



Starbucks Coffee Company

C.A.F.E. Practices

Smallholder Scorecard

January 2016

Version 3.4

Economic Accountability

Criteria	Indicators		C/NC/NA
EA-IS1: Demonstration of Financial Transparency	EA-IS1.3	Entity keeps receipts or invoices for the coffee (cherry, parchment, green) it buys or sells.	
	EA-IS1.4	Presented documents indicate: date, names of buyer and seller, unit of measure (volume or weight), price per unit, quantity, type of coffee (cherry, parchment or green).	

Social Responsibility

Criteria	Indicators	C/NC/NA	
SR-HP1: Wages and Benefits	SR-HP1.1	<u>ZERO TOLERANCE</u> : All permanent workers are paid the nationally or regionally established minimum wage. If minimum wages for permanent workers have not been established, all permanent workers are paid the local industry standard wage. If workers are paid by production, wages meet the nationally or regionally established minimum wage, or, where minimum wage has not been established, the local industry standard wage.	
	SR-HP1.2	<u>ZERO TOLERANCE</u> : All temporary and seasonal workers are paid the nationally or regionally established minimum wage. If minimum wages for temporary/seasonal workers have not been established, all temporary/seasonal workers are paid the local industry standard wage. If workers are paid by production, wages meet the nationally or regionally established minimum wage, or, where minimum wage has not been established, the local industry standard wage.	
	SR-HP1.3	<u>ZERO TOLERANCE</u> : Wages are paid regularly to all workers in cash, cash equivalent (check, direct deposit), or through in-kind payments (e.g., food), if legally permissible.	
	SR-HP1.7	Employer pays for any national, legally required benefits (social security, vacation, disability) for permanent workers .	
	SR-HP1.8	Employer pays for any national, legally required benefits (social security, vacation, disability) for temporary and seasonal workers .	
	SR-HP1.9	Overtime pay meets national requirements. If workers are paid by production, overtime wages meet the local/regional/national requirements. If overtime pay has not been established by law, overtime is calculated at 150% of regular pay. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.10	<u>EXTRA POINT</u> : All permanent workers are paid MORE than the nationally or regionally established minimum wage. If minimum wages for permanent workers have not been established, all permanent workers are paid MORE than the local industry standard wage. If workers are paid by production, wages are higher than the nationally or regionally established minimum wage, or, where minimum wage has not been established, the local industry standard wage.	
	SR-HP1.11	<u>EXTRA POINT</u> : All temporary and seasonal workers are paid MORE than the nationally or regionally established minimum wage. If minimum wages for temporary/seasonal workers have not been established, all temporary/seasonal workers are paid MORE than the local industry standard wage. If workers are paid by production, wages are higher than the nationally or regionally established minimum wage, or, where minimum wage has not been established, the local industry standard wage.	
	SR-HP1.17	<u>ZERO TOLERANCE</u> : Labor intermediaries are only used where legally permissible. Legal status of the intermediary can be demonstrated at the time of inspection. All necessary documentation from the labor intermediary is made available at the time of the inspection to support evaluation of relevant Social Responsibility indicators.	

Social Responsibility

Criteria	Indicators		C/NC/NA
SR-HP3: Hours of Work	SR-HP3.1	All workers do not work more regular hours (before overtime) per day or week than allowed by local law. If regular hours are not established, regular hours are considered as 8 hours per day, 48 hours per week.	
	SR-HP3.2	All permanent workers must have, as a minimum, the equivalent of one continuous 24 hour period off in each 7 day period, or longer if required by law, whichever is greater.	
	SR-HP3.3	All workers must not work more total hours (including overtime) in one day or week than allowed by local laws. If total hours have not been established by law, workers do not work more than 60 hours per week, except where a written agreement exists between workers and management.	
	SR-HP3.5	Hours worked on potentially hazardous activities (e.g., pesticide exposure, very heavy labor, etc.) are limited according to the law. If hours have not established by law, the activities are limited to six hours per day.	

Criteria	Indicators		C/NC/NA
SR-HP4: Child Labor/Non-Discrimination/ Forced Labor	SR-HP4.1	<u>ZERO TOLERANCE</u> : Employer does not directly or indirectly employ any persons who are under the age of 14 or the legal working age (ILO Conventions 10 and 138).	
	SR-HP4.2	<u>ZERO TOLERANCE</u> : Employment of authorized minors follows all legal requirements, including, but not limited to, work hours, wages, education, working conditions, and does not conflict with or limit their access to education (ILO Convention 10).	
	SR-HP4.4	<u>ZERO TOLERANCE</u> : Employer enforces a policy that prohibits the use of forced, bonded, indentured, convict or trafficked labor (ILO Conventions 29, 97, 105 and 143). <i>Written policy required for large/medium farms, mills, and warehouses with more than 5 employees.</i>	
	SR-HP4.6	<u>ZERO TOLERANCE</u> : Workers do not surrender their identity papers or other original personal documents or pay deposits as a condition of employment.	

Criteria	Indicators		C/NC/NA
SR-WC1: Access to Housing, Potable Water and Sanitary Facilities	SR-WC1.1	Permanent and temporary/seasonal workers living onsite have habitable housing.	
	SR-WC1.2	Employer provides workers with convenient access to safe drinking water.	
	SR-WC1.4	Workers have convenient access to sanitary facilities that do not contaminate the local environment.	

Criteria	Indicators		C/NC/NA
SR-WC2: Access to Education	SR-WC2.1	<u>ZERO TOLERANCE</u> : Children of legal school age who live onsite or accompany family members who are working onsite attend school.	

Social Responsibility

Criteria	Indicators		C/NC/NA
SR-WC4: Worker Safety and Training	SR-WC4.1	Employer provides appropriate Personal Protective Equipment (PPE) to all applicable workers at no cost. <ul style="list-style-type: none"> • For farms: respirators with filters, goggles, rubber boots, water-proof gloves, impermeable clothing • For dry mills: goggles, ear plugs, masks 	
	SR-WC4.2	Anyone handling or applying agrochemicals and operating machinery uses the appropriate protective equipment. <ul style="list-style-type: none"> • When applying pesticides, workers use respirators with filters, goggles, rubber boots, water-proof gloves, and impermeable clothing (SR-WC4.1). • When applying chemical fertilizers, workers use rubber boots, and if appropriate, gloves and protective goggles. 	
	SR-WC4.9	Authorized minors (minors older than 14) and pregnant women are prohibited from handling or applying agrochemicals , operating heavy machinery and/or heavy lifting.	
	SR-WC4.10	Entrance is prohibited to areas where pesticides were applied 48 hours prior without protective equipment.	

Criteria	Indicators		C/NC/NA
SR-MS1: Management Systems	SR-MS1.1	<u>ZERO TOLERANCE</u> : Entity provides transparency into their operations, policies, processes, and relevant records to Starbucks or its designated third party. Payroll records and time cards provided by management are true and accurate.	
	SR-MS1.2	<u>ZERO TOLERANCE</u> : Money and/or gifts of any type are not offered to Starbucks or its designated third party.	
	SR-MS1.3	<u>ZERO TOLERANCE</u> : Entity demonstrates a commitment to continuous improvement and engages in the improvement process.	Evaluated by Starbucks

Environmental Leadership - Coffee Growing

Criteria	Indicators		C/NC/NA
CG-WR1: Water Body Protection	CG-WR1.1	Buffer zones exist next to more than 50% of permanent water bodies ; buffers are at least 5 meters in width (measured horizontally from the high water mark to the base of any coffee tree), exclude all cultivation and are composed of vegetation.	
	CG-WR1.2	Buffer zones exist next to all permanent water bodies ; buffers are at least 5 meters in width (measured horizontally from the high water mark to the base of any coffee tree), exclude all cultivation and are composed of vegetation.	
	CG-WR1.3	Buffer zones exist next to more than 50% of seasonal and intermittent (temporary) water bodies ; buffers are at least 2 meters in width (measured horizontally from the high water mark to the base of any coffee tree), exclude all cultivation and are composed of vegetation.	
	CG-WR1.4	Buffer zones exist next to all seasonal and intermittent (temporary) water bodies ; buffers are at least 2 meters in width (measured horizontally from the high water mark to the base of any coffee tree), exclude all cultivation and are composed of vegetation.	
	CG-WR1.5	Farm has a plan to restore native vegetation within the buffer zones.	
	CG-WR1.6	More than 50% of permanent water body buffer zones are composed of native woody vegetation.	
	CG-WR1.7	<u>EXTRA POINT</u> : All permanent water body buffer zones are composed of native woody vegetation.	
	CG-WR1.9	No agrochemicals are applied within 5 meters of any permanent water body.	
	CG-WR1.11	Farm waste or garbage sites are located at least 100 meters from any water body.	

Criteria	Indicators		C/NC/NA
CG-SR1: Controlling Surface Erosion	CG-SR1.1	Farm managers demonstrate knowledge of farm areas at risk to erosion and are able to communicate and/or identify on a map areas at high risk of erosion (considering such factors as slope, soil type, and concavity).	
	CG-SR1.3	At least 50% of productive area with slopes of less than 20% is covered by shade trees and/or cover crops/vegetation.	
	CG-SR1.4	All productive area with slopes of less than 20% is covered by shade trees and/or cover crops/vegetation.	
	CG-SR1.5	In addition to the soil erosion prevention measures included in CG-SR1.3-1.4, contour lines and/or bench terraces are established on at least 50% of productive area with slopes between 20% and 30% .	
	CG-SR1.6	In addition to the soil erosion prevention measures included in CG-SR1.3-1.4, contour lines and/or bench terraces are established on all productive area with slopes between 20% and 30% .	
	CG-SR1.7	In addition to the soil erosion prevention measures included in CG-SR1.3-1.6, physical barriers (e.g., pruned branches, rocks) and/or living barriers (e.g., grasses, shrubs) are established on at least 50% of productive area with slopes over 30% .	

Environmental Leadership - Coffee Growing

CG-SR1: Controlling Surface Erosion	CG-SR1.8	In addition to the soil erosion prevention measures included in CG-SR1.3-1.6, physical barriers (e.g., pruned branches, rocks) and/or living barriers (e.g., grasses, shrubs) are established on all productive area with slopes over 30% .	
	CG-SR1.9	Herbicides are not used to control ground vegetation or cover crops and are only used in spot applications for aggressive weeds.	
	CG-SR1.11	All roads or frequently used trails or footpaths are protected from erosion by proper drainage ditches and/or other control measures (including cover vegetation, etc.).	
	CG-SR1.12	<u>EXTRA POINT</u> : Areas in which the risk of landslides is very high (consider factors such as slope, soil, and including slopes greater than 60%) are not cultivated and are restored with native vegetation where possible.	

Criteria	Indicators		C/NC/NA
CG-SR2: Maintaining Soil Productivity	CG-SR2.1	At least 25% of the productive area is covered by a layer of organic matter (dead and decaying biomass - mulch, grass, leaves, branches, etc.) and/or nitrogen-fixing cover crops.	
	CG-SR2.2	At least 50% of the productive area is covered by a layer of organic matter (dead and decaying biomass - mulch, grass, leaves, branches, etc.) and/or nitrogen-fixing cover crops.	
	CG-SR2.3	All of the productive area is covered by a layer of organic matter (dead and decaying biomass - mulch, grass, leaves, branches, etc.) and/or nitrogen-fixing cover crops.	
	CG-SR2.4	Pruned branches, twigs, leaves and other live barrier materials are mulched and/or left as a soil amendment.	
	CG-SR2.5	At least 25% of the productive area is planted with nitrogen-fixing, leguminous shade trees.	
	CG-SR2.6	At least 50% of the productive area is planted with nitrogen-fixing, leguminous shade trees.	
	CG-SR2.7	All of the productive area is planted with nitrogen-fixing, leguminous shade trees.	

Environmental Leadership - Coffee Growing

Criteria	Indicators		C/NC/NA
CG-CB1: Maintaining a Coffee Shade Canopy	CG-CB1.1	Native trees are removed only when they constitute a human hazard or when they significantly compete with coffee plants.	
	CG-CB1.4	At least 10% of the farm (including productive AND non-productive area) has canopy cover.	
	CG-CB1.5	Canopy cover in the productive area has a diversity of tree species.	
	CG-CB1.6	Invasive species are not used for canopy cover in the productive area.	
	CG-CB1.7	Where conditions permit, locally native epiphytes, lianas and woody vines are retained in the canopy cover in the productive area.	
	CG-CB1.8	<u>EXTRA POINT</u> : Canopy cover in the productive area is kept at biologically significant levels (i.e., the level of canopy cover changes the farm's micro-climate, produces a noticeable leaf layer on the ground and creates an obvious habitat for a range of plant and animal species, etc.).	
	CG-CB1.9	<u>EXTRA POINT</u> : At least 40% of the productive area of the farm has canopy cover.	
	CG-CB1.10	<u>EXTRA POINT</u> : At least 75% of the canopy cover in the productive area is comprised of locally native species and/or the canopy consists of at least 10 species that are locally native or can be shown to contribute to the conservation of native biodiversity.	
	CG-CB1.11	<u>EXTRA POINT</u> : Shade canopy in the productive area consists of at least 2 identifiable canopy layers.	
	CG-CB1.12	Cavity trees and standing and/or fallen dead trees are left in the field to naturally decay.	

Criteria	Indicators		C/NC/NA
CG-CB2: Protecting Wildlife	CG-CB2.1	Hunting threatened or rare wildlife species and unauthorized collection of flora and fauna are not allowed on the property.	

Criteria	Indicators		C/NC/NA
CG-CB3: Conservation Areas	CG-CB3.1	<u>ZERO TOLERANCE</u> : No conversion of natural forest to agricultural production since 2004 .	

Environmental Leadership - Coffee Growing

Criteria	Indicators		C/NC/NA
CG-EM1: Ecological Pest and Disease Control	CG-EM1.1	<u>ZERO TOLERANCE</u> : Farm does not use pesticides that are listed by the World Health Organization as Type 1A or 1B, or that are banned according to national, regional, or local laws.	
	CG-EM1.3	Agrochemicals are stored in a locked place with controlled access and separate from food products and living and social areas.	
	CG-EM1.4	Agrochemical storage site has adequate ventilation.	
	CG-EM1.11	Farm takes physical action to control sources of infestation.	
	CG-EM1.12	Pesticides (not including herbicides) are applied only on a spot-application basis, depending on the type and severity of infestation.	
	CG-EM1.13	Pesticides (not including herbicides) are only applied as a last resort (after cultural and physical controls have failed).	
	CG-EM1.18	Empty chemical containers are rinsed and punctured, or as required by local regulations, and appropriately disposed of to prevent further use or injury.	

Criteria	Indicators		C/NC/NA
CG-EM3: Long Term Productivity	CG-EM3.1	The farm implements a coffee pruning program to promote new tissue generation (intended to contribute to increased productivity and coffee quality).	

Environmental Leadership - Coffee Processing (Wet)

Criteria	Indicators		C/NC/NA
CP-WC1: Minimizing Water Consumption	CP-WC1.1	The total volume of water used for pulping, washing, and sorting for coffee processing operations is tracked and recorded, documenting the annual total water used and volume per Kg of coffee cherry processed . <i>Indicator should be evaluated "Not Applicable" for mills that process 3500 Kgs or less in green coffee.</i>	
	CP-WC1.4	The amount of water used (liters of water per Kg green coffee) shows a decrease over time (until the ratio in CP-WC1.5 is achieved). <i>Indicator should be evaluated "Not Applicable" for mills that process 3500 Kgs or less in green coffee.</i>	
	CP-WC1.5	The ratio between water (used for pulping and washing) and coffee cherry is no more than 1:1 ratio (volume of water to volume of cherry).	

Criteria	Indicators		C/NC/NA
CP-WC2: Reducing Wastewater Impacts	CP-WC2.1	Wastewater from pulping and washing is managed in a way that does not contaminate the environment, including water bodies.	
	CP-WC2.3	If wastewater is discharged into a water body or a drainage system, the following wastewater tests are conducted at all exit points (and meet established environmental regulatory norms) and are recorded on a monthly basis during operations. In the absence of environmental regulatory norms, the following parameters must be met: <ul style="list-style-type: none"> • Biological oxygen demand (1000 mg/L or ppm) • Chemical oxygen demand (1500 mg/L or ppm) • pH (5.0-9.0) <i>Indicator should be evaluated "Not Applicable" for mills that process 3500 Kgs or less in green coffee.</i>	

Criteria	Indicators		C/NC/NA
CP-WM1: Waste Management	CP-WM1.1	Processing wastes are managed in such a way as to not contaminate the local environment.	
	CP-WM1.2	Skin, pulp, mucilage, and unacceptable cherries are composted or processed by worms.	
	CP-WM1.3	Organic processing byproducts are used as soil amendments by the farm or, in the case of an independent processor, distributed to local farmers.	

Criteria	Indicators		C/NC/NA
CP-EC1: Energy Conservation	CP-EC1.2	At least 25% of parchment coffee is patio (sun) dried or dried in other energy efficient ways (e.g., greenhouses, raised beds, radiant solar drying systems).	

Producer Support

Criteria	Indicators		C/NC/NA
PS-MT1: Management and Tracking Systems	PS-MT1.1	<u>ZERO TOLERANCE</u> : All supply chain entities have and implement a system to track the movement of C.A.F.E. Practices coffee from initial purchase through point of export.	
	PS-MT1.2	<u>ZERO TOLERANCE</u> : Organization has an annually updated list of producers participating in the C.A.F.E. Practices program.	
	PS-MT1.3	<u>ZERO TOLERANCE</u> : Each farm in the supply chain receives a receipt for coffee purchased.	
	PS-MT1.4	Participating farmers are given a written agreement or identification card when they commit to implementing C.A.F.E. Practices guidelines.	
	PS-MT1.5	Producer Support Organization keeps C.A.F.E. Practices farm verification reports from previous verifications documenting status of compliance of each farm accompanied by a farm map and description.	
	PS-MT1.6	Producer Support Organization actively shares and explains C.A.F.E. Practices verification results with at least 30% of participating farmers, including necessary improvements.	

Criteria	Indicators		C/NC/NA
PS-HP1: Hiring Practices	PS-HP1.1	Producer Support Organization has documented materials for training members in its network on legal hiring practices, including but not limited to: legal minimum wage, age verification, access to education, and related laws.	
	PS-HP1.2	Producer Support Organization has documented materials for training members in its network on: forced, bonded, indentured or involuntary convict labor or trafficked labor.	

Criteria	Indicators		C/NC/NA
PS-SR1: Controlling Surface Erosion	PS-SR1.1	Producer Support Organization has a detailed soil management plan that includes erosion reduction strategies.	
	PS-SR1.2	Producer Support Organization has identified resources for erosion controls.	
	PS-SR1.3	Producer Support Organization facilitates the distribution of erosion controls (grasses, shrubs, etc.) to more than 10% of producers in the network.	
	PS-SR1.4	Producer Support Organization facilitates the distribution of erosion controls (grasses, shrubs, etc.) to more than 25% of producers in the network.	
	PS-SR1.5	<u>EXTRA POINT</u> : Producer Support Organization facilitates the distribution of erosion controls (grasses, shrubs, etc.) to more than 50% of producers in the network.	

Producer Support

Criteria	Indicators		C/NC/NA
PS-SR2: Maintaining Soil Productivity	PS-SR2.1	Producer Support Organization's soil management plan includes the analysis of soil samples from representative farms in the network to identify nutrient deficiencies.	
	PS-SR2.2	Producer Support Organization's soil management plan includes a foliar analysis from representative farms in the network to identify nutrient deficiencies.	
	PS-SR2.3	Producer Support Organization has developed and is implementing its soil and/or foliar analysis plan every two years.	

Criteria	Indicators		C/NC/NA
PS-CB1: Maintaining Shade Canopy	PS-CB1.1	Producer Support Organization has a shade management plan including: identified areas with gaps in the shade canopy and replacement of invasive exotic/non-native trees with native species.	
	PS-CB1.2	Producer Support Organization facilitates access to or distributes tree seeds or seedlings.	
	PS-CB1.3	<u>EXTRA POINT</u> : Producer Support Organization has developed a shade tree nursery and makes seedlings available to farmers.	

Criteria	Indicators		C/NC/NA
PS-CB2: Protecting Wildlife	PS-CB2.1	Producer Support Organization has a written list of wildlife species native to the region and identified which of those species are classified as vulnerable, endangered or critically endangered according to the IUCN red list (http://www.redlist.org) or local government resource and shares it with the producers in the network.	
	PS-CB2.2	Producer Support Organization provides training to at least 30% of the farmers in the network on the value of wildlife diversity (animals and birds) and discourages hunting or trapping.	

Criteria	Indicators		C/NC/NA
PS-CB3 Conservation Areas	PS-CB3.1	Producer Support Organization has facilitated an assessment of and discussion with the farmer groups about areas of high conservation and ecological value (e.g., areas with significant intact forest, primary forest canopy cover, rare flora and fauna communities, important habitat elements, critical watershed values, importance to local communities' traditional cultural identity).	

Producer Support

Criteria	Indicators		C/NC/NA
PS-EM1: Ecological Pest and Disease Control	PS-EM1.1	<u>ZERO TOLERANCE</u> : Producer Support Organization does not buy, distribute or apply pesticides prohibited under the World Health Organization Type 1A or 1B lists, or that are banned according to national, regional, or local laws.	
	PS-EM1.2	Producer Support Organization keeps records of all purchases, distribution or sales of pesticides, including: dates, product name, product formulation, active ingredients, quantity, purchase and sales prices.	
	PS-EM1.3	If Producer Organization buys, distributes or applies agrochemicals , all agrochemicals are stored in a locked place with controlled access away from food products.	
	PS-EM1.4	Producer Support Organization trains and educates at least 30% of the farmers in the network on correct procedures, storage conditions, and appropriate application of agrochemicals.	
	PS-EM1.5	Producer Support Organization trains at least 30% of the farmers in the network on correct use of Personal Protective Equipment, and facilitates access to, or purchase of, PPE.	
	PS-EM1.6	If coffee pest (e.g., coffee berry borer) infestation exists, Producer Support Organization facilitates the distribution of biological control agents or traps for more than 10% of affected producers in network .	
	PS-EM1.7	If coffee pest (e.g., coffee berry borer) infestation exists, Producer Support Organization facilitates the distribution of biological control agents or traps for more than 25% of affected producers in network .	
	PS-EM1.8	<u>EXTRA POINT</u> : If coffee pest (e.g., coffee berry borer) infestation exists, the Producer Support Organization facilitates the distribution of biological control agents or traps for more than 50% of affected producers in network .	

Producer Support

Criteria	Indicators		C/NC/NA
PS-EM2: Management and Monitoring	PS-EM2.1	Producer Support Organization has developed a written farm management plan with supporting documents, including but not limited to: <ul style="list-style-type: none"> • A description of the farm production systems and coffee productivity (coffee production per hectare, total annual coffee production) of the farmer network • Producer Support Organization's farmer training plan • Ecological pest and disease management measures • Soil quality improvement strategies • Producer Support Organization farmer resource sharing 	
	PS-EM2.2	Producer Support Organization implements a farm monitoring program to track farm activities and improvements in C.A.F.E. Practices for more than 5% of the producers in its network.	
	PS-EM2.3	Producer Support Organization implements a farm monitoring program to track farm activities and improvements in C.A.F.E. Practices for more than 15% of the producers in its network.	
	PS-EM2.4	<u>EXTRA POINT:</u> Producer Support Organization implements a farm monitoring program to track farm activities and improvements in C.A.F.E. Practices for more than 25% of the producers in its network.	
	PS-EM2.5	Producer Support Organization holds at least one annual planning meeting(s) to develop a written annual work plan which details which C.A.F.E. Practices activities are to be done in the coming year.	
	PS-EM2.6	Producer Support Organization has created a complete set of materials used for training network members on: health and safety including use of personal protective equipment (PPE); shade management; integrated pest control and disease management including correct pesticide container disposal; pruning, weeding and general agricultural practices; coffee processing and drying.	
	PS-EM2.7	Producer support organization has trained more than 10% of producers in the network on topics covered in PS-EM2.6.	
	PS-EM2.8	Producer support organization has trained more than 25% of producers in the network on topics covered in PS-EM2.6.	
	PS-EM2.9	Producer support organization has trained more than 50% of producers in the network on topics covered in PS-EM2.6.	

Criteria	Indicators		C/NC/NA
PS-CC1: Climate Change	PS-CC1.1	Producer Support Organization keeps written records of climate change risks and impacts on coffee production (e.g., change in temperature, rainfall).	
	PS-CC1.2	Producer Support Organization has developed and is implementing a training program to reduce impact of climate change.	
	PS-CC1.3	<u>EXTRA POINT:</u> Producer Support Organization is participating in a formal project to calculate and reduce farm greenhouse gas emissions over time.	