



Fundación Centro Tecnológico
do Granito de Galicia

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Document D 04: REQUIREMENTS FOR COMPLIANCE WITH THE CHAIN OF CUSTODY



**XUNTA
DE GALICIA**

FUNDACIÓN CENTRO TECNOLÓGICO DO GRANITO



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D 04: REQUIREMENTS FOR COMPLIANCE WITH THE
CHAIN OF CUSTODY

DOCUMENT D_04:

REQUIREMENTS FOR COMPLIANCE WITH THE CHAIN OF CUSTODY

INDEX_

1. PURPOSE AND SCOPE
2. MANAGEMENT OF DOCUMENTS
 - 2.1. INDIVIDUAL RESPONSIBLE FOR THE MARK
 - 2.2. ABOUT THE DOCUMENTATION
3. ORIGIN OF THE MATERIAL
4. CLASSIFICATION OF PRIMARY PRODUCTS
5. RECEPTION AND STORAGE IN FACTORY
6. PRODUCTION OF MATERIAL
7. PRODUCTION CONTROL IN THE FACTORY
8. DISTRIBUTION

1. PURPOSE AND SCOPE

The objective of this document is to set out the systematic way in which companies must comply to guarantee the traceability of the materials covered by the CERTIFIED GALICIAN GRANITE Mark.

This document provides information about the itinerary made of the products (from point of origin to ex-factory) and describes the requirements for each of the following processes: documentation management, initial classification of primary products, reception and storage, control of production and distribution.

In this way, the marked products will go through an uninterrupted chain of controlled processes.

2. QUALITY MANAGEMENT

2.1. INDIVIDUAL RESPONSIBLE FOR THE MARK

The company must designate a person responsible for the Mark who will be the valid interlocutor for conducting procedures, requests, audits, etc. In addition, a substitute must be designated in case of his/her absence.

Each company must designate the personnel responsible for each procedure (if necessary), as well as the qualification and / or training measures required for its implementation.

The organization shall establish, execute and maintain procedures and / or work instructions that meet all applicable requirements for this document.

2.2. ABOUT THE DOCUMENTATION

Each company must keep all records as well as all documentation related to the Mark duly completed, for at least 10 years.

3. ORIGIN OF THE MATERIAL

The supplier of blocks and other quarry products must have a procedure in place to control the dimensions and technical characteristics of their products. That is, all



Fundación Centro Tecnológico
do Granito de Galicia

D 04: REQUIREMENTS FOR COMPLIANCE WITH THE CHAIN OF CUSTODY

blocks, semi-blocks and / or other products covered by the Mark (hereinafter "inputs") must be controlled according to the document D_02: Production control.

It shall be compulsory to document the procedure for the control of production.

Dimensional measurements, carried out according to the D_02 - Production control, must be registered on the I_c Scoreboard, or in the company's own computer program.

The tests carried out on the material must be updated according to the regulations and the D_02 document: Production control.

4. CLASSIFICATION OF PRIMARY PRODUCTS

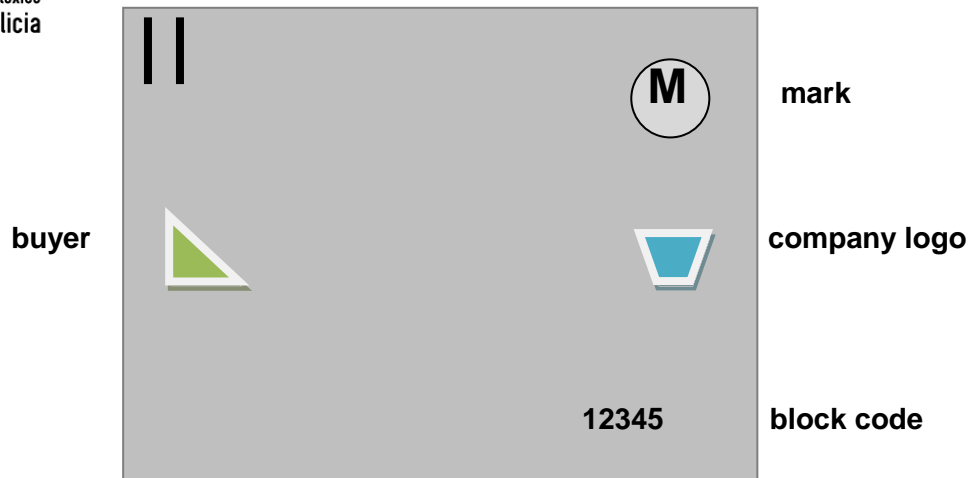
All inputs must be uniquely identified (single identification) in the storage block area. In any event, they must be identified before departure for another destination. The identification will be made according to Article 15: Use of the Mark in the Regulations.

The existence of unidentified inputs is not allowed.

All quarry inputs must be identified on the I_c Scoreboard or in the company's own software, which will be completed regardless of the destination of the material.

Blocks and semi-blocks will be identified according to Article 15: Use of the Mark, as follows: The face of the block head will be marked with:

- a. Direction the stone should go (easier cutting direction angle) in the upper left corner.
- b. CERTIFIED GALICIAN GRANITE logo, in monochrome, and 30x30 cm format, in the upper-right corner of the block head and approximately 15 cm from the upper and right edges.
- c. Logo of the company, of equal or lesser size than the Mark. Below the Mark logo, at approximately 15 cm of the right edge and centered in the vertical.
- d. Unique code of the block, at approximately 10 cm height and underneath the logo of the company.
- e. Buyer's marking: if applicable, a space shall be left reserved at the same height of the seller's logo.



Block head marking scheme

Other quarry inputs (eg, bondstone, rustic paving stones or columns) must be identified on the I_c Scoreboard or in the company's own software and marked according to Article 15: Use of the Mark.

- Be marked in a visible way
- Unambiguously coded
- Have Company Identification

5. RECEPTION AND STORAGE IN FACTORY

The manufacturer shall be responsible for receiving the input and verifying that it is supplied with the corresponding identification, as specified in the previous section and in Article 15: Use of the Mark.

All inputs must be uniquely identified within the park blocks or storage area (unique identification). The existence of unidentified inputs is not allowed.

In any case, the input must be identified before proceeding to a next process or before its departure for another destination.

All inputs must be declared on the I_f Scoreboard or in company's own computer program.

6. PRODUCTION OF MATERIAL



Fundación Centro Tecnológico
do Granito de Galicia

D 04: REQUIREMENTS FOR COMPLIANCE WITH THE CHAIN OF CUSTODY

The input goes through the cutting process by any means and, once manufactured (henceforth output), must be qualified (or re-qualified) according to the documents D_01: Requirements for materials and D_03: Model for discounts and unequivocal identification. This operation will be performed each time an input goes through the transformation process.

If there are claims associated with the quality of the products, they will be reflected in the I_f Scoreboard in the Observations section, or in the company's own computer program.

The existence of unidentified outputs will not be allowed in the factory.

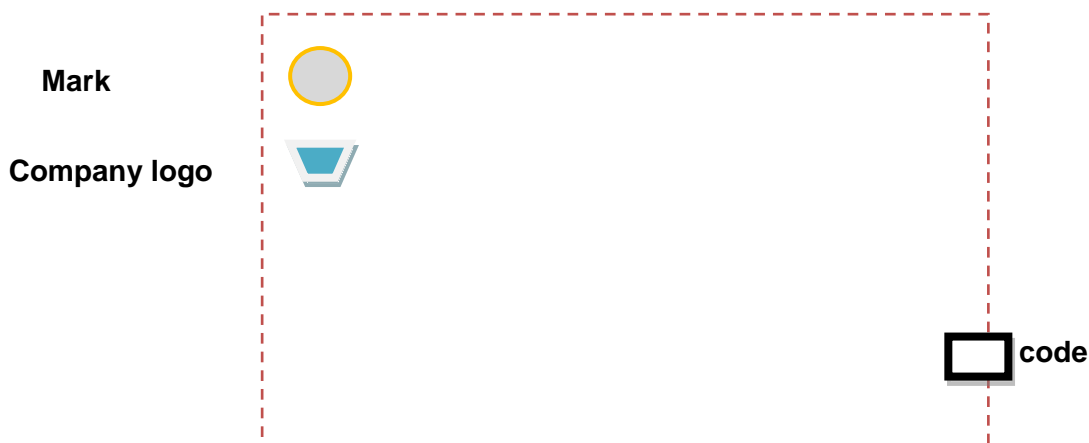
During their processing, all products or semi-products must be identified in a way that can be unequivocally related to their block or source material.

To produce polished finishes, a standard sequence must be established for each variety and quality, designed with minimum parameters, according to the document D_06: Polishing sequence. The final brightness requirements are defined in the document D_01: Requirements for materials.

The inputs, before their final storage or when leaving the factory, must be marked. Batch marking is permitted for pallets and watertight packaging, in accordance with Article 15: Use of the Mark.

The face of the board will be marked with:

- a. CERTIFIED GALICIAN GRANITE Mark logo, in 30x30 cm format, at the upper-left corner and approximately 15 cm from the upper and left edges.
- b. Company logo, if any, of equal or lesser size than the mark. Below the mark logo, at approximately 15 cm from the left edge.
- c. Unique code of the board and reference to the quality granted, in the corresponding production label.



Board Marking Scheme

Other products that are supplied in pallets, wooden boxes, etc. must also bear the label of the mark, under the following conditions:

- The pallet will preferably be laminated, at least on the sides
- The mark will go on the sides to allow visibility in case of stacking
- Unique encoding will be used and provided on each pallet
- Identification of the company shown on each pallet

7. PRODUCTION CONTROL IN THE FACTORY

The manufacturer must implement a procedure for the control of the dimensions and technical characteristics of the products, which may coincide with that related to the Mandatory CE Marking.

The procedure for the control of production shall be documented; i.e. all products produced by the company (outputs) must be controlled according to the document D_02: Production control.

Dimensional measurements, carried out according to the D_02 Scoreboard: Production control, must be registered on the I_f Scoreboard, or in company's own computer program.

The tests carried out on the material must be updated according to the regulations and the D_02 document: Production control.



Fundación Centro Tecnológico
do Granito de Galicia

D O4: REQUIREMENTS FOR COMPLIANCE WITH THE CHAIN OF CUSTODY

If the company produces construction products or materials to a harmonized standard, these must have the CE Marking.

8. DISTRIBUTION

The company marketer of the products having our Mark must transmit it to its customers through documents of sale and delivery and apply the Mark or label to the product.

The marking will be done according to the document Article 15: Use of the Mark



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