



RESPONSIBLE
JEWELLERY
COUNCIL

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CONTRIBUTE TO DEVELOPMENT

BY THE AUTHORITY OF THE COUNCIL

Sheffield Assay Office

IS A CERTIFIED MEMBER OF
THE RESPONSIBLE JEWELLERY COUNCIL

NUMBER: 0000 1684
DURATION: 3 Year
PERIOD: 11 July 2019 - 11 July 2022
STANDARD: Code of Practices 2013

DAVID BOUFFARD
CHAIRMAN

IRIS VAN DER VEKEN
EXECUTIVE DIRECTOR



CERTIFICATION OVERVIEW

MEMBERSHIP FORUM	Service Industry
AUDIT DATE	07 April 2021
AUDIT TYPE	Mid-term Review (desktop)
APPLICABLE STANDARD	Code of Practices 2013
ACCREDITED AUDIT FIRM	SGS United Kingdom Limited
APPLICABLE PROVISIONS	<ol style="list-style-type: none">1. General requirements: 1-4, except 3.22. Responsible supply chains and human rights: 5-12, except 6.2, 7.1, 9.3, 11.2, 11.4, 123. Labour rights and working conditions: 13-20, except 17.3, 19.34. Health, Safety and Environment: 21-25, except 21.105. Diamonds, gold and platinum group metal products: 26-28, except 27.1 - 27.6, 286. Responsible mining sector: Not applicable

PROVENANCE
CLAIMS

Not Applicable.

AUDITOR STATEMENT OF
CONFORMANCE

Based on the scope and findings of the certification audit, the member has demonstrated a conformance level consistent with a:

3 Year Certification

NEXT AUDIT TYPE

MID-TERM REVIEW (within 12-24 months):

- A. Mid-term review NOT required due to:**
- No anticipated changes to the certification scope during the certification period
 - <25 full time equivalent personnel
 - Low risk of non-conformances due to management controls
 - Existence of parallel audits for schemes recognised by RJC
 - Existence of rigorous internal audit programs
 - Strong internal controls ensuring effective review and closure of corrective actions for non-conformances

- B. Mid-term review (desktop only) required due to:**
- No impact on conformance levels from any changes to the certification scope
 - 2 or less minor non-conformances with critical provisions or 4 or less minor non-conformances in general identified by the audit (not covered by parallel audits for schemes identified as equivalent to RJC's) for an individual member in the mining sector or a non-mining sector member
 - Possibility of remote verification of actions
 - No risk to critical provisions

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- C. Mid-term review (with a site visit) required due to:
 - Known and anticipated changes to the certification scope during the certification period
 - Member no longer supporting external standards and initiatives recognised by RJC
 - 3 or more minor non-conformances with critical provisions or 5 or more minor non-conformances not covered by parallel audits for schemes identified as equivalent to RJC's for any non-mining sector member or individual mining facility, if the member is in the mining sector
 - New systems and controls for critical provisions that could not be tested at the certification audit
 - Need to test new systems and controls ensuring respect for critical provisions
 - Facilities with risk of non-conformances with critical provisions
 - Other reasons presented by the lead auditor necessitating an onsite verification

CERTIFICATION SCOPE

Business name of entity/facility
Sheffield Assay Office

Location (City and Country)
Sheffield, UK

Business Activity
Receipt of articles containing precious metals for the purposes of assaying and hallmarking.

ABOUT THIS CERTIFICATION

This certification is issued by the Responsible Jewellery Council in accordance with its standards and supporting documentation, available on the [RJC website](#).

This certificate can be authenticated on the [RJC website](#). Please contact certification@responsiblejewellery.com with any questions.

The RJC aims to ensure the fair, timely and objective resolution of complaints relating to RJC certification. The complaints mechanism and contact details can be accessed on the [RJC website](#).

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