

## AtSource Sustainability Requirements – Summary Version

(To access the complete version of Sustainability requirements for AtSource V and AtSource + please contact us at [atsource@ofi.com](mailto:atsource@ofi.com))

PRINCIPLES		EVALUATION CRITERIA (Expected Outcome)	Critical Criteria
1. Legal compliance	1.1 The farmers in the group comply with all relevant laws and requirements that govern their operations.	1.1.1 The farmers comply with relevant national and local regulations applicable to their respective operations.	
		1.1.2 The farmers in the group can demonstrate the legal and/or customary rights to use the land for farming or processing.	
		1.1.3 There is a system in place to ensure legal compliance and tracking changes in applicable laws and regulations	
2. Ethical business practices	2.1 The farmers in the group do not engage in unethical business practices, including bribery, corruption, fraud, tax evasion or abuse of power at any level.	2.1.1 Unethical business practices, including bribery, fraud and abuse of power are prohibited in the farmer group operations.	Critical
		2.1.2 There are mechanisms in place to ensure that services providers and subcontractors comply with the OFI supplier principles.	
3. Business management	3.1 The farmer group has a documented set of procedures, processes, and policies to ensure it can achieve a baseline level of sustainability.	3.1.1 The farmers in the group are aware of the AtSource sustainability requirements, in particular those related to critical practices and human rights.	
		3.1.2 ofi/Olam business unit ensures there are dedicated resources, including staff in the ground for the implementation of AtSource and/or associated sustainability programs of ofi/Olam.	
	3.2 The farmer group has documented processes and policies to ensure that the sustainability principles of AtSource can be demonstrated.	3.2.1 ofi/Olam business has an internal system in place to conduct periodic assessments of the farmer group compliance and performance against the AtSource sustainability requirements.	Critical
		3.2.2 The ofi/Olam business ensures that the farmer group have a time-bound action plan to meet AtSource sustainability requirements based on the results of this SAC. This plan is regularly reviewed, progress assessed and adjusted as needed to drive continuous improvement	
	3.3 AtSource product is traceable to farmer Group (and wherever possible to the individual farms/farmers).	3.3.1 The physical product and associated product documentation can be traced back to the farmer group. The product is clearly identified, segregated (where applicable), stored and protected from being mixed with other sources along the supply chain.	Critical
		3.3.2 The ofi/Olam business must be able to indicate the estimated total volume (At Source and non-AtSource) of crop production for the upcoming crop year (twelve months period from the harvest period).	
		3.3.3 The ofi/Olam business maintains a complete and up-to-date list of all its member/farms in the group and their basic data	

4. Trainings and Skills development	4.1 The farmers in the group have access to training programs on the practices they need to implement for productivity, sustainability, diversity, equity, inclusion, resilience, and profitability in their business.	4.1.1 A training policy and schedule based on identified needs is developed and addresses any barriers to access.	
		4.1.2 The farmers in the group have training and skills development program in Good Agricultural Practices (GAP), Regenerative Agricultural practices, management/business skills and product quality.	
		4.1.3 The farmer group members have records of main production costs, turn over and revenue. Farmers that are not able to maintain records are aware of their yields, main production cost and income from the sale of the product and other activities on and off-farm.	
		4.1.4 The ofi/Olam business assesses and implement measures to support participation and access to opportunities for all farmer group persons involved in farming and management (Including women, youth, and marginalized groups).	
5. Agricultural and extension services	5.1 The farmer group have access to services, inputs, and information to enable improved productivity, quality, and finance.	5.1.1 The farmer group have access to relevant information related to best practices, services, inputs, market, and climate, based on their needs. This information comes from independent sources	
		5.1.2 The farmers in the group have access to extension services that support them towards better productivity, quality, and profitability. Inputs, equipment, and finance are available.	
		5.1.3 Farmers are informed about local prices and price mechanism according to the quality of the product. This information comes from independent sources.	
6. Child labor	6.1 The farmers in the group respect the minimum age for work and employment, or the minimum ages defined by the local law, whichever are higher. Subject to any variations in local law.	6.1.1 Child labor shall not be used in the farmer group. There is zero tolerance to worst forms of child labour including forced child labor, trafficking, and exploitation of children in the farmer group operations.	Critical
		6.1.2 Individuals below 18 years of age may not perform hazardous work which could jeopardize their health, safety, or morals. (Worst forms of Child Labor ILO 182).	Critical
		6.1.3 Children below 13 years old are not allowed to work. Children below the age of 15, and children of compulsory school age, must not be employed.	Critical
		6.1.4 Children between 13 and 15 years old may only perform light work on their family farm, under the supervision of an adult and under the condition that the work does not interfere with their schooling.	Critical
7. No forced or involuntary labor	7.1 The farmer group shall not use or benefit from the use of any form of forced or coerced labor and nor shall they use the labor of prisoners. Coercive practices are prohibited.	7.1.1 Workers working in the farm can leave their workplaces and/or living quarters provided by the employer.	Critical
		7.1.2 Workers are not subject of labor trafficking, debt bondage, threats, fines, withholding of wages or any other coercive practice.	
		7.1.3 ID and/or travel documents and/or other assets are not retained by the employer.	
		7.1.4 If third-party labour is used, are there sufficient controls to ensure that labour providers do not use forced labour or practice coercive employment or recruitment practices.	

8. Non-discrimination and gender equality	8.1 Not person is treated unequally based on race, color, gender, religion, age, disability, sexual orientation, nationality, ethnic origin, social status, political views, religion, family obligations or membership in associations.	8.1.1 All workers receive equal treatment in terms of employment practices including hiring, compensation, benefits, promotion, disciplinary measures, and termination. In farmer groups, there shall be no discrimination in access to membership, leadership positions or to services.	Critical
		8.1.2 All workers are free from violence or physical, sexual, verbal, or psychological harassment, including gender-based violence. Disciplinary and security measures are proportionate and do not involve violence or humiliating practices.	Critical
		8.1.3 There are controls in place to protect individuals from discrimination, violence, and harassment.	
9. Human Rights risk management and remediation	9.1 There is a mechanism to ensure that cases of child labour, forced labour, discrimination and harassment risk are assessed, monitored, remediated, and mitigated.	9.1.1 Farmer groups in "high risk" areas in any of the salient risks understand the concepts of forced labor and child labor, trafficking of persons, child rights, violence, and harassment.	
		9.1.2 There is a mechanism in place to prevent, monitor and mitigate risks related to child labor, forced labor, discrimination, workplace violence and harassment in the farmer group.	
		9.1.3 Identified cases are (being) remediated	
10. Terms of employment	10.1. The terms of employment are compliant with the applicable laws, respect the rights of the workers, are fully understood, and freely agreed to by the workers.	10.1.1 The terms of employment are explained and agreed with the workers. Employment contracts shall set out the *terms & conditions of employment*, payment conditions and other national legal requirements.	
		10.1.2 Farmers / management of the farmer group (if applicable) do not engage in practices designed to reduce or eliminate workers payments. Workers shall not be required to pay any fee for their employment and/or working equipment in any case.	
		10.1.3 Pregnant, nursing or women that recently gave birth have flexibility conditions and arrangements during the first months of the infant.	
		10.1.4 Children (below the working age) joining their parents to the workplace have a safe place to stay and are under the supervision of a responsible adult.	
11. Working hours	11.1 The farmers in the group shall ensure that working hours conditions comply with national laws, collective bargaining and overtime work is remunerated.	11.1.1 Employers shall respect the maximum working hours prescribed by national and local laws, or the following limits, whichever is lower.	
		11.1.2 All overtime work shall be consensual, compensated at a higher rate and not requested on a regular basis and other than in exceptional circumstances, the sum of regular and overtime hours in a week shall not exceed 60 hours.	
12. Wages and benefits	12.1 The farmers in the group shall pay their employees' wages not lower than the minimum	12.1.1 Wages comply with existing national minimum wages or sector agreements including seasonal and piece rate workers.	

	wage established by the law or by a competent authority for this type of work in the locality, whichever is higher.	12.1.2 Overtime is voluntary (consent) and paid according to national law. Required overtime is allowed if under extraordinary conditions, agreed to and/or negotiated in the Collective Bargaining Agreement (CBA) when applicable.	
		12.1.3 Workers' right for fair pay is recognized. Employers shall progressively offer compensation for a regular work week that is sufficient to meet the worker's basic needs and provides some discretionary income.	
		12.1.4 Seasonal and piece rate workers receive the same benefits as regular workers as applicable.	
13. Health and safety	13.1 The farmers in the group shall ensure that work is performed in a safe way using appropriate tools, practices, adequate safety trainings and personal protective equipment provided to all workers.	13.1.1 Work environment risks and hazardous operational tasks are identified, monitored and necessary actions to prevent accidents and ensure healthy and safe working conditions are in place.	Critical
		13.1.2 Workers are trained regularly on occupational, health and safety practices. Persons that work in hazardous situations are trained in safety and use of the PPE, have access to Personal Protective Equipment (PPE) at no cost and use appropriate tools.	
		13.1.3 Application of crop protection products (such as herbicides, pesticides, fungicides among others) are not assigned to persons below the age of 18, pregnant or nursing women.	
		13.1.4 Monitoring of healthy and safe working conditions is carried out	
		13.1.5 Workers are informed where and to whom they should go to for first aid in case of an emergency	
	13.2 Workers have decent and safe working and living conditions (in accordance with national law and international conventions, e.g., ILO 184)	13.1.1 Workers and personnel always have access to safe and sufficient potable water in the working and living facilities.	
		13.1.2 Toilet and handwashing facilities are clean and accessible to workers	
		13.1.3 The housing is clean, made from appropriate construction materials, safe from hazards and pollution, providing adequate shelter and meets the basic needs of the workers.	
14. Freedom of association and right to collective bargaining	14.1 Workers and farmer group members have the right of freedom of association and collective bargaining. Agreements reached from collective bargaining shall be enforceable.	14.1.1 Employers in the farmer group shall recognize and respect the right of workers, as well as farmer group members, to form, join, or to refrain from joining, representative associations of their choice (ILO 87, 98).	
		14.1.2 Employers shall recognize and respect the right of workers, as well as farmer group members to bargain collectively with their employer and farmer group leaders on work-related topics. The agreements resulting of collective bargaining are implemented.	
		14.1.3 Regular consultations between employers and authorized workers' representatives concerning working-related conditions are held.	

15. Local communities and land rights	15.1 Local communities and land rights are respected.	15.1.1 The farmers in the group shall respect the customary, legal land tenure and access rights of indigenous people and local communities to natural resources. New land acquisitions (for large farms) must be carried out with free, prior, and informed consent (FPIC) of affected people with recognized legal or traditional ownership, or customary use of the land.	
		15.1.2 The farmers in the group shall not participate in, or benefit from, forced evictions, and shall ensure that displaced communities receive adequate, mutually agreed compensation.	Critical
16. Grievance mechanisms	16.1 The farmer group has a process to receive, review and investigate complaints from community, employees, and farmer group members, and take corrective actions as appropriate.	16.1.1 The farmer group shall enable a process/channel to receive, review and resolution of grievances coming from employees, farmer group members and local communities, and take corrective actions as appropriate.	
17. Forests and ecosystem conservation	17.1 The farmers in the group shall not source or deliver products to ofi resulting from the destruction of important natural habitats.	17.1.1 The farms of the group have clearly stablished the limits and boundaries of valuable natural areas.	
		17.1.2 Important natural ecosystems and habitats including legally protected areas, areas with high conservation values, forests, and peatlands, which have high carbon stocks are not encroached. Natural forest has not been converted to agriculture or other non-forest land use since January 2014.	Critical
18. Ecosystems and Biodiversity	18.1 The farmer group shall preserve nationally protected species, and rare, threatened, or endangered species. They will adopt suitable practices to protect these species, their habitats, and important sites on and around farms.	18.1.1 No hunting or extraction of threatened species of animals and plants is practiced in accordance with relevant legislation and customary laws.	
		18.1.2 The farmer group adopt suitable practices to protect nationally protected species, and rare, threatened, or endangered species, their habitats, and important sites on and around farms	
		18.1.3 The farmers in the group shall avoid (deliberated) introduction of invasive and alien species, and adopt suitable practices to control them	
		18.1.4 No use of genetically modified (transgenic) organisms (GMO), and varieties in the crop.	
19. Healthy soils	19.1 The farmers in the group shall not use fire in land preparation including planting and replanting, other than in exceptional circumstances.	19.1.1 The farmers in the group shall not use, nor allow the use of, fire in land preparation including planting and replanting.	Critical
	19.2 The farmer group adopts suitable practices to avoid and combat soil degradation, erosion, and maintain/improve soil fertility	19.2.1 The farmers in the group have knowledge and apply techniques to maintain and control soil quality (physical, chemical, and biological), prevent soil erosion, and improve soil fertility.	
		19.2.2 Soil test and /or leaf analysis are conducted and documented.	
		19.2.3 The application of synthetic fertilizer follows agronomic recommendations, is documented and if feasible reduced over time.	

20. Integrated Pest management	20.1 Pest management practices that minimize pesticide use are implemented.	20.1.1 Integrated pest management (IPM) techniques and measures are developed and being implemented.	
		20.1.2 Training on IPM is provided to producers and workers and locally relevant guidance is available on non-pesticidal methods for crop pests, weeds, and diseases management.	
		20.1.3 Highly Hazardous Pesticides in use are identified and records are kept of all pesticides used, including application doses and dates.	
21. Safe and responsible use of chemicals	<p>21.1 Chemical products are safely stored, transported, handled, applied, and disposed of, in line with existing regulations, product labels and existing best practices.</p> <p><i>Note: Not applicable to production of certified bio and organic products</i></p>	21.1.1 The farmer group ensures safe handling, application of agro-chemicals in the farms.	
		21.1.2 Persons handling agrochemicals receive training in the preparation, handling, storage and disposal of agrochemicals.	
		21.1.3 The farmers in the group shall ensure safe storage, transportation, and disposal of agro-chemicals, including pesticides and fertilizers	
		21.1.4 The use of agrochemicals meets all relevant legal requirements, including: <ul style="list-style-type: none"> <li>• No use of agrochemicals prohibited in applicable national regulation, international treaties on highly hazardous and banned pesticides.</li> <li>• Agro-chemicals with unclear composition.</li> <li>• Phase-Out list pesticides use shall be reduced.</li> </ul>	Critical
		21.1.5 The farmers in the group shall strive to use responsibly and to reduce the amounts of agro-chemicals used.	
		The equipment for mixing and applying agrochemical is calibrated at least annually, after each maintenance and before using it for a different type of agrochemical.	
22. Protection of water sources	Surface and groundwater sources are conserved and used efficiently	22.1.1 The farmers in the group shall avoid contamination or pollution of surface and groundwater sources from chemical residues, fertilizers, and erosion in and around farms and processing facilities, respecting minimum distances from water sources, and preserving buffer zones of natural vegetation.	
		22.1.2 Wastewater shall undergo appropriate treatment to minimize the load of contaminants where applicable.	
		22.1.3 The farmers in the group shall adopt suitable practices to use water sources efficiently and in compliance with relevant regulations.	
23. Waste management	23.1 Waste is collected, stored, and disposed of in designated places and in a way to minimize the risk to humans or the environment. Efforts are made to reduce, compact, reuse and recycle waste.	23.1.1 The farmer group shall ensure that waste collection, storage and disposal are properly organized, and that hazardous waste is identified, treated, and disposed of in a safe way.	
		23.1.2 The farmer group shall strive to reduce, compact, reuse and recycle waste as much as possible	
		23.1.3 The farmers in the group manage by-products and crop residues.	
24. Climate Action	24.1 The farmer group adapts to climate change, contributes to climate change mitigation, and	24.1.1 Climate risk is assessed in the farmer group. Groups in high-risk areas develop a plan with mitigation measures for climate change.	

	strives to use fuel and electricity efficiently, and to use renewable energy sources.	24.1.2 The farmer group works on carbon sequestration in the soil	
		24.1.3 The farmer group work towards identifying the main sources of greenhouse gases (GHGs) emissions in the crop production and processing by 2024 to document them in subsequent years, with a view to reducing them.	
		24.1.4 The farmers in the group strive to use fuel and electricity efficiently, and to use renewable energy sources.	