

Fair Rubber e.V.

Certification Committee

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1. Purpose and Scope

A certification committee is taking the certification decisions.

The Certification Committee is responsible for:

- a) evaluating audit findings and recommendations;
- b) evaluating supplier responses and corrective action plans;
- c) taking final certification decisions
- d) taking final decisions of the risk factor
- e) deciding on financial support for audit cost.

The Certification Committee acts as an expert body supported by the Certifier in the evaluation of audit reports. It takes the final certification decision.

This document defines the composition, the recruitment process, as well as the way of working of the certification committee.

2. Appointment and Composition of the Certification Committee

2.1 Appointment and Terms of the Certification Committee

The FRA Certification Committee is composed of 3 persons that are approved by the FRA Board. Committee members participate in their own personal capacity but may be selected because of their professional affiliation.

At least 2 of the Committee Members are affiliated with organizations that are member of FRA.

Committee members will be suggested by the secretariat and approved by the Board for a duration of three years, renewable.

2.2 Required Qualifications for Certification Committee members

Potential members of the Committee shall bring one or more of the following experiences/qualifications to the table:

- Profound knowledge of the Fair Rubber system
- Knowledge of Rubber production systems
- Marketing of rubber products
- Absence of any conflict of interest related to auditees.

In cases where a committee member is a commercial partner of the auditee, this committee member will not vote on the certification decision.

Potential conflicts of interest need to be investigated and documented by the secretariat on a yearly basis.

3. Way of working of the Committee

The Certification Assistant acts as Secretary to the Certification Committee. As such the responsible person prepares the agenda and background documentation on each agenda point and elaborates the minutes of each meeting. Before each meeting, it will provide the Certification Committee with a summary of the issues at stake, a clear indication of decisions/feedback required from the Committee, and the necessary background information.

4. Audit Evaluation

The Certification Committee:

- reviews audit results, corrective actions proposed, and supplier remarks;
- decides on the certification status and the risk factor;
- documents its decision.

The supplier partner receives:

- a formal notification of the certification outcome (i.e. certificate);
- confirmation of any outstanding action points.