



RESPONSIBLE
JEWELLERY
COUNCIL

LABORATORY GROWN MATERIAL

STANDARD

FEBRUARY 2025

LGM

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SUPPORTING DOCUMENTS

The following documents offer supporting information to help entities implement the Laboratory Grown Material Standard (LGMS):



[LGMS Guidance](#)



[RJC Glossary](#)



Further supporting documents to assist with implementing this document, can be found on the [RJC website](#) and on the [member portal](#).

Key defined terms in this document are in *italics* and can be found in the [glossary](#).

ENQUIRIES, FEEDBACK OR COMPLAINTS

We welcome feedback on the Laboratory Grown Material Standard. If you have any inquiries, feedback or complaints, please contact: consultation@responsiblejewellery.com +44 (0)207 321 0992

The Responsible Jewellery Council is the trading name of the Council for Responsible Jewellery Practices Ltd, 3rd Floor, 2-3 Hind House, London, EC4A 3DL.

DISCLAIMER

No guarantee, warranty or representation is made as to the accuracy or completeness of the LGMS and other documents or information sources referenced in it. Compliance with the LGMS is not intended to, nor does it, replace, contravene or otherwise alter the requirements of any applicable global, national, state or local governmental statutes, laws, regulations, ordinances or other requirements.

Compliance with the LGMS is voluntary for non-members and is neither intended to, nor does it, create, establish or recognise any legally enforceable obligations or rights against the RJC and/or its members or signatories.

Our vision is a responsible worldwide supply chain that promotes trust in the global jewellery and watch industry.

The Responsible Jewellery Council (RJC) is a not-for-profit standard-setting organisation founded in 2005.

ABOUT THIS GUIDANCE

The RJC Laboratory Grown Material Standard (LGMS) defines the responsible ethical, human rights, social and environmental practices that all certified RJC members dealing in laboratory grown materials must adhere to. This is a 'version controlled' document and the RJC reserves the right to revise it based on implementation experience and emerging good practice. The official language of the LGMS is English, with translated versions available on the website. The English version posted on the RJC website supersedes all other versions; see www.responsiblejewellery.com





Introduction

ABOUT THE LABORATORY GROWN MATERIAL STANDARD

The RJC LGMS defines the requirements for establishing responsible business practices throughout the global jewellery and watch supply chain, for companies dealing in laboratory grown materials.

The LGMS provides a standard for ethical, social, human rights and environmental practices. LGMS certification is mandatory for all RJC commercial members handling laboratory grown (lab-grown) materials. LGMS certification provides a strong system for assuring stakeholders, shareholders, customers and business partners that a company conducts its business responsibly. This can add value to a company's products and help protect and enhance its brands.

More importantly, LGMS certification can reduce risks and vulnerabilities in a company's supply chain and improve management systems and operating procedures to strengthen the business and make it more sustainable. It simultaneously leads to better social and environmental conditions within the broader industry, bringing positive impacts for workers, communities and environments alike.

LGMS CERTIFICATION AT A GLANCE

- Provides a standard for responsible business practices for companies dealing in lab-grown materials, across the supply chain.
- Applies to lab-grown material jewellery and watch supply chains.
- Builds on and supports international standards and development goals.
- Requires third-party auditing and is mandatory for all RJC members dealing in lab-grown materials.
- Is designed to improve ethical, social, human rights and environmental conditions.





Introduction

SCOPE

The LGMS can be applied to any size of business, and its scope includes all sectors of the lab-grown material jewellery and watch supply chain. The sectors covered by the LGMS include lab-grown material production; cutting and polishing; trading, wholesaling; manufacturing; retailing; recycling and collecting; and service industries, such as gemmological laboratories, assayers and secure transport providers. The LGMS comprises of 28 provisions that are specifically designed for companies to fulfil 5 broad objectives:



GENERAL REQUIREMENTS

To improve legal and regulatory compliance, strengthen public reporting and secure a commitment to responsible business practices.



RESPONSIBLE SUPPLY CHAIN, HUMAN RIGHTS & DUE DILIGENCE

To increase the use of due diligence in supply chains to uphold human rights, support community development, promote anti-corruption efforts and manage sourcing risks.



LABOUR RIGHTS & WORKING CONDITIONS

To better comply with international labour conventions and ensure responsible working conditions.



HEALTH, SAFETY AND ENVIRONMENT

To protect the health and safety of both people and environments, and to use natural resources efficiently.



LABORATORY GROWN MATERIAL PRODUCTS

To adequately control, and disclose information about, products and so avoid misleading or deceptive marketing practices.

Any reference to lab-grown materials within this standard shall be understood as meaning lab-grown diamonds and lab-grown coloured gemstones (emeralds, rubies and sapphires), used within the jewellery and watch supply chain, and within an RJC member's certification scope. This includes any lab-grown materials that are:

- whole or partial, composite (assembled), constructed, restructured;
- coatings (on natural or lab-grown stones); and
- rough, polished and recycled.



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CERTIFICATION AGAINST THIS STANDARD

Anyone can use the LGMS to improve their business practices; but for RJC members, abiding by the LGMS is mandatory and new members must be certified within two years of joining the RJC. Members are certified as a whole, rather than by each facility. This means that a company's certification scope for the LGMS must include all the facilities they own or control that contribute to the lab-grown material jewellery and watch supply chain. All members' certification scopes are published on their certificates, available on the RJC [website](#).

RJC members already certified to the Code of Practices (COP) standard and handling lab-grown materials are required to be certified to the LGMS within 12 months of the effective date of this standard. The provisions of the LGMS will apply to all RJC members in any of the RJC forum groups that handle lab-grown materials. Members dealing with both COP RJC Scope Materials and lab-grown materials, will have to implement both the COP and the LGMS. A streamlined process for auditing will be implemented to accommodate this. This standard is not applicable for RJC members who do not handle lab-grown materials.

STATUS AND EFFECTIVE DATE

This is the 2025 version of the LGMS, which was approved by the RJC Board on the 14 February 2025. This 2025 version is the first version of the LGMS and is the outcome of a full standards development process; it underwent two rounds of public and multidisciplinary stakeholder consultation in line with the requirements of ISEAL, the RJC Standards Setting Procedure as well as several rounds of review with the RJC Standards Committee. The RJC has established a transition period to support commercial members that have lab-grown materials in scope and are certified to the COP or are already in the certification preparation process to meet the COP requirements. These members will need to undergo a combined audit to update their certification to the 2024 COP and the LGMS. For members with no lab-grown materials in their scope, all existing COP certifications will remain in place, and members do not need to get recertified until their current certificate expires.

STANDARD'S DEVELOPMENT AND REVIEW

This LGMS was developed through a formal process, following the ISEAL Standard Setting Code of Good Practice. The process, which included comprehensive and transparent consultation with a broad range of multi-disciplinary and public stakeholders, was overseen by the multi-stakeholder RJC Standards Committee. The RJC also established an LGMS Taskforce, comprising of various stakeholders from the lab-grown material supply chain, the natural stone supply chain as well as relevant experts on topics such as lifecycle assessments. This taskforce gave input throughout the development process, bringing unique and valuable expertise. The RJC is sincerely grateful for the time, expertise and valuable input of the committee members and taskforce members, as well as the many individuals and organisations who contributed to the LGMS through consultation and public comment.

At the RJC, we strive to ensure that our standards are relevant and realistic and to this end we undertake to assess the LGMS standard for a review by 2030 (five years after publication of this revised version), or earlier as required. Proposals for revisions or clarifications can be submitted at any time; we will document these for consideration in the next review process.

In the meantime, we will continue to work with stakeholders and members to ensure that the LGMS is both appropriate and achievable, and that it addresses key ethical, social and environmental challenges with due regard to critical business objectives.



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The LGMS is closely aligned to the COP standard, which focuses on responsible business practices across the watch and jewellery supply chain. To ensure a streamlined approach for members handling both COP RJC Scope Materials and lab-grown materials, RJC have ensured the standards align wherever possible. For this reason, LGMS audits will always be combined with COP audits, provided the COP version is COP 2024 or later.

LINKS TO OTHER FRAMEWORKS

The LGMS aims to recognise and align with other initiatives and standards for responsible business practices wherever possible. For example, LGMS provisions on labour rights and working conditions (LGMS 13-21) reflect labour provisions in the Universal Declaration of Human Rights and in various International Labour Organization conventions. Similarly, the LGMS provision on due diligence for responsible sourcing, including from *conflict-affected and high-risk areas* (LGMS 7) is aligned with the globally accepted OECD Due Diligence Guidance for Responsible Business Conduct and the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from *Conflict-affected and high-risk areas* (the 'OECD Guidance').

A list of the main international standards referenced in the LGMS is included at the end of this document (see Key references). Some of these are officially recognised as equivalent to one or more LGMS provisions; in these cases, externally certified companies can have these *systems* recognised for conformance assessment to the relevant LGMS provisions. For a list of all standards that are officially recognised by the RJC and for the verification approach, see the RJC Certification Process Requirements.

As a whole, the LGMS also aims to align with the prevailing global framework for social inclusion, environmental sustainability and economic development: the Sustainable Development Goals (SDGs). These 17 goals, adopted by the UN in 2015, represent priority issues for governments across the world and are a key driver in current policy development. Achieving them will require the co-operation and collaboration of all stakeholders; private companies across all sectors, including jewellery, are being called upon to incorporate the SDGs into their own practices and *operations*.

The LGMS and the SDGs are aligned in many ways and implementing the LGMS can have a positive impact on several individual SDGs. For example, addressing *forced labour* in supply chains (LGMS 18) will help promote decent work and economic growth (SDG 8). Similarly, reducing greenhouse gases (LGMS 25) will help advance SDG 13 on climate action. All RJC members are encouraged to review their business activities against the SDGs and take steps to incorporate SDGs into their strategic goals and company policies.



General requirements



LGMS 1: LEGAL COMPLIANCE

- 1.1 Members shall:
 - a. Have *systems* in place that maintain awareness of, and ensure *compliance* with, *applicable law*.
 - b. Obtain and comply with required operating licences and permits for their *operations*.
 - c. Meet the most stringent requirement between *applicable law* and the RJC Code of Practices, whilst always adhering to *applicable law*.
- 1.2 Members shall respect third-party intellectual property rights and abide by licencing agreements, with particular reference to growing technologies and methodologies, where applicable.



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General requirements

LGMS 2: POLICY AND MANAGEMENT SYSTEMS

- 2.1 Members shall adopt a policy/policies that document their commitment to responsible business practices, are endorsed by *top management*, are actively communicated to *workers* and are made *publicly* available.
- 2.2 The member shall have documented management *systems* that address all applicable requirements of the LGMS.
- 2.3 The member shall assign authority and responsibility to a *senior staff* member for the member's *compliance* with all applicable requirements of the LGMS.
- 2.4 The member shall establish and implement communications and training measures that make relevant personnel aware of, and competent in, their responsibilities under the LGMS.
- 2.5 The member shall maintain *records* covering all applicable requirements of the LGMS and shall retain them for a minimum of five years or for as long as defined by national legislation, whichever is longer.
- 2.6 The entity shall have a legitimate rights-compatible complaints and *grievance mechanism* in place, for responding to requests for information and raising and resolving disputes, that is appropriate to the purpose, nature, scale and impact of the business *operations*. The mechanism shall:
 - a. Be consistent with prevailing *internationally recognised human rights* standards.
 - b. Be easily and *publicly* accessible.
 - c. Be communicated to relevant stakeholders.
 - d. Be culturally appropriate, and understandable.
 - e. Be unbiased, equitable, predictable and transparent.
 - f. Include processes designed to:
 - i. Avoid *retaliation* for individuals or groups filing complaints or engaging the *grievance mechanism*.
 - ii. Provide training to management and personnel about the complaints and *grievance mechanism*, including instructions on the respectful handling of all grievances.
 - iii. Involve trained management and personnel at the appropriate level who understand the sensitivities of the situation.
 - iv. Ensure timely responses to requests for information, and timely investigation and resolution of complaints and grievances.
 - v. Ensure that the mechanism or any resultant resolutions do not waive or preclude the individual's or group's right to have the same grievance addressed through other available external mechanisms, including administrative, judicial or other non-judicial remedies.
 - vi. Retain *records* of complaints and grievances, including responses and outcomes, in a manner that protects the confidentiality and integrity of those filing the grievance, including where anonymity has been requested.
 - vii. Review the remedies provided through the mechanism to determine whether corrective actions can be implemented to prevent or mitigate similar grievances in the future.



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General requirements

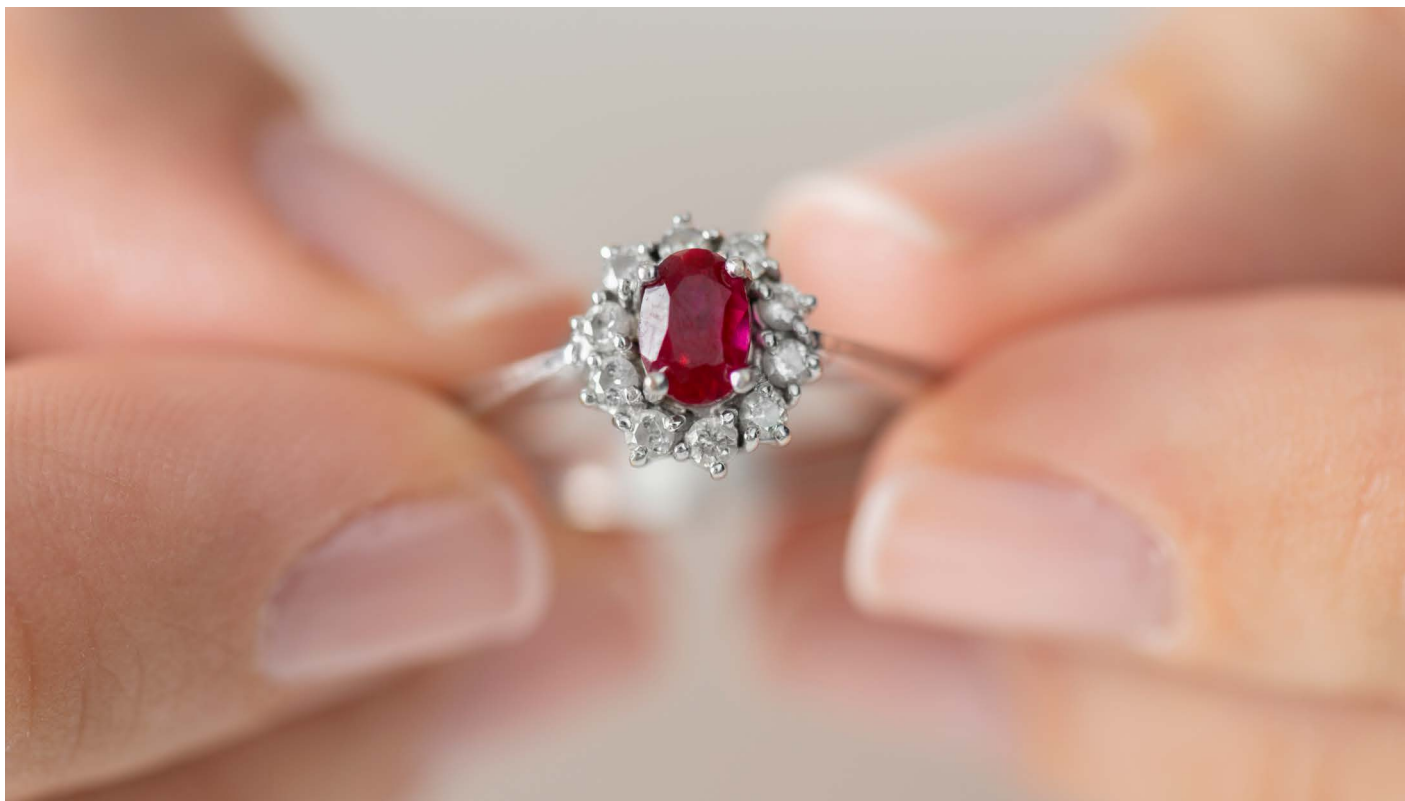
- 2.7a The member shall monitor and review the performance of the management *systems* and the complaints and *grievance mechanism* to determine if the system outcomes are successful. Where gaps are identified, corrective actions must be implemented.
- 2.7b *Top management* shall conduct, at least annually, reviews to assess the ongoing suitability and adequacy of the member's business practices in achieving the policy and implement improvements to address any gaps. The review process and outcomes must be documented.

LGMS 3: REPORTING

- 3.1 Members shall annually communicate;
- Publicly on their business practices relevant to the LGMS.
 - Directly with *Affected People or Groups* about relevant information on finalised and concluded legal proceedings, fines, judgments, penalties and non-monetary sanctions for failure to comply with *applicable law*.

LGMS 4: FINANCIAL ACCOUNTS

- 4.1 Members shall maintain financial accounts of all business transactions in accordance with national or international accounting standards.
- 4.2 Members shall annually undertake a financial audit or financial review, in jurisdictions where permitted, to be conducted by an independent qualified accountant.





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LGMS 5: BUSINESS PARTNERS

- 5.1 Members shall use their *best endeavours*, commensurate with their *ability to influence*, to promote responsible business practices consistent with the LGMS among their significant *business partners*.
- 5.2 All *workers* and *visitors* to the member's facilities shall be required to comply with the member's policies, *systems* and *procedures* relevant to the LGMS.

LGMS 6: HUMAN RIGHTS

- 6.1 Members shall respect *human rights* by considering all potential and actual human-rights-related risks and impacts in their *operations*, *business relationships* and *communities*. They shall also commit to, and implement, the UN Guiding Principles on Business and Human Rights as appropriate to the purpose, nature, scale and impact of their business *operations*.

As a minimum, members shall:

- a. Have a policy commitment, endorsed by *top management*, to respecting all *internationally recognised human rights* within their *operations* and *business relationships*, and *procedures* for implementing the policy in alignment with LGMS 2 (Policy and Management Systems).
- b. Have a *human rights due diligence process* that includes a *human rights impact assessment* to identify, prevent, cease, mitigate and account for *adverse human rights impacts* in their lab-grown material supply chain and connected to their business *operations*. The risk assessment shall be conducted by *competent professionals* and informed by current, reliable and relevant information, including information from consultations with relevant *Affected People or Groups*.



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- c. Provide for, or support legitimate *processes* to enable, the remedy of any *adverse human rights impacts* that they have caused, contributed to or been linked with.
 - d. Use *best endeavours* based on their *ability to influence* their *business partners* to prevent or mitigate their contributions to *human rights* risks and impacts.
 - e. Provide a publicly accessible and effective complaints and *grievance mechanism* in line with LGMS 2.6 for raising human-rights-related concerns and grievances.
 - f. Periodically review, at least annually, *human rights* policy, *procedures* and *due diligence processes* for effectiveness, and take corrective action where improvement opportunities have been identified.
 - g. Communicate annually with *Affected People or Groups* and publicly report on their *human rights due diligence* efforts, including the methods used to determine *human rights* issues, list identified *human rights* impacts and remedy activities in accordance with LGMS 3 (Reporting).
- 6.2 Members that have contributed directly or indirectly through association with their *business partners* to a confirmed *adverse human rights impacts*, shall:
- a. Cease or change any activities that are contributing to the adverse impacts.
 - b. Mitigate and remediate adverse impacts on the extent of their contribution. Mitigation measures shall involve consultation with *Affected People or Groups*.
 - c. Use *best endeavours* to *influence* other *business partners* to cease or change their activities.
 - d. Establish corrective actions to prevent a recurrence of the *human rights* impacts.

LGMS 7: DUE DILIGENCE FOR RESPONSIBLE SOURCING, INCLUDING FROM CONFLICT-AFFECTED AND HIGH-RISK AREAS

- 7.1 Members shall exercise *due diligence* over their lab-grown material supply chains; for lab-grown material producers, this also includes materials that are directly included in the growing of lab-grown materials. This shall be conducted in accordance with the *OECD* Due Diligence Guidance for Responsible Business Conduct and, where applicable, the *OECD* Due Diligence Guidance for Responsible Supply Chains of Minerals from *Conflict-affected and high-risk areas* (the '*OECD* Guidance') or other auditable *due diligence* frameworks recognised by the RJC to be aligned with the *OECD* Guidance ('RJC-recognised due diligence frameworks'), in ways appropriate to the purpose, nature, scale and impact of the business operations.
- a. Members shall adopt and communicate a supply chain policy publicly and to their suppliers. The policy shall be consistent at a minimum with Annex I, Question 14 of the *OECD* Due Diligence Guidance for Responsible Business Conduct, Annex II of the *OECD* Guidance or with other RJC-recognised due diligence frameworks with respect to risks identified and sourcing from *conflict-affected and high-risk areas* where relevant.
 - b. The member's *due diligence* process shall adopt *best endeavours* to confirm that suppliers are legitimate and have not been implicated in *money laundering*, *financing of terrorism*, fraud or serious *human rights* abuses, and are not otherwise subject to sanctions.
 - c. The *due diligence process* shall be reviewed periodically and at least annually, and its determination outcomes updated if required.



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LGMS 8: COMMUNITY DEVELOPMENT

- 8.1 Members shall seek to support the social, economic and institutional development of the *communities* in which they operate and support *community* initiatives.

LGMS 9: BRIBERY AND FACILITATION PAYMENTS

- 9.1 Members shall establish and *publicly* disclose policies and *procedures* that:
- Prohibit all forms of *corruption*, including *bribery* in all business practices and transactions carried out by themselves and by agents acting on their behalf.
 - Protect *workers* from any penalty or adverse consequences for identifying in good faith concerns related to suspected *bribery*, refusing to participate in *bribery* or refusing to pay a facilitation payment where *facilitation payments* are prohibited, even if this action may result in the enterprise losing business.
 - Set the criteria and approval *procedures* in line with *internationally recognised* standards for *workers* to follow when offering and/or accepting gifts to or from third parties.
- 9.2 Members shall have *systems* in place to manage *bribery* risk in their organisations. The *systems* shall include:
- Identification and monitoring of those parts of their business that pose high risk of participation in *bribery*.
 - Training of relevant managers and *workers* on policies and *procedures*.
 - Recording of relevant gifts to and from third parties in a gift register, as per the member's policy.
 - A whistle-blowing or other mechanism for *workers* or other *Affected People or Groups* to raise concerns.
 - Investigation of any incidences of suspected *bribery* within the organisation.
 - Sanctions for *bribery* and attempted *bribery*.
- 9.3 Where *facilitation payments* are allowed by *applicable law*, members shall:
- Act to eliminate all *facilitation payments*, or, where elimination is not possible, reduce the size and frequency of *facilitation payments* over time.
 - Ensure that *facilitation payments* are of limited nature and scope.
 - Implement controls to monitor, oversee and fully account for any *facilitation payments* made by them or made on their behalf.
 - Annually publicly disclose *facilitation payments* made to public or government officials.



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LGMS 10: KNOW YOUR COUNTERPARTY (KYC): MONEY LAUNDERING AND FINANCING OF TERRORISM

- 10.1 Members shall document and apply KYC policy and *procedures* for counterparties and *business partners* that are suppliers of and *customers* for lab-grown materials, or *jewellery products* containing lab-grown materials. The policy and *procedures* shall:
- Establish the identity of the *counterparty* by checking government-issued identification. Where triggered by a risk assessment or *applicable law*, members shall determine and record the *beneficial ownership* and principals of the *counterparty*.
 - Verify that the *counterparty* and, if applicable, its *beneficial owners* are not named on relevant government lists for *individuals* or organisations implicated in *money laundering*, fraud or involvement with prohibited organisations and/or those financing conflict.
 - Maintain an understanding of the nature and legitimacy of their business.
 - Monitor transactions for unusual or suspicious activity and report suspicions of *money laundering* or *financing of terrorism* to the relevant authority as applicable.
 - Maintain adequate *records* for either a minimum of five years or as long as required by national legislation, whichever is longer.
- 10.2 Members shall assign authority and responsibility to a *senior staff* member for implementing the KYC policy and *procedures*.
- 10.3 Members' KYC policy and *procedures* shall be up to date and appropriate, and shall include training, documentation *procedures* and regular reviews.
- 10.4 Members shall maintain *records* of all single or apparently linked cash or cash-like transactions equal to or above 10,000 euros/US dollars or the threshold defined by *applicable law* (whichever is lower). Where required by law, members shall report such transactions to the relevant designated authority.

LGMS 11: SECURITY

- 11.1 Members shall assess security risks and establish measures that protect *workers*, *visitors* and personnel employed by relevant *business partners* against product theft, damage or substitution of products within the premises and during events, exhibitions and *shipments*.
- 11.2 Members shall ensure that all security personnel respect the *human rights* and dignity of all people and use force only when strictly necessary, using the minimum proportionate to the threat.
- 11.3 Members whose business it is to provide private security services to the jewellery supply chain shall be certified members of the International Code of Conduct Association (*ICoCA*).



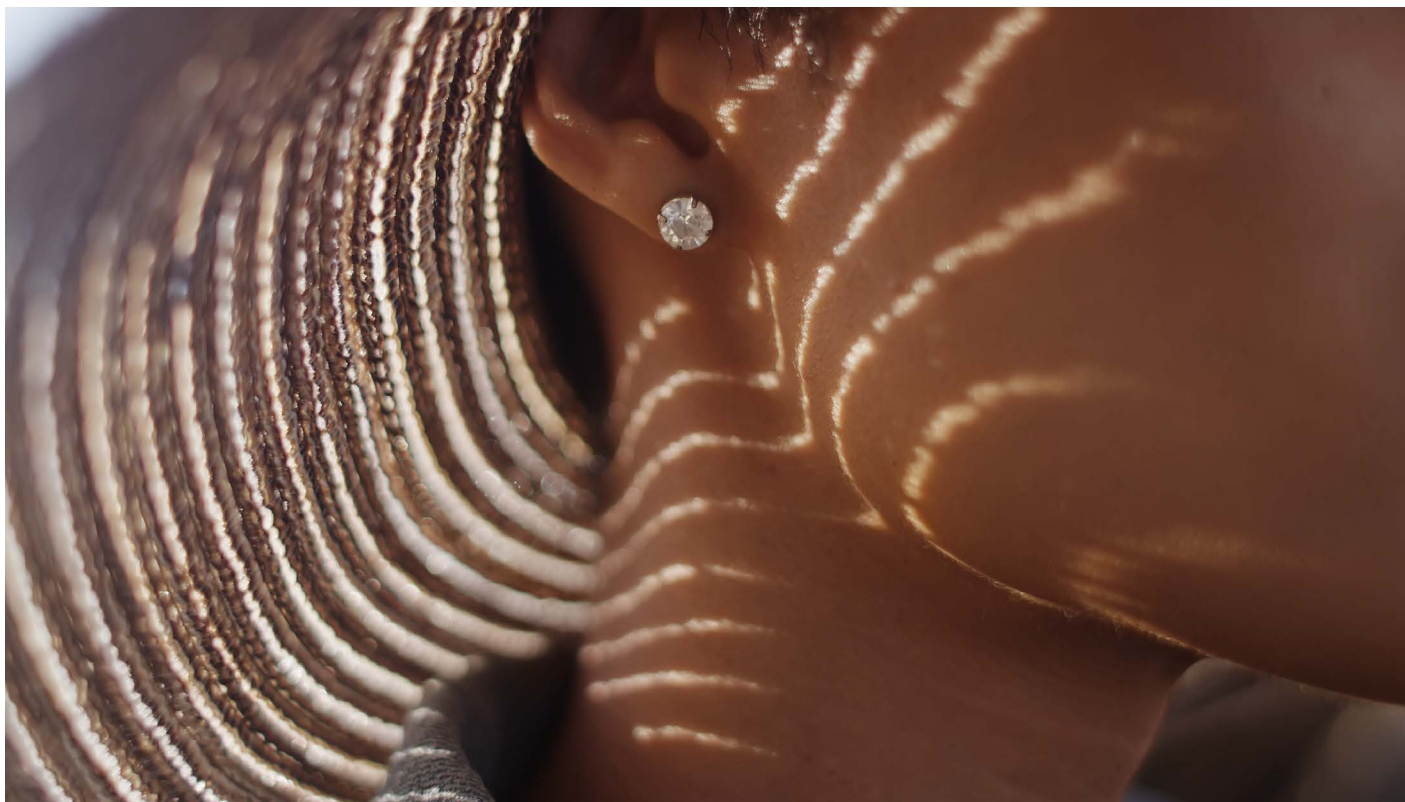
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LGMS 12: CLAIMS

- 12.1 Members shall check whether they make any *claims* that apply under this provision that relate to:
- RJC membership
 - RJC certification
 - *Provenance claims* about lab-grown materials, or products containing lab-grown materials
 - Product *claims* or marketing *claims*
 - Sustainability *claims* about the members or their products, services and/or business practices in relation to the scope of the RJC standards
- 12.2 Members that make one or more *claims*, whether to other businesses, the end *consumer* or the public, shall have management *systems* that:
- a. Ensure that the *claims* meet *applicable law* and are truthful and substantiated by evidence.
 - b. Ensure that *workers* who are responsible for implementing the *claims*, and responding to enquiries about the *claims*, are trained, understand the *claims* and can explain them accurately.
 - c. Provide information to suppliers, *customers*, end *consumers* or members of the public who ask about a claim.
 - d. Revoke *claims* that are found to be misleading, untruthful or not verifiable, take corrective action to avoid their recurrence, and inform *Affected People or Groups* about the revoked *claims*, and the corrective actions.
- 12.3 Members that make one or more *Provenance claims* shall ensure that:
- a. *Claims* being made are clear, unambiguous and not misleading.
 - b. *Claims* are transparent and include statements about the underpinning *systems* and verifiable supporting evidence that substantiate the *claims*.
 - c. All *Provenance claims* are independently verified during an RJC audit and reviewed by RJC.
 - d. For situations when an existing RJC verified *provenance claim* is no longer valid or truthful due to a change to the member's business *operations* or to other external factors, it implements actions in line with LGMS 12.2d and notifies its certification body and RJC in writing within 7 business days with information about the situation and associated evidence of actions taken.
 - e. Once certified to the LGMS, a new *provenance claim* or a change to an existing validated *provenance claim* shall be verified and reviewed in line with LGMS 12.3c.
- 12.4 Members that make one or more product *claims* shall ensure that the *claims* being made are not misleading and are verifiable. This includes responsible sourcing, environmental and sustainability *claims*.
- 12.5 Members shall ensure that any use of the RJC logo, including its use in association with *jewellery products*, abides by the rules for use of the logo, trademarks and intellectual property.
- 12.6 Members who sell directly to *consumers* must make available at the point of sale, and on their website, further details about the *claims* being made, including data to support the verification of the *claims*, and the *systems* in place to achieve them.



Labour rights and working conditions



LGMS 13: GENERAL EMPLOYMENT TERMS

- 13.1 Members shall implement policies and *procedures* regarding their approach to managing *workers* and employment terms with regards to wages, *working hours* and other employment conditions and communicate these policies and terms to *workers* in writing before employment starts, in a language that is understood by them. This shall include:
- Informing *workers* of their employment rights under *applicable law* including that they are free to join a *workers'* organisation of their choosing without any negative consequences or *retaliation* from the operating company, and of their rights to applicable *collective bargaining* in line with LGMS 19 (Freedom of Association and Collective Bargaining).
 - Where applicable, provide *workers* with a copy of the collective agreement and the contact information for the appropriate *workers'* representative.
- 13.2 Members shall not:
- Avoid fulfilling legal labour and social security obligations, including *collective bargaining agreements* or other legitimate *worker*-organising efforts, by using labour-only contracts, false apprenticeship schemes, excessive consecutive short-term employment contracts or zero-hour contracts and/or subcontracting or homeworking arrangements.
 - Hire replacement *workers* in order to prevent, undermine or cease a legal strike, support a lockout, or avoid negotiating in good faith, unless the labour hire replacement *workers* are to ensure that critical maintenance, *health and safety*, and environmental control measures are maintained during a legal strike.



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- 13.3 Members shall maintain appropriate *records* for all *employees*, whether on a full-time, part-time or seasonal basis. *Records* shall include proof of identity and age, piece-rate and wage payments as well as *working hours* relevant to the role type, and where applicable, work permits documents according to applicable migration laws.
- 13.4 Prior to implementing any *collective dismissals* or retrenchments, the member shall carry out an analysis and explore alternatives to *retrenchment*. If the analysis does not identify viable alternatives to *retrenchment*, a *retrenchment* plan that is based on the principle of *non-discrimination* (see LGMS 20 Non-Discrimination) and where practicable, that minimises adverse impacts on the retrenched *workers* shall be developed in consultation with *workers*, their representatives and, where appropriate, relevant official agencies.
- 13.5 Members shall provide *workers* with reasonable notice of dismissal and severance payments mandated by *applicable law* and collective agreements. Severance payments including outstanding back pay, social security benefits and pension contributions and benefits shall be paid on or before the termination of the working relationship, or in accordance with a timeline agreed through a collective agreement. Payments shall be made directly to *workers*, or to appropriate institutions for the benefit of *workers*, and *records* of the payment provided to *workers* in line with LGMS 15 (Remuneration).

LGMS 14: WORKING HOURS

- 14.1 As a minimum, members shall comply with *applicable law* on *working hours*. The *normal working week*, not including *overtime*, shall not exceed 48 hours. Where *workers* are employed in shifts, the 48-hour week may be exceeded provided that the average number of normal hours worked over a three-week period does not exceed 48 hours per week.
- 14.2 If *overtime* work is required for business needs, members shall ensure that:
- They use voluntary *systems* for *overtime* work. Required *overtime* is only acceptable where it is allowed under *applicable law* or *collective bargaining agreements*, within the limits defined by LGMS 14 (Working Hours) and outlined in employment contracts.
 - In all other circumstances, *overtime* work shall be requested under a voluntary system and within limits set under *applicable law* or *collective bargaining agreements*. The imposition of *overtime* during which *workers* cannot leave the work premises or are in any way forced to accept it (through abuse, threats of dismissal or other means) is not allowed. Refusal to work *overtime* shall not be punished, retaliated against or penalised in any way.
 - Overtime* is limited to 12 hours per week. 12 hours per week may be exceeded provided that the average number of *overtime* hours worked over a three-week period does not exceed 12 hours per week.
 - The sum of the *normal working week* and *overtime* hours shall not exceed 60 hours in a week unless:
 - Defined otherwise by *applicable law* or a *collective bargaining agreement*, that allows for working-time averaging including adequate rest periods;
 - There are exceptional circumstances (such as *production peaks*, accidents or emergencies), which will be assessed as outlined in the guidance for LGMS 14 (Working Hours). Peak production periods are allowed so long as the longer work time is *occasional*, voluntarily performed, and compensated at the appropriate premium level established by law and in line with LGMS 15.2.



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iii. Through consultations with *workers* (or *workers'* representatives, where applicable) members conduct a risk assessment for extended *working hours* and take appropriate measures to protect *workers* and minimize the impact of longer *working hours* on the health, safety and welfare of *workers* in line with LGMS 22 (Health and Safety).

- 14.3 Members shall provide all *workers* with at least one rest day in seven consecutive working days in accordance with International Labour Organization (*ILO*) Convention 14.
- 14.4 Members shall provide *workers* with all legally mandated public holidays and leave, including parental, compassionate, sick and paid annual leave. Where no *applicable law* exists, paid annual leave and parental leave shall be provided, in accordance with *ILO* Convention 132 and *ILO* Convention 183, respectively. Special leave or working-time arrangements for *workers* with family responsibilities shall apply to all *workers* regardless of gender.
- 14.5 Members shall provide all *workers* with time off for meals and breaks, in accordance with *applicable law*. If there is no *applicable law*, then members shall provide *workers* with at least one uninterrupted meal and work break of reasonable duration if they work longer than six hours.
- 14.6 Members shall maintain *records* of work hours, *overtime* and annual and sick leave for each *worker*, in accordance with *applicable law* and in line with LGMS 2.5.

LGMS 15: REMUNERATION

- 15.1 Members shall pay all *workers* a wage rate for normal hours worked, not including *overtime*, based on the higher of either the applicable legal or collective agreement *minimum wage* plus associated statutory benefits, or the prevailing industry standards, or where possible a *living wage*. Wages paid on a performance-related basis shall not be less than the higher of either the applicable legal or collective agreement *minimum wage* plus associated statutory benefits, or the prevailing industry standard for a *normal working week*. Members shall ensure that comparable wages are given to all *workers* for carrying out work of equal value with processes to assess and remediate any potential wage disparity that discriminates against any category of *workers*.
- 15.2 Members shall reimburse *overtime* work at a rate at least equal to that required by *applicable law* or a *collective bargaining agreement*, or, where *applicable law* does not require a premium for *overtime* hours, by either a minimum of 1.25 x base wage or a premium rate above the regular wage at least equal to the prevailing industry standards.
- 15.3 Members shall make wage payments to *workers* in accordance with the law that are:
- Regular and predetermined, and not delayed or deferred.
 - By bank transfer to an account controlled by the *worker*, or in cash or cheque form in a manner and location convenient to the *worker*.
 - Accompanied by a wage slip that clearly details wage rates, benefits and *deductions* where applicable, and is in a format that *workers* can easily understand.
 - If employment agencies are used, made through *systems* that ensure equitable compensation and workplace standards, and ensure that wages are effectively received by *workers*, including migrant, contract, contingent and temporary *workers*.



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- 15.4 Members shall only make *deductions* from wages if these *deductions*:
- Comply with the law and, if applicable, are governed by *collective bargaining agreements*.
 - Are determined and calculated following a documented *due process* that is clearly communicated to *workers*.
 - Do not result in a *worker* receiving less than the *minimum wage*.
- 15.5 Members shall not make *deductions* for disciplinary purposes.
- 15.6 Members shall not force *workers* to buy provisions or services from their own business or facilities; where there is no alternative, members shall not charge excessive rates for these.
- 15.7 Members that provide wage advances or loans shall ensure that the interest and repayment terms are transparent and fair, and not deceptive to the worker.
- 15.8 Members shall ensure that all benefits are given to *workers* in accordance with *applicable law*.
- 15.9 Members shall ensure that *workers*, and/or their dependents where relevant, are compensated for work-related injuries, illnesses and fatalities in accordance with *applicable law*, and any *collective bargaining agreements*. Where legal instruments do not exist, *ILO Standard 102* on employment injury benefits or a comparable *internationally recognised* standard shall be met.

LGMS 16: HARASSMENT, DISCIPLINE, GRIEVANCE PROCEDURES & NON-RETALIATION

- 16.1 All forms of workplace *violence and harassment*, directly and indirectly in any form, including intimidation or during disciplinary actions, are prohibited.
- 16.2 Members shall develop and implement measures to ensure that *workers* are treated with dignity and respect and are not subjected to violence or *harassment*, or threatened with violence or *harassment*, towards themselves, their family or colleagues.
- 16.3 Managers, medical professionals and other key personnel among security staff and others shall be regularly trained to recognise signs of *violence and harassment* and understand relevant laws and organisational policies.
- 16.4 Members shall clearly and actively communicate their disciplinary process and related standards on appropriate *disciplinary procedures* and *worker* treatment in line with LGMS 16.1 and apply these equally to all management and staff. Members shall keep *records* of all disciplinary actions taken, and ensure confidentiality and anonymity are protected, as appropriate.
- 16.5 In addition to the requirements of LGMS 2.6, members shall:
- Actively communicate its complaints and *grievance mechanism* to all *workers* including new *workers* at the time of recruitment.
 - Ensure that *workers* acting individually or with other *workers* are free to submit grievances through the complaints and *grievance mechanism* without suffering any penalty or *retaliation*.
 - Allow in the complaints and *grievance mechanism* for the involvement of a *workers'* representative, if requested by the *worker*.



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LGMS 17: CHILD LABOUR

- 17.1a Members shall not engage in or support *child labour* as defined in ILO Convention 138 and Recommendation 146, which set a basic *minimum working age* of 15 years, to enable children to complete compulsory schooling.
- 17.1b Members operating in countries where compulsory schooling ends earlier than 15 years can start RJC membership but cannot achieve or maintain RJC certification if there are *workers* below the *minimum working age* of 15 years.
- 17.2 Members shall not engage in or support the *worst forms of child labour* as defined in ILO Convention 182 and Recommendation 190, which include:
- Hazardous *child labour*, which by its nature or circumstances is likely to jeopardise the health, safety or morals of persons younger than 18 years.
 - All forms of child slavery and practices similar to slavery, including *debt bondage*, the trafficking of children, forced *child labour* and the use of children in armed conflict.
- 17.3 Notwithstanding LGMS 17.1 and LGMS 17.2, where *child labour* is discovered, members shall immediately withdraw children engaged in *child labour* and develop documented remediation processes that include steps for the continued welfare of each *child* and the financial situation of the child's family. Remediation shall include:
- For a *child* not still subject to compulsory education laws or attending school, attempts to source alternative income generation and/or vocational training opportunities, which can include decent and permissible employment.
 - For a *child* still subject to compulsory education laws or attending school, offering adequate support to enable the *child* to attend and remain in school until the completion of compulsory education.
 - A systemic review of the member's approach to avoiding *child labour*, to identify root causes of non-conformances and implement controls to avoid any recurrence.



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LGMS 18: FORCED LABOUR

- 18.1 Members shall not engage in or support the use of *forced labour*, including bonded, indentured or involuntary *prison labour* as defined in *ILO Convention 29*.
- 18.2 Members shall ensure that all *workers* are working in voluntary situations. Members shall not:
- Unduly restrict the freedom of movement of *workers* in the workplace or in on-site housing.
 - Retain original copies of a worker's personal documentation, such as identity papers.
 - Use deceptive recruitment practices and/or require *workers* to pay any deposits, equipment advances or recruitment fees (either wholly or partially) as part of the recruitment *process*. If any such fees are found to have been paid by *workers*, they shall be reimbursed.
 - Withhold any part of a worker's salary, benefits or property to force a *worker* to continue working.
 - Prevent *workers* from terminating their employment after reasonable notice or as established by *applicable law*.
- 18.3 Members shall not engage in or support *human trafficking* or any other type of deceptive recruitment and/or *bonded labour* practices. Members shall clearly communicate this requirement to labour recruiters, agencies and providers with whom they work, and shall monitor their relationships and remedy negative *human rights* impacts as they occur, as defined in LGMS 6.1.

LGMS 19: FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

- 19.1 Members shall respect the right of *workers* to associate freely in *workers' organisations* of their choice, without interference or negative consequences in alignment with the *ILO Declaration on Fundamental Principles and Rights at Work 1998*. Members shall ensure that *workers* seeking to form, join or participate in an organisation of their own choosing, including participating in a legal strike, are not subject to any form of *harassment* as outlined in LGMS 16.1.
- 19.2 Members shall respect the right of *workers* to *collective bargaining*, and shall adhere to *collective bargaining agreements*, where these exist. Members shall, subject to *applicable law*, participate in any *collective bargaining* processes in good faith.
- 19.3 Where legislation restricts the right to *freedom of association* and *collective bargaining*, members shall not obstruct alternative means that are allowable under *applicable law*, nor seek to influence or control these mechanisms.



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LGMS 20: NON-DISCRIMINATION

20.1 Members shall base *employment relationships* on the principles of equal opportunity and fair treatment, and members shall not practise or condone any form of *discrimination* in the workplace in terms of hiring, continued employment, *remuneration*, *overtime*, access to training, professional development, promotion, termination or retirement, in alignment with the *ILO Declaration on Fundamental Principles and Rights at Work 1998*. This includes *discrimination* based on race, colour, ethnicity, caste, national *origin*, religion, disability or genetic information, gender, sexual orientation, union membership or partaking in a legal strike, political affiliation, marital status, parental or pregnancy status, physical appearance, HIV status, age or any other personal characteristic unrelated to the inherent requirements of the work. Members shall ensure that all *individuals* who are *fit for work* are given equal opportunities and are not discriminated against on the basis of factors unrelated to their ability to perform their job.

LGMS 21: DIVERSITY, EQUITY AND INCLUSIVITY

- 21.1. The member shall establish and maintain:
- a. A *publicly available* documented policy endorsed by *top management* with commitments that promote *worker* diversity, equity and inclusivity in all levels of the organisation and across functions including (but not limited to) recruitment, professional development and mobility, and equitable employment conditions.
 - b. Supporting processes and *procedures* with measures to support the policy implementation
- 21.2. The member shall provide training to its *workers* that promotes a culture of diversity, equity and inclusivity; the policy commitments; and the supporting *systems* and *procedures*.
- 21.3. The member shall review the effectiveness of the diversity, equity and inclusivity policy, processes and *procedures*, at a frequency appropriate to the purpose, nature, scale and impact of its business *operations* and at least in line with LGMS 2.7.



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LGMS 22: HEALTH AND SAFETY

- 22.1 Members shall provide safe and healthy working conditions for all *workers* and *visitors* in accordance with *applicable law* and other relevant *internationally recognised industry health and safety* standards.
- 22.2 Members shall:
- Develop and implement an occupational *health and safety policy* with commitments to prevent work-related injury and ill health to *workers*; to provide safe and healthy workplaces; and to prioritising the *health and safety of workers* over profits.
 - Communicate the *policy* to all *workers* and *visitors* to site, and ensure the *policy* is *publicly available*.
 - Identify *hazards* and assess the risks of workplace *hazards* and implement controls to minimise the risks of accidents and injury to *workers*. The risk assessment shall consider *hazards* associated with the members' activities and products.
 - Establish and implement occupational *health and safety management systems* with *procedures* and processes to managing *operations* in a manner that aims to eliminate *hazards*, manage identified risks, verify the effectiveness of controls, prevents injuries and fatalities, and demonstrate continuing improvement in *health and safety* performance.
 - Conduct, at least annually, documented reviews to assess the ongoing suitability and adequacy of the occupational *health and safety management systems*, verify the effectiveness of risk controls, and implement improvements to address any gaps.



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- 22.3 Members shall provide *workers* with a mechanism, such as a joint *health and safety* committee, by which they can raise and discuss *health and safety* issues with management, and participate in the development and implementation of the *health and safety* management systems, risk assessments, and establishment of risk controls.
- 22.4 Members shall provide *health and safety* training to *workers* and information to *visitors* in a format and language that is understandable. This will include training and information on:
- Specific role-related *health and safety hazards* and controls.
 - Appropriate action in the event of an accident or *emergency*.
 - Workers'* right and responsibility to stop work or refuse to work in situations with uncontrolled *hazards*, and for any *worker* or *visitor* to immediately flag these situations to those at imminent risk and to management.
- 22.5 Members shall ensure that appropriate *personal protective equipment* (PPE) to *workers* and *visitors* is provided free of charge and verify that it is current and correctly worn or used.
- 22.6 Members shall provide access to adequate on-site first-aid provisions and trained first-aid personnel, have appropriate *procedures* for transportation to local medical facilities in the case of a medical *emergency* and assist *workers* with work-related injuries to physically access medical treatment in accordance with country law and company *policy*.
- 22.7 Members shall establish *emergency procedures* and evacuation plans for all reasonably foreseeable *health and safety* emergencies. These shall be accessible or clearly displayed, regularly tested (including through evacuation drills) and periodically updated.
- 22.8 Members shall investigate *health and safety* incidents to establish the contributing causal factors, and feed the results into reviews of relevant *hazard* controls to identify opportunities for improvement and to prevent a recurrence.
- 22.9 Members engaged in the cutting and polishing of lab-grown materials shall use cobalt-free diamond-impregnated scaifes.

LGMS 23: ENVIRONMENTAL MANAGEMENT

- 23.1 Members shall:
- Establish an environmental *policy* with commitments for the protection of the *environment*, fulfilment of environmental obligations and enhancement of environmental performance.
 - Communicate the *policy* to all *workers* and *visitors* to site, and ensure the *policy* is *publicly available*.
 - Conduct an environmental risk assessment of the business activities and products to identify their *significant* impacts including for climate change and *biodiversity*.
 - Establish *environmental management systems* and controls appropriate to the purpose, nature, scale and impact of the business *operations* to manage the identified *significant* environmental risks.
 - Provide training and information about environmental risks and controls to all relevant *workers*. These shall be given in a format and language that *workers* can easily understand.
 - Conduct, at least annually, documented reviews to assess the ongoing suitability and adequacy of the *environmental management systems*, verify the effectiveness of risk controls, and implement improvements to address any gaps.



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LGMS 24: HAZARDOUS SUBSTANCES

- 24.1 Members shall maintain an inventory of *hazardous substances* at facilities. Safety data sheets (or equivalent) that meet the requirements of *applicable law* shall be accessible wherever *hazardous substances* are used and their associated risks shall be clearly and actively communicated to all *workers* who work with them.
- 24.2 Members shall not manufacture, trade in or use chemicals and *hazardous substances* prohibited by *applicable law* or subject to international bans.
- 24.3 Any *hazardous substances* subject to phase out by *applicable law* or international standards, shall not be manufactured or traded in, and their use shall be phased out in accordance with the regulation.
- 24.4 Wherever technically feasible and economically viable, members shall use alternatives to *hazardous substances* in their business processes.

LGMS 25: WASTES AND EMISSIONS

- 25.1 Members shall identify *significant wastes and emissions* to air, water and land generated in their business processes in accordance with LGMS 23 (Environmental Management).
- 25.2 Members shall:
- a. Responsibly manage their *wastes and emissions*.
 - b. Discharge or dispose of *wastes and emissions* in *compliance with applicable law* or, where *applicable law* does not exist, in line with prevailing *internationally recognised standards*. This includes maintaining documentation for:
 - i. Current and legacy waste disposed of on-site, detailing at a minimum the disposal date, location and quantities; physical, chemical and biological characteristics of the hazardous waste; nature of the waste disposal site, including permeability of the layer below the waste; and leachate/run-off collection system.
 - ii. Hazardous wastes transported off-site, whether transported by the operating company or by contractors.
- 25.3 Members with *significant wastes and emissions* to air, water or land shall:
- a. Quantify *wastes and emissions* to manage and monitor trends over time and drive continuous improvement in environmental performance.
 - b. Apply the waste *mitigation hierarchy* to reduce, reuse, recycle and recover waste to minimise environmental lifecycle impacts where applicable, including reducing *greenhouse gas emissions* and increasing energy efficiency in alignment with LGMS 25.4, 25.5 and 25.6.



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GREENHOUSE GAS AND ENERGY

- 25.4 Members shall work towards using *renewable energy* in alignment with national frameworks, targets and/or legislation.
- 25.5 The member shall annually quantify and document its annual *scope 1* and *scope 2 greenhouse gas emissions*, and material energy consumption by source, and document the methodologies used with associated assumptions.
- 25.6 Members with *significant greenhouse gas emissions* and energy consumption shall:
- Set a three-year rolling greenhouse gas and energy plan with meaningful and achievable annual reduction targets and improvement opportunities for its *greenhouse gas emissions* and energy per unit production of lab-grown material. The plan and the targets shall be reviewed annually.
 - Independently verify their *greenhouse gas emissions*, energy usage, and reduction targets on an annual basis using an external competent expert.
 - Annually *publicly* report its independently verified *scope 1* and *scope 2 greenhouse gas emissions* (absolute or per production weight unit of lab-grown material). The public report shall also provide the status of the reduction targets and improvement opportunities.
- 25.7 In addition to the requirements in LGMS 25.5 and 25.6, members with lab-grown material growing *operations* shall:
- Include *scope 3 greenhouse gas emissions* as part of its annual greenhouse gas quantification, where information is readily available and state all assumptions used.
 - Adopt the processes in the Greenhouse Gas Protocol Corporate Standard or the GRI's 305 emissions *reporting* standard to quantify *greenhouse gas emissions* and energy usage data.
 - Set reduction targets and improvement opportunities consistent with the Paris Agreement using a *science-based approach* or other *internationally recognised* methodology.



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LGMS 26: NATURAL RESOURCES

- 26.1 In alignment with the approach required for LGMS 23 (Environmental Management), members shall:
- Identify *significant* natural resources including water and land, used in their business and seek to ensure their efficient use.
 - Monitor usage of these resources and establish reduction and efficiency initiatives.

WATER

- 26.2 Members with *significant* adverse impacts on water resources shall:
- Apply strong and transparent water governance, including policies, *procedures* and clear allocation of responsibilities to protect water resources and ecosystems.
 - Manage water at facilities effectively using a water balance and water quality monitoring data, and considering cumulative and *legacy impacts* and implement actions to mitigate *significant* adverse impacts on water quantity, water quality and current and potential future water uses.
 - Identify *stakeholders* including water users and water *rights holders*, that may potentially affect or be affected by their water management practices.
 - Engage and collaborate with these *stakeholders* to agree on sustainable water practices at a water catchment level (where applicable). Where agreed responsible and sustainable water use cannot be achieved, the member shall implement practices that avoid or minimise *significant* adverse impacts and have these practices independently verified.
 - Annually *publicly* report company water withdrawal and efficiency including outcomes arising from LGMS 26.2a-d, in line with LGMS 3 (Reporting).

NATURAL CAPITAL

- 26.3 Members with *significant* adverse impacts on *natural capital* derived from/supported by land and soil resources shall:
- Apply strong and transparent land management governance, including policies, *procedures* and clear allocation of responsibilities to the *natural capital* derived from/ supported by the land and soil resources.
 - Manage land contamination including soil erosion and degradation at facilities effectively using soil characterisation, condition assessment and soil monitoring data, considering cumulative and *legacy impacts*, and implement actions to mitigate *significant* adverse impacts on land and soil and current and potential future land uses.
 - Identify *stakeholders* including land users and land *rights holders*, that may potentially affect or be affected by members' current or *legacy* land management practices.
 - Engage and collaborate with relevant *stakeholders* (identified in 26.3c) to establish, agree and achieve responsible and sustainable land use for potential future uses. Where agreed responsible and sustainable land use management cannot be achieved, the member shall implement practices that avoid or minimise *significant* adverse impacts and have these practices independently verified.
 - Annually *publicly* report company land and soil management practices including outcomes arising from LGMS 26.3a-d, in line with LGMS 3 (Reporting).



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Laboratory grown material products



LGMS 27: PRODUCT DISCLOSURE

- 27.1 Members *selling, advertising* or marketing products containing lab-grown materials or *jewellery products* containing lab-grown materials shall:
- Ensure the information complies with *applicable law* and follows *internationally recognised standards*.
 - Not make any untruthful, misleading or deceptive *representation*, or make any material omissions in these *representations*, nor use any terms that imply that any lab-grown materials are of natural *origin* even if qualified by a term as defined as in 27.2a.
 - Ensure that any *claims* being made are not misleading and are verifiable in line with LGMS 12 (Claims).
- 27.2 Members shall disclose information on the physical characteristics of the products listed in LGMS 27.1 in *compliance with applicable law*. Unless a conflict with *applicable law* exists, members shall apply the following requirements to support disclosure about physical characteristics:
- Laboratory grown materials: Wholly or partially laboratory-grown materials shall be disclosed as 'laboratory grown', 'laboratory created', '[manufacturer name] – created', and/or 'synthetic'. Abbreviations such as 'lab-grown' or 'lab-created' are also acceptable. The description shall be equally as conspicuous as the word '*diamond*' or the name of the *coloured gemstone*.
 - In the case of coating, the material being coated must be disclosed as 'coated [name of material]'.



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Laboratory grown material products

- b. Composites: Composite (or assembled) lab-grown materials constructed of two or more parts shall be disclosed as 'composite', 'assembled', 'doublet' or 'triplet', and by the correct name of the material of which it is composed. The use of the term '*diamond/gemstone*' or '*laboratory/created/synthetic diamond/gemstone*' in relation to such stones is unacceptable. The description shall be equally as conspicuous as the name of the material used. Members shall not use terms and definitions that are misleading in relation to composite (assembled) stones and/or conceal information about their parts.
 - c. Reconstructed stones: Reconstructed stones using lab-grown materials shall be disclosed as such and the description shall be equally conspicuous as the name of the material.
 - d. Simulants (or imitation): Any product used to imitate the appearance of lab-grown materials without having their chemical composition, physical properties and/or their structure shall be disclosed as 'imitation' or 'simulant' along with the correct name of the material of which it is composed, for example, 'x compound', 'glass', 'plastic'. The description shall be equally as conspicuous as name of the lab-grown material. Simulants must not be referred to as laboratory grown or laboratory created.
 - e. Descriptions of polished lab-grown materials: Describe the dimension or carat weight, colour, clarity and cut of lab-grown diamonds and coloured gemstones in accordance with the recognised guidelines appropriate to the particular jurisdiction.
 - f. Enhancements: Any part of the growth/manufacturing process or subsequent enhancements to the created material that are deemed to be unstable and/or non-permanent in nature shall be disclosed.
 - g. Product *health and safety* information: Any relevant *health and safety* information about the materials listed in LGMS 27.1 in *jewellery products* sold by members to *end consumers* shall be disclosed. This includes irradiated lab-grown materials.
- 27.3 Members shall take substantive and documented action to avoid buying or *selling* undisclosed materials. To that end, members buying or selling lab-grown materials shall:
- a. Obtain written warranties from their suppliers.
 - b. Have effective policies, *procedures*, training and monitoring *systems* in place to avoid the possibility of undisclosed materials being switched for lab-grown materials at their facilities.
 - c. Employ a documented *due diligence process* to identify and mitigate risks related to undisclosed materials entering their supply chain.
 - d. Carry out risk-based testing to verify products as lab-grown materials using a defined, credible and transparent protocol. This can be an existing industry-accepted protocol or one that is defined by the member. The protocol must:
 - i. Incorporate an appropriate approach for testing loose and set polished lab-grown materials.
 - ii. Include either in-house testing, using relevant and effective detection equipment, or outsourced testing by a qualified service provider, such as a gemmological laboratory.
 - iii. Include testing at least once at a point in the *process* where there is no longer any risk of introducing undisclosed materials before the parcel is sold. This is normally just before sale.
 - iv. The testing protocol must be disclosed to business clients, including the *procedure* for managing test referrals.
- 27.4 Members with growing *operations* shall disclose the growing methodology to *customers* upon request, with due regard to *business confidentiality*.



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Laboratory grown material products

LGMS 28: GRADING ANALYSIS AND APPRAISAL

- 28.1 Gemmological laboratories and businesses issuing grading, research, analysis or *appraisal reports*, shall:
- Have clearly documented policies and *procedures* in place to ensure the laboratory or business is organised around a formal *management system*, with clearly defined roles and responsibilities for graders and appraisers that support consistency and integrity.
 - If they issue grading, research, analysis or *appraisal reports* that also engage in the business of the sale of products covered by this LGMS, establish and document the *procedures* undertaken to avoid all potential or actual conflicts of interest, in *compliance* with LGMS 28.4 and 28.5 below.
 - Document and implement technical requirements in relation to any *process*-related factors that impact the chain of custody (COC) through the lab, validity, and reliability of testing, grading, or *reporting* of results.
 - Implement equipment and calibration documentation and processes implemented that define and control conditions, determine the appropriate equipment for use, establish maintenance requirements, and calibration *procedures* of equipment and instruments to ensure accuracy and consistency in their testing results.
- 28.2 Members that generate reports on grading, research, analysis, and appraisal shall:
- Maintain and employ the minimum baseline technological equipment required to produce the reports offered.
 - Have *systems* in place, based on scientific methodology, that are sufficiently thorough and comprehensive to produce valid and reproducible results, and have management *systems* in place to ensure both the quality and the independence of the analysis and reports produced.
 - Establish necessary additional quality control and assurance *systems* (including sufficient data collection and timely calibration and verification *systems* for testing equipment employed) and a robust COC program for products in their possession to ensure necessary segregation of products while in their possession.
 - Ensure client anonymity during the testing *process* is maintained.
- 28.3 Members that generate *grading* and/or *analysis reports* shall identify whether the assessment included verification of natural or lab-grown growth origin, and whether this has been carried out for all stones.
- 28.4 Members that generate reports assessing monetary value based on expert opinion shall identify the person or *entity* that has requested the report and provide a statement of the purpose for which the report was sought. Such members shall ensure that appropriate client confidentiality and *conflict of interest* policies are in place.
- 28.5 Members that offer *grading reports*, analysis and/or *geographical place-of-origin reports*, or monetary value reports shall disclose their relationship, if any, to the seller of the item, and any relevant vested interests held by the grader, analyst or appraiser or organisation in the sale of the jewellery product; describe the grading system employed; and provide disclaimers or limitations on liability and any other specific information pertaining to the report. Such information shall be in plain language and readily accessible.



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Key references



KEY REFERENCES

- Global Reporting Initiative's GRI 305 Emissions Reporting Standard
- Greenhouse Gas Protocol Corporate Standard
- ILO Convention 29
- ILO Convention 132
- ILO Convention 138
- ILO Convention 14
- ILO Convention 182
- ILO Convention 183
- ILO Convention Declaration on Fundamental Principles and Rights at Work 1998
- ILO Recommendation 146
- ILO Recommendation 190
- ILO Standard 102
- International Code of Conduct Association
- OECD Due Diligence Guidance for Responsible Business Conduct
- OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from *Conflict-affected and high-risk areas*
- Paris Agreement
- United Nations Guiding Principles on Business and Human Rights



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STANDARDS COMMITTEE

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