



Responsible
Jewellery
Council

The Responsible Jewellery Council Certification System

“Using the Responsible Jewellery Council’s Certification System to reinforce consumer confidence and promote your business by credibly evidencing your high standards.”



1. Introduction, About the RJC
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The Responsible Jewellery Council (RJC)

The Responsible Jewellery Council is the trading name of the Council for Responsible Jewellery Practices Ltd.

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

The Council's focus is on the RJC Certification System.

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Business Case for Joining the RJC

- **Common standard** – opportunity to avoid duplication.
- **Credible System** – third party auditing, stakeholder involvement and consultation.
- **Support** – tools and guidance, training.
- **Consumer recognition** – a label of confidence.
- **Cost effective** - one cost of development of the standard and system for all; large competing pool of auditors.



RJC Membership



- **Eligibility** - all businesses and associations participating in the diamond and gold jewellery supply chain and/or engaged in activities that have a potential impact on consumer confidence in diamond or gold jewellery
- **Currently** – nearly 150 Members with a wide range of size, location and type of business.
- **Commit to** -
Support the Mission of the RJC;
Implement continuous improvement processes;
Endorse the Principles and Code of Practices of the RJC ;
Seek to achieve certification under the RJC's Certification system within two years of joining the RJC;
Comply with the Antitrust Policy/Rules;
Comply with the RJC's Rules for its logo use and its intellectual property.

Governance of the Council

Officers of the Council

Chairman: Matt Runci – Jewelers of America

Vice-Chairman: John Hall – Rio Tinto

Honorary Secretary: Mark Jenkins – Signet plc

Honorary Treasurer: James Suzman – De Beers Group

Committee Chairs

Executive Committee: Matt Runci – Jewelers of America

Standards Committee: Rob Headley – Jewelers of America + Mick Roche – BHP Billiton

Communications Committee: John Hall – Rio Tinto Diamonds

Membership Committee: Pamela Caillens – Cartier

Legal Committee: Mark Jenkins – Signet plc

People Committee: Geoff Field – British Jewellers Association

Finance Committee: Ruth Batson – American Gem Society

Accreditation and Training Committee: Gérard Satre – Chanel

Management Team

The Executive functions and day-to-day management of the Council are carried out by the RJC Management Team under the direction of Michael Rae, CEO



Governance of the Council

The Members of the Board of Directors are:

Nawal Ait-Hocine – Metalor Technologies SA

Michael Allchin – Birmingham Assay Office

Donna Baker – Gemological Institute of America

Ruth Batson – American Gem Society

Charles Bonas – Bonas & Co. Ltd.

Terry Burman – Signet Group plc

Bruce Cox – Rio Tinto

Vicki Cunningham – H.Cunningham Fine Jewelry Inc

Bernard Fornas – Cartier

Neal Goldberg – Zale Corporation

John Hall – Rio Tinto

Michael Hoare – National Association of Goldsmiths

Mark Jenkins – Signet Group plc

Mike Kowalski – Tiffany & Co.

Phillipe Leopold-Metzger – Piaget

Stephen Lussier – De Beers Group

Dilip Mehta – Rosy Blue NV

Rajiv Mehta – Dimexon Diamonds Ltd

Sonu Parikh – Diarough NV

Bernadette Pinet-Cuoq - Union Française BJOP

Matt Runci – Jewelers of America

Chris Ryder – BHP Billiton Diamonds Inc

Yedwa Simelane – AngloGold Ashanti Limited

James Suzman – De Beers Group

The RJC System

- Under the RJC System, all Commercial Members must be audited by accredited, third party auditors to verify that their performance and management systems conform with the Council's Code of Practices.
- The RJC System scope covers all facilities which are owned or controlled by Members, and actively contribute to the diamond and/or gold jewellery supply chain.
- Members who have been independently verified as conforming to the Code of Practices will become Certified Members of the Responsible Jewellery Council.



RJC Code of Practices



Defines responsible ethical, human rights, social, and environmental practices for businesses in the Diamond and/or Gold Jewellery supply chain.

Based on national and international law, established international and industry standards, and sound business practice.

Establishes objective and verifiable standards against which RJC Members may be certified.

Content will be updated over time.

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Scope of the RJC Code of Practices

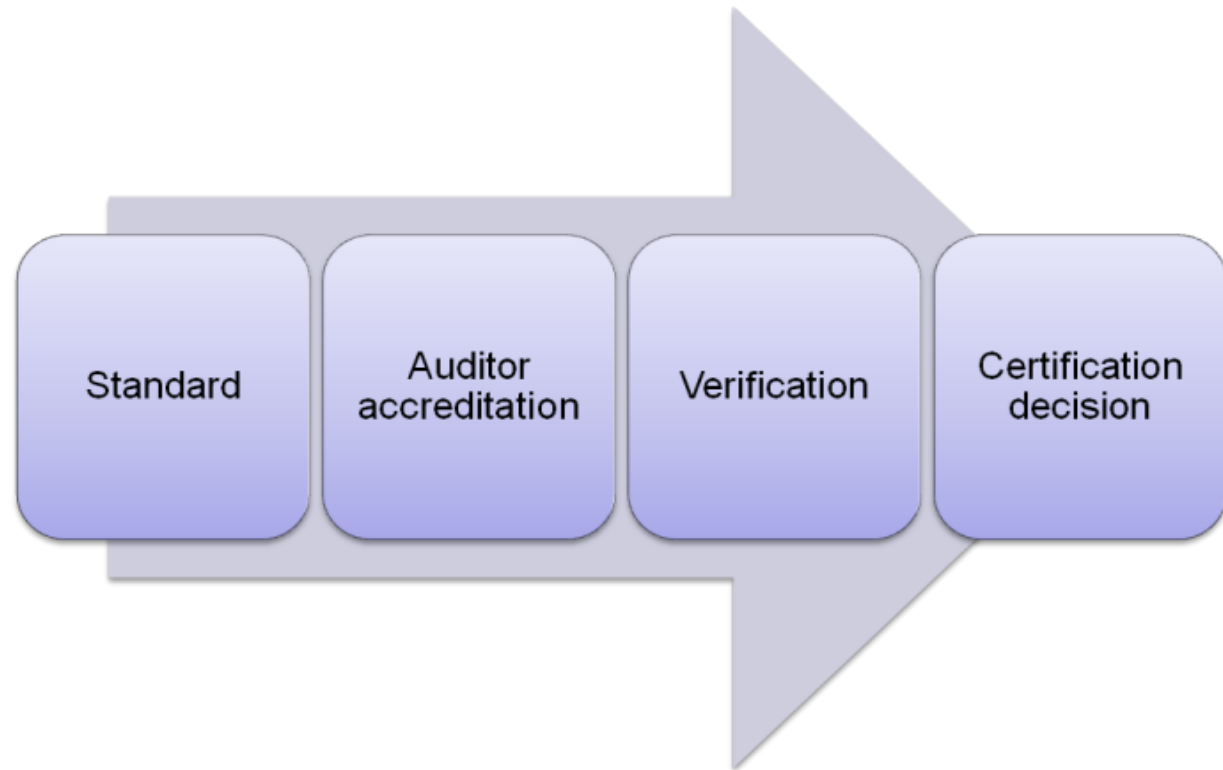
Business Ethics - upholding ethical business practices.

Human Rights and Social Performance - upholding fundamental human rights, treating workers fairly and with respect, encouraging a diverse workforce, and provision of a safe working environment.

Environmental Performance - promoting efficient use of resources and energy, and reducing and preventing Pollution.

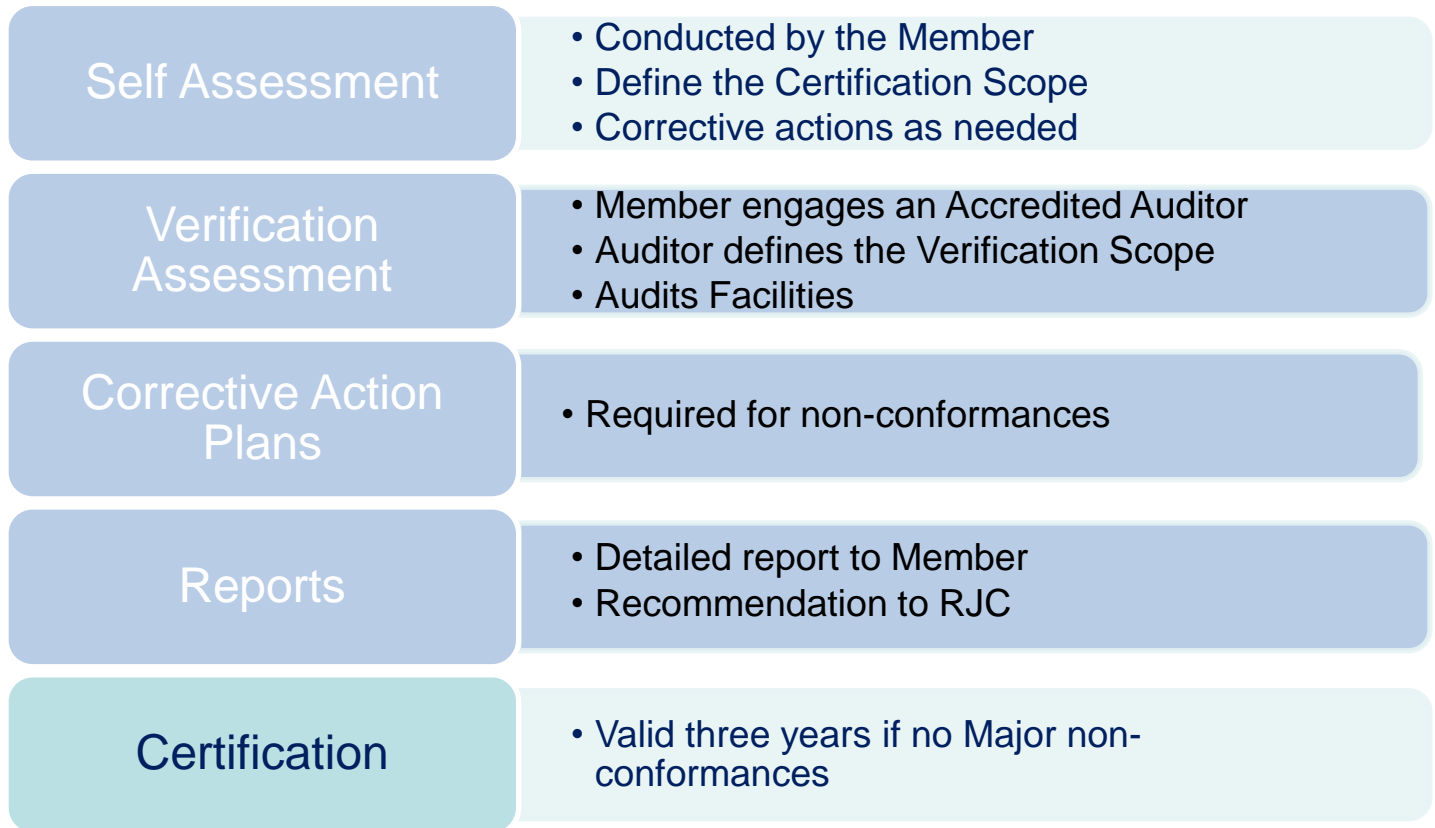
Management Systems - compliance with Applicable Law, establishing policy, and managing business Risks including Contractors, Suppliers and Partners.

RJC Certification System Elements





Steps to Certification



Non-conformances and corrective action

Summary of obligations based on the outcomes of the Auditor's Verification Assessment

Conformance, or Minor Non- Conformance

- Corrective Action Plan required to address any Minor Non-conformances
- Certification valid for 3 years

Major Non- Conformance

- Major non-conformances to be addressed or captured in an approved Corrective Action Plan
- Certification valid for 1 year

Critical Breach

- Must be immediately reported to the RJC Management Team
- Disciplinary proceedings will commence

RJC Certification Timeline

| Membership type | Certification Timeline |
|--|--|
| RJC Members as of 31 st December 2009 | 31 st December 2011. |
| Members joining after 31 st December 2009 | Two years from the date of application. |
| RJC Members with mining Facilities | Two years from the release of the Mining Supplement. |

RJC Member Requirements for Certification

1. Become familiar with the core system documents.
2. Participate in RJC System training.
3. Define their Certification Scope.
4. Conduct a Self Assessment.
5. Address any non-conformances.
6. Engage an Accredited Auditor.
7. When ready, submit their Self Assessment to the Auditor and request a Verification Assessment.
8. Prepare and implement a Corrective Action Plan to address any non-conformances.

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RJC Auditor Requirements for Certification

1. Conduct a desktop review of the Member's Self Assessment and related information.
2. Define the Verification Scope:
 - Determine which provisions of the Code of Practices will be verified at which Facilities.
 - Take into account risk and relevance.
3. Conduct on-site review of the selected provisions at selected Facilities, as defined in the Verification Scope.
4. Monitor the Member's progress on implementing any Corrective Action Plans.
5. Submit verification reports:
 - Detailed report to Member.
 - Summary and recommendation to the RJC Management Team.

RJC Auditor Accreditation

Prospective auditors will need to meet the selection criteria and undertake additional training on the RJC system to become accredited.

A list of RJC Accredited Auditors will be available on the RJC website.

Auditors will still be required to document their credentials in their Verification Reports and confirm that they have no conflict of interest in carrying out verification for that Member.

Role of the RJC Management Team

1. The RJC Management Team grants certification to a Member based on the Auditor's recommendation.
2. The Management Team will confirm the Member is in good standing and will review the auditor's report to check:
 - Auditors are accredited and competent and have no conflicts.
 - All major non-conformances have been corrected, or are subject to a one year corrective plan verified by the auditor.
3. Document the terms of the Certification (names, locations, dates etc.)
4. Issue formal documentation, including a unique Certification identification.
5. Record the Member's certification status on the RJC website.

Checks and balances

Quality control

- Standardised forms for assessing and verifying conformance;
- Guidance on standards and certification;
- Formal training and accreditation of auditors;
- Peer reviews of auditing quality;
- Member training and support.

Complaints mechanism

- RJC will investigate and resolve complaints relating to certification assessments and outcomes.

Sanctions

- Disciplinary proceedings against Members or auditors will be triggered by actions or omissions that affect the integrity of the RJC system

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RJC – Current Position re Marange Diamonds

The RJC requires that its Members must not knowingly buy or sell conflict diamonds, or assist others to do so.

The RJC Code of Practices includes four provisions requiring conformance with the KP Certification Scheme and the WDC System of Warranties.

Non-compliance is considered a ‘Critical Breach’ under the RJC Certification System, which will trigger disciplinary proceedings leading to sanctions against that RJC Member, which may ultimately lead to expulsion.

The RJC Code of Practices also includes specific provisions on human rights, which refer to the Universal Declaration of Human Rights, the Voluntary Principles on Security and Human Rights, and ILO Conventions on child labour, forced labour, freedom of association and discrimination.

RJC Members must evidence compliance through an independent verification assessment, which involves desktop reviews and site visits. Independent, third party auditors will look for objective evidence of conformance in the form of management systems, observed practices and record-keeping.

The RJC will continue to monitor progress on KP implementation at Marange and urges all parties to work towards resolution of these issues.

RJC Initiatives for 2010

Expansion of certification scope - review the addition of platinum to the RJC's current focus of gold and diamonds.

Gem labs and assayers supplement - gap analysis and development of additional standards and/or guidance as required.

Chain of custody - investigate feasibility of chain of custody standards as a voluntary additional certification option for Members under the RJC System.