 1**- Contract parties**

This contract is signed between … on the one hand in… managed by Mr. …that seeking PSA certification as the applicant

and

Payesh Salamat Asia Company on the other hand represented by DR. Ali Reza Masoudnia in Tehran, Tohid square, Nosrat Gharbi street, No. 13  F 4 N 11 being called PSA in this contract. This contract is binding and irrevocable & enforceable to the both parties.

**2-     Contract subject**

The subject of this contract is providing auditing and certification according PSA  (Conformity Assessment Schemes)Requirements and issuing PSA certificate and logo s for the following products of …. Company.

**3-      Product names:**

a.

b

c

Farm name

Company name

single site

Address of production site: Province

City:

District:

**4-     Contract price and the paid amount**

The contract price is based on the analysis of the following costs.

Contract cost: ……..

Value added tax:

(9% contract cost): …..

Premium (4% contract cost):

The cost of laboratory analysis for each test is: …

Total cost:

Payment method:

…% after signing the contract

..% after issuing the final report or certificate

Number of auditors: …

Name of PSA auditors

Note 1: The applicant  knows that the payment determined at stages has nothing to do with the auditing results and market supply of the certified product.

Note 2: The costs are based on the requested amount of tonnage included in the contract and are definitive.

**5- Company commitments**

5٫1. Audit reports shall be written in English and Farsi

5.2 Audit reports may contain confidential annexes for commercially sensitive information.

5.3 content of any commercially sensitive information with the applicant, which can still be accessible by the PSA and the appointed accreditation body upon request as stipulated in the certification contract.

5.4 The public report shall contain a clear overview of the items which are in the confidential annexes.

5.5 Except for the annexes that contain commercially sensitive information all audit reports will be public.

5.6 PSA is solely responsible for the content of all reports, including the content of any confidential annexes.

5.7 Reporting Deadlines for certification and re-certification audit reports

5.8 Audit reports shall contain accurate results.

5.9 Within five (7) days should Available the draft report in the PSA website.

5.10 PSA will allow stakeholders and interested parties to comment on the report for fifteen (15) days.

5.11 Within twenty (20) days of the close of comments, PSA will submit the final report to the customer in English and Farsi language.

5.12 Reporting Deadlines for surveillance audit reports

5.13 PSA retains the right to change the CAS standards and certification requirements and that certification is conditional on conforming to new or revised standards and new or revised certification requirements within the time frames established by the scheme owner.

5.14 PSA & scheme owner shall have full access to all audit products including audit evidence, audit findings and audit reports.

This shall include confidential information.

5.15 scheme owners appointed accreditation body shall have the right to observe audits conducted by PSA.

5.17 That the scheme owners appointed accreditation body shall have the right to conduct audits of the certificate holder, including unannounced audits, for the purpose of monitoring PSA conformity.

5.18 The complaint procedures of PSA by including a copy or by reference to publicly available documents.

5.19 That the applicant has the right to raise their concerns or object to any of the proposed audit team members.

5.20 The applicant’s responsibility to make known to the public of any upcoming PSA audit at their premises (e.g., initial, surveillance, extension or recertification) to allow for interested parties and stakeholders to provide their input to and comment during the audit process.

All corrections or supplements related to this contract should be written and attached.

The contract should be according to the laws of the Islamic Republic of Iran.

**6- Applicant commitment**

The **Applicant** declares that reads the item 4.1.2 Certification contract of Quality manual and commits to them and the following clauses.

6.1 The **Applicant** has the responsibility to inform PSA if any changes are made in the operation that may require oversight from the PSA. This can include but is not limited to:

a) Changes in species farmed.

b) Changes in the number of sites.

c)Administration of medication to some or all sites.

d)Changes that may impact the start of the chain of custody.

e) That the PSA shall have access to all audit products of the latest third-party social audit, if any. This includes-but is not limited to audit reports-non-conformity reports, evidence of closing non-conformities, and relevant confidential information

6.2 The **Applicant** is committed to have the required information about the relevant laws and regulations in relation to his request.

In order to help the inspection process, the employer should provide the appropriate information to prove the compliance with the standards.

6.3 The **Applicant** should allow the inspectors to access the company and all the places required for inspection and issue of certificates without prior coordination, storage facilities, and whatever required based on the requirements of the company for good inspection.

6.4 The **Applicant** should inform his staff that the failure to provide correct information is the responsibility of the employer.

6.5 The **Applicant** should allow the inspectors, corresponding accreditation institutions, and government officials to inspect, sample, and access to the documents and specified locations.

The failure to supply the product under the related standard label before receiving the certificate from the company.

6.6 The **Applicant** should declare the approximate time of export (first production) and the time zone (timetable) at the time of signing the contract for the inspected department. Then, he should provide the necessary facilities for auditing the evaluation, tracking, and the sale of his certified products.

6.7. The **Applicant** does not use its product certification in such a manner as to bring the certification body into disrepute and does not make any statement regarding its product certification which the certification body may consider misleading or unauthorized.

6.8. The applicant undertakes to suspend the use of all advertisements containing any reference in the event of suspension, revocation or termination of certification and to act in accordance with the requirements of the certification scheme (for example, return certification documents). And takes other necessary measures.

6.9 The Applicant allows the company to supply the products if determined in any way out of the certified process or out of the capacity of the certified product. The company is authorized to inform the competent authorities to declare the certificate issued by the company as invalid.

6.10. The applicant undertook that if provided a copy of the certification documents to others, the documents should be reproduced in full or as specified in the certification plan.

6.11. The applicant undertakes to refer to the certification of her product in communication media such as documents, brochures or advertisements, in accordance with the requirements of the certification body or in accordance with the certification design.

6.12 The applicant commits

Keeps a record of all complaints reported to the customer regarding compliance with the certification requirements and, upon request, these records to the certification body. And

1) Take appropriate action against such complaints and any defects in products that affect compliance with certification requirements.

2) documents the actions taken;

6.13 The applicant undertakes to notify the certification authority without delay of any change that may affect its ability to comply with the certification requirements.

Note 1: The **Applicant** knows that the company is not committed to guaranteeing and supplying the market for supplying the inspected products.

Note 2: The **Applicant** knows that the company is committed to pay the limit of the loss caused to the company covered by the insurer.

Note 3: The **Applicant** has the right to publish audit reports can send these reports to their accreditation institution.

Note 4: Using the logo and trademarks depends on the rules of the accreditation company.

Note 5: The applicant confirms that has received ( PSA Quality manual 17065) and approved an audit based on it.

For any question about  label, logo, or other trademarks, company  can  contact PSA

**7- Contract cancellation**

The employer can cancel the contract under the information and agreement of the company and is committed to supply the expenses that the company has committed to pay for the contract.

The company can involve in unusual events such as a maximum delay of one month for paying the contract price, the refusal of the employer to cooperate at the inspection time, or the written notice of contract cancellation to receive the determined prices.

The parties should inform as written for the contract cancellation and should be inspected before the end of the contract period.

The company can suspend or cancel its certificate in case of observing any non-compliance.

**8- Contract period**

The contract period is at the time interval …… until

**9- Force Majeure**

When the parties have no authority, this contract is cancelled without observing the terms and conditions according to the definition of force majeure provided by the authorities.

**10- Solving the disagreement**

In case of any disagreement, the cases are investigated and resolved by an unbiased party, otherwise the laws of the country and competent authorities will be the criteria.

This contract is signed in nine paragraphs and three versions each one being valid as the main version and the employer dealers that he is fully aware of the contract provisions. All pages of this   contract are signed by the parties and the last page is signed and sealed by the two parties.