillance audit	Annual (Surveillance audit shall be conducted within 12 months after the award of certification.)
Recertification Audit	Biennial

*Note:*

- *Initial and recertification audits shall be carried out at a time where relevant farming activities and/or postharvest handling (but not only storage) are carried out.*
- *Audits shall be avoided during off-season or when the farming activities are minimal.*

- 6.4 The Certificate of Conformity (CoC) is valid for two years with recertification subject to continuing satisfactory performance.
- Surveillance audit shall be conducted within 12 months after the award of certification.
  - Recertification audit shall be carried out within 3 months before the expiry of the last CoC. If certification is not attained before the expiry of the certificate, the farm shall be considered as a new applicant.
- 6.5 Transfer of CoC between CBs is only allowed for CoCs that are still valid. Valid CoCs are those that are not expired, withdrawn or suspended. The transfer of certificate shall be based on IAF MD 2 – IAF Mandatory Document for the Transfer of Accredited Certification of Management Systems
- 6.6 Farms, that had their CoC withdrawn by the certification body (i.e., non-voluntary withdrawal by farm), shall be assessed as a new client and any non-conformity raised in the previous audit shall be reviewed. Examples of non-voluntary withdrawal of CoC may include evidence of fraud and gross lack of competency to comply with the certification standard(s) mentioned in Clause 3.1 of respective Appendices.
- 6.7 Unannounced or short notice audit, with defined focus shall be conducted for investigation of complaints [e.g., threats to food safety, safety of workers, the environment, consumers and/or product integrity (i.e., sale of products not included in the certification scope)], against a farm or doubt on the compliance of a farm to the requirements stated in applicable standard(s) mentioned in Clause 3.1 of respective Appendices.

Note: The investigation shall be initiated within 7 working days from the receipt of the complaint.

Where applicable, the CB shall inform the relevant Scheme Owner, on details of all complaints received within 1 working day upon receipt of complaint to allow the Scheme Owner to evaluate whether if any of such complaints are related to national food safety regulations or legislations. If the complaint is received by the Scheme Owner, the Scheme Owner shall inform the relevant CB so that the CB can be kept informed.

- 6.7.1 For complaints that are deemed to be related to national food safety regulations or legislations, the investigation shall be performed by the Scheme Owner, where applicable.
- The CB shall work together with the Scheme Owner in the investigation, and shall be required, as directed by the scheme

owner, to correspond and monitor the progress of resolution until the complaint has been successfully resolved.

- Where product recall is needed following the confirmation of food safety contamination in the investigation, the CB shall work with scheme owner where applicable to monitor and validate the product recall by farm.

6.7.2 For complaints not related to food safety regulations or legislations, investigation shall be conducted by the CB.

- Upon receiving confirmation from the Scheme Owner that the complaint is not related to food safety regulations or legislations, the CB shall conduct the audit, if required, within 7 working days. The CB may inform the farm 2 working days in advance of the intended audit.
- If it is impossible for the farm to accept the proposed audit date (due to medical or other justifiable reason), the farm will be informed of an and the CB will arrange the unannounced or short notice audit within 7 working days from the original proposed audit date.

6.7.3 When sampling and testing is required for investigation purposes, the CB shall:

- i) ensure that the farm take all reasonable measures to ensure the chain-of-custody of samples meant for testing. This may include, but not limited to, signing on the sample, ensuring it cannot be tampered with, and verifying the sample has reached the test laboratory; and
- ii) set terms and methodology of the sampling, including the choice of sample, sampling location, sampling size, and seek agreement from the farm

The CB shall ensure the laboratory is accredited to ISO/IEC 17025 for the test(s) performed, where required by the applicable standard(s) mentioned in Clause 3.1 of respective Appendices.

In the case where accredited test is not available in Singapore, the CB shall inform and discuss with the relevant Scheme Owner prior to accepting the test reports.

The CB shall submit the investigation report to the Scheme Owner within 2 working days after the test report is obtained.

6.7.4 When reviewing test reports provided by the farm or farm's supplier, the CB shall verify that the test(s) is(are) performed by an ISO/IEC 17025 accredited laboratory, where required by the applicable standard(s) mentioned in Clause 3.1 of respective

Appendices, and that the test results met the specifications, stated in applicable standard(s) mentioned in Clause 3.1 of respective Appendices. Likewise, the CB shall request ISO/IEC 17025 accredited test reports from the complainant for such investigation purposes.

In the case where accredited test is not available in Singapore, the CB shall inform and discuss with the relevant Scheme Owner prior to accepting the test reports.

## **7 Certificate Documentation**

- 7.1 The CB shall issue a CoC based on the latest edition of applicable standard(s) mentioned in Clause 3.1 and relevant Appendices to the certified farm.
- 7.2 The date of certificate issuance shall be indicated clearly on the CoC. The CB shall issue the CoC within 7 working days from the date certification is granted. Justification for the deviation shall be documented and scheme owner shall be notified.

## **8 Records**

- 8.1 The records of all tasks relating to the audits shall be retained for at least 2 audit cycles unless legal obligations require a longer period.

## Specific Requirements for Accreditation of GAP Certification Bodies

The requirements in the main section of this document are applicable except where amended below. The clause numbers below refer to the clause number in the main section of this document.

### 2 Definitions

- 2.1 'GAP' means Good Agricultural Practice covering all applicable standards for production of farm produces such as agriculture products (vegetables, fruits and herbs), aquatic animals (fish, crustaceans and molluscs), poultry eggs (chicken and quail).

### 3 Certification Criteria

- 3.1 CBs shall assess and certify the farms according to the following standard(s), regulation(s) and corresponding interpretative guide, where applicable:
- SS 670 – *Specification for good aquaculture practice*
  - SS 675 – *Specification for good agriculture practice*
  - SS 676 – *Specification for good animal husbandry practice for layer farms*

### 4 Certification Scheme

- 4.1 CB shall also assess all 'recommendations' and 'should' requirements, where applicable, within the stipulated Singapore Standard(s).

### 5 Certification Body Auditors

- 5.1 CB shall appoint and qualify auditors and lead auditors to conduct the audits. Auditors shall meet the criteria specified in **Table 2**.
- 5.2 The audit team shall comprise of at least 2 auditors and the audit team shall fulfil the requirements defined in **Table 2**. At least 1 Lead Auditor shall be appointed within the audit team.



## Criteria for Auditors

5.3 The summary of the criteria for auditors performing audits is tabulated in **Table 2** below.

**Table 2 – Criteria for GAP Auditors / Lead Auditors**

Criteria	Team Auditor Competency <sup>1</sup> or	Competency	
		Lead Auditor	Auditor
Personal Attributes	Auditor Competency	Demonstrate personal attributes for effective and efficient performance of audits	
Other Qualifications	Auditor Competency	Have knowledge of current regulatory requirements and applicable standards	
Formal Education	Team Competency	Tertiary education in a discipline related to the scope of GAP certification (e.g., veterinary science, life science, biology, biotechnology, microbiology, environment science, ecology, agriculture), or food science related disciplines	
Work Experience	Team Competency	Minimum 3 years relevant experience in the farming or food industry. For the latter, experience in process control, quality assurance, and quality control will be considered relevant.	
Technical Knowledge	Team Competency	Completed following formal training courses, with appropriate training records available <ul style="list-style-type: none"> <li>• Food Safety Management System (FSMS) and Hazard Analysis Critical Control Point (HACCP) principles;</li> </ul> Standard(s) mentioned in Clause 3.1 or GlobalG.A.P.	
Auditing Knowledge	Team Competency	Have attended and successfully completed <ul style="list-style-type: none"> <li>• Recognised FSMS Lead Auditor course</li> <li>• ISO/IEC 17065 training course</li> </ul>	
Audit Experience	Team Competency	Conducted a minimum of <b>3 audits</b> <sup>2</sup> and minimum total of <b>10 man-days</b> to any 3 <sup>rd</sup> party agri-food or FSMS related audit requirements within the last 3 years <sup>3</sup> <p>The audit team shall have at least one person with audit experience in product certification (ISO/IEC 17065).</p>	

<sup>1</sup> In totality, team competency refers to that at least 1 auditor within the audit team shall meet the criteria detailed in Annex A while auditor competency refers to the criteria to be met by individual auditor.

<sup>2</sup> Audits refer to external initial, surveillance or recertification audits, independent of the client.

<sup>3</sup> This requirement shall be fulfilled by at least 1 auditor within the audit team.

Maintenance of auditor qualification <b>(every four years)</b>	Auditor Competency	<p>Perform a minimum of <b>5 GAP<sup>4</sup> audits</b></p> <p><i>Note: Exceptions to this requirement, e.g., if the CB does not have a total of 5 clients, shall be justified and documented.</i></p> <p>For Lead Auditors, perform <b>at least 1 GAP certification audit in the capacity of a team leader.</b></p> <p>On-site monitoring for GAP audit shall be performed at least once every four years to verify auditor's competency.</p>	<p>Perform a minimum of <b>5 GAP<sup>4</sup> audits</b></p> <p><i>Note: Exceptions to this requirement, e.g., if the CB does not have a total of 5 clients, shall be justified and documented.</i></p>
Management of Personnel	Auditor Competency	As a <u>Lead Auditor</u> , demonstrate personal attributes for effective and efficient management and control of other team auditors	-

## 6 Duration and Frequency of Audits

- 6.6 Farms, that had their CoC withdrawn by the certification body (i.e., non-voluntary withdrawal by farm), shall not be accepted for GAP certification within 12 months from the date of withdrawal. Examples of non-voluntary withdrawal of CoC may include evidence of fraud and gross lack of competency to comply with the certification standard(s) mentioned in Clause 3.1.
- 6.8 For audit and maintenance of certification, the certification body shall assess that the farm has fulfilled the applicable testing and sampling requirements in the **Table 3** below.

<sup>4</sup> GAP audits refer to external audits conducted based on standards listed in Clause 3.1 of Appendix A and GlobalG.A.P.

**Table 3 – GAP Farm Sampling Requirements**

Sample	Parameter / Indicator	Frequency	Performance Level
Fresh produce, aquaculture product, egg	Chemical contaminant residue and microbiological agent to be tested by laboratories accredited by SAC, International Laboratory Accreditation Cooperation (ILAC) MRA signatories or Asia Pacific Accreditation Cooperation (APAC) MRA signatories under ISO/IEC 17025	As determined in farm's food safety management plan	Regulatory limits/ market requirements
Egg	Freshness – Haught Unit to be tested by laboratories recognised by scheme owner	Initial certification and retest when storage conditions have changed	SS676; test report to detail test date and method and justification when it is reproduced for certificate renewal

### Specific Requirements for Accreditation of Clean & Green Urban Farms Certification Bodies

The requirements in the main section of this document are applicable except where amended below. The clause numbers below refer to the clause number in the main section of this document.

#### 3 Certification Criteria

- 3.1 CBs shall assess and certify the farms according to the following standard(s), regulation(s) and corresponding interpretative guide, where applicable:
- SS 661 – Specification for clean and green urban farms – Agriculture;
  - SS 689 – Specification for clean and green urban farms – Aquaculture
- 3.2 For farms to meet the C&G requirements / specifications, farms shall:
- Be certified to related GAP e.g. SS 670 Specification for good aquaculture farms or SS 675 – Specification for good agriculture practice
  - Concurrently apply for certification to SS 670 / SS 675 and be audited respectively for agriculture and aquaculture farms

#### 4 Certification Scheme

- 4.4 For agriculture farms only (SS 661): For non-conformity relating to clause 6.10 of Appendix B of this document, the farm could be given up to 6 months to rectify with reasons documented. For satisfactory rectification of non-conformity relating to meeting of performance level, the farm shall demonstrate at least one calculated farm's performance value (after identification of non-conformity) that meets the performance level in Table B.2 of SS 661 or Table 5 of SS 689 for key performance indicator of concern. For satisfactory rectification of non-conformity, the farm shall demonstrate at least one calculated farm's performance value (after identification of non-conformity) that is lower than that of the previous for the green indicator of concern.
- 4.5 CB shall assess all 'should' requirements relating to the green indicators (As stipulated in Clause A.5, A.6 and A.7 in SS 661 and Annex A in SS 689) and where applicable, within the stipulated Singapore Standard(s).

## 5 Certification Body Auditors

- 5.1 CB shall appoint and qualify auditors and lead auditors to conduct the audits. Auditors shall meet the criteria specified in **Table 4**.
- 5.2 The audit team shall comprise of at least 2 auditors and the audit team shall fulfil the requirements defined in **Table 4**. At least 1 Lead Auditor shall be appointed within the audit team.
- 5.3 The summary of the criteria for auditors performing audits is tabulated in **Table 4** below.

**Table 4 – Criteria for C&G Auditors / Lead Auditors**

Criteria	Team Auditor Competency <sup>5</sup> or	Competency	
		Lead Auditor	Auditor
Personal Attributes	Auditor Competency	Demonstrate personal attributes for effective and efficient performance of audits	
Other Qualifications	Team Competency	<ul style="list-style-type: none"> <li>• Have knowledge of current regulatory requirements and applicable standards</li> <li>• Formal education / course (i.e. for trainings where certificates are issued) relating to energy and water engineering related discipline or energy/water audit courses</li> </ul>	
Formal Education	Team Competency <i>(At least 1 auditor to have food science related discipline and 1 auditor to have energy &amp; water engineering related discipline)</i>	<ul style="list-style-type: none"> <li>• Tertiary education in related discipline (e.g., veterinary science, life science, biology, biotechnology, microbiology, environment science, ecology, agriculture, aquaculture), or food science related disciplines); OR</li> <li>• Formal education / course relating to energy and water engineering related discipline</li> </ul>	
Work Experience	Team Competency	Minimum of 3-year relevant experience in farming or food-related industry. For the latter, experience in	

<sup>5</sup> In totality, team competency refers to that at least 1 auditor within the audit team shall meet the criteria detailed in Annex B while auditor competency refers to the criteria to be met by individual auditor.

		process control, quality assurance, and quality control will be considered relevant.	
Technical Knowledge	Team Competency	<p>Completed the following formal training courses, with appropriate training records available:</p> <ul style="list-style-type: none"> <li>• Food Safety Management System (FSMS) and Hazard Analysis Critical Control Point (HACCP) principles; AND</li> </ul> <p>Relevant C&amp;G Standard training course (SS 661 for Agriculture or SS 689 for Aquaculture)</p>	
Auditing Knowledge	Team Competency	<p>Have attended and successfully completed:</p> <ul style="list-style-type: none"> <li>• Recognised Food Safety Management System (FSMS) Lead Auditor course</li> <li>• Recognised ISO 14001 Lead auditor course</li> </ul> <p>ISO/IEC 17065 training course.</p>	
Audit Experience	Team Competency	<p>Conducted a minimum of <b>3 audits</b><sup>6</sup> and a <b>minimum total of 10 man-days</b> to any 3<sup>rd</sup> party food-related audit requirements within the last 3 years<sup>7</sup></p> <p>The audit team shall have at least one person with audit experience in product certification (ISO/IEC 17065).</p>	
Maintenance of qualification (every four years)	Auditor Competency	<p>Perform a minimum of <b>3 C&amp;G audits.</b></p> <p><i>Note: Exceptions to this rule, e.g., if the CB does not have a total of 3 clients, shall be justified and documented.</i></p> <p>For Lead Auditors, perform <b>at least 1 C&amp;G or GAP certification audit in the capacity of a team leader.</b></p>	<p>Perform a minimum of <b>3 C&amp;G audits.</b></p> <p><i>Note: Exceptions to this rule, e.g., if the CB does not have a total of 3 clients, shall be justified and documented.</i></p>
Management of Personnel	Auditor Competency	As a <u>Lead Auditor</u> demonstrate personal attributes for effective and efficient management and control of other team auditors	-

<sup>6</sup> Audits refer to external initial, surveillance or recertification audits, independent of the client.

<sup>7</sup> This requirement shall be fulfilled by at least 1 auditor within the audit team.

## 6 Duration and Frequency of Audits

6.8 For audit and maintenance of certification, the certification body shall assess that the farm has fulfilled the applicable testing and sampling requirements in the 2 Tables below.

**Table 5 – Testing and Sampling Requirements for Agriculture Farms (SS 661)**

Sample	Parameter / Indicator	Frequency	Performance Level
Soil <sup>8</sup>	Heavy Metals <sup>8</sup>	<ul style="list-style-type: none"> <li>Once every 5 years</li> <li>On the new soil to be added and before large-scale application to original soil</li> </ul>	Annex B of S 661
Soil amendment	Heavy metals <sup>8</sup>	<ul style="list-style-type: none"> <li>Before large-scale application to soil</li> </ul>	Annex B of SS 661
Growing Substrates <sup>9</sup>	Heavy Metals <sup>8</sup>	<ul style="list-style-type: none"> <li>For every batch of purchased product</li> </ul> <p><i>Note: This only applies to substrate culture and not for hydroponics culture</i></p>	Annex B of SS 661
Fertiliser <sup>9</sup>	Heavy metals <sup>8</sup>	<ul style="list-style-type: none"> <li>For every batch of purchased product</li> </ul> <p><i>Note: If the farm mixes its own fertiliser</i></p>	Annex B of SS 661

<sup>8</sup> Heavy metals refer to Arsenic, Cadmium, Chromium, Lead, Mercury

<sup>9</sup> For sample testing of soil, growing substrates, fertiliser and compost, the testing requirements are common for certification to SS 675. Requirements relating to soil amendment will apply to soil additives for certification to SS 675.

<sup>10</sup> It shall be noted that the stormwater discharge quality limits stipulated in clause 7.3.10 in SS 661 is a requirement by PUB that applies to all farms sited within water catchment and is independent of the clean and green certification. PUB carries out routine monitoring and should the stormwater discharge quality of a farm be found to be in breach of the stated limits, the said farm will then be liable to enforcement actions by PUB.

<sup>11</sup> Farms would be required to retain the following as evidence of meeting the requirements:

- Accredited laboratory test report showing the stormwater discharge quality result
- Record of date, time and rainfall intensity of the rain event when/before the sample was collected

<sup>12</sup> Farms should assess and ensure that there are necessary safety precautions/measures in place before undertaking sampling during a rain event.

<sup>13</sup> An indication of the rainfall intensity for a particular area can be obtained from the Meteorological Service Singapore (MSS) website.

		<i>formulation using technical grade stock solutions, this testing requirement shall not be required.</i>	
Compost <sup>10</sup>	Heavy metals <sup>8</sup> , <i>Salmonella enteritidis</i> , <i>Salmonella typhimurium</i> , Faecal coliforms	<ul style="list-style-type: none"> <li>Once every certification cycle, or when there is significant change in feedstock used for composting</li> </ul>	Table 2 of SS 628
Stormwater discharge <sup>10</sup>	Table 1 of SS 661	<ul style="list-style-type: none"> <li>Once every certification cycle, or when there is significant change to farming operations<sup>11</sup> for farms situated within water catchment area</li> </ul> <p><i>Note:</i></p> <p>1) <i>Sample shall be taken at farm discharge point within 1 hour after rain event or during the rain event.</i><sup>12</sup></p> <p>2) <i>Rain event is considered as having &gt; 2mm/hr of rainfall intensity.</i><sup>13</sup></p>	Table 1 of SS 661



**Table 6 – Testing and Sampling Requirements for Aquaculture Farms (SS 689) on Water Quality Test to ensure Optimal Production (Animal Welfare)**

<b>Parameter/indicator</b>	<b>Min Frequency</b>	<b>Tolerance Limits</b>
DO	Daily	Not below 4mg /L
pH	Daily	6.5-8.5
Total Ammonia Nitrogen (TAN)	Daily (RAS) Monthly (Flow-through)	Not exceeding 1mg/L
Nitrite	Monthly	Not exceeding 1mg/L
Nitrate	Monthly	Not exceeding 1000mg/L
Temperature	Daily	Temp fluctuation should within species biological limits

**Table 7 – Testing and Sampling Requirements for Aquaculture Farms (SS 689) on Water Quality Test on Farm Discharge (Impact to Environment)**

<b>Parameter/indicator</b>	<b>Min Frequency</b>	<b>Tolerance Limits</b>
Total Ammonia Nitrogen (TAN) (Water discharged to environment)	Monthly	Not exceeding 1mg/L
Nitrate	Monthly	*Not exceeding 20mg/L
Total phosphorous	Quarterly	*Not exceeding 0.65 mg/L
Total suspended solids	Quarterly	Not exceeding 50 (30*)
Total organic carbon	Once every 2 years	*Not exceeding 20mg/L
DO	Monthly	Not below 4mg/L
pH	Monthly	6.5-8.5 (6-9*)

\* Values are in accordance to PUB regulatory limits for discharge into controlled watercourse

6.9 The certification body shall assess that the farm has correctly and reasonably calculated its performance in the green and key indicators as per SS 661 and SS 689 respectively.

6.9.1 The farm shall be allowed to include non-crop production related activities / non-aquaculture produce in its calculations of water and energy consumption, provided that it is able to meet requirements in Clause 6.10 of the Appendix B of this CT document.

6.9.2 For initial certification, the farm may employ manual calculation methods to determine crop/ aquaculture production related water and energy use. The certification body shall assess that such manual calculations are reasonable and justifiable and shall verify

that the farm has future plans to install submeters to record its water and energy use.

6.9.3 For recertification audits, the certification body shall ensure that water and energy use are determined using appropriate submeters by the farm. The certification body shall not allow the use of manual calculation methods to determine crop/ aquaculture production related water and energy use for recertification audits.

6.9.4 The farm shall make available its water and energy utility bills to the certification body as supporting documents. For the scenario described in Clause 6.9.1 of the Appendix B of this CT document, the certification body shall assess that the water and energy consumption indicators have been accurately calculated based on the farm's utility bills. For the scenarios described in Clause 6.9.2 and 6.9.3 of the Appendix B of this CT document, the certification body shall assess that the calculated water and energy consumption values are reasonable and plausible in relation to the farm's utility bills.

6.10 The certification body shall assess that the farm fulfils requirements in the below table for:

- SS 661 on the 4 green indicators; or
- SS 689 on the 3 key performance indicators (KPIs) level.

**Table 8 – Requirements for Performance Level**

Type	Requirements for performance level	Requirement for continual improvement
Initial certification audit	For each indicator, the farm shall have complete data required for calculation for an applicable period of at least 3 months and 6 months for SS 661 and SS 689 respectively before the initial certification audit date. The cumulative data for the applicable period shall be used to calculate the farm's performance value, which shall meet the performance level in Table B.2 of SS 661 or Table 5 of SS 689. In the case where green indicators/ KPIs are not met, the farm shall provide justified reason(s) and the certification body shall assess the reason(s) is(are) justifiable in consultation with scheme owner.	Not applicable.

Surveillance audit	For each indicator, the interval between each calculation of the farm's performance value shall not exceed 6 months and shall remain consistent for each calculation.	Not applicable.
Recertification audit	<p>For each indicator, the average value of the calculated farm's performance values over the entire current certification period shall meet the performance level in respective certification standards.</p> <p>During the current certification period, the farm may adjust the interval between calculations with justified reason(s). In such a scenario, the certification body shall assess that the reason(s) provided by the farm is(are) justifiable (e.g., increase monitoring frequency to better track resource use). If reason(s) is(are) justifiable, the weighted average (weighted by the time interval for each calculation) of the calculated farm's performance values shall be used to determine if the farm meets the performance level in respective certification standards.</p>	The farm shall demonstrate a decreasing trend in the calculated farm's performance values for at least one green indicator for the entire current certification period.

- a) In the event that there is any anomaly in the calculated farm's performance value in any of the green indicator or KPI, the certification body may omit the anomaly in its determination of compliance to the requirements for performance level and/or continual improvement. In this case, the certification body shall assess that the following conditions are met before acceptance of the omission of the anomaly.
- The anomalous value shall be justified and supported by documentation by the farm.
  - If applicable, rectification action shall be put in place by the farm to prevent future occurrence of the anomaly. Such rectification action shall be assessed for effectiveness by the certification body.

- Justification for anomalous value shall be unique and shall not occur for more than once during the entire current certification.
  - The anomalous values shall form a small proportion of the total number of calculated values within the entire current certification period.
  - After omission of the anomalous value, there shall be at least 3 calculated values within the entire current certification period.
- b) Any value shall be included in the determination of compliance to the requirements for performance level and/or continual improvement if it does not fulfil all the above conditions in 6.10 a).