



7421 Burnet Rd, #237 | Austin, TX 78757 USA
www.globalanimalpartnership.org
T: 877.427.5783 | F: +1.877.427.4860

Amendment to GAP's Policy Manual v.10 on Audit Window Timeframes – All Species

Issued & Effective April 25, 2018

Background

Currently, GAP requires audits every 15 months, with the exception of sheep which is every 14-18mths, and audits cannot be conducted more than 8 weeks prior to the expiry date of a current certificate.

As the Program continues to grow and develop, we are aware that some operations participate in other certification programs (e.g. organic, non-GMO etc.) which have annual audit schedules. There are also operations that would like the opportunity to line up their GAP audits with other operations in their local area for financial reasons.

Amendment

GAP recognizes the need to adjust the audit window timeframe to accommodate these scenarios. The following describes an amendment to GAP's Policy Manual v1.0:

PROCESS DETAILS section, iii, currently states:

Audits cannot be conducted more than 8 weeks prior to the expiry date of the current certificate. In other words, audits must be scheduled to occur between the 13th and 15th month of certification. Any adjustments to this scheduling policy need to be approved by GAP prior to audits being conducted. The Certifier must apply to GAP using the scheduling deviation request form.

is now amended to the following:

Audits cannot be conducted more than 12 weeks prior to the expiry date of the current certificate. In other words, audits must be scheduled to occur between the 12th and 15th month of certification. Over the course of every four (4) certification cycles, Certifiers must schedule audits so that they occur within each season. Anything outside the parameters of this policy must be approved by GAP prior to audits being conducted.

Additional Note For Renewal Operations Seeking to Bundle with Other Operations

For an Operation requesting an audit date to line up with another group of operations, then moving forward, the renewal certificate for this Operation will be issued to match the start date of the other Operations so that in subsequent audits, the group will be lined up automatically. Any time remaining on the previous certificate becomes inactive.