



BRCGS Agents & Brokers Application form

Select audit type: Choose an item.
 Select audit programme: Choose an item.

Site Details

Address information (certificate holder/primary site)

Company name	
Address	
Post/Zip code	
City	
County / State / Province	
Country	

Additional Office Locations

Additional site 1	
Additional site 2	

Contact Information

Name	
Position in Company	
Telephone Number	
Mobile Number	
E-mail	

If consultant used for BRCGS certification:

Consultancy company:	
Consultant name:	
I hereby given permission for Consultant to be copied on all correspondence relating to certification process.	Choose an item.

Site Details

Agent:	Choose an item.	Companies that trade between a manufacturer or broker and their customers but do not at any point own or take title to the goods. Such companies provide a range of services to facilitate the safe and legal trade of products.
Broker:	Choose an item.	Companies that purchase or 'take title to' products for resale to manufacturers, other brokers, retailers or food service companies but not directly to the consumer
No. of supplying sites:		Counted as the number of individual sites supplying product, irrespective of whether they belong to the same group.
Number of Employees:		At main office location

Audit Scope

Scope of Audit:	
Exclusions from Scope:	
Justification for exclusions:	
Product Categories (traded in last 12 months)	
Frozen Food:	Choose an item.
Chilled Food:	Choose an item.
Ambient Food:	Choose an item.
Packaging Materials:	Choose an item.
Consumer Products:	Choose an item.
Additional services arranged/Sub Contracted: (select "yes" to all that apply, for all/any office locations)	
Storage	Choose an item.
Distribution	Choose an item.
Importation	Choose an item.
Export	Choose an item.
Product Development	Choose an item.
Product Testing	Choose an item.
Repacking	Choose an item.
Further Processing	Choose an item.
Other	Choose an item.
Provide details of other services:	
Additional Voluntary Modules and Add on Standards	
If you export into USA, do you require the FSMA module?	Choose an item.

History of certification (if applicable)

BRCGS site code:	
Other GFSI standards site identifiers (e.g. FSSC COID, IFS):	
Indicate the last unannounced audit date	
If switching Certification bodies, who is the current Certification body?	

Please answer the following questions:

Does your organisation have a Modern Slavery Policy in place?	Choose an item.
Does your organisation have a Anti Bribery Policy in place?	Choose an item.

Form Completed by:

Name:	
Position in Company:	
Date:	

Please complete and return to uk.food@kiwa.com so a quote can be prepared. The BRCGS Scheme requires an annual BRCGS Service Package fee which will be advised on quotation. BRCGS audit reports and subsequent certification decisions are reported to the BRCGS and UKAS. BRCGS may contact clients direct for feedback on Certification Body performance or investigation into reported issues. It is a requirement that any legal proceedings, product recall, damage to site that affects production or change of ownership are notified to us within 3 working days.

For your information, Kiwa Agri Food Auditors work to a Code of Conduct. Please contact Kiwa Agri Food office should you wish to obtain a copy of this.

Kiwa Agri Food Office Use Only:

Duration of main BRCGS audit (hours) according to BRCGS calculator:	
Duration of AVM/any additional audit (hours):	
Total of above:	
Duration allocated (hours):	
Justification for any difference from audit duration calculator:	
Audit Categories:	
Database updated with correct audit duration and auditor advised:	
Completed by:	
Date:	