

DIN EN ISO 34101-1:2020-10 (E)

Sustainable and traceable cocoa - Part 1: Requirements for cocoa sustainability management systems (ISO 34101-1:2019)

Contents		Page
European foreword		4
Foreword		5
Introduction		6
1	Scope	11
2	Normative references	11
3	Terms and definitions	11
4	Context of the organization	21
4.1	Understanding the organization and its context	21
4.2	Understanding the needs and expectations of interested parties	21
4.3	Determining the scope of the cocoa sustainability management system	21
4.4	Cocoa sustainability management system and its processes	22
4.5	Registration of farmers to become part of the organization	22
4.5.1	Specific communication to farmers considering registration to become part of the organization (sensitization process)	22
4.5.2	Registration of farmers	23
4.5.3	Confirmation of the registration of farmers	23
4.5.4	Data ownership	24
5	Leadership	24
5.1	Leadership and commitment	24
5.2	Policy	25
5.2.1	Purpose	25
5.2.2	Actions	25
5.3	Organizational roles, responsibilities and authorities	25
5.4	Registered farmer representation	26
6	Planning	26
6.1	Actions to address risks and opportunities	26
6.1.1	Purpose	26
6.1.2	Actions	26
6.2	Cocoa sustainability objectives and planning to achieve them	27
6.2.1	Cocoa sustainability objectives	27
6.2.2	Planning to achieve the cocoa sustainability objectives	27
7	Support	27
7.1	Resources	27
7.1.1	General	27
7.1.2	Cost identification and recovery mechanisms	28
7.2	Competence	28
7.3	Awareness	28
7.4	Communication	29
7.4.1	General	29
7.4.2	Communication throughout the organization	29
7.5	Documented information	29
7.5.1	General	29
7.5.2	Creating and updating	30
7.5.3	Control of documented information	30

8	Operation	30
8.1	Operational planning and control	30
8.2	Planning of activities.....	31
	8.2.1 Annual work plan for the organization	31
	8.2.2 Cocoa farm development plan.....	31
8.3	Changes to requirements for sustainable cocoa production.....	32
8.4	External provision of processes, products and services	32
8.5	Traceability of sustainably produced cocoa internally within the organization.....	32
9	Performance evaluation	33
9.1	Monitoring, measurement, analysis and evaluation.....	33
	9.1.1 General.....	33
	9.1.2 Analysis and evaluation	34
9.2	Internal audit.....	34
9.3	Management review.....	35
	9.3.1 General	35
	9.3.2 Outputs.....	36
	9.3.3 Feedback to the organization.....	36
10	Improvement	36
10.1	General.....	36
10.2	Nonconformity and corrective action	37
10.3	Continual improvement.....	37
	Annex A (informative) Overview of the process for establishing the cocoa farm development plan	38
	Annex B (informative) Guidance for estimating start-up and recurring costs	40
	Annex C (normative) Information on individual farms for cocoa farm diagnostic	41
	Annex D (normative) Implementation and content of the cocoa farm development plan	43
	Annex E (informative) Cocoa farm development plan — Guidance for registered farmers	44
	Bibliography	45