

Policy for Scope Certificates

This policy details requirements and guidance to be followed by certification bodies licensed to issue scope certificates in accordance with any standard that belongs to Textile Exchange. The purpose of this policy – and the corresponding template – is to unify requirements, layout, format, and text among the different certification bodies and standards in order to enable an easy, practical handling and verification for all users of scope certificates. This policy is harmonized with *GOTS Policy for the Issuance of Scope Certificates Version 3.0*.

Textile Exchange considers all information included on scope certificates to be public information with the exception of names and address of farms and homeworkers which are not the certified organization, and of the identities of subcontractors. Information about farms, homeworkers, and subcontractors will only be shared by Textile Exchange when clear consent has been provided. See *ASR-101-V2.1 Accreditation and Certification Procedures for Textile Exchange Standards D1.6.4* for further details.

The policy is effective September 13, 2021 and may be used immediately. The criteria become mandatory in a phased-in implementation between **January 1** and **July 1, 2022**. See Section C of this policy for full details.

Section A - Criteria for Scope Certificates

A1. Scope Certificate Data

- A1.1** The certification body shall submit all data which is required on scope certificates under this policy to Textile Exchange. Submissions shall be made directly into Textile Exchange's database ("dTrackit") on a frequency determined and communicated by Textile Exchange.
- A1.2** Data which is not required on printed scope certificates shall also be included in data submissions if it is included in *ASR-504 Certification Body Data Specifications*.
- A1.3** All data submissions to Textile Exchange regarding scope certificates shall identify country/area using the "Country/area code" and state/province using the "State/province code", as specified in *ASR-214 Geographic Classification* (referred to as "ASR-214" in this document).

A2. Document Structure

- A2.1** The scope certificate shall be issued by the certification body using the most recent version of the template *ASR-204 Template for Scope Certificates*. References to the “template” refer to this document.
- A2.2** All template text (not highlighted) which appears on the template shall be included on each scope certificate, even if it is not directly referenced in this policy. All field text (highlighted in grey) shall be replaced by the applicable data. All instruction text (highlighted in light green) shall be deleted.
- A2.3** Information from the cover page shall be contained on a single page. Information from the products and facilities pages may be contained on multiple pages if necessary.
- A2.4** The scope certificate template may be modified to use an alternative font or add graphical elements to reflect the certification body’s branding.
- A2.5** This policy refers to the use of terminology and codes specified in *ASR-213 Material, Processes, & Products Classification* (referred to as “ASR-213” in this document). *ASR-213* allows for use of User Specific Terms under specified conditions.

A3. Standard Formats

- A3.1** The official scope certificate shall be published in English. An unofficial translated version may also be prepared by the certification body. Translations may be provided to the certified organization, but they are to be clearly identified as for informational purposes only (e.g. a non-English version shall not be digitally signed). Bilingual or multilingual scope certificates are not allowed.
- A3.2** The lists of countries/areas and states/provinces from *ASR-214* shall be used when listing addresses of facilities. The exact names of geographic areas (country/area and state/province) should match the “Country/area name” and “State/province name” in *ASR-214*.

EXAMPLE: Puerto Rico is specified as a separate country/area from the United States in *ASR-214* and therefore shall not be specified as part of the United States. When referencing the United States on a scope certificate, it is preferred to say “United States” though “United States of America” or “USA” are also acceptable.

- A3.3** Dates shall be specified using the ISO 8601 format: YYYY-MM-DD, e.g. 2021-07-01.
- A3.4** When writing numbers, the “.” character shall be used as a decimal point, and the “,” character shall be used as a thousands separator. e.g., 12,345.67.

A4. Certificate Authentication

- A4.1** The scope certificate shall be issued as a digital document in PDF format.
- A4.2** The certification body shall inform Textile Exchange of how their certificates can be authenticated. Textile Exchange will publish information about how certificates can be authenticated online at www.TextileExchange.org/Certificates, which is referenced on the certificate. One or more of the following alternatives shall be used by each certification body:
- A4.2.1** A specific email address from which the certification body will respond to confirm certificate validity within two business days;
 - A4.2.2** The address (URL) of a single web page which can be visited to look up valid certificates;
 - A4.2.3** A reference that a URL will be provided on each certificate (either as text or as a QR code), and specification of the domain name in the URL;
 - A4.2.4** A statement that the cryptographic signing certificate may be used for authentication, together with the specification of the name of the certificate authority which issued the cryptographic signing certificate (see A4.3) and the company name of the holder of the cryptographic signing certificate; or
 - A4.2.5** Another method of authentication approved by Textile Exchange.

NOTE: Textile Exchange intends to launch a public scope certificate database which will be able to be used for authentication in the future.

- A4.3** If the certification body is using digital signing to allow for authentication of the certificate, the PDF document shall be signed by means of a cryptographic certificate issued by a certificate authority or trust service provider which is specified on the Adobe Approved Trust List (AATL) or which is derived from a certificate authority on the AATL. The signature shall be applied with permissible operations on the document restricted to reading and printing. No further operations shall be allowed after signing. The holder of the cryptographic signing certificate may be the certification body itself or it may be a trust service provider.

NOTE: For a current list of these certificate authorities see <https://helpx.adobe.com/acrobat/kb/approved-trust-list1.html>.

A5. Multi-Standard Scope Certificates

- A5.1** A scope certificate may be issued for multiple standards provided that all of the following conditions are met. Otherwise, separate scope certificates shall be issued per Standard.
- A5.1.1** All auditing is conducted by one certification body;
 - A5.1.2** All specified standards are Textile Exchange owned standards, and do not include use of the CCS for claims outside of Textile Exchange standards;
 - A5.1.3** The main site is certified for all standards;
 - A5.1.4** The same issue date and expiry date apply for all standards; and
 - A5.1.5** Each raw material is assigned to a single raw material code.
- A5.2** A multi-standard scope certificate shall include at least one product per specified standard and per facility.
- A5.3** Supply chain scope certificates for the Responsible Animal Fiber standards (RWS, RMS, and RAS) shall always be issued as multi-standard scope certificates if more than one standard is used by the organization.
- A5.4** Auditing requirements and site fees charged by Textile Exchange do not change whether a multi-standard scope certificate is issued or not.
- A5.5** If certification is suspended for one or more but not all of the standards included on a multi-standard scope certificate, the suspended standard(s) shall be removed and the multi-standard scope certificate updated to exclude the suspended standard(s).

Section B - Template

B1. Cover Page

B1.1 Header

The certification body's letterhead including name and address shall appear in the header.

B1.2 Title

The document shall be titled "Scope Certificate". Other terms (such as "Company Certificate" or "Certificate of Compliance") shall not be used.

B1.3 Scope Certificate Number

Each scope certificate shall have a unique alphanumeric scope certificate number generated by the certification body.

- B1.3.1** The scope certificate number shall begin with the unique three-character identifier assigned to the certification body by Textile Exchange. Each certification body's assigned licensing code is "CB-", followed by the identifier.
- B1.3.2** The scope certificate number should include the standard acronym for single-standard scope certificates, "RAF" for multi-standard scope certificates for RAF standards only, or "MUL" for other multi-standard scope certificates.
- B1.3.3** Upon each recertification of an organization, a new scope certificate number shall be issued. Each scope certificate number shall be unique.

EXAMPLE: A suggested example format for scope certificate numbers is CB-License Number-Standard-YYMM. A GRS scope certificate issued in July 2021 to an organization with license number TE-12345678 by a certification body with licensing code CB-ABC would then be ABC-12345678-GRS-2107. This is an example only and is not a required format.

B1.4 Certified Organization

The name and address of the certified organization shall be specified. If there is more than one site included in the scope certificate, the information of the main site shall be provided.

B1.5 License Number

The certification body shall assign a license number which is generated by the Textile Exchange's system to each certified organization.

- B1.5.1** The license number shall be in a format of "TE-" followed by an eight digit number, which may include leading zeros.
- B1.5.2** The license number shall not be changed upon recertification of the organization, or upon transfer of the organization from one certification body to another.
- B1.5.3** If an organization holds multiple scope certificates for Textile Exchange standards, or holds a multi-standard scope certificate, only one license number shall be issued per certified organization.

B1.6 Standard

The standard according to which the scope certificate is issued shall be named.

B1.6.1 Standard names shall appear as follows:

- a. Organic Content Standard (OCS);
- b. Global Recycled Standard (GRS);
- c. Recycled Claim Standard (RCS);
- d. Responsible Down Standard (RDS);
- e. Responsible Wool Standard (RWS);
- f. Responsible Mohair Standard (RMS);
- g. Responsible Alpaca Standard (RAS);
- h. Content Claim Standard (CCS), for approved generic claims using the CCS (e.g. country of origin); or
- i. The name of the applicable certification standard for claims to non-Textile Exchange standards using the CCS.

B1.6.2 The name of the standard shall be specified based on the claims being made.

EXAMPLE: A scope certificate for a garment factory which includes RCS products would name Recycled Claim Standard (RCS) as the applicable standard, even though the garment factory is audited to the CCS.

B1.6.3 The “Name of program” shall be specified as follows:

- a. “Responsible Animal Fiber” for RWS, RMS, and RAS; or
- b. “Content Claim Standard (CCS)”, for claims to non-Textile Exchange standards using the CCS.
- c. In all other cases, the line “Name_of_Program covering” shall be deleted.

B1.6.4 The version of the standard that the scope certificate is being issued against shall be included after the name of the standard.

B1.7 Product Categories

The certified product categories that the certified organization is certified to offer under the Standard shall be named using the product category terms in *ASR-213*. The applicable codes shall be specified in parentheses.

NOTE: More detailed product information appears on the products page of the scope certificate.

B1.8 Processing Categories

The processing categories that are included within the scope of certification shall be named using the process terms in *ASR-213*. The applicable codes shall be specified in parentheses.

- B1.8.1** If any processing categories may be conducted by a subcontractor under the scope of the certificate, these processing categories shall be marked with an asterisk.

NOTE: A full list of subcontractors appears on the facilities page of the scope certificate.

B1.9 Audit Criteria

The audit criteria documents, including the version number for each, shall be listed as follows:

- B1.9.1** The primary standard(s) used for the audit shall be listed.
- a. Organic Content Standard;
 - b. Global Recycled Standard;
 - c. Recycled Claim Standard;
 - d. Responsible Down Standard;
 - e. Responsible Wool Standard;
 - f. Responsible Mohair Standard; and/or
 - g. Responsible Alpaca Standard.
- B1.9.2** The “Content Claim Standard” shall be listed for all audits which include evaluation to the CCS.
- B1.9.3** The “Textile Exchange Standards Claims Policy” shall be listed for all audits.

EXAMPLE: For an OCS garment factory, the audit criteria would appear as follows:

Audit Criteria: Organic Content Standard V3.0 ; Content Claim Standard V3.0 ; Textile Exchange Standards Claims Policy V1.1

B1.10 Validity and Issuance Dates

The validity period shall not exceed one year from the date of issue, except for RAF farm scope certificates, which shall not exceed three years from the date of issue.

- B1.10.1** The initial scope certificate shall be issued for exactly three years (RAF farm) or one year (all other standards). The date (month and day) when the initial scope certificate is issued shall be designated as the anniversary date.
- B1.10.2** Following a recertification, the scope certificate shall be issued with an expiry date one day before the anniversary date. This includes recertification with a different certification body.
- B1.10.3** If an organization has a gap in certification of up to 180 calendar days, the anniversary date from the previous scope certificate shall be maintained. A new anniversary date shall be assigned following a gap in certification of more than 180 calendar days.
- B1.10.4** The date of issue (anniversary) shall not be changed if a scope certificate is updated during the validity period to update the scope.
- B1.10.5** The date the scope certificate was last updated shall be specified. Updates include changes to the lists of products, sites, and subcontractors. If no updates have been made since the scope certificate was issued, the last updated date shall be the same as the date of issue.
- B1.10.6** All RAF farm scope certificates shall be issued for approximately three years, including when there is a gap during the recertification process. One- and two-year scope certificates are not allowed for RAF farm.

B1.11 Authorization

An authorization statement shall appear at the bottom of each page of the scope certificate.

- B1.11.1** The authorization statement shall include:
 - a. Place and Date of Issue;
 - b. Signature of Authorized Person;

- c. Name of Authorized Signatory;
- d. Certification Body Stamp or Logo; and
- e. Standard Logo(s).

B1.11.2 The standard logo(s) shall be limited to the logo(s) which products included on the scope certificate are eligible to be labeled with, with the following exceptions:

- a. For claims to non-Textile Exchange standards using the CCS, the applicable standard logo shall be included and the CCS logo may be included; and
- b. For generic claims to non-Textile Exchange standards using the CCS (e.g. country of origin), the CCS logo shall be included.

B1.12 Licensing and Accreditation Body

The statement “Certification Body Licensed by: Textile Exchange” shall be included along with the certification body’s licensing code. The applicable accreditation body and the certification body’s accreditation number shall be stated. The logo of the accreditation body shall not appear on the scope certificate.

B1.12.1 If the certification body is in a grace period, the statement about accreditation shall be removed.

B1.13 Inspection Body

The name of the certification body’s office or subcontractor who conducted the organization’s audit shall be specified. This shall only be the same as the certification body name if the certification body’s main office managed the audit directly.

B1.14 Auditors

The identification numbers of all auditors who conducted auditing tasks during the organization’s most recent full audit shall be specified. Identification numbers shall be obtained from Textile Exchange’s auditor registration system.

B1.15 Declarations

A declaration as follows shall be included at the bottom of the first page, as specified on the template. “Name_of_Standard(s)” shall be replaced with the name(s) of the applicable standard(s).

“This scope certificate provides no proof that any goods delivered by its holder are Name_of_Standard(s) certified. Proof of Name_of_Standard(s) certification of goods delivered is provided by a valid transaction certificate (TC) or equivalent covering them.”

The issuing body may withdraw this certificate before it expires if the declared conformity is no longer guaranteed.

To authenticate this certificate, please visit <http://www.TextileExchange.org/Certificates>.”

B1.15.1 In addition to the prescribed wording, the certification body may decide to add a declaration that references any stipulations of the contract with the certified organization and/or clauses of the certification body’s scope specific procedures.

NOTE: The words “or equivalent” in the declaration statement above refer to Textile Exchange’s upcoming electronic traceability platform which will provide an alternative to transaction certificates.

B1.16 Footer

The footer of each page of the scope certificate shall include:

B1.16.1 One of the following version statements:

- a. “This electronically issued document is the valid original version”;
or
- b. “This translation is provided for information purposes only.” if the document is in any language other than English.

B1.16.2 The license number of the certified organization; and

B1.16.3 Page number in the format “Page X of Y” where ‘X’ is the current page and ‘Y’ is the total number of pages.

B2. Products Page

B2.1 Header

Starting on page two of the scope certificate, the header of each page shall include:

B2.1.1 The certification body’s letterhead, including name and address;

B2.1.2 The scope certificate number (see B1.3);

B2.1.3 The name of the certified organization (see B1.4); and

B2.1.4 The acronym(s) and version number(s) of the standard(s) (see B1.6).

B2.2 Products Appendix

Products which the organization may process and/or sell as certified to the Standard shall be specified in the Products Appendix table.

B2.2.1 Each combination of product category, product detail, and composition shall be specified separately.

Example: A certified organization producing men’s shirts and jackets either made with 100% Organic cotton or 95% Organic cotton and 5% Elastane shall be specified as four separate products in the product appendix.

Product 1: Men’s Apparel(PC0001) – shirts (PD0005) – 100% Organic Cotton (RM0104)

Product 2: Men’s Apparel (PC0001) – shirts (PD0005)– 95% Organic Cotton (RM0104), 5% Elastane(RM0160)

Product 3: Men’s Apparel(PC0001) – jackets (PD0001) – 100% Organic Cotton(RM0104)

Product 4: Men’s Apparel (PC0001) – jackets (PD0001)– 95% Organic Cotton (RM0104), 5% Elastane (RM0160)

B2.2.2 The product category and product details for each product shall be named using the product category, product details, and codes (in parentheses) in *ASR-213*. One product category and one product detail shall be specified per product specified.

B2.2.3 The material composition of each product shall include a list of raw materials, including both certified and non-certified materials, using the raw material terms and codes (in parentheses) in *ASR-213*.

- a. Non-certified raw materials shall be specified using the “No attribute” raw material codes.
- b. Generic material names shall be used (e.g. “cotton” rather than “Giza cotton”). Proprietary fiber names shall not be used.
- c. Only raw materials which are present in the product shall be included. If a specific raw material may or may not be included, two separate products shall be specified.

EXAMPLE: A site produces sweaters and hats which are made of responsible wool. The products are sometimes 100% wool and sometimes contain up to 10% acrylic. There are four products which need to be specified on the products appendix: Sweaters with 100% wool, sweaters with a wool-acrylic blend, hats with 100% wool, and hats with a wool-acrylic blend.

B2.2.4 The material composition shall address blend or mix percentages using one of the following options, which should be used consistently on the scope certificate:

- a. Specification of the exact blend/mix percentage for each raw material;
- b. Specification of a range of blend/mix percentages for each raw material; or
- c. Omitting the blend/mix percentages.

EXAMPLE: Any of the following may be used for the same RCS product:

- 50% Recycled pre-consumer cotton (RM0106) + 50% cotton (RM0102);
- 20%-60% Recycled pre-consumer cotton (RM0106) + 40%-80% cotton (RM0102); or
- Recycled pre-consumer cotton (RM0106) + cotton (RM0102)

B2.2.5 *Components* may be specified for *final products* only. Where components are specified, the following shall apply:

- a. The product category and product details shall be specified based on the complete product;
- b. The name of each certified component shall be identified in square brackets ([]) in the material composition, followed by the material composition for that component;
- c. If more than one component is included, each component’s material composition shall be separated with a semicolon (;); and
- d. The material composition shall not include materials which are not part of the certified component(s).

EXAMPLE:

| Product Category | Product Details | Material Composition | Standard | Facility Number |
|--------------------------|-----------------|--|--|-------------------------|
| Women's apparel (PC0002) | Jacket (PD0001) | [Inner lining] 100% Recycled post-consumer polyester (RM0189) ; [Filling] 100% Responsible down (RM0032) ; [Outer lining] 100% Organic cotton (RM0104) | GRS (GRS) ; RDS (RDS) ; OCS (OCS100) | 00001 00001 00001 |

- B2.2.6** The standard shall be specified for products, along with the *label grade(s)* in parentheses. Only label grades which could apply to the specific product shall be specified. The label grade(s) shall be specified as follows:
- a. For any product which does not qualify for labeling, “No label”. This takes precedence over the options below if the product does not qualify for labeling. See *TE-301 Standards Claims Policy* for details of eligibility for labeling.
 - b. For OCS, either “OCS 100” or “OCS Blended”.
 - c. For RCS, either “RCS 100” or “RCS Blended”.
 - d. For GRS, “GRS”.
 - e. For RDS, “RDS”.
 - f. For RWS, “RWS”.
 - g. For RMS, “RMS”.
 - h. For RAS, “RAS”. or
 - i. For CCS, a reference to the name of the non-Textile Exchange standard if that standard’s labeling requirements are met, or otherwise “n/a”.
- B2.2.7** Each scope certificate shall specify at least one product. All products which the certified organization may sell as certified or may process as a subcontractor on behalf of another certified organization shall be specified.
- B2.2.8** The facility number (see B3.1) shall be specified for each facility which may be involved in the production or storage of the product.

B3. Facilities Page

B3.1 Facilities

Three appendices are included on the facilities page to identify all facilities (i.e. sites and subcontractors) included within the scope of certification.

- B3.1.1** The certification body shall assign a facility number to each facility. Each facility number shall be unique among the facilities currently or formerly included in the scope certificate.
- B3.1.2** The certification body may divide the contents of the facilities page across multiple pages even when available space does not require this to allow for more control of information sharing (e.g. placing subcontractor appendices on separate pages from the site appendix since subcontractor identities are not public information).
- B3.1.3** Where a table appears on multiple pages, the table name and header shall be repeated on each page.

B3.2 Site Appendix

Each certified *site* shall be specified in the Site Appendix along with its facility number and address. The *main site*, which is named as the certified organization (see B1.4), shall be named first and its name shall be followed by “(main)”.

- B3.2.1** The processing categories that are included within the scope of certification shall be named for each site using the process terms in *ASR-213*. The applicable codes shall be specified (in parentheses).
- B3.2.2** For multi-standard scope certificates, the standard(s) shall be specified per site. For all other scope certificates, this column may be removed. The column shall be filled in if it is present.
- B3.2.3** For RAF standards and RDS, each certified farm which is individually certified or included in a farm group or communal farmer group shall be specified. Each farm area shall be specified as a single site.
- B3.2.4** For farms and farm areas, the farm’s estimated production capacity per claimed raw material shall be specified in kg along with the applicable raw material code. For all other scope certificates, this column may be removed.

B3.3 Associated Subcontractor Appendix

Each *associated subcontractor* shall be specified in the Associated Subcontractor Appendix along with its facility number and address.

- B3.3.1** The processing categories that are included within the scope of certification shall be named for each associated subcontractor using the process terms in *ASR-213*. The applicable codes shall be specified (in parentheses).

- B3.3.2** For multi-standard scope certificates, the standard(s) shall be specified per associated subcontractor. For all other scope certificates, this column may be removed. The column shall be filled in if it is present.
- B3.3.3** The Associated Subcontractor Appendix shall state “None” instead of the table if there are no associated subcontractors.

B3.4 Independently Certified Subcontractor Appendix

Each *independently certified subcontractor* shall be specified in the Independently Certified Subcontractor Appendix along with its facility number and address.

- B3.4.1** The applicable certification body’s licensing code and the subcontractor’s license number for the subcontractor’s scope certificate shall be specified, along with the expiry date of the scope certificate. The certification body is not required to immediately update the scope certificate upon an independently certified subcontractor’s recertification, but shall update this information each time the scope certificate is updated for other reasons, and shall update the scope certificate if an independently certified subcontractor ceases to be certified.
- B3.4.2** The processing categories that are included within the scope of certification shall be named for each independently certified subcontractor using the process terms in *ASR-213*. The applicable codes shall be specified (in parentheses).
- B3.4.3** For multi-standard scope certificates, the standard(s) shall be specified per independently certified subcontractor. For all other scope certificates, this column may be removed. The column shall be filled in if it is present.
- B3.4.4** The Independently Certified Subcontractor Appendix shall state “None” instead of the table if there are no independently certified subcontractors.

Section C - Transition to the Policy and Template for Scope Certificates 3.0

C1. Application of Scope Certificate Policy 3.0

- C1.1** The certification body should implement all of *ASR-103-V3.0 Policy for Scope Certificates* no later than January 1, 2022, and shall do so no later than July 1, 2022.
- C1.2** The certification body shall implement the following elements of *ASR-103-V3.0* no later than January 1, 2022:
- C1.2.1** Inclusion of all data required by both *ASR-103-V2.1* and *ASR-103-V3.0* on all scope certificates;
 - C1.2.2** Informing Textile Exchange of the method of authentication which will be used, even if it is not yet fully implemented (see A4);
 - C1.2.3** Use of terminology and codes specified in *ASR-213-V1.1* (see A2.5);
 - C1.2.4** Use of geographic classification referred to in *ASR-214* (see A3.2);
 - C1.2.5** Updated validity and issuance dates criteria (see B1.9); and
 - C1.2.6** Products Appendix format and mandatory information (see B2.2).
- C1.3** The certification body shall implement the following elements of *ASR-103-V3.0* no later than April 1, 2022:
- C1.3.1** Certificate authentication criteria (see A4);
 - C1.3.2** Date and numbering formats (see A3.3 and A3.4);
 - C1.3.3** Updated scope certificate number format (see B1.3);
 - C1.3.4** Licensing, accreditation body, inspection body, and declaration statements (see B1.12, B1.13, and B1.15); and
 - C1.3.5** Appendices from the facilities page, excluding farm capacity information (see B3).
- C1.4** The following elements of *ASR-103-V3.0* are not mandatory until July 1, 2022:
- C1.4.1** Multi-standard supply chain scope certificates for RAF standards (see A5) and use of “Name of program” (see B1.6.3);

- C1.4.2** Updated license number format (see B1.5);
- C1.4.3** Audit criteria (see B1.9);
- C1.4.4** Identification numbers of auditors (see B1.14); and
- C1.4.5** Farm capacity information (see B3.2.4).

C2. Use of Scope Certificate Template 3.0

- C2.1** The certification body should implement all of *ASR-204-V3.0 Template for Scope Certificates* no later than January 1, 2022, and shall do so no later than July 1, 2022.
- C2.2** Where specific data is required by January 1, 2022 or April 1, 2022 under C1, that data shall be included on the scope certificate by the same date.
- C2.3** The general formatting of the scope certificate shall be implemented by July 1, 2022.

C3. Data Submissions to Textile Exchange

- C3.1** Data submissions to Textile Exchange should include all fields required on scope certificates by *ASR-204-V3.0 Template for Scope Certificates* no later than January 1, 2022, and shall do so no later than April 1, 2022.
- C3.2** For certification bodies who are participating in Textile Exchange’s pilot project for dTrackit, earlier timelines for data submissions may be negotiated and agreed between Textile Exchange and the certification body.
- C3.3** The following fields are not required in data submissions until April 1, 2022:
 - C3.3.1** Last updated date (see B1.10.5);
 - C3.3.2** Licensing, accreditation body, and inspection body (see B1.12 and B1.13);
 - C3.3.3** Identification numbers of auditors (see B1.14); and
 - C3.3.4** Farm capacity information (see B3.2.4).
- C3.4** The certification body may use the previous licensing code until July 1, 2022.