CERTEX, a.s.

INFORMATION FOR CUSTOMERS OF THE CERTIFICATION BODY FOR PRODUCT CONFORMITY ASSESSMENT

February 2026

1. General information about the Certification Body CERTEX

This information is intended for customers of the certification body (hereinafter referred to as the "CB"), including applicants for certification and owners of conformity assessment decisions for EU fertilising products.

The CB is part of the company CERTEX, a.s., which was established in 1997 under the name Diagnostické a liečebné centrum, a.s. Since 1999, after a change in ownership, the company has been performing certification of designated products and conformity assessments, including quality management. Since 2012, it has also been conducting scientific and research activities in the field of natural and technical sciences. From 2019 to 2021, the company was engaged in the production and trade of disinfectants (biocides). Currently, the company focuses on product certification.

The CB, including its management and staff, is independent of any commercial, financial or other pressures that could influence the outcomes of the certification process.

Information about the accreditation certificate (No. P-064) and the notification (Notified Body No. 3098) can be found at www.certex.company in the "Certificates" section.

2. The scope of certification

The scope of certification (conformity assessment) is defined by the scope of accreditation and notification. It covers the following types of EU fertilising products:

1. Fertiliser:
   - A. Organic fertiliser:
     - I. Solid organic fertiliser [PFC 1(A) (I)]
     - II. Liquid organic fertiliser [PFC 1(A) (II)]
   - B. Organo-mineral fertiliser:
     - I. Solid organo-mineral fertiliser [PFC 1(B) (I)]
     - II. Liquid organo-mineral fertiliser [PFC 1(B) (II)]
2. Soil improver:
   - A. Organic soil improver [PFC 3 (A)]
   - B. Inorganic soil improver [PFC 3 (B)]
3. Growing medium [PFC 4]

3. The conformity assessment procedure

The conformity assessment procedure is carried out by the CB in accordance with **Module D1** of Regulation (EU) 2019/1009 of the European Parliament and of the Council laying down rules on the making available on the market of EU fertilising products and amending Regulations (EC) No 1069/2009 and (EC) No 1107/2009 and repealing Regulation (EC) No 2003/2003.

4. How to Apply for Product Certification

The applicant for product certification shall enter into an agreement with CERTEX, a.s. titled *"Agreement on the Conformity Assessment of EU Fertilising Products and on the*

Surveillance of Certified EU Fertilising Products". When signing the contract, the applicant is required to present an extract from the Commercial Register or a trade license.

The CB provides the applicant with the form *"Application for Assessment of the Quality System of an EU Fertilising Product"* (hereinafter referred to as the "application"). This form is available to applicants on the company's website at www.certex.company. The application specifies the documentation required by the CB for certification.

The CB informs the applicant in advance that if current test reports from an accredited laboratory submitted by the applicant are accepted, they must not be older than six months (from the date stated in the application), or the CB will arrange testing to be provided by an external accredited testing laboratory (hereinafter referred to as "EATL") with which it has a contractual relationship. This is currently the accredited testing laboratory INGEO – ENVILAB, s.r.o. or ÚKSÚP in Bratislava. The application allows the applicant to decline testing of samples in the EATL.

Once the application is submitted, the Head of the CB or a commissioned worker of the CB will review the completeness and accuracy of the application and the attached documentation. After reviewing the application, the Head of the CB or the commissioned worker will decide whether to accept or reject it. If the CB finds the application incomplete, the applicant will be asked to complete it by submitting the form *"Supplementation of Missing Documentation for the Submitted Application for Assessment of the Quality System of an EU Fertilising Product"*. If the applicant fails to complete the application within the specified timeframe, the CB will reject the application. The Head of the CB or the authorized staff member will document the reason(s) for the rejection and send it back to the customer.

If the reviewed application is complete, the Head of the CB will assign competent workers to carry out the audit and make the certification decision. The commissioned worker responsible for the certification decision will define the scope of testing and will inform the applicant of the acceptance of the application by sending the form *"Confirmation of Receipt of the Application for Assessment of the Quality System of an EU Fertilising Product"*.

The applicant is required to submit accompanying documentation in Slovak, Czech or English.

5. Steps of the Conformity Assessment Process

The specialist of the CB responsible for making the certification decision will agree with the customer on the date for the initial audit to be conducted at the customer's premises. This audit is required as part of the conformity assessment procedure (see Article 3) and serves as an input for the final evaluation of the EU fertilising product (see Article 6.1).

An integral part of the certification process is the conformity assessment of the product's labelling, which is carried out by the commissioned CB specialist responsible for making the certification decision. The findings are recorded in the form *"Test Report – Assessment of Labelling of the EU Fertilising Product"* (see Article 6.2).

The commissioned CB specialist also evaluates current test reports from an accredited testing laboratory, which must either be attached to the application or submitted directly to the audit expert by the customer.

If the applicant has checked the box in the application agreeing to laboratory testing in an EATL with which the CB has a contractual relationship, the CB expert will ensure that the samples are submitted to the laboratory along with the completed form *"Sampling and Sample Handover Protocol"*.

The commissioned CB specialist responsible for the certification decision must have access to all necessary information and relevant documentation, i.e., findings from the initial audit, laboratory test results, and the labelling conformity assessment.

The commissioned CB specialist evaluates if the implemented quality system of the certified product's manufacturing process complies with the requirements of the certification scheme. A report titled *"Final Evaluation – Conformity Assessment Protocol of the EU Fertilising Product"* is issued. As part of the final evaluation, the certification result is reviewed, and the certification decision is made by the Head of the CB (or their deputy in case of absence), who then issues the *"Assessment Decision"*.

If the commissioned CB specialist concludes that the product does not comply with the set requirements, they will send the applicant the *"Final Evaluation – Conformity Assessment Protocol of the EU Fertilising Product"* together with a request to correct the identified non-conformities. A deadline for correction is agreed with the applicant.

If the applicant rectifies the non-conformities within the specified deadline, the commissioned CB specialist will issue the *"Final Evaluation – Conformity Assessment Protocol of the EU Fertilising Product."* This includes a review of the certification results and the certification decision made by the Head of the CB (or their deputy in case of absence), who then issues the *"Assessment Decision"*.

If the applicant fails to eliminate the non-conformities within the specified deadline, the commissioned CB specialist will issue the *"Final Evaluation – Conformity Assessment Protocol of the EU Fertilising Product,"* including the review of the certification result and a decision not to confirm conformity. This decision is made by the Head of the CB (or their deputy in case of absence), who then issues the *"Non-Conformity Decision"*.

The *"Assessment Decision "* is issued in Slovak and English, and in German upon the customer's request.

The documentation sent to the applicant also includes the supervision plan for certified EU fertilising products, which is provided in the *"Supervision Card for Certified EU Fertilising Product"*.

6. Inputs to the Quality System Assessment Process

According to **Module D1** of Regulation (EU) 2019/1009 of the European Parliament and of the Council, the conformity assessment process includes and comprises the following:

6.1. On-site audit at the customer's location of production, handling, and storage to verify the implemented quality system of the manufacturing process of the certified product, conducted by the CB at the applicant's premises, includes:

- **Initial audit**,
- **Surveillance audit** as part of monitoring the certified product – carried out every 12 months, with the first audit conducted no later than 12 months after certification is

granted; it includes a full audit of the quality management system related to the certified product at the customer's site,

- **Special audits** (expanding scope, short-notice audits = unannounced visits) – independent and documented evidence-based procedures triggered by specific situations, e.g., a request for an expansion of certification. An expanding scope may be conducted together with a surveillance audit. Another type of special audit is conducted after a warning or to investigate a complaint (short-notice audits = unannounced visits). These may be carried out without prior notice.

Audits are conducted by commissioned CB specialist (internal personnel) by the Head of the CB (*"Commissioned for Conducting Customer Audit"*). In addition to auditors, technical experts, observers, interpreters and translators may also participate in the audit. On the customer's side, company management representatives, responsible personnel appointed by the customer and, if necessary, guides may take part in the audit.

The commissioned CB specialist responsible for the certification decision prepares the *"Customer Audit Program"* for the entire validity cycle of the issued assessment decision. This audit program is then approved by the Head of the CB. The commissioned CB specialist sends the audit program to the customer after the *" Assessment Decision"* is issued. Since CB assessment decisions are issued with unlimited validity, the program is prepared for the next 5 years from the date of the assessment decision. After 5 years, a new program is prepared. The audit program includes the initial certification audit and the surveillance audits for the first and subsequent years after certification, as part of the ongoing monitoring of the certified product during the validity of the decision.

For each customer, the commissioned CB specialist determines the time needed to plan and conduct a complete and effective audit of their quality management system focused on the certified product. The audit time includes total time spent on-site and off-site (for planning, document review, communication with customer personnel, and report writing). The calculated audit time (*"Audit Time Calculation at the Customer's Site"*) for the initial and surveillance audits is then approved by the Head of the CB. The commissioned CB specialist provides the customer with information about the audit time along with the *"Customer Audit Plan"*.

The commissioned CB specialist appointed as the auditor team leader prepares the *"Customer Audit Plan"* to ensure it is appropriate for the defined objectives and scope of the audit.

Following the audit, the auditor team leader prepares a *"Record of Findings from the Customer Audit"* and a *"Customer Audit Report",* which include an assessment of the conformity of the observed status with the certification scheme requirements. These documents serve as inputs for the evaluation within the certification process.

6.2. The assessment of product labelling is recorded in the *"Test Report – Assessment of Labelling of the EU Fertilising Product"*, which serves as an input for evaluation within the certification process and must include:

- identification details of the sample,
- general legal standards applicable to the labelling,
- criteria subject to assessment,
- findings,

- date of issuance,
- official stamp,
- signature of the Head of the CB or their deputy.

6.3. Laboratory testing (if requested by the customer; mandatory for EU fertilising products containing CMC 3 and CMC 5) is performed upon request of the CB in an EATL that meets the requirements of the EN ISO/IEC 17025:2017 standard and has a contractual relationship with the CB. The CB considers the fulfilment of these requirements to be met by granting the valid accreditation for the required tests by an accreditation body with valid EA/ILAC evaluation in the relevant field.

If the CB arranges laboratory testing of the submitted product samples in an EATL with which it has a contractual agreement, the commissioned CB specialist fills in the forms *"Sampling and Sample Handover Protocol"* and *"Protocol for Submission of Samples to the Testing Laboratory"*.

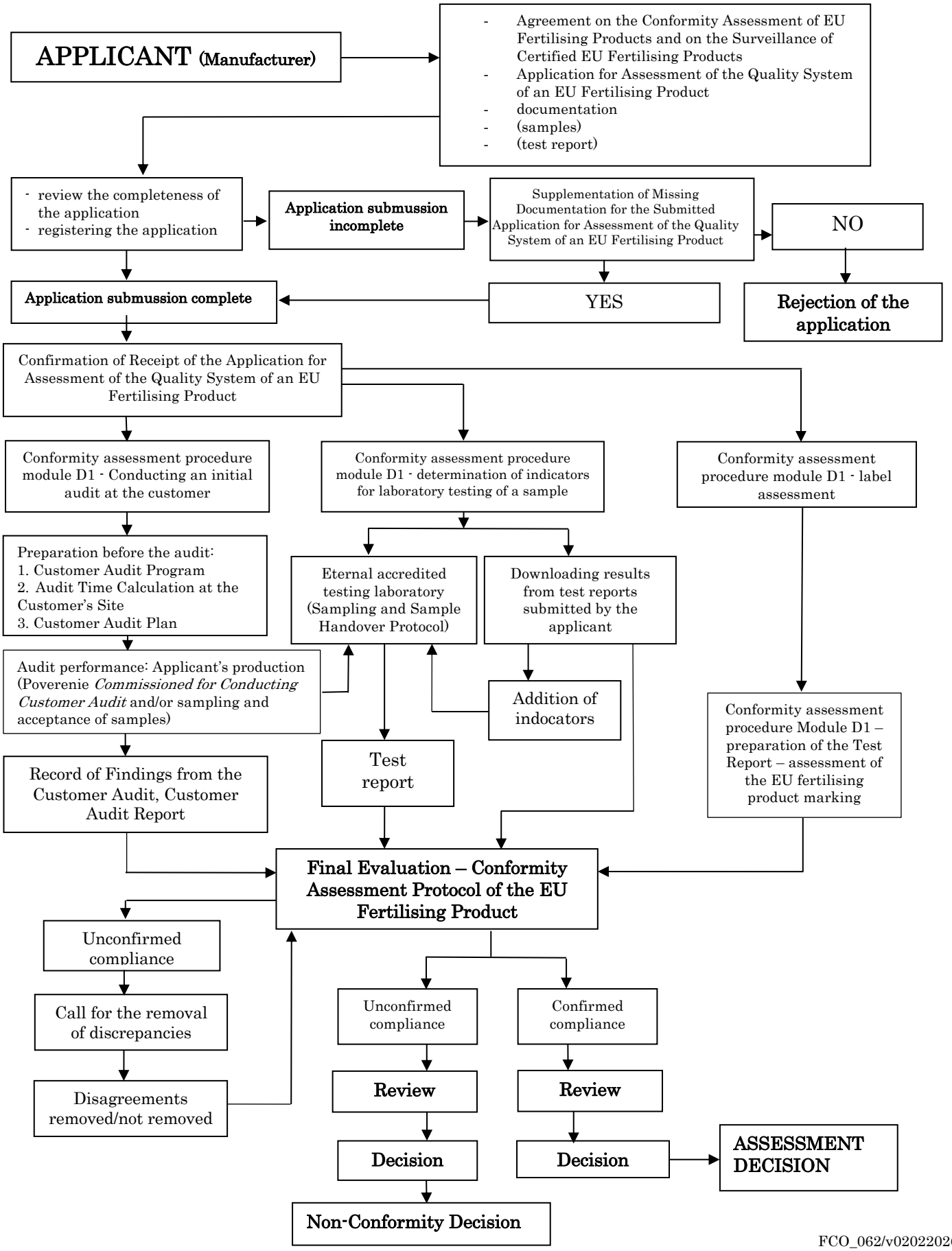
The CB requires testing based on the type of certified product in the following scope:

- in accordance with the requirements of Regulation (EU) 2019/1009 of the European Parliament and of the Council, depending on the type of EU fertilising product,
- special – additional analytical determinations characterizing the product – based on customer requirements or technical specification.

The scope of laboratory testing may be full, reduced, or extended, depending on the applicable regulatory requirements and/or product-specific specifications.

- **Full scope of testing** = laboratory testing according to applicable legislation based on the type of EU fertilising product
- **Reduced scope of testing** = laboratory testing according to applicable legislation based on the type of EU fertilising product, with some tests omitted at the request of the customer or if the customer provides test results from an accredited laboratory, they commissioned themselves
- **Extended scope of testing** = laboratory testing according to applicable legislation based on the type of EU fertilising product, plus additional tests requested by the customer as defined in the product specification

Diagram of the Certification (Conformity Assessment) Process for EU Fertilising Products



7. Supervision of Certified EU Fertilising Products (hereinafter referred to as "SCP")

In accordance with the conformity assessment procedure under **Module D1**, the owner of the assessment decision is obliged to allow the CB to carry out surveillance activities. The CB performs supervision in the form of regular surveillance of certified EU fertilising products during the validity of the assessment decision, approximately once every 12 months. The scope of the supervision is defined during the certification process and includes conducting a surveillance audit, assessment of product labelling and laboratory testing, in accordance with Article 6.

This obligation of the CB arises from the standard EN ISO/IEC 17065:2013.

In addition to regular surveillance activities, the CB may carry out special audits at the premises of the owner of the assessment decision (e.g. expanding scope, short-notice audits = unannounced visits). In the case of an expanding scope, the owner of the assessment decision shall apply to extend the already issued assessment decision. The extending may be carried out together with regular surveillance. During short-notice audits (= unannounced visits), the CB may, if necessary, carry out or have laboratory testing performed on the certified EU fertilising products to verify that the implemented quality system is functioning correctly.

The CB carries out SCP only for certified products.

The scope and timing of the surveillance are communicated by the CB to the owner of the assessment decision, together with the issued decision, by providing the form entitled "*Supervision Card for Certified EU Fertilising Product*".

The CB shall invite the owner of the assessment decision to undergo the supervision of the certified EU fertilising product by sending the form *"Notification of Supervision of a Certified EU Fertilising Product"* approximately one month in advance, informing the owner of the date and scope of the SCP.

The commissioned CB specialist responsible for receiving the assessment decision shall agree with the owner of the assessment decision on the delivery of the required documentation and, based on the "*Customer Audit Program*", determine the date of the surveillance audit at the customer's site. The specialist shall also inform the owner that they may submit valid test reports from an accredited testing laboratory (no older than 6 months from the date of sending the "*Notification of Supervision of a Certified EU Fertilising Product*") or, alternatively, that sampling or sample collection for laboratory testing may be arranged during the surveillance audit to be conducted in an EATL (a testing laboratory under contract with the CB).

At the same time, the commissioned CB specialist shall request information regarding any complaints and claims related to the compliance of the certified product with the applicable regulatory requirements, as well as any changes that may affect the product's conformity with certification requirements. These may include, for example: changes in legal, commercial or organizational status, changes in ownership, organization or management, modifications to the product or the manufacturing process, changes in the contact address or production sites, or the discontinuation of production of the certified product.

The audit at the customer's premises is carried out by commissioned CB specialists (internal staff) authorized by the head of the CB (based on the "*Commissioned for Conducting Customer Audit*" and the "*Customer Audit Plan*", see Article 6.1).

The "*Record of Findings from the Customer Audit*" and the "*Customer Audit Report*" are prepared based on the audit conducted at the customer's site. These documents include an assessment of the compliance of the actual findings with the requirements of the certification scheme. The "*Record of Findings from the Customer Audit*" and the "*Customer Audit Report*" serve as an input for the evaluation in the process of supervision of the certified product.

In cases where the CB arranges the required laboratory testing of collected or submitted product samples in an EATL, the commissioned CB specialist shall complete the *"Sampling and Sample Handover Protocol"* and *"Protocol for Submission of Samples to the Testing Laboratory"*. For more information, see Article 6.3.

An input for the evaluation in the process of supervision of the certified product is the assessment of product labelling compliance, which is carried out by the commissioned CB specialist responsible for receiving the assessment decision. The findings are recorded in the form "*Test Report – Assessment of Labelling of the EU Fertilising Product*" (see Article 6.2).

If the commissioned CB specialist responsible for receiving the assessment decision confirms the compliance of the implemented quality system of the certified product's manufacturing process, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified EU fertilising product, the decision, and the confirmation of the validity of the assessment decision, which is carried out by the head of the CB (or the deputy head of the CB in their absence).

If, based on the findings, the commissioned CB specialist responsible for receiving the assessment decision does not confirm compliance, they shall formally request the owner of the assessment decision in writing to correct the identified non-conformity, and, in agreement with the owner, set a deadline by which the non-conformity must be resolved.

The elimination of the non-conformity shall be verified through a repeated labelling check, laboratory testing, or an audit at the customer's site, within the scope of the aspects that were the subject of the non-conformity. Based on the written results, the commissioned CB specialist responsible for receiving the assessment decision shall repeat the final evaluation.

If the commissioned CB specialist responsible for receiving the assessment decision confirms the compliance of the implemented quality system of the certified product's manufacturing process, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified product, a decision, and the confirmation of the validity of the assessment decision, which is carried out by the head of the CB (or the deputy head of the CB in their absence).

If the commissioned CB specialist responsible for receiving the assessment decision does not confirm compliance even after the second evaluation, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified EU fertilising product and a decision to withdraw the assessment decision, which is made by the head of the CB (or the deputy head of the CB in their absence), who then issues a "*Withdrawal of Assessment Decision*".

The CB may withdraw the assessment decision for the following reasons:

1. If the CB receives a request to terminate the certification from the owner of the assessment decision, the CB shall confirm acceptance of the request by email. The CB will then withdraw the assessment decision and issue a "*Withdrawal of Assessment Decision*".
2. If the CB identifies violations of the rights and obligations of the owner of the assessment decision arising from the "*Agreement on the Conformity Assessment of EU Fertilising Products and on the Supervision of Certified EU Fertilising Products*" or if the certification is used in a way that harms the reputation of the CB, or if the owner of the assessment decision makes a statement regarding the certification that the CB considers misleading or unauthorized, the CB shall proceed with the withdrawal of the assessment decision and issue a "*Withdrawal of Assessment Decision*".
3. If the owner of the assessment decision does not respond within two months of receiving the completed "*Notification of Supervision of a Certified EU Fertilising Product*" form, the CB shall withdraw the assessment decision and issue a "*Withdrawal of the Assessment Decision*".

The CB may suspend the assessment decision for the following reasons:

1. If the CB receives a notification from the Slovak Office of Standards, Metrology and Testing (UNMS SR) or the control authority (The Central Control and Testing Institute of Agriculture), or the control authority of another country on whose the product will be placed on the market and the CB evaluates it as justified. The CB shall inform the customer of this fact by sending a "*Suspension of Assessment Decision*" and carry out a review of the implemented quality system of the certified product's manufacturing process through a repeated labelling check, laboratory testing, or an audit at the customer's site, focusing on the aspects specified during the product certification.
2. If the CB receives a statement from the owner of the assessment decision regarding the suspension of production of the certified product, the CB shall suspend the assessment decision for a maximum of 12 months.

   The commissioned CB specialist responsible for receiving the assessment decision shall notify the owner of the assessment decision by sending the form "*Suspension of the Assessment Decision*" and shall re-invite the owner by sending the form "*Notification of Supervision of a Certified EU Fertilising Product*", informing the owner about the rescheduled date and scope of the SCP.

   Subsequently, the commissioned CB specialist responsible for receiving the assessment decision shall agree with the owner of the assessment decision on the date for conducting the audit at the customer's site, the delivery of the required documentation, the sampling or receipt of samples for laboratory testing in an EATL that has a contractual relationship with the CB, or the receipt of current test reports from an accredited testing laboratory. The procedure follows the steps for conducting the audit, laboratory testing, and labelling assessment (see Article 6).

   After completing these activities, if the commissioned CB specialist responsible for receiving the assessment decision confirms the compliance of the implemented quality system of the certified product's manufacturing process, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified EU fertilising

product, a decision, and the confirmation of the validity of the assessment decision, which is performed by the head of the CB (or the deputy head of the CB in their absence).

If, based on the findings, the commissioned CB specialist responsible for receiving the assessment decision does not confirm compliance, they shall formally request in writing that the owner of the assessment decision correct the identified non-conformity and, in agreement with them, set a deadline by which the non-conformity must be resolved.

The correction of the non-conformity shall be verified by a repeated labelling check, laboratory testing, or an audit at the customer's site within the scope of the aspects that were subject to the non-conformity. Based on the written results, the commissioned CB specialist shall repeat the final evaluation.

If the commissioned CB specialist responsible for receiving the assessment decision confirms the compliance of the implemented quality system of the certified product's manufacturing process, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified product, a decision, and confirmation of the validity of the assessment decision, which is carried out by the head of the CB (or the deputy head of the CB in their absence).

If the commissioned CB specialist responsible for receiving the assessment decision does not confirm compliance even after a second evaluation, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified EU fertilising product, a decision to withdraw the assessment decision, which is made by the head of the CB (or the deputy head of the CB in their absence), and the issuance of the "*Withdrawal of Assessment Decision*".

3. If the customer does not allow the CB to carry out supervision of the certified product on the scheduled date, the CB shall suspend the assessment decision for a maximum of 3 months. The CB will re-invite the customer by sending the completed form "*Notification of Supervision of a Certified EU Fertilising Product*", informing the owner of the assessment decision about the rescheduled supervision date, the scope of the SCP, and the provision of the required documents. If the customer does not respond even after repeated sending of the supervision notification, the CB shall withdraw the assessment decision and issue the "*Withdrawal of Assessment Decision*".
4. If the certified management system focused on the certified product persistently or seriously fails to meet the certification requirements, including requirements for the effectiveness of the management system, the CB shall suspend the assessment decision for a maximum of 3 months. The commissioned CB specialist responsible for receiving the assessment decision shall notify the owner of the assessment decision by sending the form "*Suspension of Assessment Decision*". This period allows the customer to correct the failures. The CB shall re-invite the owner of the assessment decision by sending the form "*Notification of Supervision of a Certified EU Fertilising Product*", informing them of the rescheduled date and scope of the SCP.

   Subsequently, the commissioned CB specialist responsible for receiving the assessment decision shall agree with the owner of the assessment decision on the date for conducting the audit at the customer's site, the delivery of the required documentation, the sampling

or receipt of samples for laboratory testing in an EATL that has a contractual relationship with the CB, or the receipt of current test reports from an accredited testing laboratory. The procedure follows the steps for conducting the audit, laboratory testing, and labelling assessment (see Article 6).

After completing these activities, if the commissioned CB specialist responsible for receiving the assessment decision confirms the compliance of the implemented quality system of the certified product's manufacturing process, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified EU fertilising product, a decision, and the confirmation of the validity of the assessment decision, which is performed by the head of the CB (or the deputy head of the CB in their absence).

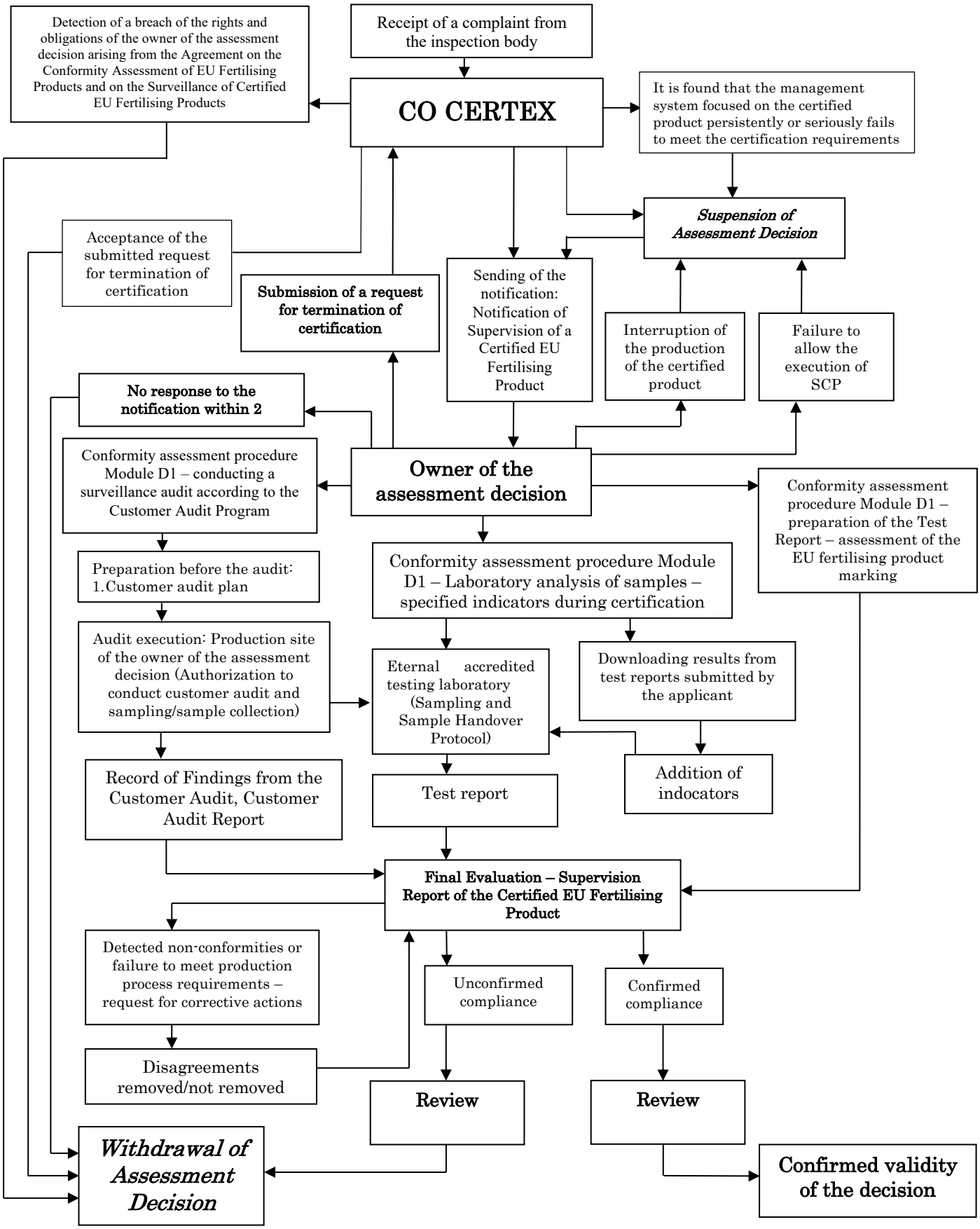
If, based on the findings, the commissioned CB specialist responsible for receiving the assessment decision does not confirm compliance, they shall formally request in writing that the owner of the assessment decision corrects the identified non-conformity and, in agreement with them, set a deadline by which the non-conformity must be resolved.

The correction of the non-conformity shall be verified by a repeated labelling check, laboratory testing, or an audit at the customer's site within the scope of the aspects that were subject to the non-conformity. Based on the written results, the commissioned CB specialist shall repeat the final evaluation.

If the commissioned CB specialist responsible for receiving the assessment decision confirms the compliance of the implemented quality system of the certified product's manufacturing process, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified product, a decision, and confirmation of the validity of the assessment decision, which is carried out by the head of the CB (or the deputy head of the CB in their absence).

If the commissioned CB specialist responsible for receiving the assessment decision does not confirm compliance even after a second evaluation, they shall issue the "*Final Evaluation – Supervision Report of the Certified EU Fertilising Product*". The final evaluation includes a review of the supervision results of the certified EU fertilising product, a decision to withdraw the assessment decision, which is made by the head of the CB (or the deputy head of the CB in their absence), and the issuance of the "*Withdrawal of Assessment Decision*".

Diagram of the Procedure for Supervision of Certified EU Fertilising Products:



8. Rights and Obligations of Applicants and Owners of Assessment Decisions

Among the basic rights of certification applicants is the right to access the offered service. No unjustified obstacles may be imposed on them, including disproportionate financial or other conditions beyond the defined procedures specified in the CB's quality manual. The CB's quality manual is available for inspection to individual applicants at the headquarters of CERTEX, a.s.

The applicant and owner of the assessment decision have the right to be adequately informed about the certification procedures and the financial requirements associated with the certification.

The applicant and owner of the assessment decision have the right to submit complaints and appeals against unjustified procedures and decisions of the CB; such conduct by the CB may also be grounds for filing a lawsuit against it.

8.1 Basic Rights and Obligations of Applicants and Owners of the Conformity Assessment Decision:

- Compliance with obligations arising from the concluded "*Agreement on Conformity Assessment of EU Fertilizer Products and Surveillance of Certified EU Fertilizer Products*" pursuant to the provisions of § 262 and following of the Commercial Code.
- Obligation to submit to the CB, at own expense, the required technical documentation (unless it is part of trade secrets) and, in case of an audit at the customer, the required quantity of samples to the CB's headquarters, unless otherwise agreed by the contracting parties.
- Obligation to declare that the product is a type with completed development and that the submitted technical documentation and other information are complete and reflect the product's status as of the date of the application submission.
- Obligation to provide accompanying documentation to the application in Slovak, Czech or English.
- Obligation to cooperate in the certification process to the extent required by the CB.
- To be informed in advance by the CB that it may accept current test reports submitted by the applicant (accredited tests not older than 6 months from the date of application submission or from the sending of the *"Notification of Surveillance over Certified EU Fertilizer Product"*), or arrange for their testing in EATL, which is under contractual relationship with the CB.
- Obligation to declare that the sample submitted for certification represents the standard quality of the product and agrees to the disposal of the submitted sample according to the CB procedures.
- Obligation to duly and timely fulfil financial obligations towards the CB. Otherwise, the applicant shall immediately pay the agreed financial penalties together with the overdue payments.
- To authorize the CB to represent them in activities related to the certification of the EU fertilizer product by submitting the application.

- Consent that the CB performs surveillance over the certified EU fertilizer product and the established quality system during the validity of the issued conformity assessment decision, at intervals of 12 months, whereby the applicant commits to cover the associated costs from their own resources. The scope, timing, and location of sample collection shall be agreed in advance between the CO and the applicant.
- Acknowledgement in the event of non-compliance with the conditions under which the CB issued the conformity assessment decision, this decision shall be revoked by the CB (withdrawal of certification).
- In the event of termination, suspension or withdrawal of certification, the owner is obliged to inform their customers of this fact and submit written proof of such notification to the CB without delay.
- Acknowledgement in the case of any change to the subject of an already granted certification, the CB shall revoke the conformity assessment decision.
- Acknowledgement if the owner fails to respond to the CB's notification regarding the performance of SCP within 2 months from the date of sending the notification, the CB shall revoke the conformity assessment decision.
- The owner of the conformity assessment decision is obliged to return all certification documents, including the original conformity assessment decision, after its revocation.

8.2. In accordance with the requirements of the standard STN EN ISO/IEC 17065:2013, the applicant or the owner of the assessment decision shall:

- Always comply with the certification requirements, including the implementation of appropriate changes (concerning the product, production process, or its quality system that affect conformity), as communicated with the CB.
- Ensure that if the certification relates to continuous production of the product, the product continues to meet the applicable product requirements (i.e., those defined in standards, technical specifications, or other normative documents defined by the certification scheme).
- Take all necessary measures to enable:
  - performance of the assessment and, if needed, supervision of the certified EU fertilising product (SCP), including the review of documentation and records, access to relevant equipment, facilities (workplaces), premises, staff, and subcontractors of the applicant,
  - review of complaints,
  - participation of observers, if required,
- Make declarations and refer to the certification in accordance with the subject (scope) of certification.
- Not use the product certification in a way that would harm the good reputation of the CB, nor make any statements regarding the product certification that the CB may consider misleading or unauthorized.
- Upon termination, suspension or withdrawal of the certification, the owner of the assessment decision shall cease using all advertising materials that reference the

certification, take actions required by the certification scheme (e.g., return certification documents), and implement any additional required actions.

- If providing copies of certification documents to third parties, the documents must be reproduced in their entirety, or as specified in the certification scheme.
- When referring to certified products in media such as documentation, brochures, or advertisements, comply with the requirements of the CB or the certification scheme must be followed.
- Fulfil the requirements prescribed in the certification scheme (module D1) regarding information related to the product.
- Maintain records of all complaints and claims submitted regarding product compliance with applicable regulations and provide these records to the CB upon request, taking appropriate measures regarding such complaints and any detected defects in the products affecting compliance with certification requirements and documenting such actions.
- Immediately inform the CB of any changes affecting the product's conformity with certification requirements (e.g., legal, commercial, or organizational status changes, ownership changes, management changes, product or production method adjustments, changes to contact addresses or manufacturing sites, or discontinuation of production certified under module D1).
- Acknowledge that the CB is obligated to disclose confidential information about the certified product and the certification process if required by law. Upon request, the CB must disclose information on the validity of a specific assessment decision.

8.3. By submitting the completed and signed application for the assessment of the quality system of an EU fertilising product, the applicant hereby declares that:

- The product is fully developed as a type, and the data provided in the application for the quality system assessment, the submitted technical documentation, and other related information are complete and reflect the state of the product as of the date of the application.
- The submitted sample for certification represents the standard quality of the product.
- The applicant will provide cooperation during the certification process to the extent required by the CB.
- The applicant acknowledges that changes in technical requirements may affect the findings on which the decision of conformity assessment was issued. In the event of a change in product composition, the manufacturing process, or input raw materials, the applicant shall inform the CB by submitting relevant technical documentation for review.
- The applicant undertakes to keep records of all complaints, claims, appeals and corrective actions related to the EU fertilising product submitted for certification and to make these available to the CB upon request.
- The applicant agrees to the disposal of the submitted sample in accordance with the CB's procedures.

- The applicant declares that no other certification body (notified body) has been requested to perform the conformity assessment of the quality system.
- The applicant undertakes to make claims regarding certification only within the scope for which certification was granted.
- The applicant undertakes not to use the certification in any manner that could harm the reputation of the CB or make any statement that the CB may consider misleading or unauthorized.
- Upon termination, suspension or withdrawal of certification, the applicant agrees to cease using all promotional materials referring to the certification and to return all certification documents as required by the CB.
- The certification decision will be used solely to declare that the certified products comply with specified regulations.
- The applicant shall ensure that the decision on conformity assessment, or any part of it, is not used in a misleading manner.
- The applicant acknowledges that the CB is required to disclose confidential information about the certified product and the certification process if required by law. Upon request, the CB must disclose information on the validity of the given conformity assessment decision.

9. Information on complaint, appeal, lawsuit and dispute handling procedures

In case of disputes between the CB and the applicant or the owner of the assessment decision, these are usually resolved as follows:

- Commercial disputes according to the Commercial Code,
- Labor-law disputes in accordance with the provisions of the Civil Code and the Labor Code.

If the applicant or the owner of the assessment decision is not satisfied with the CB's procedures or disagrees with the CB's decision, they have the right to:

- File a complaint about the CB's procedures and activities. The complaint must be in writing and may be submitted either in paper form or electronically. Complaints submitted electronically must be authorized by the complainant.
- File an appeal against the CB's decision. The appeal is submitted by the applicant or the owner of the assessment decision in written form.

The head of the CB is responsible for receiving, registering, and objectively and timely handling complaints and appeals. Complaints and appeals are accepted by mail every working day or electronically to the email address provided below. All complaints and appeals must be handled no later than 30 days from the date they were received by the CB. In cases this deadline cannot be met due to complications during the investigation of the complaint or appeal, the CB head will notify the complainant in writing and simultaneously inform them of the expected date of completion of the investigation.

10. Rules and conditions for using the CE marking and the identification number of the notified body

CERTEX, a.s. is a Notified Body assigned the identification number NB 3098.

The owner of the assessment decision is authorized to place the CE marking and the identification number of the notified body NB 3098 on each individual packaging of the EU fertilizing product for which the assessment decision was issued.

The CE marking and the identification number of the notified body must be displayed in accordance with the requirements of Regulation (EU) 2019/1009 of the European Parliament and of the Council, establishing rules for making EU fertilizing products available on the market, amending Regulations (EC) No. 1069/2009 and (EC) No. 1107/2009, and repealing Regulation (EC) No. 2003/2003 for **module D1**.

The owner of the assessment decision must not use the identification number of the notified body NB 3098 on products for which the assessment decision has been revoked (withdrawn) or suspended (see Article 7).

The owner of the assessment decision must not use the identification number of the notified body NB 3098 in a manner that the notified body could consider misleading or unauthorized, nor transfer the right to use the identification number of the notified body NB 3098 to another legal entity.

In case of detection of unauthorized or misleading use, or misuse of the identification number of the notified body NB 3098 or the assessment decision granting the use of this number, CERTEX, a.s. – notified body NB 3098 – will take the following measures depending on the severity:

- CERTEX, a.s. will issue a written warning to the owner of the assessment decision requesting immediate corrective actions and will notify the owner that failure to implement corrective actions or repeated improper, misleading use or misuse of the identification number of the notified body NB 3098 or the assessment decision will result in withdrawal or suspension of the assessment decision,
- CERTEX, a.s. will withdraw the assessment decision,
- CERTEX, a.s. will publish the violation,
- If necessary, CERTEX, a.s. will take further legal actions.

11. General information

All services provided by CERTEX, a.s. are offered in accordance with the General Terms and Conditions. These are available at www.certex.company.

12. Price list of services provided by CB CERTEX for product certification

Provided service	Price without VAT
Basic price	
Submission of an application for the assessment of the quality system of an EU fertilizing product according to module D1 and Assessment	**100,- €/product**
Review of the application and technical documentation of the EU fertilizing product	**250,-€/product**
Conducting the initial audit at the customer's site	**80,- €/hour**
Conducting an audit at the customer's site according to module D1 (for certification or surveillance of a certified EU fertilizing product) for commodities PFC1 to PFC4 (according to the valid scope of accreditation)	**1500,-€/audit**
Certification fees (issuance of the assessment decision with preparation of the declaration of conformity, maintenance, administration)	**250,-€/product**
Issuance of the assessment decision in English	**50,-€/product**
Issuance of the assessment decision in German	**50,-€/product**
Conducting surveillance over the certified EU fertilizing product (SCP) and the implemented quality system (once a year before the expiry date of the assessment decision)	**250,-€/product**
Special audits (expanding scope, short-notice audits = unannounced visits) or audit at a subcontractor (any time during the year from the date of the assessment decision until the next surveillance)	**1 product: 250,-€/audit**
Other price	
Travel time (charged only if travel exceeds 3 hours per day)	**45,-€/hour**
Transportation by motor vehicle	**0,80 €/km**
Postal and packaging costs	**20,-€**
Administration related to the provision of external services (EATL, technical experts)	**50,-€/hour**

13. Contact

Postal address of the Certification Body CERTEX:

CERTEX, a.s.
Certification Body CERTEX
Radlinského 9
812 37 Bratislava
Slovak republic

Office: CERTEX, a.s.
Certification Body CERTEX
Radlinského 9
812 37 Bratislava
Slovak republic
Tel. No: +421 910 536 152
e-mail: kontakt@certex.company
www.certex.company

Ing. Štefan Vodný, CSc.
Head of the Certification Body CERTEX