Procedure and Requirements for Global Standards Approved Consultants

Version 2.0

GLOBAL STANDARDS

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1 Introduction

1.1 Global Standards gGmbH (Global Standards) acknowledge that several independent individuals or companies have been offering expert consultancy services to the Textile Industry to achieve Certification for textile operations or receive approval for chemical inputs in producing and consuming regions around the world.

1.2 Global Standards also acknowledges the fact that there is a need for individuals or companies to be vetted and approved by Global Standards in order that they disseminate correct knowledge to the textile industry. (Hereinafter referred to as "Approved Consultant").

1.3 Global Standards has therefore formulated this policy to the end that the industry shall receive correct and accurate knowledge about the requirements of the Standard and the processes and procedures necessary to be followed within the operations of a Global Standards certified entity.

2 Scope

2.1 This procedure covers formal consultancy services imparted to prospective or existing Global Standards Certified Entities or operators, Chemical Suppliers, Brands, and Retailers at their request.

2.2 The consultancy may be in any area of Global Standards: the Standards, the Interpretation Manuals, Use of Signs, Policies related to Transaction / Scope Certificates and other Global Standards requirements.

2.3 This procedure applies to any or all of Global Standards' voluntary sustainability standards for the textile industry.

2.4 Currently, the organisation operates the Global Organic Textile Standard (GOTS) and Global Responsible Textile Standard (GRTS).

2.5 This policy does not cover lectures/talks given at conferences and/or events which are part of a larger programme intended for public benefit.

2.6 It is expected that the Approved Consultant is fully cognizant of the latest versions of each referred Standard document to which consultancy is being offered.

2.7 For new versions of Standards and Implementation Manuals, it is required that the Approved Consultant has attended a relevant update webinar conducted by the Global Standards Management and/or had adequate information formally passed on to it for effective knowledge sharing.

2.8 Approval shall be granted only to individuals in their personal capacities and not organisations, though organisations may apply for, pay for, receive and administratively operate such approvals for these approved employees.

3 Primary Qualifications for Approved Consultant

3.1 Approved Consultants are expected to have at least sound experience in the Textile Supply Chain and a minimum of 5 years' experience with the GOTS or GRTS, both within the Consultation Scopes defined in 3.3 below.

3.2 Approved Consultants shall have knowledge of other Textile Standard Systems and must have at least 5 years' experience dealing with such Standard Systems.

The matrix below gives minimum attributes that are required of Approved Consultants:

Sr.	Consultation Scope	Consultant Attributes
1	Standard and Implementation Manual – Overview and General Information	5 years of being associated with Global Standards, including Certification Bodies
2	Conditions for the Use of Signs - requirements for Global Standards	5 years of experience within the textile industry with basic knowledge and understanding of labelling rules in consuming markets, Merchandising experience within the fabric, garment, home textile industry dealing with export / import of products
3	Chemical Restrictions and Environmental Requirements in Global Standards	Formal qualifications in Chemistry, 5 years of experience within textile industry such as processing, retail, chemical manufacture with emphasis on RSL compliance, supervisory position in a testing and research institute.
4	Climate related Requirements in Global Standards	5 years of experience within textile and allied industries with emphasis on climate matters.
5	Social Compliance, Due Diligence, Human Rights Requirements in Global Standards	5 years of experience within textile or allied industries such as processing, retail, chemical manufacture with emphasis on social compliance, human rights and due diligence.
6	Quality / Testing Requirements in GOTS/GRTS	5 years of experience within textile industry such as processing, retail, chemical manufacture with emphasis on quality control, supervisory position in a testing and research institute.
7	Certification to GOTS/GRTS, Transaction Certificates, Scope Certificates etc.	5 years of being associated with operations dealing with GOTS/GRTS or similar standards, including Certification Bodies
8	Approval for Certification Bodies	5 years being associated with operations related to GOTS/GRTS certification or similar standards, relevant experience with Accreditation Bodies.

4 Approval Process and Procedures

4.1 Individuals and organisations on behalf of individuals (see section: Approval) desirous of receiving status as Approved Consultants shall apply to Global Standard gGmbH, using a specified application format.

4.2 Application shall be accompanied by a non-refundable Application Fee (see section: Fees).

4.3 Global Standards shall consider each application to decide if it may be forwarded to the designated independent 3rd party Assessment Body.

4.4 The Assessment Body shall contact the applicant and process the request for approval based on examination of documents, in-person or on-line interviews, requests for more documentation as well as, if necessary, an audit visit.

4.5 All costs towards this 3rd party assessment shall be to the account of the applicant.

4.6 Global Standards may decide to assess applications itself rather than appoint a 3rd Party to do so. In this case, the Assessment Body referred to in this policy shall denote the Global Standards Management and all other protocol shall remain the same as for a 3rd Party.

5 Approval

5.1 On successful completion of assessment, the Approved Consultant shall be formally required to sign a contract with Global Standards as part of the approval process. An Approval Certificate / Letter shall be issued thereafter and published on the Global Standards website.

5.2 Services as an Approved Consultant cannot be offered to any (prospective) client before receipt of an Approval Certificate / Letter. Services shall be offered only when the Approval is current.

5.3 Approval shall be valid for a period of 2 years, renewable at the discretion of Global Standard gGmbH, subject to successful review by a designated Assessment Body.

5.4 Approved Consultants have to undergo a follow-up review with the designated Assessment Body before renewal.

5.5 Global Standards may conduct the review directly or designate an external body to do so.

5.6 All costs related to the follow-up review shall be to the account of the Approved Consultant.

6 Fees & Payment

6.1 Applicants shall pay a non-refundable application fee of € 2.000 along with their application, subject to adjustment considering the economic situation of the respective applicant country. A reduced application fee is possible for consultants from countries with low cost of living or special circumstances. Global Standards exclusively reserves the right to decide about such reduction.

6.2 Approved Consultants shall pay a minimum annual fee of € 500, for a full calendar year or part thereof. A reduced annual fee is possible for consultants from countries with low cost of living or special circumstances. Global Standards exclusively reserves the right to decide about such reduction.

6.3 In addition, Approved Consultants shall pay a fee based on their turnover with Global Standards-related consulting, a value of 5% of the annual turnover (exclusive of turnover-related taxes such as VAT), rounded up to the nearest Euro.

6.4 Approved Consultants shall submit to the Global Standards Management, along with their annual overview (see 7.5), a statement of turnover generated towards calculation of the fee. Global Standards reserves the right to demand an independently verified turnover statement from certified (public) accountants should there be a need, and the Approved Consultants shall arrange such a statement at their cost.

6.5 Annual Fees are payable within 30 days of presentation of an invoice from Global Standard gGmbH at the beginning of every calendar year.

6.6 Fees for review and approval of Material (section Material and Follow-up activities) shall be charged at an hourly rate of € 80.

6.7 Payments must be made via bank transfer to Global Standard gGmbH with all charges related to transfer to the account of the transferee.

6.8 Global Standard gGmbH reserve the right to change the fee structure as and when deemed necessary by them.

6.9 VAT shall be additional to all Global Standards invoices made to German companies/individuals.

6.10 Reduced fees shall be applicable for all applicants and approved consultants employed or contracted by Global Standards founding organisations. Global Standards reserves the exclusive right to formulate and modify such reductions.

7 Material and Follow-up activities

7.1 Global Standards Approved Consultants may create own training / explanatory material to aid their operations.

7.2 All own materials may be reviewed and approved by the Global Standards management should the Approved Consultant wish to request this. Reviews and approvals shall be chargeable; see section “Fees”.

7.3 Official public Global Standards material offered for download on the Global Standards website may be reproduced, referred to and quoted by Approved Consultants freely, with the exclusion of photographs, charts and (extracts from) presentations. Use of excluded material and material not offered for download is only permitted upon review by and specific written approval from the Global Standards Management.

7.4 All material created must be clearly marked as the Consultants’ and not Global Standards’. All reproduced Global Standards material and references to, and quotes therefrom, must be properly marked.

7.5 Approved Consultants must provide an annual overview of their Global Standards-related consultancy to Global Standards.

8 Ethical Practises & Use of Global Standards Logo

8.1 Approved Consultants must follow Ethical Business Practices in pursuit of their business, including a spirit of fair competition among all Global Standards Approved Consultants. They must not solicit business or customers based on the award or reward of commissions to customers, any third parties or other Approved Consultants.

8.2 Approved Consultants are allowed to use a specified Global Standards Logo as provided by Global Standards together with their Consultants Contract on their visiting cards / formal letterheads and material – if approved by Global Standards (see Section: Material & Follow-up Activities)

8.3 Use of the specified Global Standards logo is allowed only while the approved status is current, and all material with the Global Standards logo must be destroyed should such Approved Status be revoked / not renewed.

9 Rights of Global Standard gGmbH

9.1 Global Standards, Global Standards logo, and other material released by Global Standards remain copyrighted by Global Standard gGmbH and Approved Consultants shall respect these rights in all their activities.

9.2 Global Standard gGmbH reserves the right to accept, revoke, suspend or terminate the approved status of Approved Consultants with or without notice for breach of conditions

(enumerated in detail in individual contracts). Global Standards may publicly communicate this without giving reasons for this.

9.3 Global Standards reserves the right to modify this policy and contract terms as and when deemed necessary; with regard to contract terms not effective before the end of the actual contract period.

10 Law and Venue

10.1 This policy and all contracts/agreements that follow from it shall be exclusively governed by German law (excluding conflict of law rules) and any disputes arising out of them shall be exclusively decided by the competent German court.

11 Competition

11.1 Individuals working for Global Standards Approved Certification Bodies and textile-related Standard Organisations, whether temporary or permanent; full-time or part-time, are not eligible for appointment as Approved Consultants.

11.2 Approved Consultants are not barred from consulting clients for other Standards or Standard Organisations.

12 Operative Coordinator

Global Standards shall determine an operative coordinator for this procedure. Currently, all correspondence related to this shall be exchanged with implementation@global-standards.org

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