



Certification Guide: ORIGINS FIELD

V.03 - December 2023

AMAGGI Presentation

Founded in 1977, AMAGGI has its headquarters in Cuiabá (MT), and is present in all regions in Brazil, in addition to Argentina, Paraguay, the Netherlands, Norway, Switzerland and China.

It currently comprises 4 major business areas - Commodities, Agro, Energy, and Logistics and Operations - and operates in the origination and commercialization of grains and inputs; agricultural production of soybeans, fibers and seeds; port operations; river and road transport; in addition to the generation and sale of renewable electricity.

In the social field, the André and Lucia Maggi Foundation, a social institution with no economic purpose, is responsible for managing AMAGGI's Private Social Investment (ISP) actions in the municipalities where the company operates.

All businesses are conducted within a governance structure, with serious criteria of socio-environmental responsibility, valuing ethics and the integrity of everyone involved in its production chain, which consolidates AMAGGI as the largest Brazilian agribusiness company.



01

Introduction



The knowledge acquired in implementing internationally recognized certifications such as the RTRS (Round Table Responsible Soy), ProTerra, ISCC (International Sustainability & Carbon Certification), 2BSvs (Biomass Biofuel Sustainability Voluntary Scheme) and BCI (Better Cotton Initiative), in addition to procurement requirements established by clients, governments, NGOs (non-governmental organizations), internal norms and institutional commitments served as bases and guidelines for developing the ORIGINS Standard.

This standard was created with the objective of providing a response to demands from society and companies linked to the soy chain for a deforestation and conversion of native vegetation-free production (Deforestation and Conversion Free – DCF), in addition to the assessment of over 60 socio-environmental indicators of good agricultural practices meeting the highest market demands.

ORIGINS FIELD Requirements Summary:

- **Deforestation And Conversion Free – DCF cut-off date:**
 - No later than 31 December 2020
 - Compliance with the Soy Moratorium for the Amazon Biome (July 2008)
 - More restrictive cut-off dates may be pursued on demand. In this case, the certification and verification process must follow the same criteria and provisions of this standard, only changing the cut-off date.

- **Compliance with AMAGGI's veto Socio-environmental Criteria, where production of grains originating from the below are strictly prevented from being certified in the ORIGINS FIELD:**
 - Areas embargoed by IBAMA due to deforestation or restrictions on agricultural activity;
 - Areas embargoed by SEMA-MT due to deforestation or restrictions on agricultural activity;
 - Areas incident in Indigenous Lands and Integral Protection Conservation Units;
 - Areas in disagreement with the Soy Moratorium, i.e., soy from areas deforested after 2008 in the Amazon biome;
 - Areas in disagreement with the Green Grains Protocol of the State of Pará.
 - Properties whose producers are on the Slave Labor Dirty List¹.

1 - Source: Ministry of Labor

- **Over 60 indicators are evaluated in farm audits to ensure:**
 - Socio-environmental and labor aspects
 - Respect for local communities and traditional peoples
 - The right to use land
 - Free, Prior and Informed Consent (FPIC)
 - Best agricultural practices
- **Carbon-Stock Accounting**
- **Verification by an independent third-party**

For deforestation detection and conversion, ORIGINS FIELD relies on the use of technology embedded in the ORIGINAR 2.0 Platform, a geospatial assessment tool exclusively developed for AMAGGI, which uses updated satellite images and multiple databases, allowing grain traceability from its origins at the farm level. The standard also has audits of certified farms in order to verify compliance with socio-environmental and best agricultural practices criteria established in their indicators.

Both digitally verified data, through satellite images, and over 60 performance indicators are verified by an independent third party. The ORIGINS FIELD standard will be reviewed at least once every 5 (five) years in order to ensure its evolution and respect for the various current and future socio-environmental risks.



02

Scope



The ORIGINS FIELD standard applies to agricultural production processes for soy and corn, and may include conventional, organic and genetically modified grains.

Soy and corn by-products from farms certified in this standard are also covered by the certification, which can be bran, oil, hull, among others.

ORIGINS can be applied either on company owned farms or leased ones, as well as on the farms belonging to soy and corn suppliers.

To ensure adherence to the standard, a third-party audit must be performed, as detailed throughout this document.

Validation of the volumes of soy and corn that comply the program will be carried out by AMAGGI, after entering the volume into the control system and a positive opinion from the audit is carried out by the third-party company.

AMAGGI's Book & Claim, Area Mass Balance, Mass Balance and Segregated commercialization systems will be used, which, together with the criteria verification technology, will allow for greater scale and volume.

This certification is in line with AMAGGI's commitments and Global Sustainability Positioning. Find out more at [ESG Strategy - Amaggi](#).



03

Criteria for meeting the standard and mechanisms for monitoring properties



3.1. Traceability

In order to ensure the traceability of ORIGINS FIELD products, AMAGGI must guarantee the operation of a traceability management system, from which it will be possible to identify the physical entries of grains in AMAGGI's structures, identifying and describing their farm of origin.

All farms must be properly registered and delimited at the polygon level in the certification manager system, AMAGGI, in order to ensure the monitoring of certified farms.

3.2. Deforestation And Conversion Free – DCF and cut-off date

In order to apply for the ORIGINS FIELD certification, properties must be Deforestation and Conversion Free – DCF. The cut-off date for deforestation and conversion accepted in this standard is:

- No later than 31 December 2020
- Compliance with the Soy Moratorium for the Amazon Biome (July 2008))
- More restrictive cut-off dates may be applied on demand. In this case, the certification and verification process must follow the same criteria and provisions of this standard, only changing the cut-off date.

Based on the main concepts present in the Accountability Framework Initiative², the following will be considered for the purposes of the ORIGINS standard:

- Deforestation and conversion free: This term refers to zero or gross conversion and deforestation (native forests). i.e.:
 - Deforestation: Loss of natural forest as a result of: i) conversion to agriculture or other non-forest land use; ii) conversion to a tree plantation; or iii) severe and sustained degradation. .
 - Conversion: Change of a natural ecosystem to another land use or profound change in a natural ecosystem's species composition, structure, or function.
 - These definitions apply regardless of existing legal authorization for deforestation and conversion in certain areas.
 - Deforestation for infrastructure purposes; social use; as well as by proven accidents, such as accidental burns in which it is evident that the area was not intended for any type of agricultural activity; and isolated areas in the process of proven regeneration are not subject to qualification as deforestation or conversion.

² - Accountability Framework Initiative – document [“Operational guidance on the application of definitions related to deforestation, conversion and ecosystem protection”](#) June 2019, revised May 2020.

- These definitions apply to natural forests, native grasslands, swamps, savannas, steep slopes, riparian areas and other types of natural formations.
- These definitions apply to all Brazilian biomes.
- Cut-off date for non-deforestation and non-conversion: dates after which deforestation or conversion makes a certain area or production unit not compatible with this standard's non-deforestation or non-conversion commitments.

To detect non-deforestation and non-conversion, the certification manager must verify each of the farms at the polygon level; this should be carried out by an internal technical team, or by hiring services from a specialized company to perform such function.

Prodes Amazônia and Prodes Cerrado (Deforestation Monitoring Projects), or other public and official bases for other biomes, will be used as a basis for analysis. In case there is no availability of updated public deforestation and conversion data, satellite images with a minimum resolution of 30 meters may be used for analysis.

Biomes' classification of the properties is carried out using the official limits base of each one of the Biomes made available by the Brazilian Institute of Geography and Statistics (IBGE), which is the official Brazilian agency for territories delimitation. For vegetation classification (Phyto-physiognomy), when necessary, the official base provided by public and official bodies may also be used.

3.3. Veto Socio-Environmental Criteria

It is strictly prevented from certifying in the ORIGINS standard any grains production from areas that do not comply with the following veto criteria:

- Areas embargoed by IBAMA for deforestation or restrictions on agricultural activity.
- Areas embargoed by SEMA-MT for deforestation or restrictions on agricultural activity.
- Areas Incident in Indigenous Lands and Fully Protected Conservation Units.
- Areas in disagreement with the Soy Moratorium, i.e., soy originating from areas deforested after 2008 in the Amazon biome.
- Areas in disagreement with the Green Protocol for Grains of the State of Pará.

Properties whose producers are part of the Slave Labor Dirty List are also prevented from entering the ORIGINS standard are also prevented from entering the ORIGINS standard.

3.4. Socio-environmental criteria and best agricultural practices and farm monitoring mechanisms

3.4.1. Legal aspects

The legal aspects to be verified are described in Principle 1 of the checklist attached to this document (Annex II: Checklist for producers). Local laws will be identified and considered at the time of the audit.

3.4.2. Social aspects

The social aspects to be verified are described in Principles 1, 2 and 6 of the checklist attached to this document (Annex II: Checklist for producers) and applicable laws and regulations were taken into account (local and other applicable). As described in the checklist, some of the key points to check are:

- Degrading work (child labor)
- Discrimination
- Degrading work (slave or slave-like)
- Freedom of association
- Occupational Health and Safety
- Salary and hours worked
- Relationship with the community
- Rights of indigenous people and tenure rights of local communities need to be respected.

3.4.3. Environmental aspects

The environmental aspects to be verified are described in Principles 3 and 5 of the checklist attached to this document (Annex II: Checklist for producers) and applicable laws, regulations and guidelines have been taken into account. As described in the checklist, among the main points to be checked are:

- Land use rights
- Environmental impact assessment
- Contamination prevention
- Water and land use
- Deforestation

3.4.4. Good Agriculture Practices – GAP

The good agricultural practices to be verified are described in Principle 4 of the checklist attached to this document (Annex II: Checklist for producers) and applicable laws, regulations and guidelines have been taken into account. As described in the checklist, some of the key points to check are:

- Use of pesticides
- Use of fertilizers
- Cultivation techniques
- Compliance with local legislation

3.4.5. Overlapping law

The checklist for farms for the ORIGINS FIELD standard was developed taking into account internal norms, sustainability standards, AMAGGI's institutional commitments, international legislation, national legislation and the knowledge acquired in the implementation of recognized international certifications.

3.5. Carbon Stock Computation

For the purposes of accounting for the average carbon stock per ton of ORIGINS certified product, the following methodology must be adopted:

- Quantification of forest areas and native vegetation on properties that are part of ORIGINS in a certified harvest, considering permanent preservation areas (APPs), Legal Reserve (RL), surplus, among other green areas (forests or natural vegetation areas). These may be in their crest, development or regeneration – totaling the vegetation area hectares.
- Identification of the Phyto-physiognomies of each of the properties according to the vegetation identification map made available by a public and official body – totaling the vegetation area hectares categorized by Phyto-physiognomy.
- The total carbon stock will be calculated, considering all properties belonging to ORIGINS in the certified harvest. To this end, the carbon stock values³ per hectare (default values) contained in the Anthropogenic Emissions and Removals of Greenhouse Gases Brazilian Inventory will be used: Reference Reports - Carbon Dioxide Emissions in the Land Use Sector, Change in Land Use and Forests, measured in tC/ha. The conversion factor of the atomic weight of C to CO₂ will be 3.6667 (relative to the conversion of tC/ha to tCO₂/ha) will be used. These values should be multiplied by the hectares of each of the vegetation Phyto-physiognomy identified – totaling the amount of tCO₂ stored in vegetation areas on ORIGINS certified properties.

3 - Source: Ministry of the Environment
 Source: Ministry of Agriculture and Livestock
 Source: IBAMA

- Identification of grain planting areas on ORIGINS certified properties and calculation of the average amount of soy produced, using the average of 3,600 kg of soy per planted hectare, or 6,000 kg of corn per planted hectare – totaling soy or corn production in tons on certified ORIGINS properties.
- Calculation of the average carbon stocked per ton of product produced on ORIGINS certified properties by dividing the total carbon stock by the total quantity of grains produced – totaling the average amount of tCO₂ equivalent per ton of ORIGINS product (tCO₂e stocked/ton ORIGINS certified product).

4. Certification process

4.1. Group certifications

The certification of the ORIGINS Field Module should take place in a group, with the objective of encouraging the entry of soybean and corn suppliers into the on-site certification program, and may also involve the company's farms. AMAGGI will be responsible for managing the group.

AMAGGI, as the manager of the group, will be responsible for ensuring compliance with the standards and requirements, requiring, at least, an annual on-site internal audit, duly conducted and documented to evaluate socio-environmental indicators and audit

AMAGGI's management system to verify the guarantee of zero deforestation and conversion, according to the methodology defined in this document. The internal auditor must be trained for this role.

ORIGINS FIELD Module certificates are valid for a period of 2 years, after which a revalidation audit is required.

It is the responsibility of the group manager to include and exclude members who do not comply with this certification standard or the audit, the following controls must be provided:

a) Application form

This document will be used to have the initial data of the farm, with which the days needed for internal and external audits will be calculated, as well as the initial risk analysis in case of group certification.

b) Risk analysis (in case of group certification)

Risk analysis will be developed by the group manager in order to reduce risk of the certification group. The first step of the risk analysis will be based on the application form. With this result, the frequency and sample of farms that will necessarily undergo an internal audit will be defined, to be carried out by a technical team trained for this function. Surprise audits may be carried out when a risk is identified, with the possibility of internal or external inspections by a third-party.

c) Internal audit

Internal audits are mandatory for the entire group and must be carried out at least once a year, following the methodological criteria set forth in this document and records of these must be kept.

d) Third-party audit

They must be carried out annually by a third-party company duly accredited to carry out the work, following the methodological criteria provided for in this document.

For the evaluation of socio-environmental indicators: it is noted that in cases where the on-site audit (face-to-face visit) may put human and/or animal life at risk, caused by i) pandemics or endemic diseases – such as Covid-19; ii) extreme natural events such as windstorms, tornadoes, floods; iii) other types of occurrences assessed as potentially life-threatening; remote internal and third-party audits will be accepted, and the auditors must evaluate the best way to proceed, including flexible dates for re-certification and maintenance audits.

Third-party ORIGINS FIELD audits related to verification of non-deforestation and conversion, veto criteria and carbon stock calculation must occur in their entirety and exclusively with the certification manager, AMAGGI.

In this case, the audits will have a documentary nature, based on the company's management system and will take place remotely - without the need to go to the field or visit the certification manager. This is due to the fact that the analyzes are based on the use of technology, such as geospatial tools for identifying land use, allowing certification to have a larger scale.

5. Third-party Audits

5.1 General provisions

Third-party audits must be carried out annually in order to validate properties for grain production in accordance with ORIGINS FIELD.

The points to be verified during the audits are described in Annex II of this document.

The team for the annual third-party audits must consist of a lead auditor and a sufficient number of team members. Team members collectively must cover all elements of the standard, including but not limited to the items listed above.

The lead auditor must have knowledge of ORIGINS as well as experience in other soy certification protocols such as RTRS, ProTerra, 2BSvs, ISCC or similar. The lead auditor will be responsible for leading the audit process and making decisions on behalf of the audit team (in case of a team), ensuring the necessary measures of audit planning, preparation and presentation of the report in accordance with ORIGINS.

External auditor qualifications can be found in [Annex I: External and Internal Auditors Qualification](#).

1.1. Audit steps

- a) **Opening meeting:** when audit rules and schedule will be confirmed. The opening meeting begins with the presentation of the auditor or the team of auditors and aims to clarify details of conducting the audit and confirm the availability of resources and means necessary to carry out the audit. During the meeting, the auditors will present the work methodology, therefore, it is recommended that all people who are responsible for any process be present. At this moment, the scope of work will be confirmed and the places and work fronts to be audited will be defined, as well as the people who will guide the auditors in the areas. All guidelines on how to proceed will be informed during the meeting.
- b) **Document revision:** when all documents necessary to meet the ORIGINS FIELD will be reviewed and analyzed, whether referring to legal compliance (licenses and authorization to perform the activity), labor, social, environmental or good agricultural practices. All records necessary to comply with the standard will be reviewed at this stage.
- c) **Field inspection:** where a visit will be carried out in all facilities of the selected properties to verify compliance with the requirements of the standard with the need for on-site verification. During the visits, the certification body must consult with employees, third-parties and other interested parties during the audits.
- d) **Inspection of the group management system to verify technology-based criteria:** the third-party audit of ORIGINS FIELD related to verification of non-deforestation and conversion, veto criteria and carbon stock calculation must take place in its entirety and exclusively and remotely with the certification manager, AMAGGI.
- e) **Closing meetings:** where the results found will be presented and the next steps defined. If major or minor non-conformities are identified, the deadlines stipulated in this document will be followed where: major non-conformities must be closed within 30 days and minor non-conformities must be corrected within 1 year. Correction failure will result in the minor non-conformity becoming a major non-conformity.

- f) **Final report preparation:** The report will be divided into two parts, the first being the description of the management of the group and the second referring to the field part. As for the management part, there will be information about the certification group describing all participating farms, in addition to the management information required by the AMAGGI standard. As for the field part, a checklist will be filled out for the audited farms where the points in compliance with the standard and possible non-conformities that may be evidenced during the audit will be described. And also, review of the action plan and closure of non-conformities, if any.

1.2 Rules for applying third-party audits

For group certifications, an audit of the group manager is mandatory, with whom the procedures and internal control system will be evaluated. The time required for evaluating the management of the group will be defined according to the number of members of the certification group. The time required will have a minimum of 0.5 days and a maximum of 2.0 days.

The completion of the application form must be carried out by all members of the certification group before the internal audit. Internal audits must be conducted by a qualified professional, carried out on all group members and before the third-party audit. During the internal audit, all points of the standard must be covered, records maintained and made available at the time of the external audit.

The external audit on the farms will be carried out on a sampling basis, depending on the risk analysis carried out by the group manager and the risk assessment of the Certification Body itself, based on the characteristics of the group and its members or places.

The manager must carry out a risk analysis per Principle, according to Annex II, the analysis must contain justifications and evidence, considering environmental, labor, social, health and safety risks aspects, etc.

When the risk is determined, as a function of the previous variables, the minimum sample size must be determined. To determine the minimum sample size, the following formula is applied:
Number of establishments to be visited = \sqrt{y} .

Where "y" is the number of members the group has (not counting the management unit). In case of decimals, round up to the nearest whole number.

When the identified risk is high, then the correction factor formula should be applied to calculate the sample size.

For high risk, a correction factor of 1.5 applies. Therefore, the formula for determining the minimum sample size would be:
 $\sqrt{y} \times 1,5$ for high risk = minimum sample size to audit.

After determining the minimum size of the sample according to the risk of the group, a stratification must be carried out, i.e., grouping the farms to be audited under certain criteria according to:

- Geographic region
- Risk observed
- New group members
- Size of farms

The time required for auditing each farm will follow the same table described in item 5.3 Rules for applying third-party auditing.

6. Chain of Custody – Models

The Origins Field allows the choice of the marketing system, which can be in the modalities Book & Claim, Area Mass Balance, Mass Balance or Segregated, he meets doing so the varied demands of the market.

After choosing the model the chain of custody, it is the responsibility of the group manager to maintain effective control over certified volumes according to the rules of the marketing system, as well as the management with other certifications, avoiding double counting.

6.1. Book & Claim –Credits

After going through the third-party audit process, the volume of grains produced by the property will be certified and converted into credits, where 1 credit will correspond to 1 ton produced.

From this point on, the manager will be of certification authorized to sell these certified credits throughout of the supply chain. There will be no sale of physical volume in this type of model, being a transaction with the issuance of a certificate with the volume of credits to be transacted between the group manager and the buyer of the credits.

6.2. Area Mass Balance

The first entry of grains into the AMAGGI system (first gathering point) may occur in any of the company's business units, which are the certification manager. These units can be, not limited to, silos and grain warehouses, processing plants and ports.

These input volumes must be recorded and related to their original property and records maintained.

From this point forward, the certification manager will be authorized to sell ORIGINS certified volumes, regardless of the exit point located in the Brazilian territory.

Output volumes must be registered and must not exceed the certified input volume. Keeping records of the stages of the supply chain, traceability is guaranteed within the program.

6.3. Mass Balance

The first entry of grains into the AMAGGI system (first gathering point) may occur in any units operated by the certification manager (websites). These units can be but are not limited to: grain silos and warehouses, processing plants and ports.

These volumes of input must be recorded and linked to their original property and records maintained.

From this point onwards, the certification manager will be authorized to sell ORIGINS certified volumes.

The volume certificate exit from duty sites be registered and be equivalent to or less than the quantity of certified product entering the site and at each stage of the supply chain. By keeping records of the stages of the supply chain, traceability is guaranteed within the program.

6.4. Segregated

First entry of grains into the AMAGGI system (first gathering point) may occur in any units operated by the certification manager (sites). These units can be but are not limited to: grain silos and warehouses, processing plants and ports.

These input volumes must be recorded and linked to their original property and records maintained.

From this point on, the certification manager will be responsible for maintaining the certified volume separate from uncertified volumes to the along the chain, avoiding mixing product physics. The manager will also be authorized to sell ORIGINS certified volumes.

The certified volume leaving the sites must be recorded and be equivalent to or less than the quantity of certified product entering the site. Keeping records of supply chain stages and don't mix of the certified volume, traceability and segregation are guaranteed within the program.

6.5. Certification validity and certified volumes

The ORIGINS certification is valid for a period of 2 (two) years. The certificate must be revalidated annually, meeting all the criteria and provisions of this standard.

Certified volumes may be traded within this 2-year period.

6.6. Accounting for by-products: soy and corn bran, oil and hulls

The ORIGINS standard applies for certification of soy and corn grains, as well as their by-products, such as bran, hull and oil.

For the by-products to receive ORIGINS certification, AMAGGI, as the certification manager, must consider and rebate a proportional quantity of grains originated within the ORIGINS premises.

For this purpose, the certification manager must present in an audit all updated conversion and yield values to produce oil, bran and bark.

7. Certifications recognition

The company owned or leased farms, as well as AMAGGI's grain supplier farms that hold RTRS, ProTerra, ISCC, 2BSvs certifications will be automatically recognized by AMAGGI for meeting the ORIGINS FIELD standard.

Farms with any of these certifications will not need to go through any other audit process than what is already in place to obtain these certifications. If necessary, may to be requested controls, documents and/or data complementary what evidence the information presented in the certification recognition processes.

The ORIGINS FIELD certified grains and by-products can also be marketed as ORIGINS (AMAGGI's guarantee of origin program is less restrictive than ORIGINS FIELD because it does not require the verification of on-site indicators, but has the guarantees of zero deforestation and conversion, Amaggi veto socio-environmental criteria and carbon stock calculation).

8. Certification principles: impartiality, objectivity presence and confidentiality

8.1. Impartiality and objective presence

Objectivity means that conflicts of interest do not exist or are resolved in a way that does not negatively influence the certification body's activities.

Other terms that are useful in conveying the impartiality concept are independence, freedom from conflict of interest, freedom from bias and prejudice, neutrality, fairness, open-mindedness, detachment, and balance.

8.2. Confidentiality

Information related to an audit may not be discussed or disclosed unless required by law, or by the standard's requirements. Documents relating to other companies cannot be collected at an inspected company and copying of files is not authorized unless authorized in writing by the inspected organization.

When required by law or authorized by contractual commitments to release confidential information, the customer or interested person must, unless prohibited by law, be notified of the information provided. Customer information obtained from sources other than the customer (e.g., whistleblower, regulatory bodies) should also be treated as confidential.

9. Non-compliance and sanctions

9.1. Types of non-conformity

All non-conformities identified during an internal or external audit must be systematically recorded in the report and must be classified as minor or major. A non-conformity shall be considered major if, alone or in combination with other non-conformities, results or may result in a fundamental failure in the applied management system.

All non-conformities must lead to a request for corrective action from the applicant/certification holder which must be recorded in the assessment report. The Certification Body can only issue a certificate of conformity or re-issue a certificate until all non-conformities are dealt with accordingly.

If a major non-conformity is not properly treated, the producer may be suspended until its resolution, and may be excluded from the certified group.

Major non-conformities found during an external audit must be addressed within 30 days. Minor nonconformities must be corrected within 1 year. Failure to correct a minor non-conformity will become a major non-conformity.

9.2. Indicators categories

AMAGGI classified indicators into 3 different Categories:

- Trade exclusion indicators
- Immediate compliance indicators
- Compliance indicators within a year
- Compliance indicators within two years

The progressive approach of the ORIGINS Field Module is applied as follows:

Commercial exclusion: are the veto criteria for producers to commercialize grains, specified in the ORIGINS FIELD standard item 3.3 Socio-environmental veto criteria. Additionally, if the occurrence of deforestation or conversion after the established cut-off date is verified during internal analysis or external audit, regardless of use and legality, the property is prohibited from integrating or re-integrating into the ORIGINS FIELD.

Immediate compliance: are the minimum criteria that must be met from the initial audit.

Compliance within one year: are the criteria that must be met within a year and that will be verified in the second-year audit.

Compliance within two years: are the criteria that must be met within two years and that will be verified in the third-year audit.

If the auditee does not agree with the points raised, he can use the channels for complaints and appeal as follows in the following items.

10. Complaints, appeals and Follow-up

a) Complaints

- Complaints may be received from group members, stakeholders or employees, in writing or verbally;
- The person in charge of the group designates a person responsible for receiving and handling the complaint;
- The complaint, including all treatment, is recorded in the improvement/complaint information system, so the final result is reported to the complainant.

b) Appeals

- The group leader handles the appeal and may be assisted by the certifier or auditor/inspector;
- The appeal is registered in the information system and a written confirmation is sent to the customer.

c) Follow-up and evaluation

- A complaint or appeal may result in an improvement;
- For follow-up and evaluation, complaints and appeals are treated as complaints.



04 Glossary and Annexes



Glossary

ILO - International Labor Organization

FEFAC - European Feed Manufacturers Federation

Child - Anyone under 15 years of age, unless local minimum age law stipulates a higher age for work or compulsory education, in which case the higher age should apply.

If, however, the local minimum age law is set at 14 years of age, in accordance with the development of country exceptions under ILO convention 138, the lower age will apply.

Discrimination - Any distinction, exclusion or preference, based on race, color, sex, religion, disability, political opinion, national descent or social origin, which has the effect of nullifying or altering equality of opportunity or treatment in employment or occupation.

Forced or compulsory labor - Forced labor can take many forms - some imposed by the state, but most from the private economy.

Forced labor can be a result of human trafficking and irregular migration. Mechanisms of applied force include debt bondage, slavery, misuse of customary practices and deceptive recruitment systems. (For a complete list, see the ILO Manual.)

Wetlands - Areas of marsh, swamps and peatlands, or bodies of water – natural or artificial, permanent or temporary – with static or flowing water, fresh, brackish or salt, including areas of marine water less than six meters deep at low tide. (Ramsar Convention).

Leaseholders - A type of farmer tenant who has the owner's permission to use the land in exchange for a share of the crop produced on it.

Local Communities - Groups of persons and families that legitimately live or work on the property, or adjacent, to be certified, or between properties in a situation of multiple or group certification, and influenced by, or influencing, the activities of the property.

Good Agricultural Practices - A set of principles, concepts, practices, technologies, methods and technical recommendations appropriate to production systems implemented at the field level in order to foster and add value to agricultural activities and to promote human and animal health and well-being.

Biological control - A method of pest control that relies on predation, parasitism, herbivorous or other natural mechanisms rather than using chemicals.

Annexes

Annex I: Qualification of internal, external and third-party company auditors

Internal auditor qualification:

- Technical skills and experience with internal auditing;
- Training and knowledge in the ORIGINS FIELD standard.

External auditor qualification:

- Technical skills and audit experience;
- Knowledge of the mass balance process;
- Successful completion of a lead auditor course in some of the ISO 9001, ISO 14001, ISO 17021 or ISO 17065 standards;
- Completion of a minimum of five (5) audits as an auditor in similar certification schemes (RTRS, ISCC, Proterra or similar).

Third party company qualification:

- The third-party company must be accredited by a national accreditation party affiliated with the International Accreditation Forum (IAF) or in compliance with ISO 17011.

Criterion	Indicator	Description	Guidance for verification
Traceability	1. Has traceability of the grains belonging to ORIGINS been evidenced?	<p>The certification manager must present controls and records that prove:</p> <p>i) volume of ORIGINS certified grains acquired by AMAGGI.</p> <p>ii) entry of ORIGINS certified grains into one of the company's structures in the Brazilian territory, that being a silo, warehouse, factory and port.</p> <p>iii) The grains output must not exceed the balance of the certified volume.</p> <p>Systems must also be presented, when necessary, where records are made, ensuring product traceability.</p>	<p>Traceability can be verified by identifying the entry of certified material in the certification manager's receiving units. This applies to all types of chain of custody described in this document, except for "Book & Claim –Credits".</p> <p>Documents such as Contracts, Invoices and Listings help with the identification.</p> <p>Systems where purchases and receipt of certified material are registered can also be evaluated.</p> <p>For the "Book & Claim –CreditsCredits" the farm of origin of the volume to be certified must be evaluated without the product must have been physically purchased by the AmaggiAMAGGI.</p>
Traceability	2. Was it evidenced with the certification manager that they maintain a property registry of those belonging to ORIGINS considering: design of the farm boundaries (polygon), name and owner/lessee identification?	<p>2. The manager must ensure the geospatial location of the farm of the certified material, as well as supplier identification. They should also be able to present systems, when necessary, where registrations are made, ensuring the traceability of the ORIGINS certified product.</p>	<p>The verification must ensure that the manager has completed the property geospatial location records, considering the boundaries (polygonal), name and supplier identification, as well as the guarantee that the certified product originated in the linked property. This can be verified through maps and/or systems used for the identification and location of the property and how the crossings between purchases and farm of origin are made.</p>
Non-deforestation, non-conversion and cut-off date assessment	3. Was the analysis of deforestation and conversion of properties belonging to ORIGINS evidenced with the certification manager, so that they are free from deforestation and vegetation conversion as of 31 December 2020?	<p>3. Deforestation and conversion is not allowed after 31 December 2020 on ORIGINS certified properties. If the cut-off date is more restrictive, due to customer demand, the most restrictive date must be considered for analysis.</p>	<p>The certification manager must present records (maps) and/or systems that prove deforestation analysis and the guarantee of compliance with the item.</p>

Criterion	Indicator	Description	Guidance for verification
Non-deforestation, non-conversion and cut-off date assessment	4. Was compliance with the Soy Moratorium evidenced from the analysis of the certification manager's Soy Moratorium Report, prepared by a third-party company, regarding the non-acquisition of soy from the Amazon Biome that show deforestation after July 2008?	4. When there are properties located in the Amazon Biome, the certification manager must demonstrate compliance with the Soy Moratorium based on the analysis of the External Audit Report carried out by a third-party.	<p>If it is evidenced that there are ORIGINS properties located in the Amazon Biome, the certification manager must present the External Audit Report of the Soy Moratorium, proving that it complies with the commitment.</p> <p>Note: In case of non-compliance with the Moratorium, evidenced by the Report, ORIGINS properties must be cited as Non-Compliant in the Moratorium report, and such note must be verified.</p>
Veto Socio-Environmental Criteria	5. Was the operation of the evaluation system for producers and properties in relation to the Veto Socio-Environmental Criteria evidenced with the certification manager, using updated public lists and ensuring a blocking system?	5. There is a system for evaluating and monitoring ORIGINS certified suppliers and properties in relation to the Veto Socio-Environmental Criteria, using up-to-date data and ensuring automatic blocking when any non-compliance with the analyzed criteria is identified.	Management of the Veto Socio-Environmental Criteria should be verified, through records in systems, e-mails and documents that prove compliance with the criteria.
Carbon Stock Computation	6. Was it evidenced with the certification manager that the calculation of carbon stock follows the methodology indicated in the ORIGINS standard?	6. The auditor must assess whether the analyzes for quantifying the forest and native vegetation areas of the properties that make up the ORIGINS comply with the standard, as well as the identification of Phyto-physiognomies and stored carbon measurement take into consideration methodologies set out in this document.	The certification manager must present records (maps), systems and calculations that prove carbon stock quantification per ton of grain produced on an ORIGINS certified property (tCO ₂ /ton grain), following the methodology set out in the standard.

Indicator	1.1		
The producer is aware of responsibilities in accordance with applicable laws and these can be demonstrated, especially environmental, social and labor (including NR3I).			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	1.2		
Applicable local laws are being complied with, especially environmental, social and labor (including NR3I) and the producer has the necessary licenses for all activities related to soy production.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	1.3		
The production area is not located in an indigenous area.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	1.4		
The production area is not installed in integral protection conservation units.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	1.5		
The production area is not embargoed by IBAMA or state environmental agencies for deforestation.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	1.6		
The production area is not included in the list of areas deforested after 2008 in the GTS (Soy Moratorium) Amazon biome.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

PRINCIPLE 2: RESPONSIBLE WORKING CONDITIONS

Indicator	2.1		
There is no form of degrading labor (slave or slave-like), forced, compulsory or any type of involuntary labor at any stage of production.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes/No
Findings / Evidence			

Indicator	2.2		
Children and adolescents under the age of 18 do not perform hazardous work or any other work that could jeopardize their physical or mental health, as well as their well-being.			
Children under the age of 15 (or higher age established by local law) do not perform any type of productive work and must be attending school regularly.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes/No
Findings / Evidence			

Indicator	2.3		
No form of prejudice or discrimination is practiced, encouraged or tolerated.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	2.4
No worker is subject to any type of corporal, psychological or mental punishment, oppression or coercion. It is also not subject to any type of physical and verbal abuse, sexual or other harassment, as well as any other form of intimidation.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	2.5
No worker is obliged to hand over their identity documents to anyone, as well as part of their salary, benefits or any other asset, unless required or established by law.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	2.6
The work week must be defined in accordance with local and national laws and must be consistent with employment agreements or local industry standards and must not exceed 48 hours/week or occur on a routine basis (excluding overtime).	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	2.7
Overtime is voluntary and must be paid in accordance with local and national laws or labor or industry agreements.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	2.8
Overtime that exceeds 12 hours/week will only be allowed in extraordinary cases and in defined periods where there is a time restriction in the production process or risk of economic loss and where there is an agreement between workers and management as to settling these.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	2.9		
All workers receive equal remuneration for work of the same value, with changes related to training and knowledge, length of service, among other assessments, provided that the remuneration is established with an egalitarian and fair concept. All workers have equal access to training and equal promotion opportunities when new vacancies become available.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	2.10		
The workplace is safe and healthy for all workers and has, at least, access to potable water, basic sanitation facilities and individual and collective protective equipment, when necessary.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	2.11		
Activities considered hazardous are only carried out by competent and capable persons who have received training in how to perform these activities safely.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	2.12		
Overtime that exceeds 12 hours/week will only be allowed in extraordinary cases and in defined Uniforms and individual and collective protective equipment are adequate and appropriate for the activities performed, especially in operations classified as dangerous, and are provided and used by workers.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	2.13		
Access to first aid and emergency care must be provided without delay and first aid kits are present in suitable locations and close to the field.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	2.14		
Producers and their employees demonstrate knowledge and understanding of occupational health and safety aspects. Relevant occupational health and safety risks are identified and procedures are in place to respond to these risks and these are monitored.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	2.15		
There is a system of warnings, followed by legally permitted sanctions for workers who do not follow safety standards.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	2.16		
Emergency procedures exist and are clearly understood by workers.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	2.17		
All workers have the right to form or join a trade union organization of their choice.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	2.18		
All workers have the right to participate in the negotiation of labor and union agreements.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator 2.19

The effective functioning of labor and union organizations is allowed, their representatives are not subject to any type of discrimination and they have access to members in the workplace when required.

Category Major Conformity

Intended result: Immediately Verifier Yes/No

Findings / Evidence

Indicator 2.20

The gross salary complies with the national and state minimum and complies with labor and sectoral agreements, when existing.

Category Major Conformity

Intended result: Immediately Verifier. Yes / No

Findings / Evidence

Indicator 2.21

All workers have a written employment contract in a language they understand.

Category Major Conformity

Intended result: Immediately Verifier. Yes / No

Findings / Evidence

Indicator 2.22

Hours worked and overtime are properly controlled and monitored.

Category Major Conformity

Intended result: Immediately Verifier Yes/No

Findings / Evidence

Indicator 2.23

The employer keeps salary payments properly recorded and salary deductions are clear and as required by law. Salary deductions for disciplinary reasons are not taken unless legally permitted.

Category Major Conformity

Intended result: Immediately Verifier Yes/No

Findings / Evidence

PRINCIPLE 3: ENVIRONMENTAL RESPONSIBILITY

Indicator	3.1
Legal reserve areas, conservation areas or other protection areas defined by law are protected, or are in the process of being restored to its original state or compensation or other measure. Areas that are in the restoration stage must not be degraded, respecting the reintroduction of wildlife. In the case of environmental compensation, the producer must ensure that the area meets quality and permanence criteria, as provided by law.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	3.2
Grain production is not carried out in illegally deforested areas, as provided by law, especially in the Brazilian Forest Code.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	3.3
The property has a map that identifies the areas of existing native vegetation and has a plan to protect or recover areas provided for by law. Biodiversity on the farm is preserved through the proper conduct of the plan for the protection or recovery of native areas in order to protect rare and threatened species and their habitats.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	3.4
Areas of native vegetation around bodies of water, slopes, mountains or in other environmentally sensitive areas must be maintained and restored..	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	3.5		
The storage and disposal of fuel, batteries, tires, lubricants, sewage and other hazardous waste is done properly, as required by law.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	3.6		
It is not allowed to burn harvest residues, garbage or burning as area cleaning unless necessary for crop drying or mandatory by national law as a sanitary measure.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	3.7		
Measures are taken to reduce or recycle the waste generated.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes/No
Findings / Evidence			

Indicator	3.8		
The use of fossil fuels is controlled and monitored.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes/No
Findings / Evidence			

Indicator	3.9		
Efforts are made to reduce the use of fossil fuels wherever possible.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes/No
Findings / Evidence			

PRINCIPLE 4: GOOD AGRICULTURAL PRACTICES

Indicator	4.1
Good agricultural practices are implemented to reduce localized and diffuse impacts on surface and groundwater quality from chemical residues, fertilizers, erosion and other sources.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	4.2
Any evidence of groundwater contamination is reported and monitored in collaboration with local authorities.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	4.3
In case of use of irrigation techniques, measures to minimize the use of water are implemented and all relevant legislation is complied with and irrigation systems are not allowed in areas surrounding humid ecosystems (wetlands/wetlands).	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	4.4
There is monitoring, appropriate to scale, to demonstrate that the practices taken to protect water quality are effective.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	4.5
The producer is aware of existing techniques, and the most relevant ones for his area and scale are implemented, to maintain and control the soil quality (physical, chemical and biological).	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	4.6
The producer is aware of existing techniques, and those most relevant to his area and scale are implemented to prevent soil erosion. Drainage and planting in wet areas is prohibited.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes / No
Findings / Evidence	

Indicator	4.7
There is monitoring, appropriate to scale, to demonstrate that practices taken to protect soil quality and prevent erosion are effective.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	4.8
Agrochemicals listed in the Stockholm and Rotterdam conventions are not used.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	4.9
The application of agrochemicals (herbicides and fertilizers) is duly documented. The handling, storage, collection and disposal of waste and empty packaging are monitored. The use, storage and disposal of agrochemicals are in accordance with professional recommendations and applicable legislation.	
Category	Major Conformity
Intended result:	Immediately Verifier: Yes/No
Findings / Evidence	

Indicator	4.10		
Land application of pesticides is not carried out within 30 meters (or more were stated by law) of bodies of water and populated areas, and all necessary precautions are taken to prevent people from entering newly applied areas.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	4.11		
Agrochemicals should be applied following existing methods that minimize the harm to human health, wildlife, plant biodiversity and water and air quality.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	4.12		
The aerial application of pesticides is carried out in such a way that there are no impacts on populated areas or bodies of water, taking into account the distance provided by law. Pesticides classified by WHO as Class Ia, Ib and II are not applied within a radius of 500m (or more, as provided by law) in populated areas or bodies of water.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	4.13		
The use of phytosanitary products follows the recommendations and requirements provided by law (or professional recommendations) in the country of origin and measures to prevent resistance must be taken.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	4.14		
Systematic measures are planned and implemented to monitor, control and minimize the spread of introduced invasive species and new diseases.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	4.15		
Appropriate measures are implemented to allow the coexistence of different production systems.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	4.16		
An integrated management plan is developed to minimize the use of pesticides, monitor the health of the crop, as well as chemical and biological control measures, following good agricultural practices. As well as minimizing negative impacts on human health and the environment. The plan should contain targets for reducing phytosanitary defined as potentially hazardous over time.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

PRINCIPLE 5: LAND USE RIGHT

Indicator	5.1		
The right to use the land is properly documented (e.g., tenure document, lease agreement or another format).			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	5.2		
In the event that traditional communities renounce land use, this can be duly proven and communities are compensated by consensus based on free, prior and informed consent.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	5.3		
There is no change of land use where there is unresolved conflict with traditional land communities, without agreement between both parties.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

Indicator	5.4		
In the event of a dispute over the right to use the land, verifications of the rights of the communities are carried out and they are duly documented.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier:	Yes / No
Findings / Evidence			

PRINCIPLE 6: RELATIONSHIP WITH THE COMMUNITY

Indicator	6.1		
Complaints received are dealt with appropriately and evidence of receipt of complaints and grievances is documented and maintained.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator	6.2		
In the event of a complaint, complaint or suggestion being received, the person responsible for handling it must respond in a timely and prompt manner.			
Category	Major	Conformity	
Intended result:	Immediately	Verifier	Yes/No
Findings / Evidence			

Indicator 6.3

The grievance mechanism (e.g., grievance forms are accessible by email, phone or writing) is transparent, recognized and available to local communities and traditional land communities.

Category Major Conformity

Intended result: Immediately Verifier: Yes / No

Findings / Evidence

Indicator 6.4

Existing communication channels (written or online) allow effective communication between producers and the community. Existing communication channels are recognized by local communities.

Category Major Conformity

Intended result: Immediately Verifier: Yes / No

Findings / Evidence

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