



Responsible  
Jewellery  
Council

Performance | Accountability | Confidence



Building a responsible diamond, gold and platinum metals  
supply chain from *mine to customer*

**The Responsible Jewellery Council (RJC) is an international not-for-profit organisation established in 2005 by a group of 14 organisations from a cross section of the diamond and gold jewellery business. The RJC is governed by a Board of Directors, supported by a number of Committees and administered by a Management Team located in Australia, Canada, Italy and the United Kingdom.**

**The RJC welcomes new Members, small, medium and large, from all parts of the jewellery supply chain, including trade associations.**

## **Mission**

**To advance responsible ethical, social and environmental practices, which respect human rights, throughout the diamond, gold and platinum metals jewellery supply chain, from mine to retail.**

The core objective of the RJC is to strengthen and protect the reputation of the jewellery industry. The Council has developed a benchmark standard for the industry, RJC Member Certification, based upon established international principles for responsible business practices.

RJC Member Certification aims to provide an internationally respected and recognised mark of excellence. By providing a common standard for the entire jewellery supply chain, it can also help reduce the costly duplication of multiple audit schemes.

The RJC Code of Practices outlines the objective and verifiable requirements for Certification. Members must be audited by accredited, third party auditors to verify their conformance with the Code of Practices. The scope of the Code of Practices embraces:

- Business Ethics: – upholding ethical business practices.
- Human Rights and Social Performance: – upholding fundamental human rights, treating workers and communities fairly and with respect, encouraging a diverse workforce, and provision of a safe working environment.
- Environmental Performance: – promoting efficient use of resources and energy, protecting biodiversity and reducing and preventing pollution.
- Management Systems: – compliance with applicable law, assessing impacts and benefits, establishing policy, and managing business risks including contractors, suppliers and partners.

Since 2005, the Council's Membership has grown from 14 founding members to more than 350 organisations committed to advancing responsible jewellery practices. All Commercial Members are working towards achieving RJC Member Certification. Certified Members have the benefit of recognition against an international certification system, supporting their own reputations and enhancing consumer confidence in the jewellery supply chain more generally.

The RJC commits to continually improve the relevance, operation and outcomes of RJC Member Certification in consultation with a wide range of stakeholders.

## **The RJC Principles**

Members of the Responsible Jewellery Council seek economic, social and environmental benefits from our business activities so that we contribute to Sustainable Development.

## **Business Ethics**

1. We are committed to conducting our businesses to a high ethical standard, and to ensuring integrity, transparency and conformance with Applicable Law.
2. We will not engage in bribery and/or corruption.
3. We will not tolerate money laundering and/or financing of terrorism.
4. We will adhere to the Kimberley Process Certification System and the World Diamond Council voluntary System of Warranties.
5. We will fully and accurately disclose the material characteristics of the products that we sell.
6. We will take reasonable measures to ensure the physical integrity and security of product shipments.
7. We will respect commercial confidentiality and data privacy.

## **Human Rights and Social Performance**

1. We believe in and will respect the fundamental human rights and the dignity of the individual, according to the United Nations Universal Declaration of Human Rights.
2. We will not tolerate the use of Child Labour.
3. We will not use any forced, bonded, indentured or prison labour, nor restrict the freedom of movement of employees and dependents.
4. We are committed to high standards of Health and Safety in our operations.



5. We will not prevent workers from associating freely. Where laws prohibit these freedoms, we will support parallel means of dialogue.
6. We will not discriminate based on race, ethnicity, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, pregnancy, marital status, physical appearance, age, or any other applicable prohibited basis in the workplace, such that all individuals who are "Fit for Work" are accorded equal opportunities and are not discriminated against on the basis of factors unrelated to their ability to perform their job.
7. We will not use corporal punishment under any circumstances and will prohibit the use of degrading treatment, harassment, abuse, coercion or intimidation in any form.
8. We will adhere to working hours and remuneration legislation, or, where no such legal requirements have been established by law, the prevailing industry standards.
9. We will support the development of communities where we operate, contributing to their social and economic welfare.
10. We will recognise and respect the rights of indigenous peoples and the value of their traditional, cultural and social heritage.
11. We will engage with artisanal and small scale miners who operate in our vicinity, and participate in multi-stakeholder initiatives to promote responsible and legal mining practices.

### Environmental Performance

1. We will conduct our business in an environmentally responsible manner.
2. We will manage our environmental footprint by eliminating or minimising negative environmental impacts.
3. We will ensure the efficiency of our business operation.
4. We will adopt practices to enhance Biodiversity and reduce negative impacts on Biodiversity.

### Management Systems

1. We will comply with Applicable Laws and publicly state our commitment to the RJC Code of Practices.
2. We will assess our risks, including risks to our business from our business partners, and establish systems that manage and improve ethical, human rights, social and environmental business practices.

### Become a Member

Any business that:

- is actively involved for commercial reasons in the Diamond, Gold and/or Platinum Metals Jewellery supply chain; and
- is exempt from the role of consultant, adviser or any other similar entity; and
- commits to the prevailing RJC Principles and Code of Practices on business ethics, social, human rights, environmental performance and management systems; and
- commits to a Verification Assessment by an RJC Accredited Auditor within two years of joining; and,
- undertakes the payment of the annual RJC commercial membership fee; is eligible to become a RJC Commercial Member.

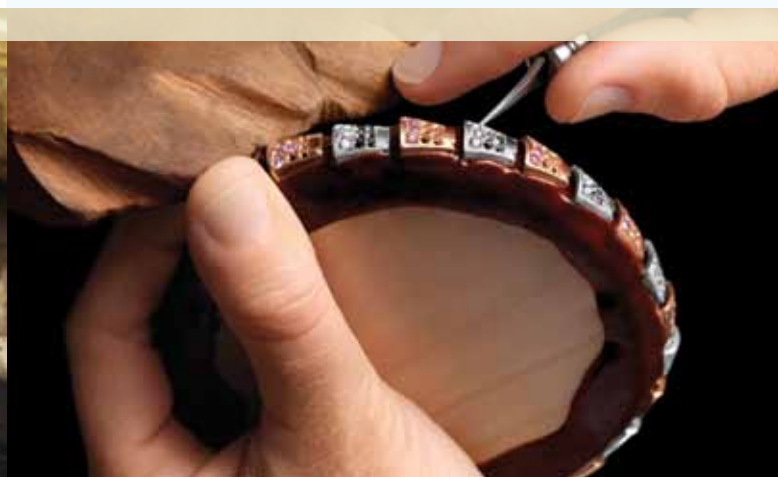
### Membership Fees

Commercial Members: calculation of the annual membership fee is based on the total Annual Relevant Sales of the applicant.

**\*Annual Relevant Sales** are defined as the total sales derived from those parts of the applicant's business that are directly involved in the diamond, gold and/or platinum jewellery supply chain for the financial year immediately preceding the date of the application or renewal date.

Membership Category	Annual Membership fee
<ul style="list-style-type: none"> <li>• Diamond, gold and / or platinum metals producer; or</li> <li>• Jewellery retailer; or</li> </ul>	0.0045% of Annual Relevant Sales*, (minimum fee £100 GBP or \$170 USD)
<ul style="list-style-type: none"> <li>• Wholesaler; or</li> <li>• Gold and / or platinum metals trader, refiner or hedger; or</li> <li>• Diamond trader, cutter and polisher; or</li> <li>• Jewellery manufacturer; or</li> <li>• Service Industry (e.g. gem laboratory)</li> </ul>	0.003% of Annual Relevant Sales*, (minimum fee £100 GBP or \$170 USD)

The above percentages translate to \$45 per million dollars of annual relevant sales for retailers and producers and \$30 per





million dollars of annual relevant sales for those companies in the middle of the supply chain.

The RJC Membership fees offer good value for money for individual companies and provide support to a growing industry commitment to advancing responsible business practices.

In addition to paying its RJC membership fee, each Commercial Member is required to contract with an RJC Accredited Auditor to undertake its Verification Assessment. The Commercial Member is responsible for the payment of the Accredited Auditor's professional fee.

Trade Association Members of the RJC play the very important role of extending the outreach of the RJC through disseminating information about the Council and its activities to their respective memberships. The annual membership fee for a Trade Association is £1,500.00 (GBP). Trade Association Members of the RJC are not required to achieve RJC Certification.

For more information, see the RJC website at:  
<http://www.responsiblejewellery.com/>

Should you have any questions regarding the application process please email: [applications@responsiblejewellery.com](mailto:applications@responsiblejewellery.com)

### Member Benefits

- A means to enhance your reputation in relation to business responsibility issues and demonstrate leadership in consumer confidence issues in the industry.
- Access free training on the RJC Code of Practices and Member Certification, a great opportunity to develop staff competency and access support for the certification process.
- Use of the common international standard established by RJC Member Certification to provide credible assurance to multiple business partners through the supply chain, reducing duplication.
- Participate with industry peers in RJC governance and Member-only events.
- Promote your Membership and Certification status on the RJC website.

### Certification Resources

The RJC Member Certification process is set out in five publications to guide Members and accredited auditors through the key steps:

1. **RJC Principles and Code of Practices** which defines the standards;
2. **RJC Standards Guidance** which provides general information about the standards;

3. **RJC Certification Handbook** which provides an overview of the RJC System;
4. **RJC Assessment Manual** which instructs Members on how to complete a Self Assessment and Auditors to conduct a Verification Assessment;
5. **RJC Assessment Workbook** which provides the forms to conduct assessments and perform audits.

Should you have any questions regarding the certification process please email: [training@responsiblejewellery.com](mailto:training@responsiblejewellery.com)

### Auditor Accreditation and Daily Fees

A list of RJC Accredited Auditors is available on the RJC website to enable Members to select those appropriate to the nature of their business and geographical location.

It must be understood that the price of an audit is a matter negotiated between the auditor and client. The final price of an RJC Verification Assessment will depend on a range of variables such as the timing of the audit, the complexity of the task, the size and nature of the Member's operations and the physical location of the Member's facilities.

### Chain of Custody

During 2010-2011, the RJC is engaging with Members and stakeholders to develop a voluntary standard for RJC Chain-of-Custody Certification. RJC Chain-of-Custody Certification, when combined with RJC Member Certification, aims to enable interested businesses to make credible claims about responsible supply chains and material provenance to customers and consumers.

### United Nations Global Compact



WE SUPPORT

The Responsible Jewellery Council was officially registered as a Participant to the United Nations Global Compact on January 15th, 2009. RJC made a commitment to set in motion changes to business Operations so that the Global Compact and its ten principles become part of strategy, culture and day-to-day operations; to publicly advocate the Global Compact and its principles via available communications channels; and, to communicate annually and publicly on progress made in implementing the Global Compact principles.

<http://www.unglobalcompact.org/participants/detail/7979-Responsible-Jewellery-Council>

FOR MORE INFORMATION  
Responsible Jewellery Council  
First Floor  
Dudley House  
34-38 Southampton Street  
London, WC2E 7HF  
United Kingdom

Tel: +44 (0)20 7836 6376  
Fax: +44 (0)20 7240 5150  
Email: [info@responsiblejewellery.com](mailto:info@responsiblejewellery.com)  
[www.responsiblejewellery.com](http://www.responsiblejewellery.com)  
This information is up to date as of February 2012. Please check our website for more information  
[www.responsiblejewellery.com](http://www.responsiblejewellery.com)

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The Responsible Jewellery Council is the trading name of the Council for Responsible Jewellery Practices Ltd. The Council for Responsible Jewellery Practices Ltd, First Floor, Dudley House, 34-38 Southampton Street, London, UK, WC2E 7HF. The Council for Responsible Jewellery Practices Ltd is registered in England and Wales with company number 05449042.



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