# Vegan Certification Checklist

| Purpose This Vegan Certification Checklist from CGA helps manufacturers ensure their products meet strict vegan standards by identifying and eliminating animal-derived ingredients, cross-contamination risks, and non-compliant practices. It supports compliance with leading vegan certifiers through systematic documentation, process controls, and supplier verification. |
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| **Category** | **Checklist Item** | **What to Check** | **Checklist** |
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| **1. Ingredients** | Full List of Ingredients | Provide names, sources, and functions of all ingredients. |  |
|  | Ingredient Origin Confirmation | Declare plant/mineral/synthetic origin; no animal-derived inputs allowed. |  |
|  | Additive & Processing Aid Details | Include enzymes, carriers, flavorings, and colors with full source disclosure. |  |
|  | GMO Status | Indicate whether ingredients are GMO or non-GMO (some certifiers require this). |  |
|  | Animal Testing Declaration | Confirm ingredients were not tested on animals. |  |
| **2. Suppliers** | Supplier Declarations | Get vegan compliance declarations from all suppliers. |  |
|  | Chain of Custody | Documentation proving ingredient traceability to origin. |  |
| **3. Production Process** | Dedicated Equipment or Cleaning Protocols | Ensure either dedicated vegan lines or validated cleaning between runs. |  |
|  | Shared Facility Risk Assessment | Evaluate risks of cross-contamination from animal products. |  |
|  | Cross-Contamination Controls | Provide HACCP/Preventive Controls addressing vegan integrity. |  |
|  | Processing Aids & Filters | Confirm no animal-derived filters (e.g., bone char in sugar, gelatin filters). |  |
| **4. Packaging** | Packaging Material Compliance | Verify packaging contains no animal derivatives (e.g., casein in adhesives). |  |
|  | Label Review | Labels must not include animal claims or ambiguous terms. |  |
|  | Final Product Sample Label | Provide proposed retail label for review and approval. |  |
| **5. Documentation** | Ingredient & Product Specifications | Include COAs, MSDS, or spec sheets for every raw material. |  |
|  | Internal Vegan SOPs | Document internal policies ensuring vegan compliance. |  |
|  | Facility Map & Flow Diagram | Show product flow to assess risk of cross-contact. |  |
|  | Batch Records | Provide samples of batch production records for traceability. |  |
| **6. Staff Training** | Training Program on Vegan Handling | Document staff training on vegan procedures and cross-contamination. |  |