

Standard	Aspect	Criterion	Interpretation	Measurement method	Sanction
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No rights can be derived from these criteria. Subject to inaccuracies and amendments.

General					
FHK01	Responsible authority	The management/board has designated (in writing) an individual to be responsible for the implementation of the Beter Leven trademark at the head office and in the connected affiliated outlets.		Make sure that a responsible authority has been designated and that this is documented in writing.	RI
Communication with affiliated outlets					
FHK02	Procedures	The performance of work duties related to the BL trademark is established in procedures and work instructions.	Procedures include a description of registration and de-registration of affiliated outlets, communication with affiliated outlets, communication with the certification body, calculation crosscheck, comparisons of findings in the internal and external audits, checking the worthiness of suppliers. Things that are additionally part of a procedure: what and how often does this occur; who is ultimately responsible and who carries it out?	Check whether procedures have been drawn up. Make a note of your findings and the procedure.	AR
FHK03	Declaration	There should be a signed declaration between the affiliated outlet and head office about the purchase and packaging of Beter Leven meat.	The declaration must at least state: 1. Which Beter Leven scope (type of animal and number of stars) is processed and/or packaged by each affiliated outlet. 2. Which suppliers have been approved for which Beter Leven scope (type of animal and number of stars). If an affiliated outlet can only make purchases centrally, via the head office, a declaration at head office is sufficient.	Check whether signed declarations are present for all affiliated outlets linked to the BL trademark, in which the affiliated outlets have at least indicated which BL trademark scope (type of animal and number of stars) they process and that the affiliated outlets only purchase meat/meat products from suppliers who are certified for that relevant BL trademark scope(s).	RI
FHK03a	Beter Leven scope	The head office registers the Beter Leven scope (type of animal and number of stars) processed by each separate affiliated outlet with the Better Life Foundation trademark.		Check whether the Beter Leven scope (type of animal and number of stars) processed and/or packaged by each affiliated outlet is correctly registered with the Better Life Foundation trademark.	AR
FHK04	Registry	There is a registry of all of the BL trademark affiliated outlets that are linked to the head office.		Verify that the registry is present. Make a note of discrepancies.	RI

AR = Administrative recovery, RI = Re-inspection, Suspension: restoration within 3 months, if clear improvement shown via RI, until then no product delivery under the BL quality mark, Exclusion = at least one year of BL exclusion

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FHK05	Monitoring	All affiliated outlets that sell Beter Leven products are registered with the certification body.		Check whether all BL trademark affiliated outlets have been registered. Make a note of discrepancies.	AR
FHK05a	Products	The head office informs the Better Life Foundation trademark which Beter Leven meat and/or meat products are processed and packaged by the various affiliated outlets.		Check whether all Beter Leven meat and/or meat products have been reported to the Better Life Foundation trademark. Make a note of discrepancies.	AR
FHK06	Approved products	At the head office, there is evidence that the Better Life Foundation trademark has granted approval for the processed and/or packaged Beter Leven meat and meat products or for the recipes of the products assembled.		Verify whether there is proof of this. Make a note of discrepancies.	AR
Changes					
FHK07a	Communication with certification body	Procedures are established with regard to communication with the certification body.		Check whether procedures have been established and in what way these are communicated.	AR
FHK07	Changes	Changes related to affiliated outlets that sell Beter Leven products are (directly) passed on to the certification body.		Check whether changes have been passed on. Make a note of discrepancies.	AR
Internal audit					
FHK08	Internal audit officer	The officer who conducts internal audits for Beter Leven possesses the necessary knowledge and skills.	Internal audits may be outsourced to qualified third parties.	Make a note of the training completed by the officer and potential substitute.	W
FHK09	Internal audit	The affiliated outlets have a yearly plan for internal audits.		Check whether there is a yearly plan for internal audits. Make a note of discrepancies.	AR
FHK10	Frequency of internal audits	Each affiliated outlet must undergo an internal audit at least once per year.	The annual internal audits for each affiliated outlet are recorded in the internal audits yearly plan.	Make a note of the frequency of the internal audits.	AR
FHK11	Conducting the internal audits	The internal audits are carried out according to the established yearly plan.		Make a note of discrepancies.	RI
FHK12	Content of the internal audits	On the basis of the internal audit reports, it is clear which requirements were checked during the internal audit.		Request the latest audit reports. Check which points were taken into account in the audit. Make a note of discrepancies.	RI

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FHK13	Completeness of the internal audits	All the criteria for processors/handlers in the supermarkets are visibly addressed during the internal audits.		Check whether all the BL trademark's considerations were included in the internal audit. Also note whether an internal audit was conducted based on the most recent version of the schedule. Make a note of discrepancies.	RI
FHK14	Discrepancies	In the case of discrepancies, the head office or affiliated outlet is requested to take corrective measures, which are registered, including the period of time in which these should be carried out.		Check whether corrective measures are being implemented.	RI
FHK15	Corrective measures	The head office checks whether the corrective measures for the head office and affiliated outlets have been carried out and if they have been effective.		Verify that head office is monitoring whether corrective measures are being followed and are effective.	RI
FHK16	Allotted period for corrective measures	The head office checks whether the corrective measures for the head office and affiliated outlets have been carried out within the set period.		Verify that the head office is monitoring whether corrective measures are being taken within the set period. Make a note of discrepancies and reasons for surpassing the set period.	RI
FHK17	Comparison of internal audit/certification body inspection	The head office compares the certification body inspection results with the internal audit results for differences.	In the case of differences, the head office will establish whether adjustments to the internal audits are necessary.	Check whether the head office has made a comparison and if any necessary adjustments are being made to the internal audits. N/A when the comparison has not yet been conducted.	RI
Labelling					
FH18	BL trademark stickers	The head office regulates and establishes a procedure for the issuance of Beter Leven trademark stickers.		Check how the head office has instructed the affiliated outlets on the authorised BL trademark products. Make a note of your findings and the procedure.	AR
FHK19	Monitoring	There is a system that shows visible connections between the purchase of bulk Beter Leven products and the consumption of Beter Leven stickers.	Bulk meat and/or meat products refers to meat and meat products that (still) have not been packed in the final consumer packaging and that will still be processed (cut, marinated, spiced, etc.) and/or packaged in the supermarket affiliated outlet.	Check whether the link between the purchase of bulk Beter Leven meat and the sale of Beter Leven meat products and the number of BL trademark stickers used can be reliably made.	Suspension

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Quality assurance of suppliers					
FHK20	Supply	The head office has implemented a procedure to guarantee that the purchased products meet the relevant Beter Leven scope(s) (type of animal and number of stars).	<p>The head office selects and evaluates the suppliers of BL trademark products.</p> <p>BL trademark products only come from farms that are certified for the production or sale of the relevant BL trademark products.</p> <p>The head office prescribes rules for the affiliated outlets on how to conduct the entry control of BL trademark products and how to register the results.</p> <p>The head office prescribes rules for the affiliated outlets on handling BL trademark product that, upon delivery, does not appear to be identifiable as BL trademark product.</p>	Verify that the procedure is present. Check whether the supply originates from a supplier that is certified for the relevant scope(s) (type of animal and number of stars). For at least three days of the last twelve months, note the name and address details of the supplying farms that are part of the sample. Make a note of discrepancies.	Exclusion
FHK21	Documentation of suppliers	The suppliers who deliver Beter Leven products to the affiliated outlets are known and documented by the head office.		Verify that the supply originates from a recognised BL trademark farm. For at least three days of the last twelve months, note the name and address details of the supplying farms that are part of the sample.	AR
FHK22	Recognition check	The head office regularly checks whether the suppliers of BL trademark products are still certified for the BL trademark.	At least 4x per year.	Check when this check was last performed. Verify that this is checked at least 4x per year.	RI
FHK23	Making the suppliers known	The head office makes the approved BL trademark suppliers known to the affiliated outlets.		Make a note of how this occurs.	AR
FHK24	Approved or certified suppliers	The head office verifies that the suppliers that deliver (bulk) Beter Leven products to the affiliated outlets have been approved and/or certified for the correct Beter Leven scope (type of animal and number of stars).		Make a note of the way in which the scope is checked and the procedure to be followed if the scope does not match.	Suspension
Staff					

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FHK25	Staff	Staff are informed of the work duties through training and supervision.	<p>Staff involved in purchasing and compiling recipes are familiar with the BL trademark criteria.</p> <p>The head office ensures that staff at the various locations are informed of the BL trademark criteria.</p> <p>Recipes to be used for assembling/preparing products on location must be clearly communicated to the staff responsible at these locations, including the starting date and instructions for ceasing to use earlier recipes.</p>	Check whether the staff are well informed.	AR

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Product range					
FHK26	Product range	The product range and recipes must avoid using non-BL trademark products as BL trademark products.	<p>The product range must be composed in such a way that prevents any mistakes at the various locations.</p> <p>The order list exclusively contains BL trademark products that cannot be substituted with non-BL trademark products during the assembly and presentation of products.</p> <p>An exception to the above is only permitted when substitution is impossible, for instance because the product involved is only delivered and sold in its final/consumering packaging.</p>	Make a note of discrepancies.	RI
FHK27	Identical products	There should not be any identical regular products aside from Beter Leven trademark products included in the product range.	<p>No identical products with a different number of stars can be included in the product range.</p> <p>No identical products without a BL trademark approval can be included in the product range.</p>	Make a note of discrepancies.	Exclusion

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Mass balance					
FHK28	Mass balance	Suitable purchase and sales administration is present throughout the flow of BL trademark products.	It must be clear that regular checks are being made as to whether purchases are greater than or equal to sales. When a calculation crosscheck is used, fair assumptions are made about the loss rates or it is otherwise demonstrable that the chance of mixing is very small.	Make a note of discrepancies.	Exclusion
Communication					
FHK29	Forms of communication and publicity	The head office ensures that all forms of communication/publicity that reference the Beter Leven trademark are in line with the actual Beter Leven scope (type of animal and number of stars) of the head office and/or affiliated outlet.		Verify that the forms of communication/publicity that refer to the BL trademark correspond to the scope of the head office and/or affiliated outlet. Make a note of discrepancies.	RI
FHK30	Approval of forms of communication and publicity	The head office ensures that new or altered forms of communication and publicity that refer to the Beter Leven trademark are submitted to the Better Life Foundation trademark for approval.	Forms of communication and publicity must comply with the Better Life Foundation trademark's style guide. The version of the style guide on the Better Life Foundation trademark's website is always the leading version. Approval is obtained before these forms of communication and publicity are used.	Check whether the forms of communication/publicity used have been approved by the Better Life Foundation trademark. Make a note of discrepancies.	RI