



SUSTAINABLE AGRICULTURE

CODE 2017





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CONTENTS

INTRODUCING THE 2017 REVISION OF THE UNILEVER SUSTAINABLE AGRICULTURE CODE	4
1 AGRICULTURE - CROP AND PASTURE NUTRIENT (FERTILISATION) MANAGEMENT	8
2 AGRICULTURE - PEST, DISEASE AND WEED MANAGEMENT	9
3 AGRICULTURE - SOIL MANAGEMENT	11
4 WATER MANAGEMENT (RESOURCE AND ENVIRONMENTAL MANAGEMENT)	12
5 BIODIVERSITY AND ECOSYSTEM SERVICES	14
6 ENERGY AND GREENHOUSE GAS (CARBON) EMISSIONS	16
7 WASTE MANAGEMENT	17
8 SOCIAL	18
9 ANIMAL HUSBANDRY	21
10 VALUE CHAIN	24
11 CONTINUOUS IMPROVEMENT (INCLUDING METRICS)	26
12 UNILEVER'S RESPONSIBLE SOURCING POLICY FOR FARMS	28
13 GLOSSARY OF TERMS	30

INTRODUCING THE 2017 REVISION OF THE UNILEVER SUSTAINABLE AGRICULTURE CODE

The Unilever Sustainable Agriculture Code is one of the major tools in our sustainable sourcing programme. Since 2010, when it was first launched, it has helped us gain a clear overview of how quickly we are progressing towards our sustainability ambitions in agricultural sourcing. This year, we are launching a new updated version of the Code to reflect our evolving understanding of sustainability and of the contexts – geographical, cultural and political – within which our farms operate. As with the original version, our new Code sets out major targets for farms and suppliers to work towards, inspiring them to make sustainability mainstream. It is also closely aligned with other Unilever policies, such as Unilever's land rights policy.

WHAT IS THE PURPOSE OF THE UNILEVER SUSTAINABLE AGRICULTURE CODE?

The Unilever Sustainable Agriculture Code is a collection of Good Practices which aim to codify important aspects of sustainability in farming and to apply them to our Supply Chain. The scope and ambition of the Code reflect the Unilever Sustainable Living Plan objectives, making it fundamental to our business. In tandem with positive partnerships along our supply chain, the Code will drive sustainable development and responsible sourcing practices.

PRINCIPLES OF SUSTAINABLE AGRICULTURE

Unilever adheres to the following principles of sustainable agriculture since the year 2000:

- Produce crops with high yield and nutritional quality to meet existing and future needs, while keeping resource inputs as low as possible.
- Ensure that any adverse effects on soil fertility, water and air quality, and biodiversity from agricultural activities are minimised, and positive contributions are made where possible.
- Optimise the use of renewable resources while minimising the use of non-renewable resources.
- Enable local communities to protect and improve their wellbeing and environment

These principles represent the right combination of economic development, environmental protection and social improvement. We look for these principles to be reflected in all sustainability standards we work with.

HOW DO WE USE THE CODE?

The Code can be used in different ways. For example, it provides a consistent set of criteria for assessing how suppliers, and the farmers who supply them, are progressing when it comes to sustainability. It can also be used to benchmark external standards and to make decisions upon sustainable sourcing. But first and foremost, it is used as the standard that Unilever aims to achieve.

WHAT IS THE ETHOS OF THE CODE?

The Code represents a holistic approach to sustainable agriculture. It is wide-ranging in scope, applying to diverse geographies and farming systems (from smallholders to large plantations). It also acknowledges diverse political contexts, covering nation-states with strong legal frameworks, commitments to sustainability and subsidies – and nation-states who have not developed these structures to the same extent.

Implementation challenges vary enormously. In the developed world, farmers already see themselves as undervalued for their hard work and overburdened by regulation and administrative tasks. So they are not always easily amenable to implementing frameworks which go beyond existing legal requirements.

Elsewhere, the problems are different. Smallholders, in particular, may have neither the training, resources nor power to develop the **productive and resilient** food production systems required to feed a growing world population, nor to provide a **living income** for their families.

WHY REVISE THE CODE?

Since 2010, understanding of many of the issues underlying unsustainable farming has increased. At the same time, new priorities have emerged and partial solutions to old problems have been developed. We, in Unilever, have also made new commitments on a range of issues affecting our supply chains. This is why, seven years since the first version of the Unilever Sustainable Agriculture Code was developed, 2017 will see the publication of a revised version.

HOW HAS THE CODE CHANGED?

Land Use

Our 2010 version did not cover land use change; it focused instead on improving practices in existing farms. In our new version, however, we cover the environmental and social challenges associated with land use change, including **deforestation** and the protection of valuable ecosystems and habitats.

Another important issue is safeguarding community **Land Rights**: essential for protecting food security and inclusive development. But however passionately we oppose ‘**land grabbing**’, we often come across political systems which do not give adequate protection to indigenous people and women. For that reason, our new Code demands **Free Prior and Informed Consent** (FPIC) from indigenous peoples and vulnerable communities before land use change takes place in accordance with our Land Rights Policy.

Ensuring alignment

Across the Code as a whole, we make sure our position lines up with what is happening elsewhere at Unilever and beyond. For instance, our Code is aligned with Unilever’s position on Eliminating Deforestation and has drawn on our 2016 Responsible Sourcing Policy. It also builds on our partnership, launched in 2014, with the International Fund for Agricultural Development (IFAD).

In addition, we are keeping an eye on the development of **High Carbon Stock** (HCS) participative process development in order to bring learnings into the Code.

Spotlight on health

To protect people’s health at work on the farm, Unilever has also made new commitments to cascade **WASH**¹

commitments down the supply chain. As a result, we have included more specific criteria focused on hygiene, training, toilet and washing facilities and drain design. We recognised the need for workers to be able to **hand-wash with soap** before eating in the previous version of the Code, and for toilet provision in farm accommodation and processing facilities (e.g. packing plants). So, in the 2017 version of the Code, we try to address the critically important issue of **avoiding open defecation** on farmland, whilst recognising that the provision of toilets and **menstrual hygiene management** around farms in all parts of the world is not going to be deliverable in the very short term. The new version of the Code also asks “leading” farmers to promote healthy lifestyles amongst the farming community and workforce; this criterion will obviously be interpreted differently in different parts of the world, but could clearly focus on hand-washing and toilets in some places, **HIV/ AIDs** prevention in others and **no-smoking or healthy-eating** campaigns elsewhere.

Boosting resilience

Climate smart agriculture requires farmers not only to **reduce greenhouse gas emissions** and increase **carbon sequestration** in order to **ameliorate climate change**, but also to improve productivity and enable farming systems to become more **climate-resilient**. Our Code has always focused on practices that boost productivity and resilience; soil and water conservation measures, improving soil fertility, and the rational trade-offs amongst risk, yield and product quality that planting material choice and farm management involve. But for many farmers – and probably most smallholders – managing risk can be a higher priority than maximising yield and profitability as crop failure has such devastating financial consequences. Training for smallholders and other farmers, to increase understanding and empower better decision-making, is therefore an expanded area in the 2017 Code, which also encourages suppliers get involved in farmer savings, insurance and support programmes where appropriate.

Our revised Code, combined with our Responsible Sourcing Policy, has improved requirements for dealing with **grievances in the workplace**. It now stipulates that everyone in our supply chains should have recourse to transparent, fair and confidential procedures if they want to raise an issue or express a concern. Another new criterion focuses on **conflict resolution** and managing grievances between farms or plantations and the local community.

¹ WASH: Water, sanitation, hygiene. See: <http://old.wbcsd.org/washat-workplace.aspx>

WHERE OUR NEW CODE REACHES ITS LIMITS

Women's empowerment and **fair wages and incomes** are a major concern to us at Unilever. They are both complex issues with huge cultural, religious, legal and regulatory overtones. As a result, our Code can only do so much in these areas.

But there are still positive steps that can be taken. When it comes to gender, the Code provides guidance on good practice and training for both women and men, and encourages equal, fair treatment on the farms which supply us.

While we are committed to fair pay on these farms, this area is not covered in the revised version of our Code. The challenges of assessing and benchmarking pay issues meant the results were not ready for this version. What our Code does call for, and has done since 2010, is legal and fair compensation that must include **timely and full payment of wages** and **clear pay information**.

IMMEDIATE COMPLIANCE WITH THIS CODE WILL NOT BE A CONDITION FOR SMALLHOLDER FARMERS TO SUPPLY TO UNILEVER

The Unilever supply base includes many Smallholder Farmers. One of the aims of our Sustainable Sourcing programme is to support these SHF, and organize access for them to Good Agricultural Practices and technical support. So we expect them to be able to adhere to our SAC at some point in time. But, for many smallholder farmers this might take considerable time. Specifically where land rights are not well organized and/or documented, it could take a number of years to improve. This means those farmers do not meet some of the mandatory requirements of this Code. This will, in itself, not lead to exclusion from the Unilever supply programme.

WHAT DO THE TWO VERSIONS OF THE CODE HAVE IN COMMON?

Many aspects of our new Code have not changed significantly from 2010. We expect Unilever suppliers to see continuity in terms of scope, ambition, structure and emphasis on continuous improvement. For example, we believe in the value of **metrics**, and will continue to try to collect and analyse metrics data from our supply chains to help understand our **overall business impact** over time. We have also tried to keep to a structure and approach already familiar to our suppliers. One major change is the incorporation of all the metrics data collection into the 'Continuous Improvement' chapter; another is moving all the issues now covered by the **2016 Unilever Responsible Sourcing Policy** (RSP) into their own separate chapter.

LANGUAGE

The language and concepts we use in our Code are already difficult for many farmers to understand, especially in translation; this is why we work closely with our suppliers and consultants to support the programme. But we have also chosen NOT to use technical terminology such as **Natural Capital** (although we have tried to explain the concept of **ecosystem services**), **Social Capital**, **Climate Change amelioration**, **Climate Change mitigation** and so on. Stakeholders focused on these issues will be able to analyse the Code and understand how we have tried to address the issues without necessarily using technical language.

STRUCTURE OF THIS DOCUMENT

Type of criterion	Explanation
Mandatory	Non compliance with these requirements is unacceptable to Unilever
Expected	Originally classified as must in SAC2010. A requirement that is expected to be complied with and for which non-compliance is acceptable only for a certain proportion of requirements.
Leading	Originally classified as should in SAC2010. These have the potential to become obligatory requirements (expected) in the future.

KEY

- Business
- Environment
- People

- F Farmer criterion
- S Supplier criterion

- * Please respond
- ** For information only
- *** At least one of these expected

RESPONSIBILITIES

This Code is applicable to all Unilever suppliers of agricultural goods, the farmers producing the raw materials and contractors working on the farms. We hold our suppliers (S) and farmers (F) responsible for determining how to implement the Code in a manner consistent with the criteria set out in the Code. Although we have allocated criteria to suppliers (S) or farmers (F) throughout the Code, we are comfortable that the practices may be undertaken by the other party in some supply chains.



1 AGRICULTURE - CROP AND PASTURE NUTRIENT (FERTILISATION) MANAGEMENT

1.1 Integrated nutrient management

F1	Nutrient Management Plan and nutrient application records	There shall be a Nutrient Management Plan implemented on every farm. The plan shall be prepared and/or designed by a competent individual or authority, who may be part of the supplier agronomy team. The Nutrient Management Plan will include a requirement to keep records of nutrients applied for at least 2 years.	Expected
F2	Taking crop needs into account	The nutrient requirements of the crop or pasture must be understood at all stages of growth, and used to design the Nutrient Management Plan.	Expected
F3	Informed by nutrient deficiency symptoms, soil and tissue analyses	Regular soil and/or tissue nutrient testing shall be used to adjust the application rates, as part of the Nutrient Management Plan. If this is not practical, the observation of nutrient deficiency/over application symptoms on the crop or pasture may be used as an indicator.	Expected
F4	Soil and weather conditions	Soil conditions shall be used to adjust the application rates, as part of the Nutrient Management Plan. If different parts of the farm have different soils, nutrient management is expected to vary appropriately. Nutrient applications must be timed to avoid application during periods of heavy rain, snow or frozen ground, cracked, waterlogged or compacted soils, as nutrients will not be retained in the soil under such conditions.	Expected
F5	Inputs - nutrient contents and associated risks	The nutrient content and availability of fertilisers , manures, composts, cover crops and crop residues used shall be recorded, tested and/or estimated, and the results used to inform the Nutrient Management Plan.	Expected
F6	Nitrogen and phosphorus calculations	The Nutrient Management Plan must include a calculation of the amount of Nitrogen and Phosphorus to be applied in each year, taking into account all sources of nutrients applied and those available from the soil. The calculation must also include an assessment of the amount of nutrients removed from the crop or pasture by harvesting and/or grazing.	Expected
F7	Minimise risks of contamination and pollution associated with nutrient inputs	Nutrient sources that can pose risks to people, the environment or product quality shall be avoided. This can be achieved either by testing inputs for contaminants to ensure that levels are below tolerable limits OR by an assurance/investigation that shows the source of the material to be free from contamination.	Expected

1.2 Application of fertilisers, manures, composts and other plant nutrient

F8	Application equipment - maintenance and cleaning	Application equipment must be maintained in good working order and safe to use. It is cleaned after use.	Expected
F9	Application equipment - calibration	Application equipment (including fertigation) must deliver the desired flow rates and distribution patterns. Manual application of fertilisers shall achieve even distribution and correct placement of the fertiliser.	Expected
F10	Application methods adopted that minimise waste and pollution	High trajectory application techniques for spreading slurry and other nutrients are wasteful and also increase the risk of exposing water, living areas, public areas, or areas of high biodiversity value (which usually require low rates of nutrient inputs). High-risk techniques must be abandoned or modified by using technologies such as deflector plates, incorporation /injection of slurry or urea-based fertilisers, spot or hand application.	Expected

2 AGRICULTURE - PEST, DISEASE AND WEED MANAGEMENT

2.1 Pest, disease and weed management (IPM)

F11	Crop Protection Plan (CPP)	An Integrated Pest Management (IPM)/Crop Protection Plan must be in place based on IPM principles (prevention, observation, monitoring and intervention). The Plan will include the recommended thresholds or triggers to spray Crop Protection Products (CPPs) where these are available. The Plan must be reviewed annually for Unilever crops.	Expected
F12	Prevention: Crop rotation, and allocations to suitable parts of the farm	The IPM Plan must include processes and criteria for selecting suitable growing areas, field rotations and varieties in order to minimise the risks of inoculum build-up, infestations and contamination of the harvested product.	Expected
F13	Prevention: Biological and physical controls	The farm agro-ecosystem is managed in such a way that problems are minimised, for example by variety choice or field margin management, to ensure that biological and physical cultural controls are used before (and/or in combination with) CPP application.	Expected
F14	Observation, monitoring and action thresholds	Farmers shall be able to recognize diseases, pest and weeds and be aware of defined thresholds for action e.g. through warning systems or on-farm monitoring. Farmers have a monitoring and scouting program for the crop in place.	Expected
F15	Intervention: Compliance with regulatory and customer requirements	Intervention can take place with biological and /or chemical CPPs registered and approved for use by the competent authorities, customer and/or supplier requirements. CPPs must be applied in accordance with the label requirement. If a licence is required to apply CPPs under local regulations, this shall be obtained.	Mandatory
F16	Intervention: CPP choice	Choice to be based on suitability for the crop and target organism, resistance management programmes, plus advice on the label to protect vulnerable ecosystems and organisms. See also Health and Safety section for additional criteria.	Expected
F17	Intervention: CPP resistance avoidance	Where possible, the risks of developing resistance to CPPs must be lowered by rotating active ingredients with different modes of action.	Expected
F18	Intervention: No prophylactic use of CPPs	CPPs must not be used to prevent outbreaks of pests or disease (rather than in response to action thresholds being exceeded, or forecasting) except in exceptional circumstances and where evidence shows that it poses lower risk to people and/or the environment than curative controls.	Expected
F19	Intervention: Fumigation and aerial spraying	If fumigation or aerial spraying is the only economic control option, it must be in accordance with local legislation. It must not pose additional risks for human health and the environment.	Expected

2.2 Application of crop protection products

F20	Application records	Records must be made of the vendor, reason for spraying, trigger for spraying (action threshold or other), formulated product name, active ingredient name(s), active ingredient(s) concentration in formulated product, total amount of formulated product used, area sprayed and type of sprayer.	Expected
F21	Targeted application	Systems must be put in place to ensure that CPPs reach all targeted areas and to minimise losses to non-target areas or the atmosphere.	Expected
F22	Avoiding damage to beneficial organisms	Farmers must follow carefully the label instructions on CPPs to avoid damage to beneficial organisms (e.g. pollinators such as bees, and predators of pests such as parasitic wasps or insectivorous birds); choose active ingredients and formulations that are less damaging to the beneficial organisms; and apply at times of the day using application technology that minimises direct exposure of beneficial organisms and their habitats to the sprays.	Expected

F23	Maintaining CPP application equipment	CPP application equipment must be maintained in good working order and safe to use.	Expected
F24	Calibration of application equipment	Application equipment must be maintained. Annual checks of sprayers and other CPP application equipment must be conducted to regulate distribution patterns and application rate, to align with manufacturers recommendations.	Expected



3 AGRICULTURE - SOIL MANAGEMENT

F25	Soil management plan	There shall be a soil management and conservation plan implemented on every farm. The plan shall be prepared and/or informed by a competent individual or authority (e.g. a farmer educated to college level in agriculture, a professional agronomy advisor/consultant or government or a research institution advice). The records of the soil management plan will be kept for at least 2 years.	Expected
F26	Including assessment of risks	The soil management plan must include an identification of the major risks to soil and the suitability of the land for its intended use based on soil and topography, organic carbon levels, risk of erosion, compaction, salinisation/desertification, and special soil resources.	Expected
F27	Allocation of activities to suitable soil and topography	Crops, pasture and animal housing are allocated to land with suitable soil and topography. Parts of the farm with unsuitable soil or topography (e.g. areas of rocky or shallow soil, steep slopes, areas subject to flooding, near trees) must not be planted with crops, even if it is physically easier to "blanket plant" the whole area. Planning of the planting is required when choosing which crops to put on which soils and in which areas of the farm, in order to avoid direct risks (and the spread of) pests, diseases and weeds.	Expected
F28	Management of erosion risks	Unless the risk of soil erosion is assessed as insignificant (see guidance), the risk must be managed. This includes identifying areas of the farm particularly susceptible to erosion, and putting in place management plans, grazing and cropping systems that reduce the risk. Monitoring soil cover and effectiveness of land management systems in place (drains, bunding, terracing, contour planting, wind-breaks, cover crops etc.) to minimise erosion must then be incorporated into the management plan.	Expected
F29	Management of compaction risks	Unless the risk of soil compaction is assessed as insignificant (see guidance), the risk must be managed. Compaction risks need to be reduced from methods that deal with the symptoms for minor compaction problems, e.g. breaking soil caps and subsoiling, to methods that deal with the causes, e.g. controlled traffic, conservation tillage.	Expected
F30	Soil Organic Carbon/Organic Matter	Management practices must be put in place that maintain or enhance Soil Organic Carbon/Organic Matter	Expected
F31	No damage to important local ecosystems	No soil shall be taken from local nature reserves, riverbanks or land set aside for conservation, for use on the farm (e.g. for use in nurseries).	Mandatory
F32	Peat soils (land conversion)	No NEW planting (conversion to agriculture) or draining on tropical peat soils (of any depth).	Mandatory
F33	Peat soils on farm	Peat soils must not be subject to high stocking rates , or other management practices that lead to high GHG peat soil emissions.	Mandatory
F34	No use of agricultural soils as waste dumps	Neither you nor your workers must ever dispose of inappropriate materials (such as untreated sewage, medical or veterinary waste, oil, CPPs, CPP packing or containers) on your land unless specifically allowed by law and it is safe to use the affected land for food production.	Mandatory
F35	Soil quality monitoring	Soils must be monitored to confirm that soil degradation is not taking place and that management plans are resulting in improvements. Monitoring must include concentrations of available macronutrients (see nutrients chapter), pH, Soil Organic Carbon/Organic Matter, salinity, micronutrients, heavy metals, excessive erosion and compaction where there is a risk of degradation in these parameters.	Expected

4 WATER MANAGEMENT (RESOURCE AND ENVIRONMENTAL MANAGEMENT)

Some aspects of water management are covered by Unilever's Responsible Sourcing Policy for farms.

4.1 Improving water use and water use efficiency (excluding irrigation)

F36	Drain management	Drains must be constructed in such a way that soil erosion is minimised during drainage (e.g. running across slopes, lining with vegetation or hard surfaces). Drains must discharge into riparian areas rather than directly into surface waters, or diffuse discharge/protected discharge must be arranged.		Expected
F37	Water infrastructure	Ensure water infrastructure is in good working condition by inspecting taps, water supply pipes, water troughs, drainage channels and receiving waterways regularly, and ensure rapid repairs when leaks are found. Where necessary protect pipes from frost damage.		Expected
F38	Reduction in water use, including re-use of water (excluding irrigation)	Water use in washing-down animal housing and yard areas should be reduced by scraping or sweeping floors before washing down, using high-pressure hoses, or re-using wash down water from food preparation areas.		Leading
F39	Water retention	In areas where high wind speeds are encountered, use windbreaks or cover crops to reduce water (and soil) loss. Wind breaks should also be used to protect livestock from extreme weather.		Leading
F40	Sustainable withdrawal (abstraction) of water	Tick which applies (F40a - F40c).		*
		F40a. No water withdrawal. Note - if you irrigate or are involved in animal husbandry, this option is not available to you.		N/A
		F40b. Legal Compliance. If it is necessary to have a licence or permit to extract the volume of water you use, the licence must have been obtained, and the volume of water stated on the licence must not have been exceeded		Mandatory
		F40c. If no licence or permit is required, there must be evidence that current rates of abstraction are acceptable to relevant authorities (e.g. in the form of metered delivery and payments through a national distribution scheme, or there has been advice from water authorities or a relevant consultant that current rates of abstraction are acceptable).		Expected
F41	Equable distribution within the catchment	Water harvesting and withdrawal are monitored, and systems are in place to try, as far as practicable, to meet the needs of local communities, other water users, as well as wildlife and ecosystems in the catchment. If there are Land Care or Catchment Management Plans available, these should be complied with.		Leading
F42	No use of water bodies as waste dumps	Neither you nor your workers ever dispose of inappropriate materials (such as oil, CPPs, CPP packing or containers, medicines, animal manure) in rivers, streams or other surface or ground water.		Mandatory
F43	Protecting water bodies from pollution by sewage and wash water	Surface and ground water must be protected from direct and indirect pollution. Toilets, water used for cleaning milking parlours, and livestock yard washing-water must not discharge directly into watercourses but discharged at a sufficient distance to avoid any infiltration through soil into watercourses and water tables. If it is necessary for livestock to cross watercourses, the crossing points must be made of hard materials to minimise riverbank erosion into the water. Machinery must not be washed directly in streams or rivers.		Expected
F44	Protecting water bodies from pollution by agricultural activities	Losses of nutrients, CPPs and agricultural soil to water must be minimised, as must the over application of nutrients on land adjacent to, or draining into, watercourses.		Expected
F45	Buffer zones	Buffer zones adjacent to streams, rivers, wetlands, ponds and other water bodies are planted, maintained or restored, preferably with native species. Please tick whichever applies, F45a or 45b.		*

		F45a. If this is a legal requirement, compliance is mandatory.	Mandatory
		F45b. If this is not a legal requirement, the size of such zones and their management must broadly conform to those specified in National and SAC implementation guidance.	Expected

4.2 Irrigation

F46	Type of irrigation	Tick whichever system is closest to your situation.	*
		F46a. None	**
		F46b. Drip	**
		F46c. Micro-sprinklers/under-canopy sprinklers	**
		F46d. Centre-pivot	**
		F46e. Above-canopy sprinkler system	**
		F46f. Flood	**
		F46g. Irrigation used in nursery area only	**
		F46h. Others	**
F47	Criteria for new irrigation systems	The decision on which system to install must consider sustainability factors.	Expected
F48	Sustainable water supply	There is good evidence that the water supply for the irrigation system is sustainable for the foreseeable future	Expected
S1	Sustainable supply of irrigation water	If the farmers irrigate, suppliers should take a supportive role by influencing irrigation scheme managers to improve water conservation and water use efficiency, biodiversity protection and that irrigation water is not polluted. Suppliers should talk to farmers to understand any concerns about water harvesting and water distribution. Supplier should also be working to ensure that extraction and distribution patterns do not compromise drinking water and sanitary needs of local communities, or remove water from natural ecosystems that require it for healthy functioning.	Leading
F49	Irrigate in relation to crop or pasture requirements	Timing and amount of water applied must be tailored to crop requirements. This includes putting systems in place to avoid over-irrigation where this has no yield or quality benefit (including taking account of weather forecasts), and preventing contamination of water bodies with soil nutrients, fertilizers and pesticides or soil. There must be no tail water discharge, unless arranged specifically for the benefit of local people or the environment.	Expected
F50	Impacts on local communities	The farm should check on impacts of irrigation systems on local communities or natural ecosystems (for example lowering water tables to the extent that wells dry up, or increasing water tables leading to salinity issue). If such impacts have been found, the farm should be actively addressing the issue.	Leading
F51	Maintaining equipment	Equipment must be maintained and kept in good working order.	Expected
F52	Calibrated equipment	Equipment must be calibrated and tested regularly	Expected
F53	Irrigation records	Irrigation records shall be kept for the Unilever crop showing at least: a) Time b) Date c) Land area irrigated d) Quantity of water used	Expected
F54	Irrigation water quality	Irrigation water quality must be monitored and managed where necessary to avoid crop or soil damage. Sources of water shall be regularly analysed for their microbiological, chemical and mineral content, and properly managed in accordance with the analysis results. Such analysis can be done for a group of farms that are using the same water source(s).	Expected

5 BIODIVERSITY AND ECOSYSTEM SERVICES

Aspects of land use change, involving FPIC, are covered in Unilever's Responsible Sourcing Policy for farms and Land Rights Policy.

5.1 Land Conversion - biodiversity and ecosystem services

F55	No conversion of High Conservation Value Areas (cut-off date when SAC2017 implemented)	The conversion of High Conservation Value/High Ecological Value/ high carbon stock areas (forests, grasslands or wetlands) to farm-land is prohibited.	Mandatory
F56	No deforestation (cut-off date when SAC2017 implemented)	Unilever wishes to achieve "zero-net-deforestation" for our agricultural supply chains. Ideally, no land shall be converted from forest to agricultural land on farms that supply Unilever. If some forest has to be destroyed, for example for road building, the loss shall be compensated for.	Expected
F57	No hunting, fishing or gathering of rare, threatened or endangered species	The hunting, fishing or gathering of rare, threatened or endangered species on the farm is prohibited. All farmers and workers shall be informed that destroying important habitats on-farm (or off-farm because of farming activities) is not allowed.	Mandatory
S2	Grants and government support	Where there is government support for biodiversity work, suppliers must ensure that farmers are aware of the support available and facilitate their access to such support.	Expected
S3	Co-ordination of farmer's Biodiversity Action Plans	Suppliers have a responsibility to ensure that there is documented evidence that every farm either has an individual Biodiversity Action Plan (BAP) - OR shall themselves co-ordinate farmers' activities within a BAP that encompasses a range of activities across the farmed landscape from where raw materials are purchased.	Mandatory
S4	BAP priorities	The BAP shall include a map or other assessment of the farmed landscape including assessing the presence or absence of (i) rare, threatened or endangered species and habitats, (ii) parts of the landscape of High Conservation, (iii) parts of the landscape with value for biodiversity and (iv) parts of the landscape providing valued ecosystem services . The presence of any known wildlife corridors within the landscape shall be included in the documentation/map.	Expected
S5	Ensuring action and progress	The BAP must include a list of actions that farmers can take to support biodiversity. These must be related to the local biodiversity priorities, and issues on which farming has direct or indirect influence. These can include discussions with NGOs and governments or priorities, and awareness-raising and training in the first year, but must thereafter move to pilot scale and actions on every farm. Progress over time must be shown, preferably by setting measurable goals on monitoring programme towards them.	Expected
F58	BAP	The BAP should focus upon at least one of the following themes (A-G). Tick all those that apply for each farm separately. Note: If you have ticked theme B (Enhancing local high conservation values) or E (General landscape improvements for wildlife), and if your farm operation is in Western Europe, consider using the Biodiversity tool of Cool Farm Alliance to test the rigor and potential effectiveness of your BAP (https://coolfarmtool.org/coolfarmtool/biodiversity/).	Expected
	F58 - Theme A Conservation of rare species or habitats	If rare, threatened or endangered species or habitats exist locally, then the BAP must include an evaluation of the risks posed to the species or habitat, and commitment to maintaining/enhancing the farmed landscape for their benefit. The BAP includes a monitoring programme to determine if the plan is being successful.	***
	F58 - Theme B Enhancing local high conservation values	If there are High Conservation Value forests, wetlands or other areas within or adjacent to the farmed landscape, on-farm BAP activities can be focussed on enhancing these values.	***
	F58 - Theme C Development, maintenance or improvement of wildlife corridors	Creating, maintaining and enhancing a network of natural vegetation ("wildlife corridors") along live fences, hedges, ditches, riparian strips, roadside and field margins across the landscape.	***

	F58 - Theme D Enhancement of ecosystem service provision by the farmed landscape	This may include actions such as: part of the farm being made available for river overflow (to prevent floods downstream), planting vegetation that encourages predators to help reduce pest-pressure, planting wild flowers to maintain pollinator populations, developing woodlots to reduce the pressure on local forests for firewood, maintaining sacred or archaeological sites etc.	***
	F58 - Theme E General landscape improvements for wildlife	If there are no specific biodiversity or ecosystem service priorities, the BAP, or options within the BAP, may concentrate on making general improvements to the landscape that are considered to have a positive value for biodiversity.	***
	F58 - Theme F Work to eliminate alien and/or invasive species	If alien or invasive species are a problem, then the BAP must include an evaluation of the size of the problem and commitment and action to practical improvement and a monitoring programme to determine if the plan is being successful.	***
	F58 - Theme G Conserving genetic diversity of crops or animals	If the Unilever crop or animal breed requires on-farm conservation of landraces, wild or rare varieties or rare animal breeds, the conservation programme may become the major component of any BAP. If this is the case, the BAP must include a description of the conservation goals and the programme in place to achieve these goals and monitoring data to show that progress is being made.	***
F59	The BAP shall require improvements in performance	There must be improvements in biodiversity and ecosystem services management over time. The BAP shall include a timeline and monitoring system showing how the biodiversity/ecosystem service value of the farmed landscape has been maintained and improved over time.	Expected
F60	Areas not used for production	Areas of the farm that are unlikely to provide an economic return, must be identified and taken out of production. Areas taken out of production, buffer zones around water bodies, and areas around offices and housing must be managed in a way that enhances biodiversity value or the provision of ecosystem services.	Expected
F61	Livestock farmers only - protecting natural ecosystems from livestock	Farmers must protect natural ecosystems from livestock disturbance by establishing physical barriers.	Expected



6 ENERGY AND GREENHOUSE GAS (CARBON) EMISSIONS

6.1 Energy efficiency

F62	Energy management plan	An energy management plan must be in place, designed to reduce energy consumption and improve energy efficiency.	Expected
F63	Renewable energy	The use of renewable energy on farms should be increased, where it is available and affordable.	Leading

6.2 Logistics

S6	Transport between farm and factory	There must be a documented plan for reducing energy use and waste when transporting produce between farm and factory, including collecting produce as soon as possible after harvest and minimising transport time between farmers, fields and factory receipt.	Expected
S7	Local sourcing	Raw materials and employees must be sourced close to the factory, where practical, in order to reduce emissions through transport.	Expected
S8	Scheduling harvest	Harvest must be scheduled as efficiently as possible, by working with farmers, to maximise yield and quality.	Expected
S9	Transport conditions	Transport systems from field to factory must be designed to minimise quality loss of harvested product. This may mean insulation, cooling and reducing crushing in the load. Specialised vehicles may be required.	Expected

6.3 Atmospheric pollution and greenhouse gas (GHG) emissions

S10	Reduce GHG emissions	Suppliers, in partnership with farmers, must develop and implement a plan to reduce on-farm Greenhouse gases emissions. This may be combined with the Energy Management Plan (F62).	Expected
F64	Use of fire	Fire should not be used for land preparation or in-field disposal of harvest residues. If fire is used, there must be no practical alternative, and setting the fire must be on the documented recommendation or instruction of a recognised authority (e.g. for phytosanitary or public health reasons). All fires must be managed carefully to ensure minimal risk and damage to people, property and the environment, including minimising smoke nuisance.	Expected
F65	On farm generators, incinerators, biodigestors etc.	On farm heat, energy generation and incineration systems must be suitable to requirements and should only be used with appropriate fuel mixes. Regular maintenance of equipment and pollution control technology should be made to ensure clean and efficient burning. All incinerators and burning sites must be in legal locations and sited to minimise problems and complaints from the local community.	Leading



7 WASTE MANAGEMENT

Aspects of waste storage is covered in Value Chain.

F66	Waste management plan	A waste management plan must be in place, designed to minimise waste, in particular food loss and waste. This includes estimates of the major waste flows from the farm and/or the Unilever raw material production system (type of waste and estimate of how much is produced) and the waste prevention, minimisation, re-use, recycling, energy recovery and safe disposal operations that should be in place for each type of waste.	Expected
F67	Improvements in waste management	There must be improvements in waste management over time. The plan shall include a timeline and monitoring system showing how waste management has been improved.	Expected
F68	Constraints on improvement	The reasons for not adopting any reduction, reuse or recycling options available should be stated and well justified in the waste management plan.	Leading
F69	Value creation from waste	Options for value creation from current waste streams must be investigated.	Leading
F70	Storage and disposal of hazardous waste	Tick whichever applies (F70a - F70b).	*
		F70a. If there are national regulations for the safe storage and disposal of different types of hazardous waste, these shall be complied with	Mandatory
		F70b. If there are no regulatory requirements, then guidance on the best available options available must be sought, and advice taken.	Expected
F71	On-farm disposal	All on-farm landfills and discharge to drains, sewers, land or groundwater (including cesspits, soakaways, septic tanks and pit latrines) must be listed. Associated risks to human and environmental safety must be assessed, and actions undertaken to improve the situation where significant risks exist.	Expected
F72	Location of waste disposal areas	All on-farm waste disposal and composting areas (e.g. for domestic waste) must be at a safe distance from living areas and/or waterways.	Expected
F73	Location and construction of toilets and sanitary landfills	Toilets on the farm must never discharge, directly or indirectly into surface water. All sanitary landfills on the farm must have been designed and managed according to the requirements of applicable national legislation OR, in the absence of legislation, in accordance with the Guidance provided by this Code .	Expected
F74	Litter	Measures must be in place to ensure that the farm is clean and tidy. Plastic waste and other litter must not be left in fields, field margins, around the farm or on roadsides. Farmers and workers must not throw litter and other general waste into ditches, streamways or holes that might flood (and thereby give rise to ground- or surface-water flow-blockage or contamination), but dispose of litter responsibly.	Expected
F75	Off-farm waste disposal	All waste-disposal contractors and services used must have the appropriate legal approvals to handle the types of waste involved. If no legal approval system is in place locally, farms must take steps to assure themselves that waste management contractors do not dispose of the waste illegally or in ways that are socially or environmentally damaging.	Expected
F76	Documented waste disposal	Consignment notes or other documents are used to confirm transfer of wastes to contractors. Documentation includes the dates, volumes and types of wastes disposed of.	Leading

8 SOCIAL

Additional social aspects are covered in Unilever's Responsible Sourcing Policy for farms.

8.1 Health and safety

F77	Potable water and hygiene provision	Workers will have free access to potable water, hand-washing facilities and shelter for breaks and mealtimes. Farm workers in remote or temporary locations must be able to bring potable water, washing water and soap (in order to wash hands before eating) to work, or the farm must provide these (e.g. when bringing food into the field, or collecting harvested material). Workers in or near buildings must have access to clean toilets, hand washing with soap, and food storage facilities.	Mandatory
F78	First Aid	All workers must have access to First Aid and medical services during working hours sufficient to respond to emergencies.	Expected
F79	Healthy lifestyles	Farms will promote a healthy lifestyle, and raise awareness of wider issues of health and safety (e.g. HIV/aids). These may extend into the wider community.	Leading
F80	Health advice	Workers who do hazardous work (e.g. handling pesticides, handling animals, driving) or perform strenuous physical activity (such as regularly carrying heavy loads) must be offered risk-based health checks.	Expected
F81	Time off for medical care	Workers must have the right to time off work, for medical appointments and counselling for themselves and their dependants.	Expected
F82	Hazard reduction: WH01a CPPs	Active ingredients classified as WHO 1a, or listed in Montreal Protocol (this includes methyl bromide) or the Stockholm Convention on Persistent Organic Pollutants are NEVER used on the farm. Exceptions are for extremely small volumes used in pheromone traps, rat baits and insecticides used in animal husbandry (in parts of the world where there is no effective alternative).	Mandatory
F83	Hazard reduction: WH01b CPPs	Active ingredients classified as WHO1b or the Basel or Rotterdam Conventions shall be phased out of use within 3 years, after date of implementation. In each of the 3 years, there must be documented evidence of research into alternatives, a phase out plan or actual reduction in use.	Mandatory
F84	Hazard reduction: Choice of CPP	Where there is a choice of which CPP to use, the hazards to human health (e.g. the option with the least hazardous WHO or EPA rating) and the local environment must be taken into account unless a programme of active ingredient rotation is in place in order to reduce the risk of resistance developing.	Expected
F85	CPP exposure reduction: protecting the most vulnerable	Young people (under 18 years old), pregnant and nursing mothers shall NEVER handle or apply CPPs as part of their job or be exposed to CPP contaminated PPE.	Mandatory
F86	CPP exposure reduction: trained operators	Operators shall only handle or apply CPPs if they have received basic training in how to protect themselves, their family, bystanders, the local community and the environment from harm. All operators must be provided with appropriate PPE, free of charge.	Mandatory
F87	CPP exposure reduction: no reuse of containers	Reusing CPP containers for any purpose (other than professional re-filling of proprietary containers) is prohibited. This obviously includes re-use for human or animal food or water.	Mandatory
F88	CPP exposure reduction: avoiding pollution (spills and equipment cleaning)	Procedures are in place to minimise the likelihood of spillage of CPPs, to confine spills and contaminated wash-water to areas where they will be confined or dispersed safely, and to clean up spills if they occur.	Expected
F89	CPP exposure reduction: equipment storage and handling	CPP application equipment and measuring/weighing equipment must be stored and handled as specified by the CPP manufacturers. Equipment must be kept in a secure location separated from living quarters, food or feed.	Expected

F90	Management of hazardous materials other than CPPs	All hazardous materials other than CPPs (including rat bait, veterinary medicines, fuels and lubricants, bleach and cleaning chemicals, fertilisers, manure, composts and sewage and all associated waste) must be stored, handled safely and disposed of safely.	Expected
F91	Machinery	There must be systems in place to minimise the risk of workers sustaining injuries from machinery.	Expected
F92	Working with animals and animal wastes (animal husbandry only)	There must be systems in place to minimise the risk of workers sustaining injuries from animals, or being infected by zoonoses .	Expected
F93	Working at height and carrying heavy loads	The farm must evaluate how risks can be reduced (e.g. by placing barriers next to ponds or steep slopes) and take steps to ensure appropriate provisions are made to reduce risk.	Expected
F94	Transport	During the transport of materials, animals and workers (on the farm and to-and-from the farm), vehicles must be roadworthy and be suitable for the use to which they are put (e.g. carrying large numbers of people on a tractor is not safe).	Expected
F95	Buildings	Workshops, worker accommodation, stores and other buildings and structures must be structurally sound, reasonably ventilated and fit for the purpose that they are NOW being used for.	Expected
F96	Electrical	Risks of shocks and fire, caused by poor electrical installations, must be minimized. Care should also be taken to avoid collision with power lines.	Expected
F97	Fire, noise, dust	Fire hazards (especially linked to fuel stores, inflammable material stores and refuelling practices), noise and dust nuisance must be minimised.	Expected
F98	Explosion risk	A specialised safety plan is required for any farm with a covered pond or other digester, or stores of ammonium nitrate (or other explosive fertiliser), owing to the risks of gas ignition and explosion.	Expected
F99	Danger of death from effluent ponds, grain silos, manure and silage pits	All processing plants and farms that have effluent ponds, silage clamps and manure pits must have these areas fenced/locked to ensure that access is limited to trained personnel, and that tractors cannot be driven close to the edge of ponds. Manure pits must not be entered without a respirator and an emergency plan. An observer who understands safe rescue procedures must supervise any work on manure pits and grain silos, or in other confined spaces. Smoking, welding, grinding or use of open flames in poorly ventilated areas and confined spaces is forbidden.	Expected
F100	Personal Protective Equipment (PPE)	Workers will be provided with (and use) free PPE when necessary for reducing risks to an acceptable level.	Expected
F101	Risk management and safety culture, residual risk assessment	Once the major risk reduction measures above (criteria F90-100) have been put in place, there will still be opportunities to reduce further the risks to farmers, workers and visitors on the farm. The priorities will vary depending on the farming system. Farmers shall evaluate the situation on their farm and take practical and reasonable measures to reduce hazards and risks. The aim must be to minimise workplace fatalities, injuries and disease and also impacts on bystanders and local community.	Mandatory
F102	Worker input	Workers or worker representatives (e.g. unions and/or women's groups) must be involved in identifying safety and security risks and setting priorities for action.	Expected

8.2 Building positive relationships

F103	Worker suggestions	Farms must have mechanisms in place to take up ideas and suggestions from the workers and provide regular opportunities for two-way dialogue. Farms or plantations employing a large workforce are expected to have women's committees, that work with management, to resolve gender or other group-specific issues.	Expected
F104	Multiculturalism	Where the workforce is of mixed ethnicity/religion/origin, efforts/opportunities are made to ensure that different groups mix in an environment that promotes harmony in diversity. This includes discussions and briefing between local communities and migrant labour to support mutual understanding, avoid giving offense and promote good relationships.	Leading
F105	Remissions	Farmers should provide support for workers who wish to remit money to their family (e.g. time off during banking hours, access to translators).	Leading
S11	Co-ordination of farmer meetings	Suppliers must ensure that there are regular meetings for farmers and/or farmer groups to discuss not only quality, price and delivery dates, but also to promote more sustainable farming practices and understand how any problems the farmers are facing might be overcome.	Mandatory
F106	Local initiatives	Large farms and plantations should support local farming initiatives, festivals and competitions and/or social or environmental programmes.	Leading
S12	Local farming initiatives	Suppliers should support local farming initiatives, festivals and competitions and/or social or environmental programmes.	Leading
F107	Informing community of planned activities	Neighbours and local communities must be informed of planned activities that affect them in a timely manner. This means that the right people to tell, and effective communications channels to the local community, are identified in advance. Disturbance of local communities must be minimised.	Expected
F108	Community complaints	Complaints from the local community should be documented and attempts made to avoid similar problems in the future. The outcome should be communicated back to the person or organisation that complained. During land acquisition, devise a culturally appropriate and accessible system that allows community members to file complaints about the process. Ensure the community members are aware of that system, track the complaints, and respond to such complaints within a specified time period.	Leading
F109	Relationships with suppliers and purchasers	Pay and supply on time and at the mutually agreed price.	Expected
S13	Relationships with suppliers and purchasers	Pay and supply on time and at the mutually agreed price.	Expected
S14	Avoiding wasted production	Suppliers must inform farmers as soon as possible if their produce is not required for processing, so they can make other arrangements for using the land, labour or product, if at all possible.	Expected

8.3 Service provision to workers and communities (large farms and plantations)

F110	Provision of services and facilities	All provisions of services and facilities for workers and their dependents shall be at, or above, the legally required minimum standard and must meet the basic needs of workers and their families.	Mandatory
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8.4 Land rights and obligations

F111	Legal or customary right to farm the land	The farmer must have the legal or customary right to farm the land in the form of ownership, tenancy or traditional rights, and conform- ance to government or local authority zoning schemes that enable the land to be farmed.	Mandatory
F112	Clarity on rights on other lands users on farms	There must be clarity of rights of other land users on all farms. Traditional access rights to the farmland - e.g. for cultural , reli- gious, or wild harvesting reasons - must be maintained.	Expected

9 ANIMAL HUSBANDRY

9.1 Animal welfare on the farm

F113	Feed plan	There must be an Animal Feed Plan, which is designed to achieve good animal nutrition and freedom from hunger and malnutrition. The diet must be sufficiently nutritious to maintain full health and promote a positive state of well-being. The plan must include provision for all ages and all stages of production of animals kept on the farm. The plan must be updated at least once per year if there are significant variations on the farm population.	Expected
F114	Food and water distribution	Food and water must be distributed in such a way that animals can eat and drink without undue competition. Water must be available at all times.	Expected
F115	Feed storage	Storage conditions for feed must be controlled to ensure quality is maintained and to avoid contamination. Any mouldy feed must be rejected.	Expected
F116	Preventing thermal discomfort	The environment in which the animals are kept must protect them from thermal discomfort. This includes the provision of shade, wallows and windbreaks if necessary when animals are outside or on in pasture, and adequate ventilation of the house / shed with appropriate cooling and/or heating when needed for indoor environments.	Expected
F117	Preventing physical discomfort	The environment in which animals are kept must protect animals from physical discomfort. Stocking densities must be at a suitable level. Housing must be maintained to provide a safe, hygienic and comfortable environment. The requirements for individual species - detailed in the implementation guide - must be adhered to.	Expected
F118	Preventing fear and distress and enabling natural behaviour	The environment in which animals are kept must prevent fear and distress and enable natural behaviour. This includes factors such as ensuring animals are kept in appropriate groups, ensuring that light levels are suitable and ensuring that animals have suitable environmental enrichment. Requirements for individual species are detailed in the implementation guide - you must adhere to these requirements.	Expected
F119	Moving to no-tethering systems (cattle)	Farmers should make changes required to move to systems that do not use tethering.	Leading
F120	Physical abuse	Direct physical abuse of animals is prohibited. This includes using excessive physical force on animals or deliberately causing pain or injury.	Mandatory
F121	Training	Managers and stock keepers must be trained in aspects of animal husbandry - this includes care of animals at all ages, humane handling, feeding and how to deal with sick or injured animals.	Expected
F122	Routine procedures	Routine procedures must be carried out in such a way as to protect animals from fear and distress. This includes procedures such as milking, calving (cattle), farrowing (pigs), insemination and thinning (poultry).	Expected
F123	Mutilations	Mutilations must be minimised as far as possible. Where deemed necessary such interventions must be carried out by competent, trained personnel and with appropriate use of anaesthetics and analgesics. Requirements for individual species are detailed in the implementation guide - you must adhere to these requirements	Expected
F124	Emergency plans	An emergency plan must be in place so that the needs of animals are taken care of in the case of emergencies such as power cuts, fires, flooding, disease outbreaks etc. This may include alarm systems in animal housing to alert farmers if water, feed or power supply are disrupted.	Expected
F125	Casualty slaughter	If animal casualties must be slaughtered on-farm, this must be done in a humane manner and prevent additional suffering to the animal.	Expected
F126	Reducing impact on local community	Systems must be in place to minimise biohazards, flies and odours associated with keeping livestock.	Expected

F127	Animal welfare KPIs	Farmers should develop and monitor animal welfare KPIs appropriate for their farming system and species held, e.g. % mortality, growth rate, lameness, mastitis etc. Monitoring results should be analysed to highlight issues and guide any necessary remedial action.	Leading
F128	Health plan	A documented Health Plan must be developed in consultation with a veterinary surgeon. The plan should include identified diseases, treatment schedules for regularly encountered conditions, vaccination protocols, parasite controls, protocols for pre-delivery health checks, quarantine procedures, bio-security procedures, and monitoring protocols. The plan should be reviewed on an annual basis.	Expected
F129	Hormones and antibiotics	Hormones and antibiotics must be used prudently with the aim of optimising therapeutic efficacy and minimising the development of antibiotic resistance. Products or equivalent products (e.g. fluoroquinolones) that can be used to treat human disease must not be used unless deemed necessary by a vet.	Expected
F130	Record keeping	Records must be kept of the following: animals bought, sold, produced and destroyed (traceability), feed supplements purchased, medicines (including all antibiotics) administered, veterinary interventions carried out. Records must be traceable (to the individual, flock or herd as appropriate) and accessible for 2 years after disposal of animal.	Expected

9.2 Live animal transport

S15	Hauliers and vehicles	Suppliers must ensure that hauliers are approved under an assurance scheme (if available) and that vehicles used for live animals are fit for purpose.	Expected
S16	Training of staff	Personnel employed for loading and unloading animals (including catching poultry) must be trained and competent.	Expected
S17	Prohibited actions	When handling or moving animals it is prohibited to strike or apply pressure to sensitive parts (e.g. eyes, nose, tail, genitals), suspend, throw or drag live animals.	Mandatory
S18	Use of electric goads	Electric goads must only be used on adult animals who refuse to move with passive methods - not in the first instance.	Expected
S19	Fitness to travel	All animals must be fit to travel (i.e. journey must not cause suffering or injury) and there must be an inspection before loading to ensure this is the case.	Expected
S20	Loading ramps	Loading ramp angles must comply with the implementation guidelines for the relevant species.	Expected
S21	Food and water provision	The need for food and water in transit varies depending on length of journey, climate etc. Provision must be aligned with local legislation or recommendations. For poultry, the period of feed withdrawal should not exceed 12 hours (empty feeder to slaughter time).	Expected
S22	Segregation	Certain groups of animals must be transported separately from others. See Implementation Guide.	Expected
S23	Stocking density	Stocking densities in vehicles must be appropriate to the type of stock, duration of the journey and climatic conditions. Requirements for individual species are detailed in the implementation guide - you must adhere to these requirements.	Expected
S24	Journey times	Journey times must comply with local regulations, and the equipment on board the vehicle must be suitable for the journey time. In the absence of any local legislation, the EU legislation detailed in the implementation guide must be adhered to.	Expected
S25	Emergency plan	An emergency plan must be in place to deal with emergencies such as animals falling ill, delays, breakdowns or accidents.	Expected
S26	Transport certificates	Animals must be accompanied by transport documentation to enable traceability, monitoring of transport times and stocking densities.	Expected
S27	Monitoring	Suppliers should encourage the use of outcome measures, e.g. % of animals slipping, % of cattle moved with a goad and % effective stunning with hauliers and slaughterhouses.	Leading

9.3 Animal slaughter

S28	Training of staff	Personnel employed to either handle or undertake stunning or slaughter of animals at the slaughterhouse must be properly trained and competent in best practice for the relevant task.	Expected
S29	Prohibited actions	When handling or moving animals it is prohibited to strike or apply pressure to sensitive parts (e.g. eyes, nose, tail, genitals), suspend, throw or drag live animals.	Mandatory
S30	Holding areas - design, bedding, feed and water provision	Holding pens and areas must be designed to minimise fear and distress in the animals. There must be continuous, easily accessible water, and feed for animals being kept for more than 12 hours. Animals held overnight must be provided with bedding, unless floor-type (e.g. slatted) makes it impractical.	Expected
S31	Time in holding areas	For pigs and cattle the time in holding areas must not exceed 24 hours. For birds, the time in holding areas must be kept to a minimum.	Expected
S32	Unloading – facilities	The unloading bay must facilitate efficient movement of animals and ramp angles must comply with species-specific criteria in the implementation guidance. Containers for birds must be moved with care.	Expected
S33	Unloading casualty animals	Casualty animals must be identified and treated as a priority.	Expected
S34	Restraining animals	Restraining animals must be carried out humanely and using appropriate equipment. Requirements for individual species are detailed in the implementation guide - you must adhere to these requirements.	Expected
S35	Stunning/slaughter equipment	All equipment used to stun or kill animals must be properly maintained, regularly cleaned and checked daily to ensure it is in full working order.	Expected
S36	Stunning methods	Animals must be checked for effective stunning before slaughter. Requirements for different stunning methods and different species are detailed in the implementation guide - you must adhere to these requirements.	Expected
S37	Slaughter without stunning	Wherever possible, stunning must be carried out before slaughter. If for religious reasons this is not possible, then the recommendations in the implementation guide for the reduction of pain and distress must be followed.	Expected
S38	Documentation	Records must be kept of the following: receipt of transport certificates, time of arrival of animals at slaughterhouse, accurate weight of vehicle (if weighbridge present) and maintenance and checking of slaughter equipment.	Expected



10 VALUE CHAIN

10.1 Value creation - profitability, yield, quality, resilience

F131	Decision-making to enhance profitability	There should be a business plan that aims to optimise profitability, taking into account yield, quality, risk and return on investment. The plan should include all stages of the crop cycle from sowing to post-harvest and (for annual crops) considerations of the implications of crop rotation.	Leading
S39	Working with farmers	Suppliers are expected to work with farmers and farmer groups to generate opportunities for investment, loans and cost-saving.	Expected
F132	Minimising quality deterioration and losses (not livestock)	Harvesting systems must be designed and maintained to achieve high product quality. Field edge storage, transportation times and container filling should be managed well, to prevent losses and quality deterioration.	Expected
F133	Minimising contamination	Farmers must understand and implement the parts of supplier's Quality requirements (e.g. no-spray windows as part of HACCP plan) that require action on the farm. This will ensure that appropriate animal breeds and crop varieties are used and that contamination with pesticide residues, heavy metals, nutrients, foreign bodies, stones, animal parts, faecal matter or bacteria remains within specification limits.	Mandatory
S40	HACCP / quality risk management	Involve your farmers in your HACCP-based risk assessment for raw materials entering your factory. Consider which risks originating at farmer or field level need to have a control point in your factory. Provide farmers with a list of CPPs they are allowed/forbidden to use, chosen with regard to legality, market requirements for (lack of) residues and sustainability (specificity, efficacy, toxicity and ecotoxicity).	Expected



S41	Traceability	Suppliers must have a system in place to enable traceability back to the farm or field of origin.	Expected
S42	Variety and breed selection	If high quality and/or high yielding varieties/breeds are preferable or required for Unilever products, or if varieties/breeds vary in pest, disease or drought resistance, then suppliers must regularly test varieties, or update their own awareness in order to recommend, specify or supply materials for the use.	Expected
S43	Incentives for high quality	If quality of raw material makes a significant difference to your profitability, Unilever suppliers should provide incentives for farmers to deliver high quality produce to the processing plant.	Leading

10.1.2 Input quality assurance

F134	Medicines and veterinary medicines	Medicines and veterinary medicines must be stored according to manufacturer's instructions and recommendations; this may require some medicines and vaccines being stored in refrigerated facilities.	Expected
F135	Avoiding fraud - original containers	CPPs, medicines and veterinary products must be purchased only from approved or industry recognised vendors who have appropriate storage and delivery facilities. Records showing location and contact details of vendor must be kept. CPPs, medicines and veterinary products must be purchased in the manufacturers original containers or packaging (which have not had seals tampered with) with the original label, with all the details of the label legible.	Expected
F136	Animal feed safety and nutritional value (animal husbandry only)	Animal feed shall have a known nutritional value, and the values used to determine the feed plan (see animal husbandry chapter). Dioxins and other contaminants shall be present only at internationally accepted levels.	Expected

10.1.3 Sustainably-produced inputs

F137	Fuel wood, firewood, pallets and crates	Use fuel wood, firewood, wood crates and pallets from a sustainable source.	Expected
F138	Horticultural use of peat	If no alternative to peat is available, attempts must be made to minimise the use of peat as a horticultural substrate (e.g. for tomato seedlings), by reducing the volume of soil required or mixing peat into other substrates. If peat is used, attempts must be made to document the source of the peat and ascertain that peat extraction was undertaken legally and did not involve the destruction of high conservation value ecosystems.	Expected
F139	Livestock feed	Farms using livestock feed must have a commitment to sustainable feed. Examples will include, purchasing from suppliers who are committed to using RTRS certified soy meal.	Expected

10.2 Responsible farm management

F140	Store construction	Stores for hazardous or unpleasant materials (including CPPs, human and veterinary medicines, fuel, potentially explosive fertilisers, manure, flammable waste etc.) must be constructed of suitable materials, kept secure, dry and well ventilated.	Expected
F141	Store location	Hazardous material stores must be located where they minimise risks and offense to people and the environment during normal use and in foreseeable emergencies. This includes having separate stores for different hazardous materials (including CPP-contaminated PPE), waste, and ensuring that manure storage areas (stockpiles) are not located where leachate or unusually heavy rain will result in polluting water or environments of value for biodiversity, leisure or cultural activities.	Expected
F142	Store labelling	Stores of hazardous materials must be clearly labelled to identify contents and to take action in case of emergencies.	Expected
F143	Store records	A record of all agrochemicals (CPPs and fertilisers) and medicines in each store must be kept outside the store for use by authorities in case of fire, theft or natural disaster, and in order to provide evidence of CPPs used and stored.	Expected

11 CONTINUOUS IMPROVEMENT (INCLUDING METRICS)

Continuous improvement will be monitored in several ways including; training, improvements in compliance with this Code, achieving goals within the various improvement plans mandated by this Code and the metrics data. Some of the metrics relate to on-farm improvements, while other will be aggregated to allow for Unilever's continuous improvement reporting.

11.1 Training

F144	Training plan	There must be a training plan, ensuring that all legally required training is kept up to date and that all relevant farmers and workers are trained in all areas of SAC within 2 years of the first assessment. Thereafter, training must continue, in order to retain and revise skills and bring in new farmers and workers. Training can be in any format such as E-learning, group events or one-to-one advice sessions. This includes ensuring that women and men farmers and workers have equal access to all supplier and farm-supported education and training programmes, including literacy classes, vocational and information technology training.		Expected
F145	Training records	Training records must be retained, with the trainee information disaggregated by gender.		Expected
F146	Training in handling and applying CPPs	All farmers, workers and contractors who manage or are exposed to CPPs shall have received appropriate training. This includes equipment handling and maintenance, procedures and PPE for minimising exposure of the operators, bystanders, the environment and non-target areas, and the value of correct application methodology to ensure efficacy.		Mandatory
F147	Biodigestors, manure pits, effluent ponds	All farmers, workers and contractors who manage or come into contact with enclosed spaces where hazardous gases can accumulate, shall have received appropriate training. This includes equipment handling and maintenance, procedures and use of PPE (including respirators - which must be provided) for minimising exposure and ensuring rescue is possible in case of problems. Training on recognising the hazards of effluent ponds (drowning, suffocating gases) and procedures to minimise risk shall also be provided if there are effluent ponds on-farm.		Mandatory
F148	Nutrients	Farmers, or agronomy advisors who make decisions about fertiliser choice, source, application rate and placement must be trained in making calculations based around soil and crop characteristics and managing the risk of losses of N and P to the environment from different types of nutrients and application methods (e.g. to reduce volatilisation losses). All farmers and workers who apply fertilisers must be trained in the procedures and PPE to use to minimise risks to themselves and the environment, and any machinery calibrations and maintenance appropriate.		Mandatory
F149	Soils	Training to include managing locally relevant risks of soil loss and degradation (erosion, loss of structure, compaction, contamination, loss of soil Organic Matter), and associated tests, assays and management systems appropriate for preventing or correcting problems.		Expected
F150	Halting deforestation, biodiversity and ecosystem services	Training must include requirement to halt deforestation - including encroachment into forested areas by farming. Also included will be any training required for farmers to be able to commit to action under their Biodiversity Action Plan.		Expected
F151	Energy and water management	Training must include options for energy and water use efficiency. Investigations into the feasibility of on-farm efficiency improvements, reductions in water use or risk of water contamination, and/or renewable energy sources locally.		Expected
F152	Waste management	Training must include the need for waste minimisation, and the segregation, storage and disposal of waste on-farm and in the local farming community.		Expected
F153	Irrigation	Training must include good management practices for the type of irrigation system present on the farm.		Expected

F154	Health and safety	General training on farm health and safety, focussed on the locally-relevant highest risk issues and job-specific risks within large farms and plantations (e.g. lack of hygiene and open defecation, transport, workshop and electrical safety, working at height, machinery, steep slopes) must be provided. Safety procedures, use of machinery guards and emergency stops, and use of protective equipment must be covered for all relevant workers.	Mandatory
F155	First Aid	The aim of this training will be to ensure that sick and injured farmers and workers receive appropriate treatment before professional medically trained help can be summoned. The expectation is that first aid will be available to farmers or workers immediately in case of an accident in farmyards, buildings or packing sheds - and within 30 minutes of an accident occurring in a remote part of the farm or farmed landscape. The number and location of people trained must be planned for with this in mind.	Expected
F156	General farm management, accounting, record keeping for large farms and smallholders	For smallholders, training will be aimed at enabling farmers to keep records, have an understanding of accounting and be empowered to make decisions about farm activities based on a better understanding of the business aspects of farming. On larger farms, this will be expanded to include training around the importance of record keeping for environmental impact: explaining impact, continuous improvement and why good records for fertiliser, CPP, water and area/yield are critical.	Expected
F157	Product quality	Any aspects of quality requiring action on-farm (e.g. crop variety, harvest stage, colour, sugar content, lack of contamination, rapid transport to processing facility) must be managed in order to achieve the required specification of product after processing.	Mandatory

11.2 Metrical data

F158	CPP	Metrics data shall be supplied for each farm assessed. These data are also required inputs for the CFT or other high standard equivalent GHG calculators to calculate on-farm GHG from inputs and outputs.	Mandatory
F159	N balance	Metrics data shall be supplied for each farm assessed. Please note that application rates for fertilisers are also required inputs for the CFT or other high standard equivalent GHG calculators to calculate on-farm GHG from inputs and outputs.	Mandatory
F160	Water use	Metrics data shall be supplied for each farm assessed.	Mandatory
F161	Output of GHG calculators (e.g. Cool Farm Tool)	Metrics data shall be supplied for each farm assessed.	Mandatory
F162	More with less	Metrics data shall be supplied for each farm assessed.	Mandatory



12 UNILEVER'S RESPONSIBLE SOURCING POLICY FOR FARMS

12.1 Business is conducted lawfully and with integrity

F163	Legal Compliance (RSP 1.1)	All relevant international and national laws and regulations not covered elsewhere in this code are complied with.	Mandatory
F164	No Bribery (RSP 1.2)	There is a prohibition on any and all forms of bribery.	Mandatory
F165	Financial accounts (RSP 1.6)	Large farms must keep financial accounts. Individual smallholders are not expected to keep accounts.	Mandatory
F166	Product Quality (RSP 1.8)	Procedures are in place on farm to ensure that products meet customer specifications and quality and safety requirements.	Mandatory
F167	Reporting Concerns and Non-retaliation (RSP 1.9)	Employees on large farms and plantations have a channel through which they can raise concerns regarding business integrity (e.g. dishonest or unfair business dealings) without fear of retaliation. Smallholders must have a mechanism for raising concerns with the processor. Workers for smallholders should have a route of complaint through to any smallholder umbrella organisation in existence.	Mandatory

12.2 Protecting the Rights of Workers and Communities

F168	Work is conducted on the basis of freely agreed and documented terms of employment (RSP 2)	All workers, both permanent and casual, are provided with employment documents that are freely agreed and which respect their legal rights.	Mandatory
F169	All workers are treated equally and with respect and dignity (RSP 3.1)	No worker should be subject to any physical, sexual, psychological or verbal harassment, abuse or other form of intimidation.	Mandatory
F170	All workers are treated equally and with respect and dignity (RSP 3.2)	Large farms must have employment policies in place to prevent discrimination based on race, ethnicity, age, role, gender, gender identity, colour, religion, country of origin, sexual orientation, marital status, pregnancy, dependants, disability, social class, union membership or political views. Smallholders must understand that discrimination is not acceptable.	Mandatory
F171	Work is conducted on a voluntary basis (RSP 4)	Under no circumstances will a farm use forced labour, whether in the form of compulsory or trafficked labour, indentured labour, bonded labour or other forms. Mental and physical coercion, slavery and human trafficking are prohibited.	Mandatory
F172	All workers are of an appropriate age (RSP 5)	Under no circumstances will a farm employ individuals under the age of 15 or under the local legal minimum age for work or mandatory schooling, whichever is higher. When young workers are employed they must not do work that is mentally, physically, socially or morally dangerous or harmful or interferes with their schooling by depriving them of the opportunity to attend school.	Mandatory
F173	All workers are paid fair wages (RSP 6)	All workers are provided with a total compensation package that includes wages, overtime pay, benefits and paid leave which meets or exceeds the legal minimum standards or appropriate prevailing industry standards, whichever is higher, and compensation terms established by legally binding collective bargaining agreements are implemented and adhered to.	Mandatory
F174	Working hours for all workers are reasonable (RSP 7)	Workers are not required to work more than the regular and overtime hours allowed by the law of the country where the workers are employed. All overtime work by workers is on a voluntary basis.	Mandatory
F175	All workers are free to exercise their right to form and/or join trade unions or to refrain from doing so and to bargain collectively (RSP 8)	The rights of workers to freedom of association and collective bargaining are recognised and respected. Workers are not intimidated or harassed in the exercise of their right to join or refrain from joining any organisation.	Mandatory
F176	All workers have access to fair procedures and remedies (RSP 10)	All workers are provided with transparent, fair and confidential procedures that result in swift, unbiased and fair resolution of difficulties which may arise as part of their working relationship (e.g. unfair treatment of workers).	Mandatory

F177	Land rights of communities, including indigenous peoples, will be protected and promoted (RSP 11)	The rights and title to property and land of the individual, indigenous people and local communities are respected. All negotiations with regard to their property or land, including the use of and transfers of it, adhere to the principles of free, prior and informed consent, contract transparency and disclosure.	Mandatory
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13 GLOSSARY OF TERMS

Agrochemicals

The term agrochemicals in this document includes Crop Protection Products (CPPs) and Synthetic Fertilisers.

Biodiversity Action Plan (BAP)

An action plan for the protection and sustainable use of biodiversity. The concept of the BAP was originally defined by the Convention on Biological Diversity (CBD) to enable implementation of the convention at national and local levels. It is taken here to encompass any kind of conservation plan and biodiversity management system, so long as it fulfils the three key actions that are recommended by the Sustainable Agriculture Code implementation guide.

Buffer zone

A defined area either bordering a protected area or separating two areas managed for different objectives in order to prevent **agrochemicals**, run-off or dust from passing from one area to the other. Most commonly used to protect riparian zones, water bodies, wildlife habitats, workplaces, housing, livestock habitation, public areas and public access points from contamination.

Child/children

A person under 15 years of age. There are two exceptions to this definition (in accordance with the ILO Minimum Age Convention 138: 1973):

1. Where the local minimum age, under the law, for work or compulsory education is higher. In these cases the higher age would apply.
2. Where the local law sets minimum age of 14 in accordance with developing-country exceptions under ILO Convention 138. In this case the lower age will apply.

Crop Protection Products (CPPs)

Substances used to prevent, control or eliminate pests (insecticides, herbicides and fungicides), substances intended for use as plant growth regulators, defoliants, desiccants or agents for thinning fruit or preventing the premature fall of fruit, or substances applied to crops to protect them from deterioration during pre- or post-harvest storage and transport. We have used this term (rather than “pesticides”) in this code because we want to make it clear that we wish to refer to a wider range of substances than those used to control pests.

Destroying (important habitat)

Cause significant damage to an ecosystem, whether by direct or indirect action. This can be as a result of tree-logging; extraction of non-timber products and wild-harvesting; burning; application of agrochemicals; partial or complete conversion to agricultural land, urban use, development or wasteland; introduction of invasive or exotic species; changes to the depth or direction of a watershed, draining of wetlands, etc.

Ecosystem services

The benefits provided by ecosystems that make human life possible and enjoyable. For example, the provision of drinking water, the degradation of organic waste or the undertaking of recreational activities.

Fertigation

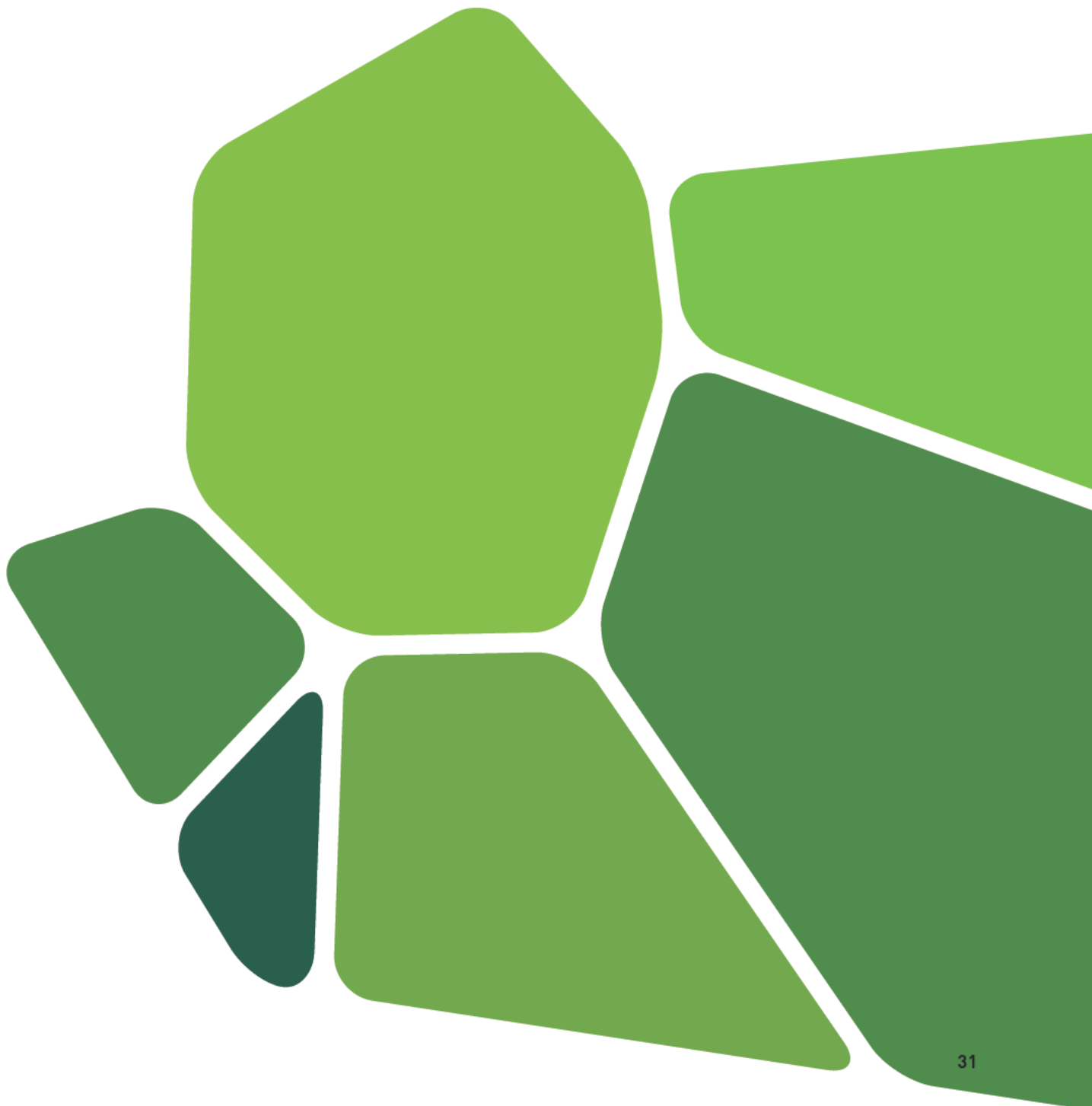
The practice of distributing fertilisers to plants using irrigation water.

Fertilisers

Natural or man-made substances containing plant nutrients, including organic (manures, composts etc.) and synthetic (inorganic/mineral) fertilisers.

Greenhouse gases (GHG)

Atmospheric gases that absorb infrared radiation and so contribute to the “greenhouse effect”, global warming and climate change. The main GHGs considered to be responsible for climate change and global warming are carbon dioxide (CO_2), methane (CH_4) and nitrous oxide (N_2O). Agriculture is a major emitter of both nitrous oxide (derived from fertilisers, and nitrogen-fixation by legumes) and methane, which are estimated to have the global warming potential of 298 and 25 times that of carbon dioxide respectively. Use of energy for vehicles and food processing also releases a great deal of carbon dioxide into the atmosphere.



HACCP (Hazard Analysis Critical Control Point)

Approach to consumer safety and product quality that is a mandatory form of risk assessment for Unilever third parties, contract manufacturers and direct suppliers to Unilever foods businesses. HACCP is also recommended for food processors who supply Unilever indirectly. Further information and references are available in the Risk Assessment section of this code (Appendix 2).

Important Habitat

A habitat is a place or type of site where an organism or population naturally occurs. An important habitat is a habitat listed and protected under national legislation or otherwise internationally recognised (e.g. Ramsar Sites, Important Bird Areas, areas of Primary or High Conservation Value Forest or other ecosystems of High Conservation Value, Nature Reserves or other critical sites for rare or endangered species).

Integrated Pest Management (IPM)

Pest management which uses: techniques (e.g. cultural, genetic) to prevent or minimise pest occurrence; action thresholds and monitoring to ensure control methods are used only when necessary; a range of pest control methods (e.g. cultural, biological and chemical) which aims to minimise risk to people, property and the environment. Many more definitions of IPM exist (see <http://www.growingforthefuture.com/unileverimpguid/content/ipm>). The above definition outlines the aspects that Unilever considers essential.

Irrigation

The application of water to land or crop canopies to assist in the growing of crops and pastures. The specific purpose can vary, but it is normally to bridge the gap between actual and potential evapotranspiration.

Key performance indicators (KPI)

A set of quantifiable measures that are used to define and monitor progress over time, to achieve a goal.

Nursing (women)

Women who are feeding an infant or young child with breast milk (also known as 'breastfeeding'). Nursing women are especially vulnerable to CPP exposure because of the physiological burden of supporting their developing children. Their infants, who absorb a larger intake of pesticide residues per body weight in their food than adults, are also vulnerable to exposure by intake of contaminated breast milk.

Peat soil

The partially decomposed remnants of plants and soil organisms which have accumulated at the surface of the soil profile.

Pest

Any organism that damages crops, injures or irritates livestock, or reduces the fertility of land. Includes rodents, birds, insects, mites, bacterial, viral and fungal diseases and weeds.

Rare, threatened or endangered species

All species that are either:

- (a) indicated as rare, threatened, vulnerable or endangered under national, state or provincial laws (b) listed in the International Union for Conservation of Nature and Natural Resources' (IUCN) Red List of Threatened Species as vulnerable (VU), endangered (EN) or critically endangered (CR); see <http://www.iucnredlist.org/>
- (c) listed in the three CITES (Convention on International Trade in Endangered Species of Wild Fauna and Flora) Appendices; see <http://www.cites.org/eng/app/appendices.shtml>.

The Red List of Threatened Species is a list of threatened taxa, which classifies and provides taxonomic, conservation status and distribution information. The classifications used by the IUCN include: extinct, extinct in the wild, critically endangered, endangered, vulnerable, near-threatened, least concern, data-deficient and not evaluated. The Red List and any local Red Lists inform decisions on conservation priorities for any part of the world. When deciding conservation priorities for farmland, Red List information will usually be combined with information on habitats on and around the farmland (for example nature reserves, important bird areas and any wildlife corridors or migration routes) and an assessment of the cost, likely benefits, and likelihood of support by farmers, of proposed action.

Reuse

Use of an item more than once. This includes using it for the same purpose as its original use (e.g. using a plastic shopping bag more than once as a shopping bag), and using it for a new purpose (e.g. using a plastic shopping bag first as a shopping bag and then as a bin liner). Like recycling, reuse can also involve salvaging component materials from complex products, but it does not involve reprocessing.

Recycle

Reprocessing of used materials and waste into new products. Recycling can either produce a fresh supply of the same material (e.g. paper to paper) or of different materials (e.g. paper to cardboard). It can also involve salvaging and reprocessing component materials from complex products.

Stocking rate

The number of animals on a given amount of land over a certain period of time.

Suppliers

Suppliers are usually the organisations with whom Unilever has direct contact for buying raw materials, but also applies here to organisations further down the supply chain who have direct relationships with farmers. These organisations are usually food processing businesses who run drying, freezing, pasteurisation, extraction, storage and refining facilities or factories. In some cases suppliers may be traders or Unilever may buy from suppliers via commodity markets.

This Code / Code

This document, including all appendixes and implementation guides. The Unilever Sustainable Agriculture Code is intended as a guide to acceptable behaviour for all suppliers of agricultural raw materials to Unilever.

Unilever's Responsible Sourcing Policy (RSP)

This Responsible Sourcing Policy embodies Unilever's commitment to conduct business with integrity, openness, and respect for universal human rights and core labour principles throughout our operations. Unilever aims to improve the lives of workers, their communities and the environment consistent with the Unilever Sustainable Living Plan. This Policy provides the framework through which we set out our responsible sourcing ambitions and approach.

Waste

Unwanted or undesired material or substance.

Water bodies

Any accumulation of water, including oceans, seas, estuaries, coastal waters, lakes, streams, ponds, puddles, ditches, wetlands, groundwater bodies and aquifers. Water bodies may be man-made or naturally formed. They may form on the Earth's surface or beneath it and they can either gather or transport water or they can store it. Some water bodies are naturally more sensitive to pressures and risks than others.

Zoonoses

An infectious disease that can be transmitted naturally between vertebrate animals to humans.



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