



IFS

Processes
Check

IFS COMMODITY LIST BROCHURE



INTRODUCTION

As the complexities in the global product supply chain continue to grow, it is crucial for companies to identify associated risks. IFS developed the Supply Chain Processes Check to support this effort. With this check, companies can verify that they have established appropriate processes, identified improvement opportunities, enhanced business resilience, and increased customer trust. With the IFS Supply Chain Processes Check, you safeguard your business and demonstrate a proactive approach to planning for the future to your business partners.

The IFS Commodity List is an important part of the IFS Supply Chain Processes Check. Listing critical raw materials clearly identifies areas of vulnerability in the supply chain. It supports supply chain transparency and enables businesses to identify and assess risks associated with critical raw materials. Relevant commodities are selected from a pre-defined list considered critical for economic, environmental, social, and political risk factors.

IFS provides this list in its software, auditXpress Neo. Here, you can document the identified critical raw materials and share this information with customers to improve transparency within the supply chain.

It is crucial to understand that the information entered in the list results from comprehensive work that needs to be done beforehand. This brochure explains step-by-step how the IFS Supply Chain Processes Check works and how to fill in the data fields in the software.



1 | The IFS Supply Chain Processes Check – Step-by-Step

Before the check

1. Indicate your interest in being assessed against the IFS Supply Chain Processes Check with your certification body or assessment services provider.
2. Obtain the necessary documentation & tools from the IFS website:
 - a. Program: IFS Supply Chain Processes Check for analysing supply chain partners and identifying high-risk products.
 - b. Guideline: How to prepare the IFS Supply Chain Processes Check.
 - c. IFS auditXpress Neo Software: You can download the software from the login area in the IFS database or contact IFS Customer Support to receive a download link.
3. Conduct a hazard analysis for all possible and expected hazards and identify risks. For a detailed description of the hazard analysis and risk identification, refer to Chapter 2.4 and Annexes 3 and 4 of the IFS Supply Chain Processes Check Guideline.
4. AFTER the risk identification is done, compare your critical raw materials with the ones in the pre-defined list in the IFS Commodity List and identify the ones that match. The critical raw materials in the commodity list were chosen to ensure you are not overwhelmed by the need to document all your identified commodities.
5. Enter details about these critical raw materials in the commodity list.

During the check

The auditor or assessor will check the following:

- whether the information provided in the IFS Commodity List contains all the pre-defined commodities handled or produced by the company.
- the assessment and verification system for risks associated with the supply chain.

After the Check

Once the check is finalised and all necessary documentation is uploaded to the IFS Database, the IFS Commodity List will be visible in your company profile. Only those companies to which you give assessment report access rights can view the data in the commodity list.

2 | The IFS Commodity List in IFS auditXpress Neo

IFS auditXpress Neo is custom software that supports reporting IFS Audits, Assessments, and Checks. IFS certified or assessed companies can download the software from the login area of the IFS Database. In the software, you can select the IFS Supply Chain Processes Check and find the commodity list.

The IFS Commodity List documents the selection of relevant pre-defined necessary critical raw materials, such as types of meat, fish, eggs, fruit and vegetables, grains, oils, dry goods, and a selection of non-food products. For each raw material, the following information is entered:

		Detailed explanation of the data fields
1	Ingredients	From your hazard analysis and risk assessment, choose raw materials applicable to your organisation from the pre-defined list. The ingredient list follows the IFS Product Scopes, making navigating and finding individual items easy. There is a possibility to enter raw materials that are not on the list by using the "Others" category.
2	Ingredient description	The free-text field allows you to enter further explanatory details regarding the raw material selected.
3	Country of origin	The country list is based on ISO lists for standardisation. Choose the country of origin for the selected raw material.
4	Province (region of country)	The province list is based on ISO lists for standardisation. Select the province of origin if it is known. Please note: this field is not mandatory.
5	Supplier description	This free-text field allows you to enter further details about the raw material supplier. For example, you can give details on how long you have been in business with the supplier (i.e., highlighting long-term business relationships), if the supplier is a broker, if the materials are purchased from the spot market or if it is a direct delivery from the farm. Contact details such as the supplier's name or other details are not expected and are voluntary.
6	Risk category	From your hazard analysis and risk assessment, choose the risk categories associated with the raw material: <ul style="list-style-type: none"> • economic, • environmental, • social, and • political risk factors. This multi-select field allows you to choose all associated risk categories in one step, including the "Others" category if your risks are not listed.
7	Explanation of Risk category	This free-text field allows you to enter further details about the selected risk categories.
8	Auditor comment	This free-text field allows the auditor or assessor to add comments. Please note: This field is filled in by the auditor or assessor, not the company.

3 | More IFS Guidance

IFS Supply Chain Processes Check Program



The **program** gives details about the check protocol, such as duration requirements, scoring system, reporting deadlines, the checklist and templates for the report and letter of confirmation.

IFS Supply Chain Processes Check Guideline



A comprehensive **guideline** helps auditors and companies prepare for the IFS Supply Chain Processes Check and enhances their knowledge of risk analysis methods and supply chain risk management practices.

The IFS Supply Chain Processes Check Webpage



Here, you will find all the relevant information and documents, as well as certification bodies, assessment services providers, consultants and training providers.



Contact:

For requests related to the check content, please contact your regional **IFS Representative** or e-mail riskmanagement@ifs-certification.com

IFS publishes information, opinions and bulletins to its best knowledge, but cannot take any responsibility for any mistakes, omissions or possibly misleading information in its publications, especially in this document.

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