Setting
The Standard
For Seafood

ASC Data Submission Procedure

Version 2.0

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1. Amendment History

Date:	Version:	Summary of Amendment:
01 May 2025	1.0	New document
01 November 2026	2.0	Adjustments to accommodate data submission under Farm standard v1.0.1A2 and v1.1, CAR, ASC Farm Standard and TraceASC

2. Introduction

ASC collects data from Clients on their operations as part the ASC Certification Programme and related services. This data is critical for use in demonstrating the impacts of ASC, assurance, programme development, client and partner services and research needs. ASC defines data requirements based on clear justified needs and adheres to a strict policy on data sharing[1]. Data is submitted to ASC via the MyASC certification portal, the process for which is summarised in **Appendix 1** of this procedure.

3. Purpose and Scope

This procedure defines the roles and responsibilities for Clients, CABs and ASC in the submission of data under the ASC Farm and Feed certification programmes, Chain of Custody, and TraceASC digital traceability platform.

4. Reference Documents & Tools

The following ASC documents and tools are used in conjunction with this procedure:

- ASC Feed Standard
- ASC Farm Standard
- ASC Feed and Farm Certification and Accreditation Requirements (CAR)
- GIS Submission Procedure: Online Farm Mapping Tool – v3.0
- MSC Chain of Custody Standard and ASC Chain of Custody Module
- ASC Licensing Agreement

[1] For more information, please see the **ASC Data Sharing Policy** and **ASC Privacy Policy V1.1**.

- ASC Programme Development and Revision Procedure
- MyASC Certification, Data Submission and Digital Traceability Portal: https://myasc.asc-aqua.org/login/
- MyASC User Guide for Certificate Holders
- TraceASC User Guidelines
- TraceASC CAB Guidelines
- ASC Form and Data site: https://data.asc-aqua.org/
- ASC Data Sharing Policy

All current document versions can be accessed via ASC's Controlled Document Master List portal.

5. Terms and Definitions

Terms and definitions associated with this procedure are provided in the ASC's Vocabulary Portal.

6. Roles and Responsibilities

The roles and responsibilities of those involved in this procedure are provided in **Table 1**.

Table 1: Roles and Responsibilities

Role	Responsibility
ASC	Develop and maintain ASC Standards and data requirements, define data needs and uses for ASC programme development, impacts monitoring and evaluation, development of additional services, and research purposes. Develop and maintain data submission webforms, manage data submissions, including ASC Data Submission Portal, and approve alternative methods of submission.
Client	Submit data to comply with data submission requirements under the ASC programmes, ASC License Agreements and related services.

CAB	Assess that client data submission is completed according to this procedure to fulfil data submission requirements. Use elements of client data submissions for verification of conformance.

7. Data Submissions Requirements

7.1 Clients shall submit all data and attributes to ASC as defined in ASC Data Submission Requirements (**Annexes 1, 2 and 3**) in the ASC Data Submission Hub.

7.2 Data submission requirements may differ between Clients and across ASC programmes.

7.3 Clients shall submit data per site where applicable under single site, multi-site and Group 1 certification. Group 2 certification shall submit data for a representative 10% of sites for each audit, representing a different combination of sites for each audit.

7.4 Clients shall submit polygons to ASC at initial audit and recertification audit against the ASC Farm Standard to be verified with auditor present.

7.4.1 Client shall submit an updated polygon to ASC if there are any changes in the farming area in any subsequent audit following initial audit or recertification, following reporting the changes to the CAB, in advance of the audit.

7.5 ASC may request certified farms or feed mills to provide performance data resulting from the implementation of ASC standards for verification and to support learnings for standards development where there is defined scope.

8. Data Submission Process

8.1 Clients shall submit polygons to ASC using the ASC Online Farm Mapping Tool.

8.2 The Client shall request access to the MyASC Certification Portal (**Appendix 1**) to submit data via the embedded ASC Data Submission and Digital Traceability (TraceASC) Portal.

8.3 Clients shall submit data using the designated webforms or templates according to the scope, attributes and the associated temporal and spatial

scale defined in the ASC Data Submission Requirements (**Annexes 1, 2 and 3**), available in the ASC Programme Centre.

8.4 ASC may accept alternative methods of data submissions, such as an application programming interface (API), that would facilitate transfer of defined data variables.

8.4.1 Alternative methods must be able to deliver data in accordance with the ASC Data Submission Requirements.

8.4.2 Clients seeking approval of alternative methods shall submit their request to data@asc-aqua.org justifying how these methods meet the ASC Data Submission Requirements, prior to implementing them.

8.4.3 The use of any alternative methods must be approved by ASC.

8.4.4 No alternative methods are available for the Digital Traceability (TraceASC) data entry.

8.4.5 No alternative methods are available for submission of farm polygons.

Appendix 1: Introduction to the MyASC Certification Portal

- MyASC (https://myasc.asc-aqua.org/login/) is the online platform used by ASC to manage its farm and feed mill certification administration.
- Clients will be granted access to the MyASC Certification portal by direct contact to data@asc-aqua.org.
- For the Digital Traceability portal (TraceASC), this is trace@asc-aqua.org.
- Once logged into MyASC, the Client will submit data via designated webforms and/or templates to be uploaded into the portal and directly linked to their certification.
- Data reporting options vary depending on the Standard under which the UoCs of the Client are certified.
- CABs will have access to view submitted data to assess conformance with ASC reporting requirements and specific indicator requirements.