



BY THE AUTHORITY OF THE COUNCIL

Stepin Diamond Private Limited

IS A CERTIFIED MEMBER OF THE
Responsible Jewellery Council

CERTIFIED MEMBER: 0000 1308

CERTIFICATION PERIOD: 22 MAY 2018 – 22 MAY 2021

DAVID BOUFFARD

Chairman

Responsible Jewellery Council

ANDREW BONE

Executive Director

Responsible Jewellery Council

Certification Scope

Stepin Diamond Pvt. Ltd., Surat, India - Headquarters and trading, cutting, polishing and assortment facility; Stepin Diamond Pvt. Ltd., Mumbai, India - Assortment and trading facility.

RJC CERTIFICATION INFORMATION CODE OF PRACTICES

Summary



Responsible
Jewellery
Council

<i>Certified member</i>	Stepin Diamond Private Limited
<i>Membership forum</i>	Diamond Trader and/or Cutter and Polisher
<i>Certification number</i>	0000 1308
<i>Certification period</i>	22 May 2018 – 22 May 2021
<i>Audit date</i>	12-13 February 2018
<i>Audit type</i>	First Certification
<i>Previous certifications</i>	0
<i>Applicable standard</i>	Code of Practices 2013
<i>Accredited auditor</i>	SGS United Kingdom Limited Lead Auditor: Manish C. Doshi
<i>Certification scope</i>	Stepin Diamond Pvt. Ltd., Surat, India - Headquarters and trading, cutting, polishing and assortment facility; Stepin Diamond Pvt. Ltd., Mumbai, India - Assortment and trading facility.

Applicable provisions

- 1. General requirements:** 1-4, except 3.2
- 2. Responsible supply chains and human rights:** 5-12, except 6.2, 7.1, 9.3, and 11.3-4
- 3. Labour rights and working conditions:** 13-20, except 17.3 and 19.3
- 4. Health, safety and environment:** 21-25
- 5. Diamonds, gold and platinum group metals products:** 26-28, except 28
- 6. Responsible mining sector:** Not applicable

Provenance claims

To the Best of our Knowledge, implemented policies/procedures and written assurance from our suppliers, Stepin Diamond Pvt. Ltd., states that Diamonds have not originated from the MBADA and Marange resource of Zimbabwe and are not sourced from DRC (Democratic Republic of Congo). Stepin Diamond Pvt. Ltd., has a synthetic diamond testing technology and all the diamonds are checked in the testing machines for the surety of natural diamonds. The diamonds comply with the requirements of the WFDB charter on disclosure of synthetic, treated and natural diamonds requirements of the diamonds. To the best of our knowledge and/or written assurance from our suppliers, we state that diamonds have been formed and grown under natural and geological processes and have not been recycled or artisanal mined. Stepin Diamond Pvt. Ltd., warrants that diamonds have been supplied in compliance with the Signet Responsible Sourcing Protocols ("SRSPs").

Auditor statement of conformance

Based on the scope and findings of the audit, the sites visited and the available information provided by the member:

- The member has demonstrated a conformance level consistent with a 3 year certification period.
- The member has demonstrated a conformance level consistent with the transitional 1 year certification period for 1 year.
- The member is not eligible for RJC certification due to having four consecutive 1 year certification outcomes.
- Critical breaches have been identified and the RJC management team should initiate disciplinary procedures.

Mid-term review

Based on the scope and findings of the certification audit/re-certification audit, the sites visited and the available information provided by the member:

- A. The member will not require a mid-term review because:**
- No anticipated changes to the certification scope during the certification period.
- Member has < 25 full time equivalent personnel.
- Low risks of changes to current conformance levels and strong management controls.

- B. The member will require a desktop mid-term review during the 3 year certification period to review progress on corrective action against non-conformances within 12-24 months, but a site visit is not required because:**
- The actions can be verified remotely; or
- No risk to critical provisions; or
- There are parallel audit programs for equivalent recognised schemes (e.g. De Beers BPP, SA8000, OHSAS18001, ISO14001)

- C. The member will require a mid-term review during the 3 year certification period that will include the need for site visits because:**
- Known and anticipated changes to certification scope during the certification period
- Certification audit identified >2 minor NCs for critical provisions; or > 4 minor NCs in total
- New systems and controls for critical provisions that could not be tested at the certification audit
- Facilities with risk of non-conformances against critical provisions
- Other compelling reason presented by the lead auditor.

Confirmation

The auditors confirm that:

- The information provided by the member is true and accurate to the best knowledge of the auditor(s) preparing this report.
- The findings are based on verified objective evidence relevant to the time period for the assessment, traceable and unambiguous.
- The scope of the assessment and the method used are sufficient to establish confidence that the findings are indicative of the performance of the member's defined certification scope.
- The auditor(s) have acted in a manner deemed ethical, truthful, accurate professional, independent and objective.

Auditor signature

On file

Code of Practices certification

This certification is issued in accordance with RJC's Assessment Manual. The standard, supporting documentation, and assessment manual, can be downloaded at: www.responsiblejewellery.com/rjc-certification/code-of-practices-certification13-2/

This certificate can be authenticated by visiting: www.responsiblejewellery.com/members/certified-members/

If you have any questions about RJC certifications, please contact: certification@responsiblejewellery.com

The RJC aims to ensure the fair, timely and objective resolution of complaints relating to potential non-conformance with RJC certification or policies and procedures. The complaints mechanism and contact details can be accessed downloaded from: www.responsiblejewellery.com/contact-us/rjc-complaints-mechanism/

Disclaimer

No guarantee, warranty or representation is made by the RJC as to the accuracy or completeness of the information in this CoC certificate, and no advice or information, whether oral or written, obtained from the RJC or elsewhere, will create any warranty, guarantee or representation in respect of this CoC certificate. Compliance with RJC's standards and procedures is neither intended to, nor does it create, establish, or recognise any legally enforceable obligations or rights of, or against, the RJC and/or its members or signatories. To the fullest extent permitted by law, the RJC does not accept or assume responsibility to anyone for the audit process, for the member, for the entity, for the auditor, for CoC certification, or for the decision to grant CoC certification.