This Annex deals with the minimum on-site assessment time required to cover the Program requirements.

2.1 Assessment duration

The following assessment duration applies:

- For small sites (1-30 employees and/or 1 – 3 production lines): 1 day
- For medium sites (31 – 100 employees and/or 4 – 6 manufacturing lines): 2 days
- For large sites (> 100 employees and/or > 6 manufacturing lines): 3 days

This applies for both Foundation and Intermediate Level FSSC Global Markets assessments.

2.2 Assessor hours

A typical assessment day shall be 8 working hours and shall in any case not exceed 10 working hours.

The on-site assessment duration shall be stated in assessor working hours in the assessment report, giving the time at the production site conducting a FSSC Global Markets assessment.

2.3 Separate calculation for assessment duration

Where the FSSC Global Markets assessment is undertaken together with other assessments, then a calculation for the time-allowed to conduct the FSSC Global Markets assessment only shall be stated.

2.4 Using an interpreter

At least 0.5 assessment day (4 working hours) additional on-site assessment time shall be added to the FSSC Global Markets assessment time when an interpreter is required to support the assessment team.

2.5 Off-site storage & warehousing

At least 0.5 assessment day (4 working hours) additional on-site assessment time shall be added to the FSSC Global Markets for each off-site storage or warehousing facility.

2.6 Organizations with a separate head office

1) For organizations where some functions pertinent to the Conformity assessment are controlled by a head office separate to the manufacturing site(s), the minimum time shall be 0.5 assessment day (4 working hours) on-site to assess the functions pertinent to the Conformity assessment at the head office.

2) When the responsible person from the head office attends the assessment at manufacturing site, no extra assessment time is calculated.

3) A maximum of 20% assessment time reduction can be allowed for each of the single manufacturing sites belonging to the group where the shared functions are controlled by the (off-site) head office.
2.7 Organizations with off-site activities

1) In organizations with off-site activities where one or more process steps take place at a separate site a 50% assessment time reduction is applied for the minimum calculated total on-site assessment time for the secondary site.