Locating Your Certification Codes: A Visual Guide

In order to help producers more easily identify crucial information for sampling and testing compost for certification purposes, CCS have prepared a visual guide to help you locate your unique process information on the latest versions of the certificate.

PR number

Your Process Reference number (PR number) follows the format “PR” followed by three digits (e.g., PR000). It can be found in the following places depending on which Certification body issued your certificate, (highlighted by a **red circle** on page 2 of this guidance).

If your process is certified by NSF

Your PR number for your process can be found towards the top left corner of the certificate, under "Membership Number".

If your process is certified by OF&G

Your PR number can be found under and to the left of the conformity mark, above the date and signature sections of the certificate after “registration number”.

If your process is certified by ACL

Your PR number can be found in the top right quarter of the page, in the right margin above the issue and expiry dates, under “Membership number”.

Certification Code

Your Certification Code is unique to each output your process produces. It follows a specific format that provides key information about the output. The Certification Code is structured as follows:

- The first three letters (XXX) represent a code specific to your organisation
- The next two or three digits (XX/X) are unique to your site
- The last four digits (e.g., 0010) indicate the particle size of the compost (in this case, 0-10mm)

This code can be found in the following places indicated by a **green arrow** on the example certificates on page 2.

If your compost is certified by NSF

Your certification code can be found in the bottom right corner of the document, positioned to the right of the listed compost grade.

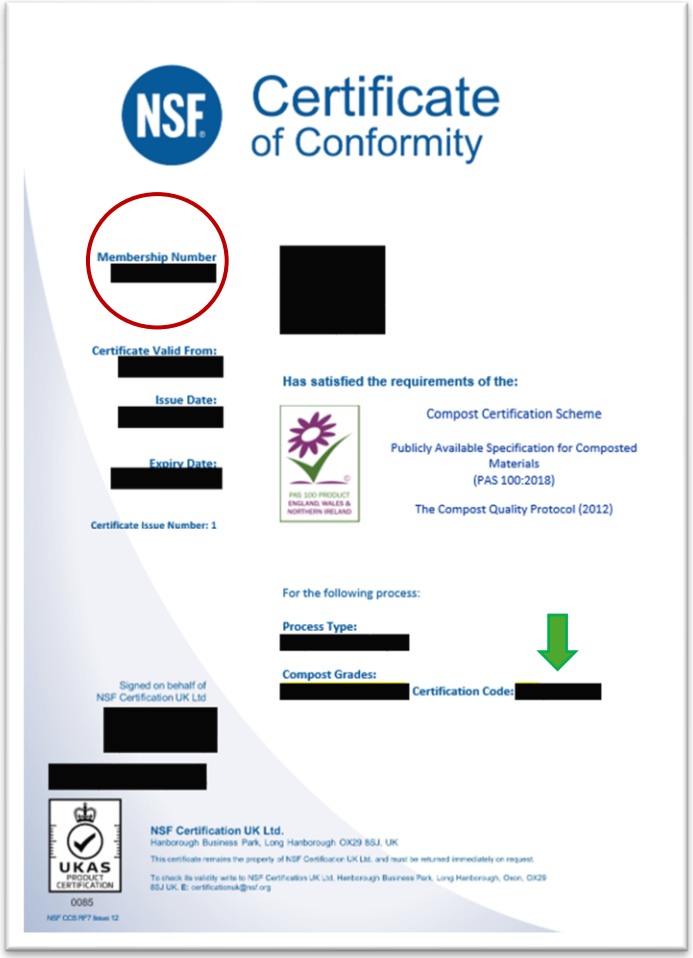
If your compost is certified by OF&G

Your certification code is centrally placed on the page, directly under the "Product Name" heading.

If your compost is certified by ACL

Your certification code appears in the lower-middle section of the document, situated below the conformity mark.

Compost
Certification Scheme



NSF Certificate of Conformity

Membership Number [redacted]

[redacted]

Certificate Valid From: [redacted]

Issue Date: [redacted]

Expiry Date: [redacted]

Certificate Issue Number: 1

Has satisfied the requirements of the:

Compost Certification Scheme

Publicly Available Specification for Composted Materials (PAS 100:2018)

The Compost Quality Protocol (2012)

For the following process:

Process Type: [redacted]

Compost Grades: [redacted] Certification Code: [redacted]

Signed on behalf of NSF Certification UK Ltd

[redacted]

[redacted]

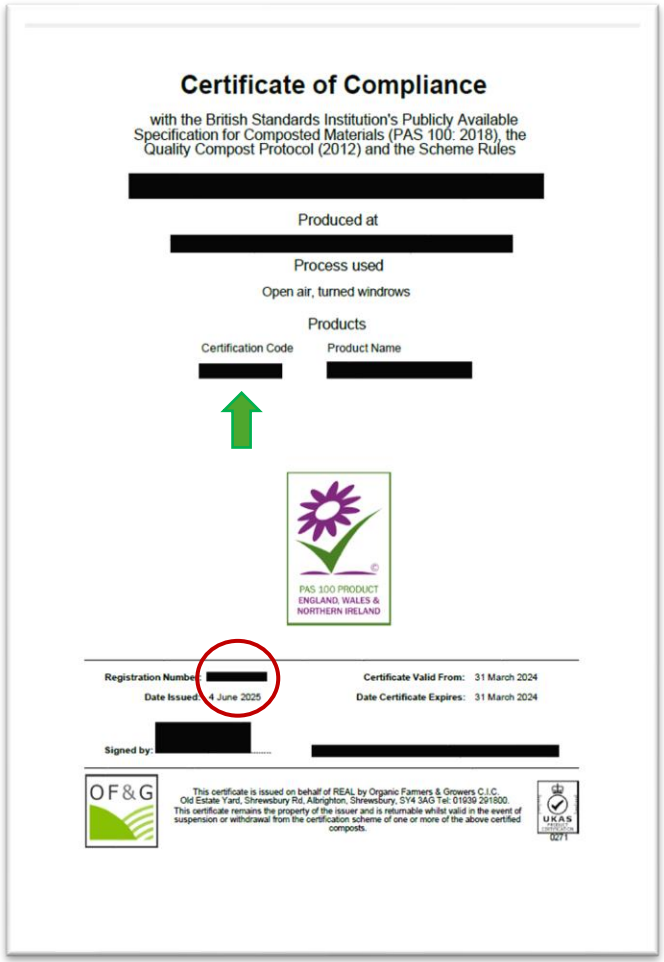
UKAS PRODUCT CERTIFICATION 0085

NSF Certification UK Ltd.
Hanborough Business Park, Long Hanborough OX29 8SJ. UK

This certificate remains the property of NSF Certification UK Ltd. and must be returned immediately on request.

To check its validity write to NSF Certification UK Ltd. Hanborough Business Park, Long Hanborough, Oxon, OX29 8SJ UK. E: certificationuk@nsf.org

NSF CCS/PF7 Issue 12



Certificate of Compliance

with the British Standards Institution's Publicly Available Specification for Composted Materials (PAS 100: 2018), the Quality Compost Protocol (2012) and the Scheme Rules

[redacted]

Produced at

[redacted]

Process used

Open air, turned windrows

Products

Certification Code	Product Name
[redacted]	[redacted]

PAS 100 PRODUCT ENGLAND, WALES & NORTHERN IRELAND

Registration Number: [redacted]

Date Issued: 4 June 2025

Certificate Valid From: 31 March 2024

Date Certificate Expires: 31 March 2024

Signed by: [redacted]

[redacted]

OF&G

This certificate is issued on behalf of REAL by Organic Farmers & Growers C.I.C. Old Estate Yard, Shrewsbury Rd, Albrighton, Shrewsbury, SY4 3AG Tel: 01939 291800. This certificate remains the property of the issuer and is returnable whilst valid in the event of suspension or withdrawal from the certification scheme of one or more of the above certified composts.

UKAS 0271

AARDVARK Certification Ltd.

Certificate of Conformity

Awarded to:

[redacted]

Membership No: [redacted]

Standard:

PAS 100 PRODUCT ENGLAND, WALES & NORTHERN IRELAND

Publicly Available Specification for Composted Materials (PAS100:2018) The Compost Quality Protocol (2012)

Certificate Valid From: [redacted]

Certificate Expiry Date: [redacted]

Certificate Issue Date: [redacted]

Compost Grades	Certification Code
Soil Improver 0-10mm	[redacted]

Process Used: Open air, Turned windrows

Signed on behalf of Aardvark Certification Limited

[redacted]

[redacted]

Certification Officer

This certificate is the property of Aardvark Certification Limited and must be returned immediately on request. In order to check its validity, contact Aardvark Certification Limited, Higher Ford, Wivelscombe, Somerset, TA4 2RL
Email: contactus@aardvarkcertication.com

Code usage for the analysis request form

Remember to always double-check these details when filling out your analysis request form to ensure smooth processing of your samples for testing and continuation of your certification. Your PR number (PRXXX) (highlighted on the left of the form below) is for your process, while the certification code (highlighted on the right of the form below) is for the output of the process being tested.

Inaccuracy or inconsistency in these details can cause delays in the test result reporting process and may result in your test results not counting towards certification.

PAS100 COMPOST ANALYSIS REQUEST FORM FOR CERTIFICATION PURPOSES

		PO Number	
Organisation name		**Contact name**	
Sampler name (if different to contact name)		*Optional (for the use of request form as a record for PAS 100 compliance)*	
Composting site		**Email**	
PR number		**Telephone**	
Sample of ❑ **Principal Grade** ❑ **Additional Grade**		**Compost Grade [mm]**	to
Sample code		**Certification code**	*Must be supplied*
Sample type (testing purpose) ❑ **1 (Validation)**	❑ **2 (Routine verification)**	❑ **3 (Re-sample verification)**	
Age of compost		**Date sampled**	