



REQUIREMENTS 02, Version 03

Agricultural Soya Bean Collector and Primary Collector

Purpose	Specify the requirements to be met by agricultural Europe Soya soya bean collectors and Europe Soya primary collectors.
Definition	Agricultural soya bean collector: company accepting, storing and passing on soya beans; where applicable, they also clean and dry the beans (slight heating to ensure storability, no toasting) Primary collector: primary agricultural soya bean collector: company (agricultural collector) accepting and/or storing soya beans <u>following their harvest</u>
Outline	<p>1 Risk assessment 1</p> <p>2 Incoming soya bean deliveries 1</p> <p>3 Soya bean storage 2</p> <p>4 Acquisition of lot certificates 3</p> <p>5 Outgoing soya bean deliveries 3</p> <p>6 Soya bean stock management 3</p> <p>7 Quality management 4</p> <p>8 Directly commissioned inspections..... 5</p> <p>9 Supervisory inspections 6</p> <p>10 Special forms of primary collection 6</p> <p>11 Group certification 7</p>
Status	Version 03: released by the Board on 22 March 2017

1 Risk assessment

- 1.1 The agricultural collector shall be assigned an “agricultural collector risk level” (= C-RL) based on the deliveries accepted and taken into storage by them.
- C-RL 0: only Europe Soya soya beans are stored;
 - C-RL 1: only GM-free crops are stored, but GM-free soya beans of other origins (without Europe Soya certificates) may also be stored;
 - C-RL 2: only GM-free soya beans (even without Europe Soya certificates) are stored, but other GM crops (e.g. maize) may also be stored;
 - C-RL 3: GM soya beans and GM soya bean meal may also be stored.

2 Incoming soya bean deliveries

- 2.1 The agricultural collector shall obtain from the farmers delivering Europe Soya soya beans to the collector a signed Declaration of Self-Commitment – Farmers (Soya Bean Producers) for each Europe Soya soya bean delivery or the entire Europe Soya quantity delivered and retain this declaration. Alternatively, the agricultural collector shall obtain for each Europe Soya quantity delivered a signed accompanying shipping document in compliance with the Requirements R 01, paragraph 3.1 (delivery note), and shall retain this document. The agricultural collector shall be obliged to inform



soya bean farmers about the latest Europe Soya Requirements when requested to do so.

The agricultural collector shall keep an up-to-date list of all farmers delivering Europe Soya soya beans to the collector.

2.2 If the farmer delivering soya beans to the collector is located in a country of risk level 3 (F-RL 3):

The agricultural collector shall verify that the farmer has registered in due time with Donau Soja Organisation, i.e. by 30 June of the respective harvest year (see Requirements R 01, paragraphs 4.1 and 5.1).

2.3 The agricultural collector shall document each soya bean supplier, including their EU registration number (or an equivalent specification in non-EU countries), the quantity delivered by them and the quality label ("Europe Soya").

2.4 The agricultural collector shall check the plausibility of the details given by all Europe Soya soya bean farmers. This plausibility check shall be based on calculations of the size of areas under crops and the quantities delivered by the soya bean farmers to the collector.

2.5 The agricultural collector shall take a retained sample of each soya bean lot accepted by them, and shall store this sample for at least one year safely and without influencing its quality, ensuring traceability.

Please note: Sampling and storage shall be in accordance with the customs of the Vienna Börse für landwirtschaftliche Produkte (exchange for agricultural products).

3 Soya bean storage

3.1 The agricultural collector shall ensure that no mixing of different soya bean qualities occurs. For this purpose, the use of each soya bean lot delivered to the agricultural collector shall be documented in the individual transfer and loading cells.

3.2 The primary agricultural collector shall send harvest declarations to both their contracted certification body and Donau Soja Organisation (quality@donausoja.org) on the following occasions:

- main declaration: notification after the expected end date of incoming delivery, but no later than 30 November of the current calendar year;
- post-declaration: notification if the agricultural collector still accepted produce following a main declaration.

Each harvest declaration shall include the following information:

- reason for the notification: main declaration or post-declaration (see above);
- stock of Europe Soya soya beans;
- stock of soya bean qualities other than Europe Soya;
- name of the agricultural collector;
- harvest year.



4 Acquisition of lot certificates

- 4.1 The agricultural collector shall send lot certificate requests to their certification body. Each of these requests shall include the following information:
- name and contact information of the buyer;
 - quantity of Europe Soya soya beans intended to be delivered;
 - name of the agricultural collector;
 - harvest year;
 - where applicable: codes of the lot certificates the quantity of Europe Soya soya to be sold consists of.
- 4.2 The agricultural collector shall accept as response from their certification body the lot certificate in the form of a signed PDF document. The lot certificate shall include the following information:
- code of the certification body;
 - code of the lot certificate;
 - quantity of the soya bean lot certified as Europe Soya;
 - name and contact information of the buyer;
 - harvest year;
 - "Europe Soya" logo.
- 4.3 The maximum quantity of Europe Soya soya beans comprised by a lot is the quantity stipulated in the supply contract.

5 Outgoing soya bean deliveries

- 5.1 The agricultural collector shall send the lot certificates to the buyer of the corresponding lots.
- 5.2 The agricultural collector shall document each soya bean lot delivered, including the quantity delivered, the quality label ("Europe Soya"), the buyer's EU registration number (or an equivalent specification in non-EU countries) and codes of the corresponding lot certificates.
- 5.3 The agricultural collector shall take a retained sample of each soya bean lot delivered, and shall store this sample for at least one year safely and without influencing its quality.
- Please note: Sampling and storage shall be in accordance with the customs of the Vienna Börse für landwirtschaftliche Produkte (exchange for agricultural products).
- 5.4 The agricultural collector shall refer to soya beans certified as Europe Soya and delivered or sold to a customer as "Europe Soya soya beans", "Europe Soya" or "ES soya beans" in internal documentation and on all delivery notes and invoices.

6 Soya bean stock management

- 6.1 In the following cases, the agricultural collector shall send to their certification body quantity amendment notifications regarding the stock of Europe Soya soya beans, specifying the reason for the notification:



- carry-over: remaining stock from the previous harvest year (notification by 31 August of the current calendar year, otherwise these quantities in store shall no longer qualify as Europe Soya);
- deviation of quantities delivered: outgoing deliveries deviating from contracted delivery quantities.

7 Quality management

- 7.1 If the agricultural collector is located in a production area of risk level 2 or 3 (F-RL 2 or F-RL 3), or if the agricultural collector accepts produce from such production areas, or if the agricultural collector is categorised at risk level 2 or 3 (C-RL 2 or C-RL 3):

The agricultural collector shall operate a documented in-house QM system establishing standard operating procedures to prevent GM contamination (incorporated into the HACCP system) throughout the company and including, at the least, the following elements:

- process chart including all details such as the conveying paths;
- determination of the critical control points with respect to the GM risk (identify, manage, verify);
- documentation of internal inspections.

- 7.2 Rapid tests / PCR tests after delivery / in the warehouse:

If the agricultural collector is located in a production area of risk level 2 (F-RL 2) (Romania excepted),

or

if the agricultural collector accepts produce from risk level 2 production areas (F-RL 2) (Romania excepted),

or

if the agricultural collector is categorised at risk level 2 or 3 (C-RL 2 or C-RL 3):

Once taking into storage is completed, the agricultural collector shall conduct, at the least, one rapid GM test (Roundup Ready and LibertyLink) on each storage unit and per 100 tonnes respectively. A positive rapid test result shall entail two further rapid GM tests. If any two of the three rapid tests conducted give a positive result, the agricultural collector shall have a PCR test performed.

If the PCR test detects the presence of GM content: The agricultural collector shall inform their contracted certification body of the result and, at the same time, send the relevant lot certificate to this certification body. Afterwards, the agricultural collector shall take the appropriate measures (root cause analysis and/or marketing ban).

Please note: Sampling shall be in accordance with the customs of the Vienna Börse für landwirtschaftliche Produkte (exchange for agricultural products).



7.3 Rapid tests / PCR tests on delivery:

If the agricultural collector is located in a production area of risk level 3 (F-RL 3) or in Romania

or

if the agricultural collector accepts produce from risk level 3 production areas (F-RL 3) or from Romania:

Before the produce is accepted and taken into storage, the agricultural collector shall conduct rapid GM tests (Roundup Ready and LibertyLink) on each delivery unit and at least once per 100 tonnes respectively. A positive rapid test result shall entail two further rapid GM tests. If any two of the three rapid tests conducted give a positive result, the agricultural collector shall have a PCR test performed.

If the PCR test detects the presence of GM content: The agricultural collector shall inform their contracted certification body of the result and, at the same time, send the relevant lot certificate to this certification body. Afterwards, the agricultural collector shall take the appropriate measures (root cause analysis and/or marketing ban).

Please note: Sampling shall be in accordance with the customs of the Vienna Börse für landwirtschaftliche Produkte (exchange for agricultural products).

7.4 If the agricultural collector is located in a production area of risk level 3 (F-RL 3), or if the agricultural collector accepts produce from such a production area, or if the agricultural collector is categorised at risk level 2 or 3 (C-RL 2 or C-RL 3):

If possible, the different soya bean qualities shall be separated both physically and technically.

8 Directly commissioned inspections

8.1 The agricultural collector shall conclude an inspection contract with a certification body recognised by Donau Soja Organisation, commissioning this body to undertake chargeable inspections at the following frequency:

- agricultural collectors of all risk levels: first inspection;
- agricultural collectors of risk levels 0 to 2 (C-RL 0–2): further inspections every two years;
- agricultural collectors of risk level 3 (C-RL 3) and Romania: further inspections once a year.

If the agricultural collector complies with the stated requirements, they shall be certified as a Europe Soya agricultural collector.

Agricultural collectors in Romania, Belarus, Moldova and the Ukraine need to be initially certified before the (harvested) soya beans are taken into storage. All other agricultural collectors may be initially certified at a later date; however, in any case the initial certification has to be conducted before the first Europe Soya lot is sold.



8.2 The directly commissioned certification body shall take a composite sample of the Europe Soya soya from the entire company within the scope of their Europe Soya audit, and shall submit this sample for a PCR test.

9 Supervisory inspections

9.1 The agricultural collector shall accept supervisory inspections (risk-based sampling) by inspection bodies or inspectors commissioned by Donau Soja Organisation.

10 Special forms of primary collection

The primary collection of Europe Soya soya beans shall usually be undertaken by agricultural collectors who, on the one hand, receive Europe Soya Declarations of Self-Commitment from the farmers (soya bean producers), document them and check them for plausibility and, on the other hand, launch the process of lot certification with the aid of their respective certification body.

Alternatively, the soya bean farmers (producers) may deliver their Europe Soya soya beans directly to a primary processor. In this case, this primary processor shall act as the primary collector (see paragraph 10.1).

Soya bean farmers (producers), located in a risk level 3 production area (F-RL 3) or in Romania, shall assume the primary collector's function if they sell their Europe Soya harvest directly to a trader. In this case, the soya bean farmer needs to be certified as an agricultural collector and may only sell Europe Soya soya beans by means of Europe Soya lot certificates (see paragraph 10.2).

10.1 Soya bean primary processor acting as a primary collector

10.1.1 A soya bean primary processor shall be considered a primary collector of Europe Soya soya beans if a soya bean farmer (producer) sells and delivers the Europe Soya soya beans directly to this soya bean primary processor and therefore needs to be certified as an agricultural collector.

10.1.2 In this case, the soya bean primary processor shall assume the obligations laid down in paragraphs 2, 3, 6, 7, 8, and 9 of the Requirements R 02 for Agricultural Collectors.

10.1.3 Issuance of lot certificates (in accordance with paragraphs 4 and 5) may be waived. However, the soya bean primary processor has to ensure internally that the produce entering and leaving "storage capacity" unit as well as the produce entering and leaving the "processing" unit are documented separately and verifiably. The directly commissioned certification body shall inspect the area of internally separated documentation of the flow of produce during the first inspection.



10.2 Soya bean farmer (producer) acting as a primary collector

The following shall apply to soya bean farmers (producers) located in a risk level 3 production area (F-RL 3) or in Romania:

- 10.2.1 A soya bean farmer (producer) shall become primary collector or agricultural collector if they sell their Europe Soya harvest directly to a trader.
- 10.2.2 In this case, the soya bean farmer needs to be certified. The directly commissioned certification body shall verify compliance with the Requirements R 01 for Soya Bean Farmers as well as compliance with the spirit of the Requirements R 02 for Agricultural Soya Bean Collectors (particularly paragraph 3.1 and, where applicable, paragraph 7 of the Requirements R 02 – avoidance of mixing Europe Soya soya with other soya qualities during storage) within the scope of their audit. The soya bean farmer shall also accept supervisory inspections as described in paragraph 9.
- 10.2.3 Issuance of lot certificates shall be carried out, mutatis mutandis, in accordance with paragraphs 3.2 (harvest declarations), 4.1 and 4.2 (acquisition of lot certificates), 5 (outgoing soya bean deliveries), and 6 (stock management).
- 10.2.4 Directly commissioned inspections shall be performed in accordance with paragraphs 8.1 and 8.2.

11 Group certification

- 11.1 Agricultural collectors and primary collectors have the option of applying for a group certification under the conditions as set out in "Requirements for Group Certifications".