





Access cosmetics guidelines and documents available on the QIMA IBD website

01

Check if the requirements suit the company's needs and if it is possible to meet the certification procedures. www.ibd.com.br

Acceptance of the proposal and contract. Project registration at IBD.

03

Start of inspection preparation: Submission of the Integrated Cosmetics Report (IBD Model) and necessary information for inspection.

\* Inspection is only released if the Integrated Cosmetics Report

## Inspection

05

The inspection seeks evidence of the information presented in the Integrated Cosmetics Report to certify compliance with the requirements of the guidelines, requesting additions when necessary.

Analysis of the report and Certification Decision

06

## QIMAIBD

Request Commercial Proposal

IBD sends the applicant a Commercial Invoice Form in order to collect all the information to understand the demand and offer personalized commercial service. Based on these data, the commercial proposal is prepared, with details of costs, procedures and necessary documents.

Completion of the Integrated Cosmetics Report

Required documentation: general and legal information about the production unit, formulation tables with INCI name and supplier of each ingredient; technical data on the ingredients (origin and way of obtaining, generally, but not restricted to: technical specification, processes of obtaining and production, non-GMO declaration and declaration on animal tests); Ingredient purchase, production, marketing and inventory records; graphic art of certified product labels.

## Granting of Certification

Issuance or renewal of the Certificate of Conformity, valid for 1 year from the date of issuance.

Marketing of products

In the presence of Nonconformity

Presentation of corrective actions by the client. IBD evaluates and issues the certificate after approval of the corrective actions.

During the validity period of the Certificate of Conformity, the customer can market their products and make claims about their certification using the Conformity Marks (seals), always respecting the applicable requirements.

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To learn more about the certification process, visit our website.