

Supplier Self-Assessment Form Overview



Category: Supplier Self-Assessment Form Global Responsible: Sustainability Global Accountable: Coffee & Tea Sourcing

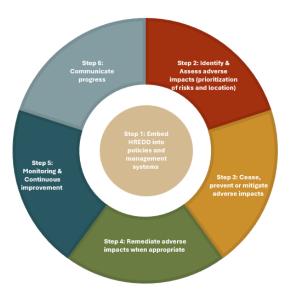
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ASSESS, ADDRESS & PROGRESS

At JDE Peet's, we are committed to achieving responsibly sourced green coffee through our Assess, Address & Progress approach. The Supplier Self-Assessment process is an essential step of this. It enables us to carry out our **Human Rights and Environmental Due Diligence (HREDD)** to map our supply chains, identify and assess risks, directly engage to cease, prevent or mitigate adverse impacts and remediate through supporting farmers and nature and lastly to monitor, evaluate and communicate progress.

Engaging green coffee suppliers is fundamental to JDE Peet's responsible sourcing strategy. Suppliers are the critical link between our sustainability commitments and the realities of coffee production. Supplier engagement ensures alignment with our Responsible Sourcing Principles, supports compliance with Human Rights and Environmental Due Diligence (HREDD), and accelerates progress towards our goal of responsibly sourced green coffee. Through collaboration, capacity building, and continuous dialogue, we empower suppliers to implement best practices that protect ecosystems, enhance farmer livelihoods, and deliver long-term resilience across the coffee value chain.



Human Rights and Environmental Due Diligence Framework



Please note that as a supplier of JDE Peet's you will receive a request to submit your Supplier Self-Assessment Form (SAF) via a third party platform – where each supplier will receive their unique login and access to the platform.

CORPORATE GENERAL QUESTIONS

BUSINESS ETHICS & DUE DILIGENCE

Do you acknowledge and/or have signed the JDE Peet's Supplier Code of Conduct? SUPPLIER CODE OF Yes **CONDUCT** No Do you have a Supplier Code of Conduct? No, we do not have a Supplier Code of Conduct in place Yes, we do it applies to our direct Tier 1 suppliers Yes, we do it applies to our full supply chain We have a mechanism in place to communicate our Supplier Code of Conduct to our suppliers We engage with our suppliers to ensure that the expectations in our Supplier Code of Conduct are understood We engage with external stakeholders for regular review and updates

POLICIES	Do you have a policy(ies) in place addressing human rights risks within your company's direct and indirect control? No, we do not have any human rights policy(ies) in place Yes, we have a human rights policy(ies) that applies to our own operations Yes, we have a human rights policy(ies) that applies to our direct Tier 1 suppliers Yes, we have a human rights policy(ies) that applies to our full coffee supply chain Our policy includes compliance with relevant laws Our policy covers all core international labour rights standards Our policy includes a commitment to doing Human Rights Due Diligence Our policies are being reviewed periodically We engage with external stakeholders to review
	Do you have policy(ies) in place that address specific human rights risks (select all that apply): Child labour Forced labour Discrimination Gender equality Health and safety Agrochemical handling Housing conditions Indigenous rights Freedom of association and collective bargaining Fair wages and benefits Working hours Land rights Sanitation
	Do you have a policy(ies) in place addressing environmental risks within your company's direct and indirect control? No, we do not have any environmental policy Yes, we have an environmental policy(ies) Our policy(ies) includes compliance with relevant laws Our policy (ies) includes a commitment to doing environmental due diligence Our policy(ies) are being reviewed periodically We engage with external stakeholders to review
	We have a policy(ies) in place addressing environmental risks within our company's direct and indirect control that cover (select all that applies): Deforestation Nature and Biodiversity Regenerative agriculture / good agricultural practices Agrochemicals Water Climate and green house gas emissions
GOVERNANCE	Do you have personnel responsible for sustainability topics? ☐ No, we do not ☐ Yes, we have a person/team working on sustainability topics
TRACKING	Do you have a channel that allows concerns or human rights issues to be reported? (e.g. speak-up line, grievance mechanism, complaints box)? If so, who can access it? No, we do not have or disseminate a grievance mechanism We have a grievance mechanism that our own employees can access We have a grievance mechanism that our full supply chains (farmers, workers, etc.) can access We require full supply chain partners to operate grievance mechanisms We participate in collaborative sectoral grievance mechanisms
REMEDIATION	If human rights violations are found in your operations or supply chains, what steps do you take to ensure that these are remediated? We do not have standard operating procedures for such situations and no action is taken We address human rights violations case by case We take corrective action, or require our extended supply chain partners to take corrective action We continue to follow up to ensure that corrective action plans are fully implemented and effective We engage, or require our extended supply chain partners, to engage with stakeholders to ensure that corrective actions and remediation are appropriate and effective We record and track data on remediation cases to identify common root causes and effective practices that can be scaled
COLLABORATIVE INITIATIVES	Are you participating in any collaborative initiatives with other companies, governments, NGOs or other partners to address systemic issues in your coffee supply chains? No, we are not involved in any such initiatives We have identified some initiatives or forums for potential participation / collaboration, but have not yet become involved

	☐ Yes, we are investing in / are involved in some initiatives
	☐ We provide financial resources to one or more collaborative initiatives
	Do you publicly report on your ESG/sustainability efforts?
TRANSPARENCY	□ No, we do not report publicly
	☐ We publish an annual report
	☐ We publish an annual report including indicators about our human rights activities and efforts
	☐ We join best-practice reporting frameworks to learn and share insights

HUMAN RIGHTS

GOVERNANCE	Do you have personnel responsible for human rights topics? □ No, we do not □ Yes, we have a person/team working on sustainability topics
RISK ASSESSMENT	Have you conducted a human rights risk assessment in your coffee operations and supply chains? We have not done this type of assessment Yes, we conducted a desk-based assessment to identify human rights risks Yes we conducted, or worked with partners to conduct, a field-based assessment on human rights risks Yes, we engage with external stakeholders for input and feedback on the desk / field assessment(s) We refresh the assessment(s) on a regular basis
	What human rights risks have you identified? (select all that apply): Child labour Forced labour Discrimination Gender equality Health and safety Agrochemical handling Housing conditions Indigenous rights Freedom of association and collective bargaining Fair wages and benefits Working hours Land rights Sanitation
CEASE, PREVENT, MITIGATE	Do you provide training to your extended coffee supply chain (coops, farms, etc.) on human rights issues? If so, on what topics? No, we do not provide training Yes, we provide training We track training participation, learning, and adoption to enable continuous improvement We deliver regular refresher courses on key training topics We measure the long-term impact of training in terms of behaviour change (e.g., how are participants applying learning to their work)
	We provide training to our extended coffee supply chain (coops, farms, etc.) on the following human rights issues (select all that apply): Child labour Forced labour Health and safety Discrimination / fair treatment / gender equality Wages and hours of work Housing conditions Violations of indigenous rights Other, please specify
	For the human rights issues you have identified as highest priority, does your company operate any targeted programs to address those issues? No, we do not have any of our own programs that address human rights issues, or do not know what the human rights issues are We have identified some actions we intend to take to address human rights risks, but have not yet begun to implement them due to lack of budget or other factors Yes, we operate (some) activities/programmes to address human rights risks (please list them) Yes, we have been implementing such activities / programs for several years, and have improved them over time to tackle root causes / achieve greater impact Yes, we have implemented such activities for several years, and have expanded, or are in the process of expanding, our activities / programs to additional coffee regions

TRACKING	What type of on-farm monitoring related to human rights takes place on coffee farms in your extended supply chain? We have no on-farm monitoring process in place We engage with affected stakeholders for input and feedback on our activities / programmes We have set up targets as part of the activities / programmes and we track the results We have engaged a third party to verify internal monitoring data
	Do you have a channel that allows human rights issues to be reported (e.g. speak-up line, grievance mechanism, complaints box)?
	 □ We do not have or disseminate a grievance mechanism □ We have a grievance mechanism that our own employees can access
	 We have a grievance mechanism that our extended supply chains (farmers, workers, etc.) can access (please provide link to access)
	 We conduct awareness raising training to our extended supply chain to improve accessibility and effectiveness of grievance mechanisms
	☐ We participate in collaborative local grievance mechanisms
REMEDIATION	Do the relevant employees in your company know the appropriate steps / procedures to take if a human rights violation is reported in your supply chain?
	□ No, we do not have a protocol / standard operating procedure for such situations
	☐ Yes, we have a protocol / standard operating procedures for such situations
	 We train employees on their roles and responsibilities in implementing the protocol / standard operating procedures
	☐ We routinely evaluate our protocol / standard operating procedures for effectiveness
	If human rights violations are found in your operations or supply chains, what steps do you take to ensure that these are remediated?
	☐ We do not have standard operating procedures for such situations and no action is taken
	 □ We address the violations using a case by case approach □ We take corrective action, or require our extended supply chain partners to take corrective
	action, when such violations are identified
	☐ We follow up to ensure that corrective action plans are fully implemented and effective
	We have identified, or require our extended supply chain partners to identify, appropriate local services so that victims of human rights harms can access them
	We record and track data on remediation cases to identify common root causes and effective practices that can be scaled

COFFEE PRODUCTION

	Do you have personnel responsible for environmental topics?
GOVERNANCE	□ No we do not
	☐ Yes, we have a person / team working on Regenerative Agriculture
	☐ Yes, we have a person / team working on Biodiversity & Nature
	☐ Yes, we have a person / team working on Agrochemical Handling
	☐ Yes, we have a person / team working on Good Agricultural Practices
	Do you (or your suppliers) ensure community rights are upheld:
COMMUNITY RIGHTS	"Land and water rights acquisition is with free, prior and informed (FPIC) of affected people" We don't know or monitor this topic
	□ We and / or our suppliers have a policy or commitment to respect land and water rights and require FPIC for affected communities.
	☐ Yes we and / or our suppliers ensure that land and water rights are respected and protected
	throughout our coffee supply chain
	☐ We are (or our suppliers are) addressing any issues related to land rights, ensuring
	compliance with local laws and regulations
	☐ We (or our suppliers) provide guidance and resources on implementing best practices for land
	management, including the protection of land rights, land tenure, and the inclusion of local
	communities in decision-making processes
	☐ We or our upstream suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
SOIL	"Soil is protected from erosion by adequate soil conservation measures"
	☐ We don't know or monitor this topic
	 □ We are aware that farmers have little or no knowledge on soil protection from erosion □ We or our suppliers support farmers in using soil quality techniques (precision farming.
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	compost, contour tillage, nitrogen-fixing plants, agroforestry) We or our suppliers support farmers in applying methods to prevent erosion (contour
	 We or our suppliers support farmers in applying methods to prevent erosion (contour operations, cover crops, windbreaks)
	□ Adoption of measures are recorded during technical visits by our teams (or our suppliers) to
	monitor progress

	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Soil fertility is maintained and improved"
	□ We don't know or monitor this topic
	☐ We are aware that farmers have little or no knowledge on practices to increase fertility
	☐ We or our suppliers support farmers in using soil quality techniques (precision farming,
	compost, contour tillage, nitrogen-fixing plants, agroforestry)
	☐ We provide training to ensure practices to increase fertility e.g. cover crops, mulch,
	composting, reducing soil acidity, shade trees and/or boundary plants, intercropping
	 □ We or our suppliers collect and record fertiliser and chemical usage per hectare for the farms □ We or our suppliers provide inputs to farmers
	☐ We or our suppliers also implement other practices (please specify in comment box)
WATER O WASTE	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
WATER & WASTE PREVENTION	"Water resources are conserved and used efficiently (quantity)" ☐ We don't know or monitor this topic
TREVERTION	☐ We are aware that farmers have little or no knowledge or practices on water resource
	management
	☐ We or our suppliers provide training to farmers and coffee processing units on techniques and
	on optimized use of water
	☐ In training events, we or our suppliers cover local legalisation on the withdrawal of surface and
	groundwater for coffee production, domestic and / or processing purposes
	☐ Farmers are made aware of water sources which are known or considered to be in critical stage or overused. Where applicable farmers engage with local stakeholders to coordinate
	conservation efforts
	☐ We or our suppliers monitor the extraction of water by farmers and / or coffee processing units
	☐ We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
	"Good Agricultural Practices (GAP) are implemented to minimize impacts on surface and ground
	water quality"
	□ We don't know or monitor this topic
	 □ We are aware that farmers have little or no knowledge or practices on water pollution □ We or our suppliers provide training to farmers specifically on buffer zones (importance of
	buffer zones and protecting water sources, restoration, monitoring, natural weeding, (chemical)
	fertilizer use)
	☐ We or our suppliers monitor that farmers maintain a non-application (buffer) zone
	☐ We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
	"Waste should be prevented or reduced where feasible (wastewater, farm and processing by-
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CLIMATE AND	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Climate change adaptation and mitigation measures are identified and implemented"
NATURE	☐ We don't know or monitor this topic
	☐ We are aware that farmers have little or no climate change mitigation and adaption measures
	in place □ We support farmers to put in place a climate risk assessment plan
	☐ We support farmers to identify and adopt measures to adapt to climate change (GAP,
	agroforestry, shade)
	☐ We support farmers to implement carbon sequestration in the soil (cover crops, non-tillage)
	☐ We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
	"Efforts are made to reduce the use of fossil fuels on farm and in processing"
	□ We don't know or monitor this topic □ We are suggest that formers have limited as no knowledge or practices on energy officiency.
	 □ We are aware that farmers have limited or no knowledge or practices on energy efficiency □ We or our suppliers provide training to farmers on energy efficiency in farming or irrigation
	☐ We or our suppliers have identified energy consumption hotspots in farming and processing
	☐ We or our suppliers have developed an energy efficiency plan where energy use is reduced
	and energy efficiency is improved
	 □ We or our suppliers encourage the use of renewable energy sources □ We or our suppliers also implement other practices (please specify in comment box)
	The state of our suppliers also implement other practices (piease specify in comment box)
	CRITICAL Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
	"Natural forests and ecosystems are protected from conversion or degradation (whether legal or
	not), guaranteeing no deforestation or conversion to agriculture, other non-forest land use, or
	tree plantations" ☐ We don't know or monitor this topic
	☐ We or our suppliers are aware that there is no system in place to guarantee no deforestation
	or no conversion
	☐ We or our suppliers are starting awareness and risk mapping
	We or our suppliers train farmers and digitally record and monitor where farmers are located in
	relation to forests and High Conservation Value Areas via GPS points, enabling to identify and record risks
	☐ We or our suppliers train farmers and digitally record and monitor where farmers are located in
	relation to forests and High Conservation Value Areas via GPS polygons, enabling to identify
	and record risks
	 We or our suppliers have full coverage in monitoring compliance, and enforcing zero- deforestation policies to protect forests and ecosystems
	☐ We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
	"Conservation of biodiversity, including protected or endangered native flora and fauna and soil
	biota is supported"
	 □ We don't know or monitor this topic □ We or our suppliers are aware that farmers apply little or no measures to protect biodiversity
	 □ We or our suppliers are aware that farmers apply little or no measures to protect biodiversity □ We or our suppliers provide training on biodiversity and nature protection
	☐ We or our suppliers monitor that there is no hunting or extraction of endangered species
	☐ We or our suppliers monitor what the farmers do to maintain other natural vegetation on coffee
	farms (such as windbreaks, vegetative barriers)
	We or our suppliers monitor what our farmers do to manage coffee agroforestry systems (such as optimizing shade coverage) in order to optimize biodiversity and productivity outcomes
	☐ We or our suppliers also implement other practices (please specify in comment box)
	CONTICAL
	CRITICAL Based on your or your suppliers risk assessment related to nature, have you concluded that
	deforestation analysis vs. 2020 map shows:
	☐ We have not conducted a risk assessment on deforestation
	☐ There are deforestation risks and NO mitigation is in place ☐ There are deforestation risks AND mitigation is in place to trace and sogregate
	 ☐ There are deforestation risks AND mitigation is in place to trace and segregate ☐ There is no deforestation risk (please explain)
	" ' '
PEST AND WEED	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Integrated pest, weed and disease management strategies (IPM) are adopted and use of
MANAGEMENT	pesticides is minimised and recorded"
	☐ We don't know or monitor this topic
	 □ We are aware that farmers / workers have little or no knowledge on IPM □ We or our suppliers provide training to farmers / workers on IPM and guidance on non-
	pesticidal pest control is available to farmers
	☐ We or our suppliers monitor which IPM practices farmers apply
	☐ We or our suppliers annually update the strategy based on pest monitoring, implemented IPM
	actions and agrochemicals application records (date, location and incidence)
	 □ We or our suppliers advise farmers to optimize their IPM practices based on our monitoring □ We or our suppliers also implement other practices (please specify in comment box)
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	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Pesticides and other hazardous chemicals are stored, applied and disposed of, in the least hazardous manner for human health and the environment" We don't know or monitor this topic We are aware that farmers and workers have little or no knowledge on application, storage and disposal of pesticides and other agricultural inputs We or our suppliers train farmers and workers on handling or applying pesticides and other agricultural inputs (including application, storage and disposal) Farmers and workers handling pesticides and other agricultural inputs are aware of exposure to hazards and wear Personal Protective Equipment (PPE) as applicable Use, storage and waste disposal of pesticides and other agricultural inputs is in line with agronomic recommendations and applicable legislation We or our suppliers also implement other practices (please specify in comment box) CRITICAL Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that:
	"Agrochemical use complies with local and international laws and bans, avoids prohibited pesticides, and reduces phase-out list pesticides" We don't know or monitor this topic We are aware that farmers have limited knowledge on prohibited pesticides We or our suppliers provide training on laws and prohibited pesticides We or our suppliers monitor that farmers do not use of prohibited pesticides as per national laws We or our suppliers monitor that farmers do not use prohibited pesticides as per international conventions
	☐ We or our suppliers are committed to GCP Phase-out pesticides list of all farmers by 2030
FARM MANAGEMENT	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Producers have training and skills development to apply techniques for good agricultural practices (GAP), and those relating to post-harvest handling, good management, and quality" We don't know or monitor this topic We are aware that farmers have little or no knowledge and access to training for GAP and post-harvest handling, good management and quality We or our suppliers provide training to farmers on GAP as defined by national standards, post-harvest handling, good management and quality practices We or our suppliers provide support to farmers on quality parameters (moisture content, physical defects, maximum residue limits) We or our suppliers monitor the adoption of these practices by farmers We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Producers maintain records for planning and decision making" We don't know or monitor this topic We are aware that farmers are unable to (do not) keep records and are not aware of their yields, costs and income We or our suppliers provide training to farmers that are not able to maintain records to be aware of their yields and main costs and income from coffee We or our suppliers monitor that farmers track all income and costs, including off-farm in order to compare with Living Income Benchmarks We or our suppliers also implement other practices (please specify in comment box)
CONTINUOUS IMPROVEMENT	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Producers engage in continuous improvement in farming practices" □ We don't know or monitor this topic □ We are aware that farmers have no action plan in place to meet baseline levels of sustainability □ We or our suppliers train farmers to put in place a locally adapted and time-bound action plan to meet baseline level of sustainability □ We or our suppliers monitor that plans are regularly reviewed, progress is assessed and plans adjusted as needed to drive continuous improvement □ We or our suppliers also implement other practices (please specify in comment box)
AGRICULURAL ADVISORY & SERVICES	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Producers have access to extension services, inputs and finance" We don't know or monitor this topic We are aware that farmers are currently not accessing extension services, inputs or finance We or our suppliers provide support to farmers to access extension services towards better productivity, quality and profitability We or our suppliers are providing inputs to farmers (e.g. soil improvement, seedlings), equipment (e.g. Personal Protective Equipment (PPE), farm tools) as applicable We or our suppliers are providing pre-financing and access to finance to farmers We or our suppliers also implement other practices (please specify in comment box)

	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Producers and workers have access to relevant training and can develop their technical skills" We don't know or monitor this topic We or our suppliers have developed a training policy and schedule based on identified needs, which addresses any barriers to access We or our suppliers regularly deliver training and track participation We or our suppliers monitor adoption of practices and ensure continuous improvement is in place We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Producers have access to market information and prices from independent sources. (e.g. radio, member meetings, display of information)" We don't know or monitor this topic Yes, we and / or our suppliers provide farmers' support to access market information and prices
	What percentage of your farmer base receives technical assistance on annual basis? ☐ Less than 25% ☐ Between 25%-50% ☐ Between 50%-75% ☐ More than 75%
LIVING INCOME & INCOME DIVERSIFICATION	Do you or your suppliers have any practices / measures addressing living income for farmer households We don't know or monitor this topic We have started initial programs or pilots to understand and address living income for coffee farmers We or our suppliers engage in regular discussions to assess and address any gaps in ensuring a living income for coffee farmers We or our suppliers actively collaborate to ensure that coffee farmers receive fair prices, enabling them to achieve a living income We or our suppliers encourage implementing transparent pricing mechanisms that account for the cost of production and enable coffee farmers to reach a living income We or our suppliers establish long-term relationships that prioritize fair compensation and living income for coffee farmers We or our suppliers also implement other practices (please specify in comment box)
	Do you (or your suppliers) provide farmers' support (training, technical assistance) to ensure that: "Income diversification: farmers have multiple sources of income at household level" □ We or our suppliers do not provide support, farmers rely solely on coffee as a source of household income □ We have made farmers aware of income diversification opportunities but do not receive support □ We provide training on diversifying on- and off-farm activities to diversify income □ We or our suppliers monitor farmers that have implemented diversified income sources
SOURCING TRANSPARENCY	Do you (or your suppliers) know from which farmers you buy your coffee (directly & indirectly)? There is no physical traceability or documentation in place We have a partially up-to-date registry of our farmers We have an up-to-date registry of all our farmers We have a digital system to map the GPS locations of our farmers The physical coffee and associated product documentation can be traced back to the immediate supplier or farmer and forwarded to the next buyer
	Please select the types of suppliers you buy from Directly from farmers Coop / farmer organisation / producer organisation Local agent (collector / middle men) Local trader / exporter International trader / trade house