



Starbucks Coffee Agronomy Company
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C.A.F.E. Practices Verification Timeline and Validity Terms Effective September 1, 2009

Dear C.A.F.E. Practices applicants and verifiers,

In an effort to further support C.A.F.E. Practices' continuous improvement, please find below important information regarding Verification and Validity Periods for C.A.F.E. Practices:

- The verification period for C.A.F.E. Practices will be **open 365 days** and will have a validity period that corresponds to the respective start of the crop period under verification (see Table1).
- Provisional Status will be granted to all applicants once an application is submitted and confirmation on behalf of Starbucks has been issued that application is complete. In doing so, applicants will have to provide evidence that they have contacted an approved verification organization(s) within 10 days of their Provisional Status notification to start the verification process with an approved C.A.F.E. Practices verification organization within 90 days.
- New supply chains applying to the program can decide to start in or off harvest and will have a validity period corresponding to the respective start of the crop period under verification.
- Every other verification should be done in harvest.
- 3 year validity will be granted to vertically integrated (non-sampled) Preferred or Strategic supply chains, only if the verification takes place "in harvest", as defined in this document.
- 2 year validity will be granted to complex (sampled) Preferred or Strategic supply networks only if the verification takes place during harvest, as defined in this document.
- Mills scoring 60 percent or above, in both the social and the processing criteria, will be granted a 3 year validity but with no status, only if the verification takes place during processing activity, as defined in this document.

Definition of "in harvest" verification:

If the verification takes place "in harvest" as defined below, the verifier will indicate in the C.A.F.E. Practices report that verification took place during harvest.

Please find below the criteria that need to be met to be considered "in harvest" status:

1.0 Farm level:

1.1 For large (≥50 hectares) and medium farms (≥12 hectares ≤ 50 hectares):

At least one plot of the farm has green cherries and at least one plot on the farm has ripe cherries, which should be observable at the time of the verification.

1.2 For small holder farms (<12 hectares):

For small holder farms, only the mill "in harvest" conditions must be met (see below 2.0 Mill level).

2.0 Mill level:

2.1 For all mills:

Mill machinery (depulpers, washers, fermentation tanks, mechanical dryers, water treatment systems) are operating at the time of verification or must have been operating within at least three days preceding the verification and should be confirmed through observation and interviews.

Table 1: Verification Calendar and C.A.F.E. Practices Validities

Countries/ Region	Verification Period	Validity	Status	Farm sampling	Period between verification in Terms of years	
					Verification during harvest	
					Yes	No
Bali Bolivia Brazil Burundi Congo Malawi Peru Rwanda Sulawesi * Tanzania South East Timor Zambia	Open 365 days	April 1st to March 31st	Verified	Sampled	1	
				Non sampled		
			Preferred & Strategic	Sampled	2	1
				Non sampled	3	1
Colombia	Open 365 days	October 1st to September 30th	Verified	Sampled	1	
				Non sampled		
			Preferred & Strategic	Sampled	2	1
				Non sampled	3	1
Cameroon Ethiopia Kenya Tanzania Uganda	Open 365 days	September 1st to August 31st	Verified	Sampled	1	
				Non sampled		
			Preferred & Strategic	Sampled	2	1
				Non sampled	3	1
Central America Mexico	Open 365 days	October 1st to September 30th	Verified	Sampled	1	
				Non sampled		
			Preferred & Strategic	Sampled	2	1
				Non sampled	3	1
Papua New Guinea Sumatra India	Open 365 days	October 1st to September 30th	Verified	Sampled	1	
				Non sampled		
			Preferred & Strategic	Sampled	2	1
				Non sampled	3	1

* for Sulawesi only, validity starts March 1st

Please remember, applicants need to submit their applications to Starbucks Coffee Agronomy Company prior to scheduling verification. Verification can only start once a C.A.F.E. Practices application is complete and the application ID number (representing your supply chain, as well as the corresponding farms, producer support organization and mills) has been communicated back to the applicant.

Should you require additional information or have questions regarding this communication, please e-mail us at: CAFEPrac@starbucks.com

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