

ISO 34101-1:2019 (E)

Sustainable and traceable cocoa — Part 1: Requirements for cocoa sustainability management systems

Contents

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

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

Page count: 38