

RAINFOREST ALLIANCE

POLICY:

Online Traceability Exception for Tea Certificate Holders

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The Rainforest Alliance is creating a more sustainable world by using social and market forces to protect nature and improve the lives of farmers and forest communities.

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Applicable to
Farm and Supply Chain Certificate Holders in Tea

Policies are binding. Policies complement and/or supersede related rules or requirements for the parties they are applicable to.

More information

For more information about the Rainforest Alliance, visit www.rainforest-alliance.org, contact info@ra.org or contact the Rainforest Alliance Amsterdam Office, De Ruijterkade 6, 1013AA Amsterdam, The Netherlands.

Translation Disclaimer

For any question related to the precise meaning of the information contained in the translation, please refer to the official English version for clarification. Any discrepancies or differences in meaning due to translation are not binding and have no effect for auditing or certification purposes.



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Online Traceability Exception

Due to the complexity and variability of tea supply chains and traceability data gaps between farm CH and first processor, the Rainforest Alliance is proposing a simplification of tea reporting requirements in the Rainforest Alliance traceability platform.

Farm and Supply Chain certificate holders in Tea* have been granted an exception to the Rainforest Alliance Online Traceability Platform. Details on the scope of the exception and applicable Certificate Holders are below.

*Note this policy does not apply to Herbs and Spices as defined in [Rainforest Alliance Appendix B](#).

1. Outline of Exception

Farm and supply chain certificate holders are exempted from reporting traceability in the Rainforest Alliance online platform. Only those requirements listed below fall into this exception, requirements for paper-based traceability, segregation, etc. will still be required for these actors.

THE ABOVE FARM AND SUPPLY CHAIN CERTIFICATE HOLDERS ARE EXEMPTED FROM THE FOLLOWING REQUIREMENTS

2.2.1	Volumes sold as certified are recorded in the Rainforest Alliance traceability platform at the latest two weeks after the end of the quarter within which the shipment took place.
2.2.2	Buyers of Rainforest Alliance Certified product have a procedure in place to regularly verify that transactions in the traceability platform match invoices for certified products purchased and/or shipped.
2.2.3	Volumes not sold as Rainforest Alliance Certified and/or lost are removed from the traceability platform within two weeks after the end of the quarter in which the shipment took place or volume was lost.
2.2.5	Shipments that are combined into one transaction include sufficient information (for example volume, traceability type, invoice numbers, shipment codes and dates) to relate the transaction to the individual shipments.

1.1. Reporting Requirements for the First Processors

The first processors and packers* are required to provide data via the volume declaration form for any certified volume that has not been redeemed or sold forward from their accounts in 2022, 2023, and Q1 2024. This volume declaration shall be submitted on a quarterly basis.

1. [MultiTrace Authorization Request Form for Tea](#).
2. The first processor shall provide the information required to Rainforest Alliance so that the information can be transacted on their behalf. The processor must use the request form above provided by Rainforest Alliance.



3. Tea supply chain certificate holders are required to provide any additional clarification needed once Rainforest Alliance has reviewed the data provided.

*First processors are defined as the organization that mixes or processes different packages of Made Tea (or Made Tea equivalent weight in the case of instant tea), breaking up the original garden invoice/chop number into a blend or alternative product. Packers are defined as the final packers of finished consumer products in the supply chain.

1.2. Auditing requirements for offline traceability

Certificate Holders will continue to be responsible for providing auditors with evidence that traceability is maintained throughout the process of purchase, receipt, processing, packing, shipping and selling. This includes:

1. Identification of Rainforest Alliance Certified on physical product.
2. Identification of Rainforest Alliance Certified products in purchase and sales documentation.
3. Maintenance of volume summary.

Auditors will verify that first processors and packers have sent the completed excel template to Rainforest Alliance on a quarterly basis but will not review the document for accuracy. If the template is not available then the auditor/CB shall issue a nonconformity to requirement 2.2.1.