



Starbucks Coffee Company

C.A.F.E. Practices

Smallholder Scorecard

November 2009

Economic Accountability

Criteria	Indicators		C/NC/NA
EA-IS1: Demonstration of Financial Transparency	EA-IS1.3	Entity verified maintains receipts or invoices for the coffee (cherry, parchment, green) it purchases.	
	EA-IS1.4	Documents observed clearly indicate dates, names of entities buying and selling, type of coffee (cherry, parchment, green), unit of measures and quantity.	
	EA-IS1.5	Entity verified maintains receipts or invoices for the coffee (cherry, parchment, green) it sells.	

Social Responsibility

Criteria	Indicators	C/NC/NA	
SR-HP1: Wages and Benefits	SR-HP1.1	<u>ZERO TOLERANCE</u> : All permanent/ full-time workers are paid the nationally or regionally established minimum wage. In regions where such minimum wages for permanent/full-time workers have not been set, all permanent/ full-time workers are paid the local industry average. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.2	<u>ZERO TOLERANCE</u> : All part-time workers are paid the nationally or regionally established minimum wage. In regions where such minimum wages for part-time workers have not been set, all part-time workers are paid the local industry average. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.3	<u>ZERO TOLERANCE</u> : All temporary/seasonal workers are paid the nationally or regionally established minimum wage. In regions where such minimum wages for temporary workers have not been set, all temporary/ seasonal workers are paid the local industry average. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.5	<u>CRITERIA REQUIREMENT</u> : Workers are paid regularly (daily, weekly, bi-weekly or monthly) in cash or cash equivalent (check, direct deposit).	
	SR-HP1.6	<u>CRITERIA REQUIREMENT</u> : If national legally mandated benefits (social security, vacation, disability) are required for permanent/ full-time workers, then these are paid by employer.	
	SR-HP1.7	<u>CRITERIA REQUIREMENT</u> : If national legally mandated benefits (social security, vacation, disability) are required for part-time workers, then these are paid by employer.	
	SR-HP1.8	<u>CRITERIA REQUIREMENT</u> : If national legally mandated benefits (social security, vacation, disability) are required for temporary/seasonal workers, then these are paid by employer.	
	SR-HP1.9	<u>CRITERIA REQUIREMENT</u> : Overtime pay meets national requirements. If workers are paid by production, overtime wages meet the local/regional/national requirements. Where overtime is not specified by law, overtime is calculated at 50% above regular pay. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.10	Overtime pay exceeds national requirements. If workers are paid by production, wages exceed the national requirements. Where overtime is not specified by law, overtime is calculated at 50% above regular pay. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.11	All permanent/ full-time workers are paid more than the nationally or regionally established minimum wage. In regions where such minimum wages have not been set, all permanent/full-time workers are paid more than the local industry average. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.12	All part-time workers are paid more than the nationally or regionally established minimum wage. In regions where such minimum wages have not been set, all part-time workers are paid more than the local industry average. If workers are paid by production, wages meet the above requirements.	
	SR-HP1.13	All temporary/seasonal workers are paid more than the nationally or regionally established minimum wage. In regions where minimum wages for temporary workers have not been set, all temporary/seasonal workers are paid more than the local industry average. If workers are paid by production, payments exceed the local industry average.	

SR-HP1: Wages and Benefits	SR-HP1.14	Permanent/ full-time workers are paid wages that are equal to a living wage as defined by a governmental or non-governmental labor/social rights organization. (If such data does not exist, the cost-of-living will be established by measuring the average cost of food, shelter, transportation, health care, clothing, energy and education, in accordance with the formula generated by the 1998 International NGO Living Wage Summit.)	
	SR-HP1.17	Wages are paid directly to all workers (cash, check, direct deposit), not through labor intermediaries.	

Criteria	Indicators		C/NC/NA
SR-HP3: Hours of Work	SR-HP3.1	<u>CRITERIA REQUIREMENT</u> : All workers do not work more regular hours (i.e. regular hours not including overtime) per day or week than allowable under local laws. In regions where regular hours are not defined, regular hours are defined as 8 hours per day, 48 hours per week.	
	SR-HP3.2	<u>CRITERIA REQUIREMENT</u> : Permanent/full-time workers must have the equivalent of one continuous 24 hour period off in each 7 day period or whatever is required by law, whichever is greater.	
	SR-HP3.3	<u>CRITERIA REQUIREMENT</u> : All workers must not work more total hours (i.e., total hours including overtime) in one day or week than allowable under applicable laws. In regions where such laws are not established, workers do not work more than 60 hours per week, except where a written agreement exists between workers and management.	
	SR-HP3.4	Hours worked on potentially hazardous activities (e.g., pesticide application, very heavy labor) are restricted in accordance with the law. In regions where such laws are not established such 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 contract any persons under the age of 14 . (We prefer that our suppliers hire no one under the age of 15.)	
	SR-HP4.2	<u>ZERO TOLERANCE</u> : Employment of authorized minors older than 14 does not conflict with their access to education (if required by law).	
	SR-HP4.4	<u>ZERO TOLERANCE</u> : Employer prohibits the use of forced, bonded, indentured or involuntary convict labor.	
	SR-HP4.6	<u>CRITERIA REQUIREMENT</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	<u>CRITERIA REQUIREMENT</u> : Temporary/seasonal, part-time and permanent/full-time workers living onsite have habitable dwellings.	
	SR-WC1.2	<u>CRITERIA REQUIREMENT</u> : All workers have ready access to potable water.	

Criteria	Indicators		C/NC/NA
SR-WC2: Access to Education	SR-WC2.6	<u>CRITERIA REQUIREMENT</u> : Children of legal school age attend school where available and do not work during school hours.	

Criteria	Indicators		C/NC/NA
SR-WC4: Worker Safety and Training	SR-WC4.1	CRITERIA REQUIREMENT: Employer provides personal protective equipment (PPE) to all applicable employees at no cost (PPE for farms includes: respirators with filters, goggles, rubber boots, water-proof gloves, impermeable clothing. PPE for dry mills includes: ear plugs and masks).	
	SR-WC4.7	Workers utilize appropriate protective equipment when applying agrochemicals and operating machinery. In the case of pesticide application, workers shall use the PPE included in SR-WC4.1. In the case of fertilizer application, workers shall use gloves, protective goggles and rubber boots.	
	SR-WC4.9	Authorized minors and pregnant women are prohibited from handling or applying agrochemicals , operating heavy machinery and/or heavy lifting.	
	SR-WC4.10	Workers do not enter areas where pesticides were applied 48 hours prior without protective gear.	

Environmental Leadership - Coffee Growing

Criteria	Indicators		C/NC/NA
CG-WR1: Water Body Protection	CG-WR1.2	Buffer zones are maintained adjacent to at least 50% of permanent water bodies (e.g., perennial streams, springs, lakes, wetlands); 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-WR1.3	Buffer zones are maintained adjacent to all permanent water bodies (e.g., perennial streams, springs, lakes, wetlands); 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-WR1.14	At least 50% of permanent water body buffer zones are composed of native woody vegetation.	
	CG-WR1.15	All permanent water body buffer zones are composed of native woody vegetation.	

Criteria	Indicators		C/NC/NA
CG-WR2: Water Quality Protection	CG-WR2.1	CRITERIA REQUIREMENT: There is no application of agrochemicals within 10 meters of any permanent water body.	
	CG-WR2.4	Synthetic fertilizers are not used or the farm is certified organic.	
	CG-WR2.5	Farm waste/dump 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.	
	CG-SR1.3	Areas at high risk of erosion are identified on a map (considering factors such as slope, soil, and concavity).	
	CG-SR1.4	At least 25% of productive area with slopes between 10% and 20% is covered by shade trees and/or cover crops/vegetation.	
	CG-SR1.5	At least 50% of productive area with slopes between 10% and 20% is covered by shade trees and/or cover crops/vegetation.	
	CG-SR1.6	All productive area with slopes between 10% and 20% is covered by shade trees and/or cover crops/vegetation.	
	CG-SR1.7	In addition to having shade trees and/or cover crops/vegetation, contour lines and bench terraces are established at intervals appropriate for the site conditions on at least 25% of productive area with slopes between 20% and 30% .	
	CG-SR1.8	In addition to having shade trees and/or cover crops/vegetation, contour lines and bench terraces are established at intervals appropriate for the site conditions on at least 50% of productive area with slopes between 20% and 30% .	
	CG-SR1.9	In addition to having shade trees and/or cover crops/vegetation, contour lines and bench terraces are established at intervals appropriate for the site conditions on all productive area with slopes between 20% and 30% .	
	CG-SR1.10	In addition to the soil erosion prevention measures included in CG-SR1.4-1.9, physical barriers (e.g., pruned branches, rocks) and/or living barriers (e.g., grasses, shrubs) are established on at least 25% of productive area with slopes over 30% .	
	CG-SR1.11	In addition to the soil erosion prevention measures included in CG-SR1.4-1.9, 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% .	

CG-SR1: Controlling Surface Erosion	CG-SR1.12	In addition to the soil erosion prevention measures included in CG-SR1.4-1.9, 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-SR1.13	Herbicides are not used to control ground vegetation/cover crops and are only used in spot applications for aggressive weeds.	
	CG-SR1.15	All roads or heavily-used trails are protected from erosion through proper drainage ditches and/or other control activities (including cover vegetation, etc.).	

Criteria	Indicators		C/NC/NA
CG-SR2: Maintaining Soil Productivity	CG-SR2.1	At least 25% of the productive area is covered by an organic matter layer (composed of dead and decaying biomass) and/or nitrogen-fixing cover crops.	
	CG-SR2.2	At least 50% of the productive area is covered by an organic matter layer (composed of dead and decaying biomass) and/or nitrogen-fixing cover crops.	
	CG-SR2.3	All of the productive area is covered by an organic matter layer (composed of dead and decaying biomass) and/or nitrogen-fixing cover crops.	
	CG-SR2.4	Shade tree and live barrier pruned branches 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 trees.	
	CG-SR2.6	At least 50% of the productive area is planted with nitrogen-fixing, leguminous trees.	
	CG-SR2.7	All of the productive area is planted with nitrogen-fixing, leguminous trees.	
	CG-SR2.11	Shade tree, live barrier, and coffee plant pruned branches are mulched and/or left as a soil amendment.	

Criteria	Indicators		C/NC/NA
CG-CB1: Maintaining a Coffee Shade Canopy	CG-CB1.1	<u>CRITERIA REQUIREMENT</u> : Native trees are removed only when they constitute a human hazard or when they significantly compete with coffee plants.	
	CG-CB1.4	On average, at least 10% of the farm (including productive and non-productive area) has canopy cover.	
	CG-CB1.5	Canopy cover is comprised of a diversity of tree species.	
	CG-CB1.6	Canopy cover is retained at biologically significant levels (i.e., the level of canopy cover alters farm micro-climate, produces a noticeable leaf litter layer, provides demonstrated habitat for a range of species, etc.).	
	CG-CB1.7	Invasive exotic species are not used for canopy cover.	
	CG-CB1.9	At least 75% of the canopy cover 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	Where conditions permit, locally native epiphytes, lianas and woody vines are retained in the canopy cover.	
	CG-CB1.12	Biological legacies, such as cavity trees and standing and/or fallen dead trees are retained.	

Criteria	Indicators		C/NC/NA
CG-CB2: Protecting Wildlife	CG-CB2.1	<u>CRITERIA REQUIREMENT</u> : There are specific implemented measures (e.g., 'no hunting' signs, gates, fences, guards, etc.) to restrict unauthorized hunting and commercial collection of flora and fauna.	
	CG-CB2.2	Hunting threatened or rare wildlife species is not allowed on the property.	

Criteria	Indicators		C/NC/NA
CG-CB3: Conservation Areas	CG-CB3.1	<u>CRITERIA REQUIREMENT</u> : After March 2004, there is no conversion of natural forest to agricultural production.	

Criteria	Indicators		C/NC/NA
CG-EM1: Ecological Pest and Disease Control	CG-EM1.1	<u>CRITERIA REQUIREMENT</u> : Farm does not use pesticides that are listed by the World Health Organization as Type 1A or 1B, except as specified by the nematode amendment.*	
	CG-EM1.3	<u>CRITERIA REQUIREMENT</u> : Agrochemicals are stored in a locked place with controlled access.	
	CG-EM1.5	Farm implements plan with regular monitoring for insect and disease problems and symptoms of nematode infestation.	
	CG-EM1.6	Farm takes physical action to control sources of infestation (e.g., removal of infested cherries or ethanol/methanol based traps set during appropriate phase of pest life cycle).	
	CG-EM1.17	Pesticides are applied using spot spraying based on incidence and infestation pattern (based on information from monitoring).	
	CG-EM1.18	Pesticides are only applied as a last resort (after cultural and physical controls have failed).	

*See nematode ammendment Generic Evaluation Guidelines 2.0

Environmental Leadership - Coffee Processing (Wet)

Criteria	Indicators		C/NC/NA
CP-WC1: Minimizing Water Consumption	CP-WC1.1	<p>CRITERIA REQUIREMENT: The total volume of water used for pulping, washing, and sorting for coffee processing operations is tracked and recorded, documenting the annual total and per weight of coffee cherry processed.</p> <p><i>Indicator should be evaluated "Not Applicable" for mills that process 7500 lbs or less in green coffee.</i></p>	
	CP-WC1.4	<p>The amount of water used on a per unit basis (liters of water per lbs green coffee) shows a decrease over time (until the scope of CP-WC1.5 is met).</p> <p><i>Indicator should be evaluated "Not Applicable" for mills that process 7500 lbs or less in green coffee.</i></p>	
	CP-WC1.5	<p>The ratio between coffee cherry and water (used for pulping and washing) is no more than 1:1 (1000 liters of cherry: 1 cubic meter of water).</p> <p><i>Indicator should be evaluated "Not Applicable" for mills that process 7500 lbs or less in green coffee.</i></p>	

Criteria	Indicators		C/NC/NA
CP-WC2: Reducing Wastewater Impacts	CP-WC2.1	<p>CRITERIA REQUIREMENT: Wastewater from pulping and washing is managed in a way that does not impact the local or surrounding environment.</p>	
	CP-WC2.3	<p>If wastewater is discharged to a water body or a sewer, the following wastewater tests are conducted at all exit points (and meet established environmental regulatory norms) on a monthly basis during operations. In the absence of environmental regulatory norms, the following parameter must be met:</p> <ol style="list-style-type: none"> 1. Biological oxygen demand (1000 mg/L or ppm) 2. Chemical oxygen demand (1500 mg/L or ppm) 3. pH (5.0-9.0) <p><i>Indicator should be evaluated "Not Applicable" for mills that process 7500 lbs or less in green coffee.</i></p>	

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

Criteria	Indicators		C/NC/NA
CP-EC1: Energy Conservation	CP-EC1.2	<p>Parchment coffee is patio dried or dried in other energy efficient ways (e.g., greenhouses, raised beds, radiant solar drying systems).</p>	

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 a system for tracking product 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.	
	PS-MT1.4	Participating farmers are given a written agreement or identification card upon their commitment to comply with the C.A.F.E. Practices.	
	PS-MT1.5	Organization maintains farm inspection reports from previous verifications documenting status of compliance of each farm accompanied by a farm map and description.	

Criteria	Indicators		C/NC/NA
PS-SR1: Controlling Surface Erosion	PS-SR1.1	Producer Support Organization has an explicit 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 for more than 5% of producers in the network.	
	PS-SR1.4	Producer Support Organization facilitates the distribution of erosion controls for more than 15% of producers in the network.	
	PS-SR1.5	Producer Support Organization facilitates the distribution of erosion controls for more than 25% of producers in the network.	

Criteria	Indicators		C/NC/NA
PS-SR2: Maintaining Soil Productivity	PS-SR2.1	Where synthetic fertilizers are used, the Producer Support Organization has included in its soil management plan a strategy for soil analysis (for nutrient deficiencies) from representative plots in the network.	
	PS-SR2.2	Where synthetic fertilizers are used, the Producer Support Organization has included in its soil management plan a strategy for foliar analysis (for nutrient deficiencies) from representative plots in the network.	
	PS-SR2.3	Where synthetic fertilizers are used, the Producer Support Organization has developed a timeline for implementing soil and/or foliar testing strategy.	
	PS-SR2.4	Where synthetic fertilizers are used, the Producer Support Organization is implementing its soil and/or foliar testing strategy according to the timeline.	

Criteria	Indicators		C/NC/NA
PS-CB1: Maintaining Shade Canopy	PS-CB1.1	Producer Support Organization has a shade management plan including: identifying areas with gaps in the shade canopy and plans for replacing invasive exotic/non-native trees with native species.	
	PS-CB1.2	Producer Support Organization has identified resources for the distribution of shade trees or seedlings.	

Criteria	Indicators		C/NC/NA
PS-CB2: Protecting Wildlife	PS-CB2.1	Producer Support Organization maintains 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).	

Criteria	Indicators		C/NC/NA
PS-EM1: Ecological Pest and Disease Control	PS-EM1.1	CRITERIA REQUIREMENT: Where pesticides are purchased and/or distributed and/or applied by the Producer Support Organization, those on the World Health Organization Type 1A or 1B list are prohibited, except as specified by the nematode amendment.*	
	PS-EM1.2	CRITERIA REQUIREMENT: Where pesticides are purchased and/or distributed and/or applied by the Producer Support Organization purchase records of pesticides are maintained, specifying date, product, formulation, active ingredient, quantity, supplier and price of purchase for each pesticide .	
	PS-EM1.3	CRITERIA REQUIREMENT: Where agrochemicals are purchased and/or distributed and/or applied by the Producer Support Organization, they are stored in a locked place with controlled access.	
	PS-EM1.4	Where pesticides are purchased and/or distributed and/or applied by the Producer Support Organization, they are applied using spot spraying based on incidence and infestation pattern (based on information from monitoring).	
	PS-EM1.5	Where pesticides are purchased and/or distributed and/or applied by the Producer Support Organization, they are only used as a last resort (after cultural and physical controls have failed).	
	PS-EM1.6	Where coffee berry borer infestation exists, the Producer Support Organization facilitates the distribution of biological control agents or methanol/ethanol traps for more than 5% of affected producers in network .	
	PS-EM1.7	Where coffee berry borer infestation exists, the Producer Support Organization facilitates the distribution of biological control agents or methanol/ethanol traps for more than 15% of affected producers in network .	
	PS-EM1.8	Where coffee berry borer infestation exists, the Producer Support Organization facilitates the distribution of biological control agents or methanol/ethanol traps for more than 25% of affected producers in network .	

*See nematode ammendment Generic Evaluation Guidelines 2.0

Criteria	Indicators		C/NC/NA
PS-EM2: Management and Monitoring	PS-EM2.1	CRITERIA REQUIREMENT: The Producer Support Organization implements a 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-EM2.2	The Producer Support Organization implements a 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-EM2.3	The Producer Support Organization implements a 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-EM2.4	The 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 taken in the coming year.	
	PS-EM2.5	The Producer Support Organization develops a written management plan and supporting documents, including but 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) for the association • Producer Support Organization farmer training plan • Ecological pest & disease management measures • Soil quality improvement strategies • Producer Support Organization farmer resource sharing 	
	PS-EM2.6	Producer Support Organization implements the written management plan with more than 5% of producers in the network .	

PS-EM2: Management and Monitoring	PS-EM2.7	Producer Support Organization implements the written management plan with more than 15% of producers in the network.	
	PS-EM2.8	Producer Support Organization implements the written management plan with more than 25% of producers in the network.	
	PS-EM2.9	The management plan is updated on an annual basis.	
	PS-EM2.10	Producer Support Organization has documented materials for training members in its network on: shade management; integrated pest control and disease management; pruning, weeding and cultural management; and processing and drying coffee.	
	PS-EM2.11	Producer support organization has trained more than 5% of producers in the network on topics covered in PS-EM2.5.	
	PS-EM2.12	Producer support organization has trained more than 15% of producers in the network on topics covered in PS-EM2.5.	
	PS-EM2.13	Producer support organization has trained more than 25% of producers in the network on topics covered in PS-EM2.5.	