ADM Responsible Soybean Standard

February, 2024

Version 4

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01 INTRODUCTION

ADM spans the many supply chains in which we operate, from countless farmer customers to end customers spanning food, feed, fuel and industrial and consumer products.

Consumers around the world have made it clear that they expect their food and drinks to come from sustainable ingredients, produced by companies that share their values, and thanks to ADM's unique position spanning supply chains, we are able to work across our own operations and leverage our role as a major merchandiser of sustainable crops to encourage and implement sustainable farming practices, traceability and energy efficiency.

This work is a foundation of our purpose as a company, and a pillar of our growth strategy. We are committed to leveraging our critical role in the supply chain to help create a more resilient and sustainable global food system, and our efforts align with five United Nations SDGs:

- Zero Hunger: Improving the resiliency of our food supply chain to feed a growing global population
- Clean Water and Sanitation: Reducing soil and nutrient run-off to improve water quality and protect drinking water sources
- Decent Work and Economic Growth: Educating and enabling growers to protect smallholder resources and increase income
- Climate Action: Implementing practices to reduce direct emissions and sequester carbon in soils
- Life on Land: Protecting forests and biodiversity to preserve ecosystems

Through our sustainable procurement policies and engagement with growers, ADM helps reduce greenhouse gas emissions and advance sustainable agriculture practices. And as an aggregator and processor of commodities, we can leverage the relationships we have with our customers, upstream and downstream, to implement sustainable agriculture programs. To support this effort, ADM has created an inspection program with the main objective of promoting environmentally and socially responsible agricultural production. The ADM Responsible Soybean Standard (ARS) is the result of research and benchmark studies carried out on existing standards, as well as ADM's own vision and values.

2. ABOUT THIS VERSION

In this revised edition, ADM has updated its certification standard to meet the sustainability criteria of the most sophisticated segments of the market.

ADM has revised the ARS to update concepts of chain of custody. Optional criteria have been converted to obligatory criteria in order to support continuous improvement. Additions have been made to address new requirements.

3. SCOPE

The ARS standard is a voluntary verification scheme that can be applied to soybean suppliers. To ensure compliance, an annual inspection will be conducted by a third-party inspection body with knowledge and accreditation for inspection of sustainability standards.

The inspections will be managed by ADM and conducted in groups, arranged by ADM. Participating farms shall go through a verification process before becoming certified. The certified producers must agree to annual inspections, performed by a third party. Controls will be implemented to avoid double counting.

4. PRINCIPLES

The inspection principles are :

4.1 Legal compliance

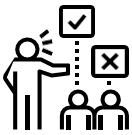
- Compliance with local and national laws applicable to the supplier will be verified and findings will be reported.

4.2 Social principles and protection of communities

Farmers shall demonstrate compliance with local and international laws as well as the ADM Human Rights Policy, focusing on the following areas:

- No forced labor: This shall mean all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily[1] . The workplace must be free from all forms of forced labor, including bonded labor, indentured labor, and child labor. Employees should not be charged fees in exchange for employment or have collateral in the form of money, identification or other personal belongings held – without workers' consent – as a condition of employment. The use of physical punishment, threats of violence or other forms of abuse will not be tolerated.

- No child labor: The minimum age of employment should not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 15 years. However, countries whose economy and educational facilities are insufficiently developed may under certain conditions initially specify a minimum age of 14 years[2].



- No discrimination: Workplace decisions must not be made on the basis of race, color, sex, religion, political opinion, national extraction or social origin or nullify or impair equal opportunity or treatment[3]. The ADM Human Rights Policy also protects gender identity, immigration status, disability, age, sexual orientation, and marital status as well as any other status protected by local or national law.

- Labor conditions: All workers must be in conformance with local laws and no deductions are made for disciplinary purposes, unless legally permitted. Wages and benefits must be detailed and clear to workers and workers must be paid in a manner convenient to them. Wages paid must be recorded by the employer.

- Working hours: Regular and overtime hours are in conformance with local legislation.

- Freedom of association: Workers and employers have the right to establish and join organizations of their own choice without previous authorization. Workers' and employers' organizations shall organize freely and not be liable to be dissolved or suspended by administrative authority, and they shall have the right to establish and join federations and confederations, which may in turn affiliate with international organizations of workers and employers[4].

[1] ILO Convention C029

[2] ILO Minimum Age Convention, No. 138 (1973)

[3] ILO Discrimination (Employment and Occupation) Convention, 1958 (No. 111)

[4] ILO Convention 87 (1948)

- Health and safety: Agricultural suppliers are responsible for ensuring that their workers are trained and use required Personal Protection Equipment (PPE) for the activities they perform. Workers should have access to clean drinking water and sanitary facilities. A first aid kit shall be present at the unit.

- Land use rights: Farmers must be able to demonstrate rights to use the land, which will be checked for possible claim areas, illegal deforestation, and areas of drained swamps.

- Grievance management and communication channels: There are communication channels that adequately enable communication between the farmer and the community. The communication channels and the complaint mechanism have been made known to the local communities.

4.3 Environmental principles

All applicable local laws as well as the following points will be taken into account for the inspection of environmental stewardship of agricultural suppliers:

- Conservation and protected areas: No crops are produced on land that is illegally deforested after a certain cut-off date defined in national legislation. No crops are produced in areas with legal deforestation or legal conversion of high conservation value (HCV) native vegetation after March 1, 2015. Between the cut-off date mentioned in legislation and March 1, 2015, only legal conversion is permitted. Areas that are assigned as legal reserve, conservation areas or otherwise secured by law must be protected. Legally approved compensating actions should be taken if any alteration has taken place. Areas of natural vegetation around bodies of water and on steep slopes and hills and other sensitive parts of the ecosystem must be maintained or restored.

- No fire, No hunting of rare, threatened or endangered species takes place on the property. Important on-farm biodiversity should be maintained and safeguarded through the preservation of native vegetation. There must be a map of the farm which shows the native vegetation and a plan to protect and recover native vegetation. No burning on any part of the property of crop residues, waste, or as part of vegetation clearance will be allowed.

- Fossil fuel: Farmers must reduce the use of fossil fuels, for instance by implementing precision agriculture techniques, controlled traffic farming or lighter machinery.

- Residues and waste: Storage and disposal of fuel, batteries, tires, lubricants, sewage and other waste must be in accordance with national and local legal requirements. Measures must be taken to reduce or recycle waste as much as possible.

4.4 Good Agricultural Practices

To ensure quality, soil fertility and soil structure, the following items will be inspected:

- Water management: Responsible use of water will be evaluated during inspection. In the production and processing of soybean, ground and surface water must not be depleted. Good agricultural practices must be implemented to minimize diffuse and localized impacts on surface and ground water quality from chemical residues, fertilizers, erosion or other sources.

- Soil management: The farmer must have knowledge of techniques to maintain and control soil quality (physical, chemical and biological) and the relevant techniques must be implemented. Appropriate monitoring of soil, including soil organic matter content, must be in place.

- Responsible use of agrochemicals: Agrochemicals and phytosanitary products may only be used in accordance with local and national laws, safety terms and professional recommendations. No use of agrochemicals listed in the Stockholm and Rotterdam Conventions is allowed. All handling, storage, collection and disposal of agrochemical waste and empty agrochemical containers must be monitored and in accordance with national and local laws.

- Integrated crop management: A plan for Integrated Crop Management (ICM) or similar must be made and implemented. It includes adequate and continuous monitoring of crop health, use of non-chemical and chemical control means, and measures to improve crop resilience. The plan should contain targets for reduction of potentially harmful phytosanitary products over time.

- Fertilizer use: Fertilizers must be used in a responsible manner, which requires soil analysis to monitor the required amount of each nutrient and maintenance of soil quality. The analysis shall be performed by trained experts. Only fertilizers approved by local authorities shall be used.

- Agricultural machines: All agricultural machinery should be kept in good condition and maintained to prevent leaks and contamination of the environment. Maintenance and cleaning records should be kept. Sprayers shall be regulated and checked by an employee who is qualified for this function to ensure that the correct amount of product is being applied.

- Avoiding double certification of sustainable crops: If there is a sustainability certification for the farm, the grower must inform ADM. There must be a control system that guarantees that there will be no sale of the same product under two different standards.

4.5 Chain of Custody

The link between the production of verified crops and the claim made by users of the verified crops, or a crops' further transformed byproducts, around the world can be created by using one of the following traceability systems:

- Credits: Certified and non-certified product are not controlled through the supply chain. After the farm inspection, the third-party creates certificates that can be marketed downstream in the supply chain. The soy user purchases a quantity of credits that matches the quantity of the sustainable crop the grower has verified. 1 credit equal to 1 MT of soy product.

- Mass balance: In the mass balance model, the volume of certified product entering the operation is controlled and an equivalent volume of product leaving the operations can be sold as certified. The physical mixing of certified and non-certified product is allowed at any stage in the production process provided that the quantities are controlled in documentation. Legality and traceability criteria of non-ARS soybeans is required prior to their inclusion in the mass balance.

- Segregation: Certified material cannot be physically mixed with non-certified material of the same commodity. Physical mixing of certified material coming from two or more different certified sources is allowed and must be documented accordingly.

ADM records ARS data and quantities (volume or weight) of ARS inputs received in its material accounting system after obtaining legal ownership of the inputs and verifying supporting documentation.

When processing occurs or the manufacturing process generates byproducts, ADM records the quantity (volume or weight) of the inputs in the accounting using separate categories for byproducts.

When a sale of product is made, the quantity sold (volume or weight) is deducted from the accounting of input received.

When a sale of byproduct is made, the quantity sold is deducted using the conversion factors for each processing unit.

5. General Rules

The general rules described in this chapter explain how the inspection procedure for the ARS standard will be conducted.

5.1 Registration and Planning:

Farmers seeking to participate in the ARS standard must register for the program by completing an application. The application will provide all data needed for inspectors to determine the timing, scope and number of site visits required to complete a comprehensive inspection of the farmer´s operations. Inspections will include cultivated and non-cultivated areas, infrastructure, installations and documentation.

Once the farmer has been accepted for participation in the ARS standard, a third-party inspector will develop an inspection plan to be shared with the grower in advance of the inspection team's initial visit.

The items to be covered during the inspection are contained in 5.3 of this document. Both an ADM representative and a representative from the farmer's or group's operations should be on hand or available throughout the inspection.

Inspection teams shall be composed of a lead inspector and sufficient team members. Collectively, the team members must be able to cover all elements of the ARS standard. The exact requirements of inspectors are included in Annex I.

Inspections may be announced, short notice or unannounced. The choice of the type of inspection may be related to the level of risk associated with the producer.

Prior to every inspection by the third-party certification body, the farm shall perform a self-verification of compliance with the ARS standard. The third party inspection shall be performed annually.

5.2 Scope of Inspection:

Groups: All inspections shall include a visit to the group manager and an assessment of the group manager's procedures and internal control system. These inspections allow group members to share the costs of the inspection. To further reduce their costs, group members may choose to work or share information to meet social and environmental requirements. The group manager covers all farm operations of each member of the group. The following instructions apply:

- All group members may be inspected, regardless of size or production. There is no limit to the number of members that may be required to undergo an inspection;
- Geographic limitations apply, meaning that all members must be in the same country, within the same ecological region and close to each other;
- All group members shall use the same or similar production systems, such as organic production, no-till farming, or non-GM.

Sampling: before conducting the inspection, the third party inspection body will determine the sample size, by applying the following formula: Low risk: (√y) x 1, Medium risk: (√y) x 1.2, High risk: (√y) x 1.5

The third-party inspection body will determine the level of risk (low, medium or high).

The decision of which group members' operations are inspected will be determined through random sampling, geographic distribution and risk profile. The group personnel will provide the necessary data and support for inspections.

5.3 Inspection

Opening meeting: The first step of the inspection is an opening meeting with the client. During this meeting, the client and inspector(s) discuss the inspection process, as well as required logistics, information, sites and personnel.

Document, site review and inspection: The inspector shall verify documentation in order to make accurate observations for all items recorded on the checklist. Observations must be factual and must conform to the verification requirement. The documents must correspond to the sites selected. Inspections will include cultivated and non-cultivated areas, infrastructure and installations.

Closing meeting: The inspection and verification process shall end with a closing meeting, where the main findings are communicated, along with any non-conformities that may have been identified. The next steps in the process are also communicated to participating members.

Inspection report: The farmer or group will receive a copy of the final inspection report detailing the findings discussed during the closing meeting.

5.4 Reporting

Preparing the inspection report: The inspection report shall describe accurately which items have been inspected, such as individual fields/farmers, crops/products, period of book-keeping, production processes, sample, production unit/storage room, etc. If there is not enough space for all verification data, then remaining text can be recorded under the Notes/Information section of the assessment form. The general rules described in this chapter explain how the inspection procedure for the ARS standard will be reported.

Recording of inspection results: The findings and conclusions of the inspection are set forth in the assessment form(s). The forms must be signed by the client, his/her representative or a responsible person. Inspection reports will be kept for 5 years.
Reporting of inspection results: The lead inspector, or team leader if applicable, is responsible for the preparation and contents of the inspection report. The inspection report should provide a complete, accurate, concise and clear record of the inspection, and may include or refer to the following items:

- Scope of the assessment
- Assessment type (group or individual)
- Description of production unit(s) and/or group scheme and members as applicable
- Name and address of operation or organization to be assessed
- Contact person: name, position, address, email, and phone numbers
- General description of operation / group
- Location of production unit(s) including:
    - Map showing geographical location
    - Location address
    - GPS reference(s) Statistics of production unit(s):
    - Total farm area
    - Area under the different crops under scope (hectares)
    - Estimated yield per hectare (kg/hectare)
    - Estimated total annual production in tons

- Details and justification of any sampling methodology
- Assessment agenda
- Assessment findings
- List of all sites under control of the organization, describing which ones are included in the scope of the evaluation and which ones are omitted
- Supply chain model used for inspection (Credits, Mass Balance, Segregation)
- Methodology and findings
- Assessment methodology
- Details and justification of any sampling methodology
- Explanation of the methodology applied to determine the number of days, sites to visit and
- assignment of time for inspection components
- Assessment agenda
- Total number of in-person days spent on the field assessment
- Assessment findings
- Lead assessor's summary and recommendation for evaluation

  Full information of compliance by the operation against all elements of the standard

  Non-conformity records

  Signature by certification body

The inspection report will be valid for 12 months. Farmers receive their own inspection report.

5.5 Verification

The third-party inspection body shall have a system for revision of draft reports to ensure consistency and quality of inspection decision making and reporting.

To ensure the integrity of the system, once the certification body issues the report, and before the certification decision is made, the report must be verified and approved by a representative of the scheme owner who was not involved in the inspection process.

6. Non-Conformity and Sanctions

This chapter provides information on the procedure for handling and resolving non-conformities identified during inspections as well as potential disputes by the client.

Types of non-conformities: Failure to comply with any element in the ARS standard is considered a non-conformity. There are two levels of non-conformities: major and minor.

- Major non-conformity: A major compliance failure involving a significant component of the standard. Major non-conformities raised during an inspection must be closed within 45 days.

- Minor non-conformity : Non-conformity is considered minor if
  - It is a temporary lapse;
  - It is unusual / non-systematic; or
  - Non-conformity impacts are limited in their temporal and geographical scale.

Minor non-conformities raised during an inspection must be resolved within 6 months. The third-party inspection body will work with the grower or group manager to determine the specific actions required for an effective resolution. ADM will provide notice to the third-party inspection body if it is believed that the farmer will be unable to resolve outstanding compliance issues before the 6-month deadline.

Notification and appeals : ADM is responsible for receiving potential disputes and appeals from agriculture suppliers and forwarding them to the third-party inspection body.

7. Independence, Impartiality, Confidentiality and Integrity

The third-party inspection body takes all necessary measures to ensure that all information will be treated as confidential. All inspectors working for the third-party inspection body have signed a code of conduct in which they commit to treating all data confidentially.

The third-party inspection body commits itself to conduct its activities impartially and in a professional manner.

Dialogue: All relevant stakeholders of ARS can share concerns, complaints and suggestions for improvement via email: responsibility@adm.com .

Recognized certification bodies: Control Union Certifications is the inspection body recognized by the standard owner. As an independent certification company, Control Union Certifications ensures impartiality and objectivity.

Every 5 years, the scheme owner shall verify the continued compliance of the certification body in terms of inspector competence, impartiality and objectivity.

8. Crisis Management

ADM has established a crisis management system designed to handle situations that may adversely affect the ARS scheme.

Critical incidents are events that involve or could involve incidents that:

1) (may) damage the image/reputation of the company;

2) (may) affect public confidence in the voluntary scheme or the scheme operator;

3. (may) cause economic damage.

Any participant or stakeholder of the ARS scheme may report to ADM in cases where:

- Non-conformities occur in the procurement/processing/marketing of products, which pose a risk to the sustainability of the products.

- A situation of violation of the ARS scheme or applicable legislation is known.

- There are public investigations, critical media reports or protests on product sustainability issues.

The crisis management system is an internal ADM management tool. The key elements of the crisis management system are:

1. Risk assessment: Identification of potential incidents and assessment of their likelihood and severity of occurrence.
2. Standing committee and response team: Annual appointment of a standing committee to monitor risks and complaints. Once a crisis has been detected, this committee has the authority to create response teams according to the nature of the crisis, taking into account the specific competence required to manage different types of occurrences.
3. Communication and emergency call list: Development of an effective communication plan to inform employees, stakeholders and the public.
4. Action procedures: The standing committee in conjunction with the response team establishes detailed protocols for handling each type of crisis.
5. Recovery and business continuity: Establishment of strategies for rapid recovery of normal operations after a crisis, minimizing the impact on business continuity.
6. Post-incident assessment: Analysis of each incident to learn lessons and continuously improve the crisis management plan.

If a complaint represents a potential crisis for ARS, the crisis management system is activated by the crisis committee in parallel to the complaints process.

The ADM Way Helpline was created to allow a secure and confidential way to obtain information and report violations. The ARS scheme's standing crisis committee can be contacted directly and anonymously at responsibility@adm.com .

09 GLOSSARY

Application review	Process executed to assess the possibility of initiating an ARS contract with a client.
Assessment form	Checklist with requirements (based on the applicable regulation and third-party inspection body inspection regulation) which clients need to comply with and a document on which the inspection results are recorded.
Byproduct	Multiple products with commercial value resulting from a production process. For example, soybean meal is a by-product of a crushing plant.
Child	Any person less than 15 years of age, unless local minimum age law stipulates a higher age for work or mandatory schooling, in which case the higher age would apply. If however, local minimum age law is set at 14 years of age in accordance with developing country exceptions under ILO convention 138, the lower age shall apply.
Client	Contract partner of third-party inspection body for inspections.
Crisis	Represents incidents that 1) (can) damage the image/reputation of the company 2) (can) affect the public trust in the voluntary scheme or the scheme operator 3) (can) cause economic damage.
Group Manager	Designated representative to manage the implementation of ARS requirements in the producer group.
ILO	International Labor Organization.
Inspection principles	Set of policies, procedures or requirements.
Inspection evidence	Records, statements of fact or other information, which are relevant to the inspection criteria and verifiable.
Inspection findings	Results of evaluation of collected inspection evidence against inspection criteria.
Material accounting system	The internal mechanism used by the organization to keep track of data related to ARS products. This could refer for example to a database.
Planning	To ensure that inspections are timely carried out, as efficiently as possible and to available inspection capacity.
Planning parameters	Restrictions to assignment such as time frame and distance.
Qualification and training	To ensure correct execution by inspectors and reviewers.

Annex I. Qualification of Inspectors and Inspection Bodies

Training, qualification, authorization and monitoring of inspectors:

Inspector training shall include desktop and in-field requirements. The desktop training includes formal qualification requirements (Codes of conducts, CV etc.). For in-field training, the trainee inspector joins an inspection carried out by experienced inspectors (trainer inspector). The minimum number of joint field inspection days is not determined. Training lasts until the new inspector is familiar with all aspects of inspection.

Qualification of inspectors:

Teams for inspections shall be composed of a lead inspector and sufficient team members to cover all elements of the ADM checklist. Minimum competencies/qualifications for a lead inspector as defined by the third-party inspection body are as follows:

- Lead audit training courses (ISO 9000, ISO 14000, or OHSAS 18000 or ISO 19011);
- Experience as lead inspector for other similar standards covering the production of sustainable crops (for example, Round Table on Responsible Soybean Association and/or ISCC);
- Expertise in Integrated Pest Management (IPM); pesticides and fertilizer use; and soil and water management;
- Expertise in environmental and social requirements;
- Bachelor´s degree in Agricultural Studies or related.

Inspection bodies:

Selected inspection bodies may maintain accreditations based on ISO 17021 and/or ISO 17065. Furthermore they may be accredited by a relevant national accreditation party affiliated with the International Accreditation Forum (IAF) or in compliance with ISO 17011:2004.

Annex II

Checklist

1. Legal Compliance
2. Social Principles and Protection of Communities
3. Environmental Principles
4. Good Agricultural Practices
5. Chain of Custody

Principle 1: Legal Compliance

Criteria	Type of Non-Conformity	Indicators	Nº
National and Local Legislation	Major	The farmer is aware of local laws and has the necessary permits to demonstrate compliance with national and local laws.	1

Principle 2: Social Principles and Protection of Communities

No Forced Labor	Major	No forced, compulsory, bonded, trafficked or otherwise involuntary labour is used in any stage of production.	2
	Major	Workers are not subject to corporal punishment, mental or physical oppression or coercion, verbal or physical abuse, sexual harassment or any kind of intimidation.	3
	Major	No workers of any type are required to lodge their identity papers with anyone and no part of their salary, benefits or property is retained, by the owner or any 3rd party.	4
No Child Labor	Major	Children and minors (below 18) do not conduct hazardous work or any work that jeopardizes their physical, mental or moral wellbeing.	5
	Major	Children under 15 (or higher age as established in national law) do not carry out productive work. They may accompany their family to the field as long as they are not exposed to hazardous, unsafe or unhealthy situations and it does not interfere with their schooling.	6
No Discrimination	Major	There is no engagement in, support for, or tolerance of any form of discrimination.	7
Labor Conditions	Major	Deductions from wages for disciplinary purposes are not made. Wages paid are recorded by the employer.	8
	Minor	All workers receive equal remuneration for work of equal value, equal access to training and benefits and equal opportunities for promotion and for filling all available positions.	9

	Major	All workers have a written contract in a language they can understand. In those countries where there are no requirements for formal labour agreements between workers and employers, alternative documented evidence of a labour relationship must be present. Gross wages comply with national legislation and sector agreements.	10
Working Hours	Major	The work week shall be set according to local and national laws, shall be consistent with local industry standards, and shall, at maximum, not routinely exceed 48 hours per week (not including overtime).	11
	Minor	Overtime in excess of 12 hours per week is only allowable if it happens in extraordinary, limited periods where there are time constraints or risks of economic loss and where conditions regarding overtime in excess of 12 hours per week have been agreed between workers and management.	12
	Major	There is monitoring in place for working hours, overtime and training.	13
	Major	Overtime is always voluntary and should be paid in accordance to local and national laws or sector agreements.	14
Freedom of Association	Major	The effective functioning of worker associations / organizations of workers is not impeded. Representatives are not subject to discrimination and have access to their members in the workplace on request.	15
	Major	All workers have the right to perform collective bargaining. There is the right for all workers to establish and / or join an organization of choice.	16
Health and Safety	Major	Appropriate personal protective equipment (PPE) is supplied to workers and the farmer enforces their use by all workers.	17
	Major	Producers and their employees demonstrate an awareness and understanding of health and safety matters. Relevant health and safety risks are identified, procedures are developed to address these risks by employers, and these are monitored.	18
	Major	Potentially hazardous tasks are only carried out by capable and competent people, who have been adequately trained to perform those tasks safely.	19
	Minor	There is a system of warnings followed by legally-permitted sanctions for workers that do not follow safety requirements.	20
	Major	Medical treatment / first aid shall be provided without delay and first aid kits are present at all permanent sites and in the vicinity of fieldwork.	21

	Minor	Producers make sure their workers receive regular training on safety, health, good agricultural practices and sustainable soy production.	22
	Major	Accident and emergency procedures exist and instructions are clearly understood by all workers.	23
	Major	A safe and healthy workplace is provided for all workers, this includes at least access to safe drinking water, basic sanitary facilities and protective equipment.	24
Land Use Rights	Major	There is documented evidence of rights to use the land (e.g. ownership document, rental agreement, court order etc.).	25
	Major	Producers make sure that, prior to any new activity (acquiring or developing land) that may affect indigenous peoples and local communities rights, land, resources, livelihoods, and food security, their free, prior and informed consent (FPIC) is secured.	26
	Major	There is no soy production on land where there is an unresolved land use claim by traditional land users under litigation, without the agreement of both parties.	27
	Major	In the case of disputed use rights, a comprehensive, participatory and documented community right assessment is carried out and the recommendations from the assessment are being followed.	28
	Major	International laws and standards on the rights of indigenous people and tenure rights of local communities need to be respected.	29
Grievance Management and Communication Channels	Major	Complaints and grievances from workers, neighbors, local communities and traditional land users are dealt with in an appropriate manner. Documented evidence of complaints and grievances received is maintained.	30
	Major	In case a relevant competent authority requires the farmer to react to a complaint or grievance in a certain way, the farmer will do so in a timely manner.	31
	Major	The complaint mechanism (e.g. written complaint form, being accessible via email, phone or written post) is transparent, has been made known and is available to all workers, local communities and traditional land users.	32
	Major	There are communication channels (written signs or a website with the following information: email, cell-phone, mailbox) that adequately enable communication between the producer and the community. The communication channels have been made known to the local communities.	33
Community Relations	Major	There are a good relations with the stakeholders, and the production system does not negatively affect the production systems of neighboring areas.	34
Policy	Minor	The farmer has a policy and reporting actions to ensure a zero-tolerance approach for threats and violence against Forest, Land and Human Rights Defenders.	35

Principle 3: Environmental Principles

Conservation and Protected Areas	Major	Areas of natural vegetation around bodies of water (riparian vegetation and flood plains) and on areas sensitive to erosion (steep slopes and hills) must be maintained or restored. Wetlands (Ramsar Convention*) must be protected.	36
	Major	Farmers protect rare, threatened or endangered wildlife species on their lands.	37
	Major	Areas that are assigned as legal reserve, conservation area or otherwise secured by law have to be protected. These areas must be restored if any alteration has taken place or legally approved compensating actions should be taken.	38
	Major	The farmer complies with the legislation relevant for the expansion of soy production (e.g. land ownership, biodiversity legislation, forest legislation, land management policies). No soy is produced on land that is illegally converted after a certain cut-off date mentioned in national legislation.	39
	Major	No production is allowed in areas with legal deforestation or legal conversion of natural ecosystem areas (natural forest, native grasslands, wetlands, swamps, peatlands, savannas, steep slopes and riparian areas), and native vegetation after March 1, 2015.	40
	Major	Farmers should maintain and safeguard the remaining native vegetation on their farm in order to protect and provide habitat for wildlife species. There is a map of the farm which shows the native vegetation and there is a plan to protect and restore native vegetation.	41
No Fire	Major	The burning on any part of the property of crop residues, waste, or as part of vegetation clearance is not allowed, unless it is needed for drying crops or obliged by national legislation as a sanitary measure.	42
Fossil Fuel	Major	Total direct fossil fuel use over time is recorded, and its volume per hectare for all activities related to agricultural production is monitored.	43
	Major	Farmers reduce the use of fossil fuels, for instance by implementing precision agriculture techniques, controlled traffic farming or lighter machinery.	44
Residues and Waste	Major	Storage and disposal of fuel, batteries, tires, lubricants, sewage and other waste is done according to national and legal requirements.	45
	Major	Measures are taken to reduce or recycle waste as much as possible.	46

Principle 4: Good Agricultural Practices

Water Management	Major	Good agricultural practices are implemented to minimize diffuse and localized impacts on surface and ground water quality from chemical residues, fertilizers and erosion or other sources.	47
	Minor	Water use on the farm is carefully monitored. Actions are implemented to reduce water use wherever possible.	48
	Major	When irrigation is used, relevant legislation is being complied with.	49
	Minor	There is monitoring, appropriate to scale, to demonstrate that the practices to protect water quality are effective.	50
	Major	Any direct evidence of localized contamination of ground or surface water is reported to, and monitored in collaboration with local authorities.	51
	Minor	Farmers make sure that there is no run-off of wastewater, chemical residues, minerals and organic substance.	52
Soil Management	Major	Farmer has knowledge of techniques to maintain and control soil quality (physical, chemical and biological) and the relevant techniques are implemented. For example: precision farming, residue management, crop rotation, no tillage, contour tillage, grass, waterways, terraces, nitrogen-fixing plants, green manures and agro-forestry techniques.	53
	Major	Knowledge of techniques to prevent and control soil erosion is demonstrated and these techniques are implemented.	54
	Major	There is monitoring, appropriate to scale, to demonstrate that the practices to protect soil quality and prevent soil erosion are in place.	55
	Minor	Farmers actively work on carbon sequestration in the soil, for instance by implementing no-till farming, planting cover crops or applying intercropping practices.	56
Responsible Use of Agrochemicals	Major	Agrochemicals listed in the Stockholm and Rotterdam Convention are not used.	57
	Major	The application of agrochemicals (crop protection and fertilizers) is documented. All handling, storage, collection and disposal of agrochemical waste and empty agrochemical containers, is monitored. Use, storage and waste disposal of agrochemicals is in line with the professional recommendations and applicable legislation.	58
	Major	There is no application of pesticides within 30 meters (or more when prescribed in national legislation) of any populated area or water body and all necessary precautions are taken to avoid people entering into recently sprayed areas.	59

	Major	Agrochemicals shall be applied using methods that minimize harm to human health, wildlife, plant biodiversity, and water and air quality.	60
	Major	Aerial application of pesticides is carried out in such a way that it does not have an impact on populated areas. All aerial application is preceded by advance notification to residents within 500m of the planned application. There is no aerial application of pesticides in WHO Class Ia, Ib or II within 500m of populated areas or water bodies.	61
	Minor	There is no use of WHO 1A, 1B and 2 chemicals.	62
	Major	Use of phytosanitary products follows legal requirements (or professional recommendations) in the country of origin and measures to prevent resistance should be taken.	63
Integrated Crop Management	Major	Appropriate measures are implemented to allow for coexistence of different production systems.	64
	Major	Farmers make use of integrated crop management technologies. This includes adequate and continuous monitoring of crop health, use of non-chemical and chemical control means, and measures to improve crop resilience.	65
	Minor	Systematic measures are planned and implemented to monitor, control and minimize the spread of invasive introduced species and new pests.	66
	Minor	Farmers have an integrated crop management plan that includes targets for reduction of potentially harmful phytosanitary products over time.	67
	Major	Producers are required to ensure that any use of biological control agents complies with national legislation.	68
Fertilizer Use	Major	Fertilizers are used in accordance with professional recommendations (provided by manufacturers where other professional recommendations are not available) and only legally allowed fertilizers are used.	69
	Minor	Storage of fertilizers is separated from chemicals.	70
Agricultural Machines	Minor	Producers make sure there is regular maintenance of machinery, equipment and materials in order to ensure safe functioning of these devices.	71
Avoiding Double Certification of Sustainable Crops	Major	In cases where another certification exists, include the name and reasoning in the summary report. Implement a system that ensures there will be no sale of the same product under two different standards.	72

Principle 5: Chain of Custody

Commercialization System	Major	In cases where the credits system is used, there is a clear registration of parcel-identity (location) and yields of crops produced.	73
	Major	In cases where the mass balance system is used, in addition to the parcel identity and yields of crops produced, each consignment has a unique identification including place of production.	74
	Major	When the mass balance system is used, for non-ARS soybeans, there is a clear system of identification, registration, legality and traceability of soybeans prior to their inclusion in the mass balance at the level of the farm.	75
	Major	In cases where the segregation system is used, a clear identification of each consignment can be traced from the farm level to the storage facility and verified product is not mixed with unverified product.	76