



Terms of Reference, Deforestation Monitoring 2023 (with potential to extend to 2024 and 25)

1. Background

Fairtrade International is seeking a partner to provide small holder farm level deforestation monitoring data and identification of farms in protected areas to Fairtrade International and partners in the Fairtrade system, including FLOCERT, Small Producer Organisations (SPOs) and their farmer members.

This TOR builds on the successful pilot work done in 2022 with Fairtrade International, Fairtrade Africa and Earthworm Foundation.

It is envisaged the contract lasts for calendar year 2023 with potential to extend in 2024 and 2025.

The project has two key objectives:

1. To enable Fairtrade, SPOs and FLOCERT to ensure that the relevant requirements in the Fairtrade Cocoa Standard and Fairtrade Small Producer Organisation Standard relating to deforestation and protected areas are being observed at farm level.
2. To enable Fairtrade and SPOs to have data which contributes to risk analysis in relation to forthcoming EU deforestation law and that SPOs can use this information to support their market access to the EU.

Fairtrade Cocoa Standard

Fairtrade has recently updated its Fairtrade Cocoa Standard requiring submission from African and Asian SPOs members' geo coordinates of all farms producing that commodity effective 1st January 2024.

In the future this may or may not extend to SPOs in Latin American and Caribbean and to coffee SPOs. This requirement in the Fairtrade Cocoa Standard may be amended to submission of polygons for farms over 4 hectares dependent on a decision making process at Fairtrade.

The Fairtrade Cocoa Standard now has a global cut-off date of the 31st of December 2018 after which no deforestation is permitted. The definition used for deforestation is the conversion of forest to other land use or the permanent reduction of the tree canopy cover below the minimum 10 percent threshold (The Global Forest Resources Assessment, FAO, 2015)ⁱ. The following activities are not considered 'deforestation': When a tree crop is replaced by another (for example cocoa, coffee or fruit tree); Tree management on agro-forestry or home-garden production systems.

A full list of the requirements relating to deforestation in the Fairtrade Cocoa Standard and the Fairtrade Small Producer Organisation Standard is in annex 1. The Fairtrade Cocoa Standard takes precedent over the Small Producer Organisation Standard.

An outcome of this project should be to enable Fairtrade, SPOs and FLOCERT to ensure that the relevant requirements in the Fairtrade Cocoa Standard and Fairtrade Small Producer Organization Standard relating to deforestation and protected areas are being observed at farm level.

EU law

The European Union is in the final stages of passing a new law which will stop the import of cocoa and coffee from farms associated with deforestation.



Fairtrade does not expect that its standards and the outcomes of the work contracted through this TOR leads to brands, retailers and Fairtrade to claim that cocoa bought on Fairtrade terms is considered compliant with EU law for the reasons stated below.

However, an outcome of the work contracted through this TOR should be to enable, Fairtrade FLOCERT, SPOs and their commercial partners to have data which contributes to risk analysis in relation to forthcoming EU law and that SPOs can use this information to support their market access to the EU.

The draft regulation specifically states 'In order to recognise good practice, certification or other third party verified schemes could be used in the risk assessment procedure, however, they should not substitute the operator's responsibility as regards due diligence.'ⁱⁱ Further the EU regulatory proposal states that 'complementary information on compliance with this Regulation, which may include information supplied by certification or other third-party-verified schemes, including voluntary schemes recognised by the Commission under Article 30(5) of Directive (EU) 2018/200134, provided that the information meets the requirements set out in Article 9.'ⁱⁱⁱ

2. Services and Workplan

The chosen partner will provide the following services, a schematic of some parts of the workplan process is in annex 2:

1. The provider will work with Fairtrade and FLOCERT to provide a detailed explanation of the sources of data and methods used to assess risk. This will enable Fairtrade, FLOCERT and SPOs to provide explanations to any interested parties.
2. The provider will work with Fairtrade, Producer Networks and FLOCERT to ensure that all transfers of personal data meet relevant legal requirements.
3. This project will expand the 2022 pilot phase which was with 8 Ivorian and Ghanaian SPOs to scale up phase. Participating SPOs will submit geo location data to the chosen provider. See section three for estimated number of participating SPOs and relevant countries.

In 2023 the relevant Producer Network will work with SPOs to ensure data submission to the chosen provider.

From the 1st of January 2024 it will be mandatory for all African and Asian cocoa SPOs to submit geolocation data. See section three for current estimates.

4. Farms participating in 2023 from Latin America and the Caribbean will be either cocoa or coffee farms or a combination.
5. In 2023 the provider will receive geolocation data from SPOs. There may also be a test submission from selected payers and conveyers.

If the contract is extended to 2024 data will be submitted to the provider by SPOs, payers and conveyers.

The data will be submitted in the format detailed in annex 3. This format is still in draft form and there is an opportunity to work with Fairtrade on the final wording of this document.



6. The provider will ensure all geolocation data is clean and fit for use. The provider will review data submitted by SPOs to meet this requirement.

If the contract is extended to 2024 this will expand to ensuring all data is clean and fit for purpose to data submitted by SPOs, payers and conveyers.

The provider is not expected to collect geolocation data for SPOs, or chase submission of geolocation data from SPOs to the provider.

In 2023 the relevant Producer Network will liaise with SPOs to ensure data submission.

From 2024 SPOs are mandated to submit data by the Fairtrade Cocoa Standard 3.4.7. Payers and conveyers are mandated by Fairtrade Cocoa Standard 3.4.8.

Where the geolocation data submitted is incorrect, e.g. the coordinates are not complete, the plot of land is in another country or other geographic region, too big or in a water body or some other error the service provider will report this back to the SPO. The SPO will be informed by the provider of the errors. The SPO must then resubmit the correct data to the provider in the given timeframe, tentatively defined as one month, or their original submission of data will be deemed inadmissible and the SPO will not have complied with the Fairtrade Cocoa Standard 3.4.7 or 3.4.8 as relevant.

7. The provider must return cleaned datasets to Fairtrade, the SPO and from 2024 the payer and conveyer.
8. Based on the geolocation data submitted the provider will provide deforestation forest cover loss analysis, using the definition in the Fairtrade Standards which aligns with the European Union definitions, and alert data:
 - on SPO members farms
 - within 200m of the SPO members farm boundaries
 - A summary of deforestation risk in the area in which the SPO operates
 - identify SPO members farms in protected areas regardless of any deforestation activity
9. Data in point 8 will be provided for the period from 31st December 2018 to date of the analysis detailing in which quarter of a calendar year the deforestation occurred.

In some cases analysis from a date earlier than the 31st of December 2018 may be required as the result of a specific request from a commercial partner of an SPO, or another actor, when agreed by the SPO.

10. The data and analysis in points 8 and 9 will be provided to the following actors:
 - The relevant Small Producer Organisations.
 - Fairtrade International
 - relevant producer networks; Fairtrade Africa, Fairtrade NAPP for Asia Pacific and CLAC for Latin America and the Caribbean

- FLOCERT, the auditor of implementation of Fairtrade Standards
 - In some cases, with the agreement of the SPO, deforestation analysis data may be supplied to a commercial partner or another actor. SPOs and their members are the owners of the analysis provided to them as part of this project. An SPO either working with a member of Fairtrade or bilaterally may come to an agreement with their commercial partner, typically a brand, retailer or a trader, or any another actor to share analysis provided as part of this project.
11. The data in points 8 and 9 should be able to be available to be provided in the following formats to the stakeholders in point 10:
- csv files
 - .kml files
 - .shp files
 - See form in annex 4
 - Summary reports will be required for Fairtrade International
12. The provider will provide training to the three Fairtrade Producer Network staff to enable those staff to provide training to SPOs on alert management protocols and processes.
- Training can be provided online.
13. The provider will provide training to FLOCERT staff to enable those staff to better understand risk analysis data provided to FLOCERT.
- Training can be provided online.
14. Fairtrade seeks to reduce the reporting burden on SPOs, payers and conveyers by aligning with other certification schemes and ensuring data guidance and submission templates, as well as deforestation alert methodology, are as standardized as possible.
- Both Fairtrade and Rainforest Alliance are requesting geolocation data and providing deforestation risk analysis to certificate holders.
- Fairtrade and Rainforest Alliance are already aligning as closely as possible on formatting for geolocation data submissions to their organisations.
- As part of this contract Fairtrade would like to explore with other certifiers, such as Rainforest Alliance, an exchange on methodologies of deforestation risk analysis using satellite data. This would entail comparing Rainforest Alliance's in-house analysis to that of Fairtrade's contracted third party provider.
15. The provider will work with Fairtrade, FLOCERT, Producer Networks and SPOs to review and improve, as necessary, the processes laid out in annex 2.
16. Fairtrade is operating in some countries where the volume of sales and/or number of farmers certified is comparatively is very low. The provider will work with Fairtrade, including Producer Networks and FLOCERT to consider cost effective ways to enable the analysis detailed in point 7 and 8 to be provided.



17. The provider will work with Fairtrade to create a protocol for the frequency of monitoring in low risk areas.

3. Responding to this TOR

You are asked to respond to this TOR quoting costs in Euros.

Please submit your response no later than 23.59hrs 05th April 2023.

The maximum value of this contract for the first year will be €63,026 for services exclusive of VAT.

Please submit all responses and any questions to Jon Walker j.walker@fairtrade.net and Amanda Fuller a.fuller@fairtrade.net

Please provide quotes based on the services requested in part 2 for the following:

1. A binding quote for providing services in 2023 based on the following approximate figures:

Country	Number of SPOs	Estimated number of cocoa farmers
Ghana (cocoa)	7	87,375
Côte d'Ivoire (cocoa)	118	188,800
Sierra Leone (cocoa – 2022 figures)	1	2,700

2. A binding quote for providing services in 2023 based on the following approximate figures:

Country	Number of SPOs	Estimated number of cocoa or coffee farmers
Latin America and the Caribbean	TBC	4,000

3. A non binding indicative quote for providing services in year two based on the following approximate figures (2022 data)

4. A non binding indicative quote for providing services in year three based on the following approximate figures (2022 data)

For each commodity the countries are divided into two sections; primary – countries with sales of over 250 tonnes in cocoa and 5,000 tonnes in coffee – and secondary countries with sales of under 250 tonnes in cocoa and 5,000 tonnes in coffee.

For each commodity where there are under a certain number of SPOs per country the number of SPOs and farmers for those countries are combined to preserve confidential data in this public document. Information by country can be given on request with appropriate non disclosure agreement.

Cocoa Primary Country	Number of SPOs	Estimated number of farms
Dominican Republic	6	15,592
Ecuador	22	3,947

Ghana	8	104,456
Ivory Coast	251	259,528
Peru	49	24,720
Sierra Leone	19	47,301
Uganda	5	7,609

Cocoa Secondary Country	Number of SPOs	Estimated number of farms
Colombia	10	4,349
Honduras	8	2,870
India (note number of farmers due for downwards revision)	5	8,697
Madagascar	3	1,311
Nicaragua	4	1,494
Sri Lanka	3	2,458
Togo	3	1,312
Other (Latin America): Bolivia, Costa Rica, Guatemala, Haiti, Panama	5	4,937
Other (Africa & Asia): Cameroon, Congo, Indonesia, Papua New Guinea, Sao Tome & Principe	6	6,177

Coffee Primary Country	Number of SPOs	Estimated number of farms
Brazil	25	3,331
Colombia	83	68,178
Ethiopia	9	217,398
Guatemala	19	22,782
Honduras	64	10,707
Indonesia	19	26,176
Mexico	48	35,513
Nicaragua	29	25,955
Peru	167	62,662

Coffee Secondary Country	Number of SPOs	Estimated number of farms
Bolivia	16	880
Congo (Democratic Republic)	6	24,969
Costa Rica	6	14,905
El Salvador	5	687

India	15	40,545
Ivory Coast	9	40,590
Kenya	25	134,387
Papua New Guinea	5	7,286
Rwanda	18	17,319
Sierra Leone	7	14,193
Tanzania	7	75,207
Uganda	15	32,242
Vietnam	13	820
Other (Latin America & Africa): Burundi, Cameroon, Ecuador	3	15,461
Other (Asia): China, Laos, Myanmar, Sri Lank, Thailand, Timor-Leste	11	6,257

Annex 1 Relevant requirements in the Fairtrade Cocoa Standard and Fairtrade Small Producer Organisation Standard

Reading notes:

Core requirements: which reflect Fairtrade principles and must be complied with. These are indicated with the term 'Core' found in the column on the left throughout the standard.

Development requirements which refer to the continuous improvements that you must make on average against a scoring system (also defining the minimum average thresholds) defined by the certification body. These are indicated with the term 'Dev' found in the column on the left throughout the Standard.

Year: Relates to the number of years the SPO was certified.

Requirements marked NEW JULY 2022: applicable from 15 July 2022

Requirements marked NEW JANUARY 2023: applicable from 1 January 2023

Requirements marked NEW JULY 2023 applicable from 1 July 2023

Requirements marked NEW 2024: applicable from 1 January 2024

Requirements marked NEW 2025: applicable from 1 January 2025

Fairtrade Cocoa Standard requirements below

3.4 Deforestation Prevention & Environmental Development

3.4.1 **NEW 2024** Protection of forests and ecosystems

Applies to: SPOs	
Core	Your members did not cause deforestation or degradation in primary or secondary forests, protected areas and areas of High Conservation Value or High Carbon Storage to convert land into agricultural production area since 31st December 2018.
Year 0	
<p>Guidance: Deforestation is the conversion of forest to other land use or the permanent reduction of the tree canopy cover below the minimum 10 percent threshold (The Global Forest Resources Assessment, FAO, 2015).</p> <p>The following activities are not considered 'deforestation':</p> <ul style="list-style-type: none"> • When a tree crop is replaced by another (for example cocoa, coffee or fruit tree); • Tree management on agro-forestry or home-garden production systems. <p>Your members may identify protected areas with the help of local, regional or national authorities.</p> <p>Please note that this requirement complements SPO Standard requirement 3.2.31 "Protection of forests and vegetation".</p>	

3.4.2 **NEW 2024** Assessing and Monitoring Deforestation Risk

Applies to: SPOs	
Core	You assess and monitor the risk of deforestation, and degradation in primary or secondary forests, protected areas and areas of High Conservation Value or High Carbon Storage, when conducting your human rights and environmental risk assessment.
Year 1	
<p>Guidance: Fairtrade’s Risk Assessment Tool guides you through a basic risk assessment process and offers you relevant data and research findings. For further guidance, please see Fairtrade’s “Implementing Human Rights and Environmental Due Diligence, Guide for Smallholder Farmer Organizations” and Fairtrade’s Risk Maps. See requirement 3.2.3 (HREDD) Risk Assessment.</p> <p>Your risk management procedures may include:</p> <ul style="list-style-type: none"> • Mapping of relevant areas in the region and cross-checking this information with member farm locations to identify areas at risk. • Geo location data and polygon maps (including boundaries of the farms) are used as tools to map risk areas accurately. • Deforestation monitoring data is used to assess risk in relation to your members’ farms. • Identifying if and how your member’s activities have negative impacts on at-risk areas. • Monitoring members’ production practices and other activities in at-risk areas. <p>Regularity of assessment and monitoring should be based on risk. For example, if your members have risk of deforestation on their farms or within 200m of their boundaries or are in close proximity to a protected area, this is considered high risk and assessment and monitoring should be annual. If your members are in areas where there is no deforestation risk, as there is no forest, then assessment and monitoring can be conducted every three years in line with the broader HREDD risk assessment, see requirement 3.2.3.</p> <p>In a year when you admit new members to your organisation they are added to your assessment. You assess the risk of deforestation when new members join your organisation and define the level of risk.</p>	

3.4.3 **NEW 2024** Deforestation Prevention and Mitigation Plan

Applies to: SPOs	
Core	<p>You use the results of your human rights/environmental risk assessment and your risk monitoring of deforestation, to create a plan to prevent and mitigate any deforestation and degradation of forest, in order to conserve and restore forest and vegetation. The plan entails:</p> <ul style="list-style-type: none"> • Raising awareness amongst members on identified risk areas and activities or production practices that have negative impacts. • Promoting the implementation of production practices that have a positive impact.
Year 1	
<p>Guidance: Example of implementation practises that have a positive impact include agro-ecological practices, exchange of good practices, demonstration plots, trainings. Your deforestation prevention and mitigation plan can form a part of your HREDD action plan, see requirement 3.2.6 "Action Plan".</p>	

3.4.4 **NEW 2024** Supporting producers to prevent and mitigate deforestation

Applies to: Traders	
Core	<p>You support the SPOs you are sourcing from with their plan to prevent and mitigate any deforestation and degradation of forest, in order to conserve and restore forest and vegetation.</p>
<p>Guidance: Your support is either direct or through a partnership. It is in the form of funding, data sharing, training, facilitation of partnerships, advocacy or other ways.</p> <p>You may share any relevant data including deforestation monitoring data you have on the SPO membership or surrounding area to inform and support the SPO's mitigation activities.</p>	

3.4.5 **NEW 2024** Geolocation data

Applies to: SPOs in Africa, Asia	
Core	Geolocation data is available for 100% of your member and farm operator units cultivating cocoa. You identify and prioritize for which farm units this should be in the form of GPS polygons based upon area risk of deforestation and adopt a phased approach. For all other farms, geolocation data can be in the form of location points. You use the data to further inform your procedures to prevent deforestation.
Year 0	

3.4.6 **NEW 2024** Sharing geolocation data

Applies to: payers and conveyors	
Core	Geolocation data is available for 100% of the farms units you are sourcing cocoa from. This can be in the form of GPS polygons and location points. You share this data with SPOs so that they can use it to inform their procedures to further prevent deforestation.

3.4.7 **NEW 2024** Reporting on Deforestation Prevention

Applies to: SPOs in Africa and Asia	
Core	You report data to Fairtrade International every year. You present the data in the templates and formats provided.
Year 1	

Guidance: templates will be provided in 2023.

A. Geolocation and Forest Cover Loss Monitoring Data	- available geolocation data of member farms units
	- # and % of farm units for which GPS points are available
	- # and % of farm units for which polygons are available
	- # and % of farm units checked against forest cover loss monitoring data
B. Deforestation Prevention and Mitigation Support	- type of support received during the past year, including its estimated monetary value, to prevent and mitigate any deforestation and degradation of forest

3.4.8 **NEW 2024** Reporting on Deforestation Prevention

Applies to: Traders	
Core	You report data to Fairtrade International every year. You present the data in the templates and formats provided.
Guidance: templates will be provided in 2023.	

A. Geolocation and Forest Cover Loss Monitoring Data (applies to payers and conveyors only)	- available geolocation data of the farm units you are sourcing from (with the appropriate approval from SPOs)
	- # and % of farm units checked against forest cover loss monitoring data
B. Deforestation Prevention and Mitigation Support (applies to all traders)	- type of support provided to SPOs during the past year, including its estimated monetary value, to prevent and mitigate any deforestation and degradation of forest

Fairtrade Small Producer Organisation Standard

3.2.30 Conservation of protected areas

Core	Your members avoid negative impacts on protected areas and in areas with high conservation value within or outside the farm or production areas. The areas that are used or converted to production of the Fairtrade crop comply with national legislation in relation to agricultural land use.
Year 0	
<p>Guidance: “Protected areas” are a clearly defined geographical space, recognised, dedicated and managed, through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values (IUCN 2008). Protected areas can be public or private biological conservation areas.</p> <p>You may identify protected areas with the help of local, regional or national authorities.</p> <p>“Areas with high conservation value” is a concept developed by Forest Stewardship Council – FSC- and refers to areas that are worth conserving because they are important on a local, regional or global scale and which may include social value such as the benefits that an area provides to a community in terms of its cultural importance or economic resource. Biological value includes ecosystems or habitats of an endangered species. These areas can usually be identified through natural vegetation with low disturbance from agriculture, forestry, industry, urbanism or other. You may initially identify areas with high conservation value based on available knowledge within your organization and neighbouring community. You may wish to consult with elders and people in the community who may have knowledge of the natural vegetation in the region.(For more information see www.fsc.org and www.hcvnetwork.org)</p> <p>“Negative impact” refers to partial or complete destruction of the protected area or loss of the conservation value.</p>	

3.2.31 NEW 2019* Protection of forests and vegetation

Core	Your members avoid negative impacts on protected areas and in areas with high conservation value within or outside the farm or production areas. The areas that are used or converted to production of the Fairtrade crop comply with national legislation in relation to agricultural land use.
Year 0	
<p>Guidance: “Protected areas” are a clearly defined geographical space, recognised, dedicated and managed, through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values (IUCN 2008). Protected areas can be public or private biological conservation areas.</p> <p>You may identify protected areas with the help of local, regional or national authorities.</p> <p>“Areas with high conservation value” is a concept developed by Forest Stewardship Council – FSC- and refers to areas that are worth conserving because they are important on a local, regional or global scale and which may include social value such as the benefits that an area provides to a community in terms of its cultural importance or economic resource. Biological value includes ecosystems or habitats of an endangered species. These areas can usually be identified through natural vegetation with low disturbance from agriculture, forestry, industry, urbanism or other. You may initially identify areas with high conservation value based on available knowledge within your organization and neighbouring community. You may wish to consult with elders and people in the community who may have knowledge of the natural vegetation in the region. (For more information see www.fsc.org and www.hcvnetwork.org)</p> <p>“Negative impact” refers to partial or complete destruction of the protected area or loss of the conservation value.</p>	

3.2.32 NEW 2019** Prevention of deforestation

Core	You have a procedure in place to ensure that your members do not cause deforestation or degradation of vegetation.
Year 1	
<p>Guidance: The procedure demonstrates a commitment to prevent deforestation. This procedure may include:</p> <ul style="list-style-type: none"> • Mapping of protected areas in the region and cross-checking this information with member’s farm location to identify areas at risk. Geo-mapping and polygon maps (including boundaries of the farms) can be used as a tool to map risk areas more accurately; • Identifying if and how your member’s activities have negative impacts on at-risk areas; • Raising awareness amongst members on identified risk areas and activities or production practices that have negative impacts; • Promoting the implementation of production practices that have a positive impact (i.e. agro-ecological practices, exchange of good practices, demonstration plots, trainings). • Monitoring members’ production practices and other activities in at-risk areas. <p><i>**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.</i></p>	

3.2.33 NEW 2019* Enhancing biodiversity

Dev	You and your members take measures to protect and enhance biodiversity.
Year 6	

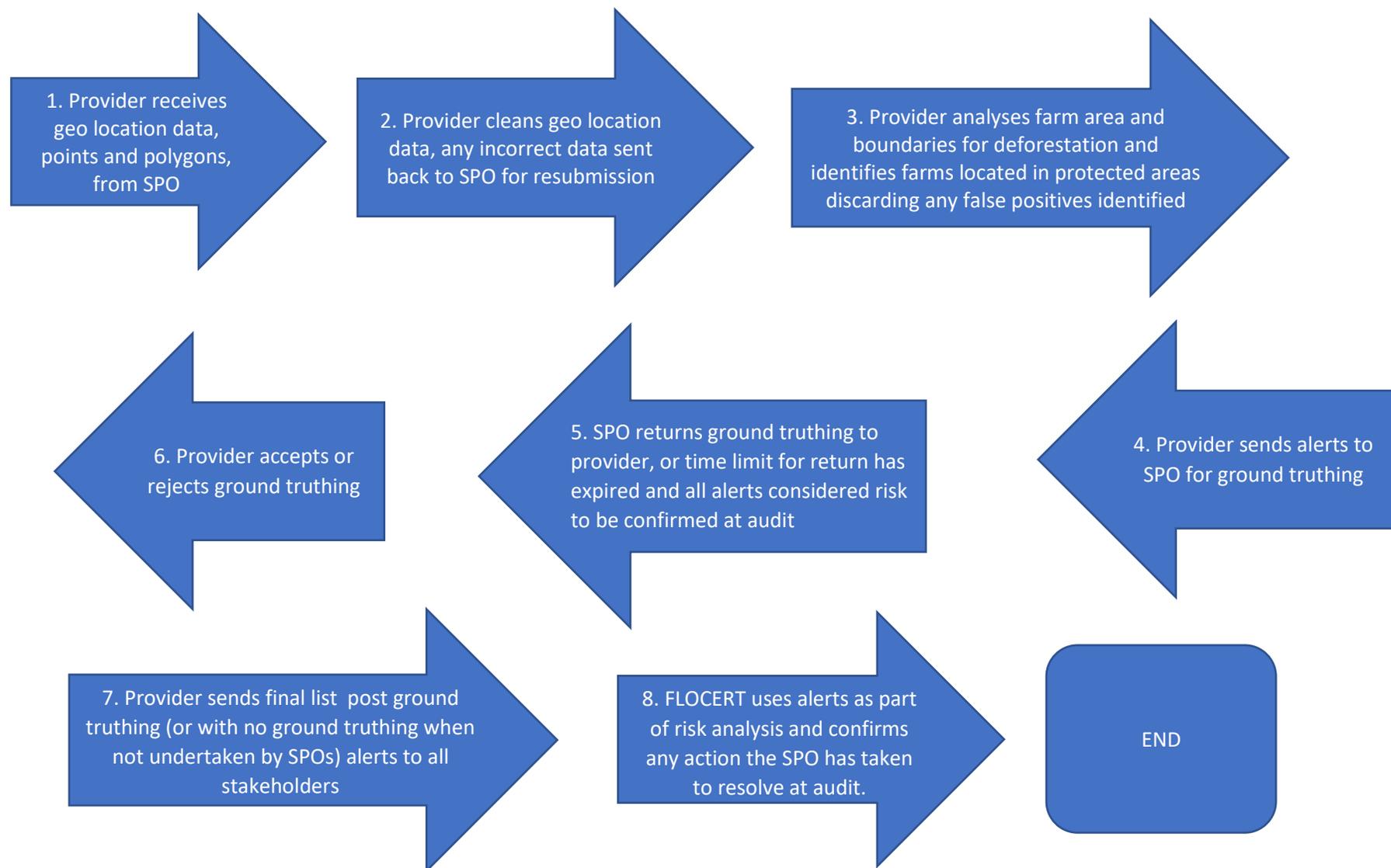
Guidance: Your members are free to choose the measures to protect and enhance biodiversity. Activities can include:

- Identification of key biodiversity issues in the region and actions that your members have implemented in order to improve the situation;
- Activities you have provided to your members such as raising awareness about biodiversity or training in techniques to protect it;
- Agro-forestry systems;
- Maintaining and restoring natural ecosystems in areas that are not suitable for cultivation, and in buffer zones around bodies of water and watershed recharge areas and between production and areas of high conservation value, either protected or not
- Activities to increase ecosystem connectivity by identifying unproductive sites and buffer zones.

You may find valuable knowledge within your local community regarding further activities. With time you may benefit from advice by local experts such as authorities, universities, NGOs or online data bases.

Restoration of ecosystems can take place by actively replanting native vegetation or by actively protecting it to allow regeneration of native vegetation.

Annex 2 data receipt and alert management process



Annex 3, format in which the geo location data will be submitted to the provider

Point data may be submitted in .csv, .kml or .shp file formats using the standard Geolocation Point Data Submission template which includes the following information for each farm location (note, this list is not final and is subject to change):

- SPO Name
- SPO FLOID
- 1st grade SPO name (if the SPO is certified as a 1st grade, leave this blank)
- Member name or member ID, to be confirmed and taking into account data protection requirements
- Unique member ID (this can be assigned by the SPO. If unique member IDs do not already exist, they can be created by the SPO or assigned later by the provider and shared back with the SPO.)
- Unique plot ID (this can be assigned by the SPO. If unique plot IDs do not already exist, they can be created by the SPO or assigned later by the provider and shared back with the SPO.)
- Total farm area
- Farm area unit
- Latitude (Decimal degree format; documented in number format with at least 4 decimals)
- Longitude (Decimal degree format; documented in number format with at least 4 decimals)

Polygon data may be submitted in .kml or .shp file formats using the standard Geolocation Polygon Data Submission template, with the same information included for each farm location as an attribute, excluding latitude and longitude fields.

Annex 4, format in which the provider will send alert data to stakeholders and receive ground truthing response from SPOs

I. Deforestation Alert Information

This form provides the necessary information for the SPOs to investigate the detected deforestation alert on the ground and gather the necessary supporting evidence to confirm or discard the alert.

Only alerts within the farm boundaries and within a 200 meters buffer zone around the farm boundaries are considered for mandatory investigation.

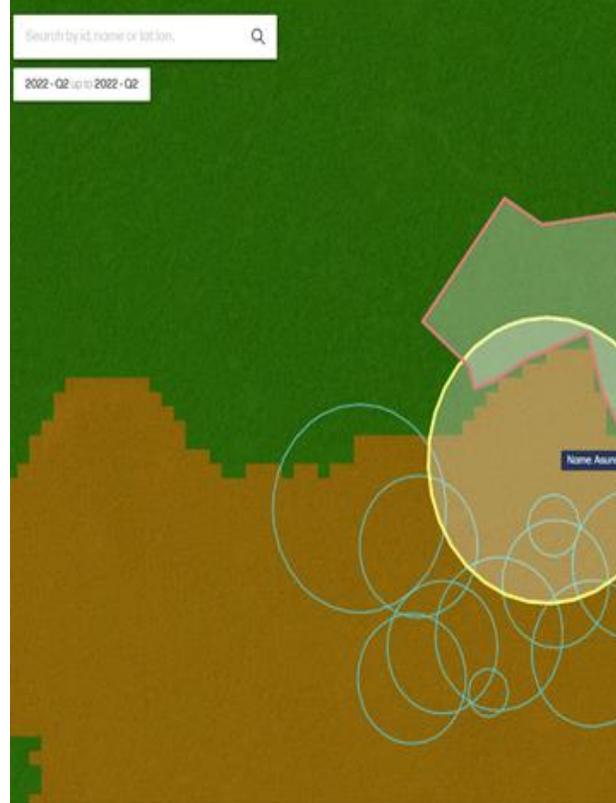
An example of acceptable format for alert information which will be completed by the provider

Alert ID Number	Alert Size (ha)	Date	Latitude	Longitude
3199831	5.22	Q4, 2016	-3.60002	103.16853

General Information	
Name of farmer or farmer ID TBC (closest to the alert)	
Name of SPO (investigating the alert)	
Alert ID (starling provided)	
Alert location (within farm boundaries or within 200m buffer)	
Farmer code	
Plot ID	
Society (Names of other farmers in the vicinity of the alert)	

Subgroup/Cluster	
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Alert map (an alert shapefile will be submitted to the SPO)

II. Alert Investigation Form

An example of an alert investigation form issued by the provider and completed by the SPO and returned to the provider.

Information collected through field investigation	
Describe the land cover in the area of the deforestation alert (e.g. open land, shrub, degraded forest, forest, cocoa, other please specify)	
What is the cause of deforestation? (i.e. agriculture or non-agriculture)	

<p>Who cleared the area? (SPO member, if other please specify)</p>	
<p>What commodity was planted when the area was cleared (if for agricultural purpose)?</p>	
<p>Any additional comments (please describe succinctly key features around you like vegetation type, crop, particular ecosystem etc. or any other contextual information that could be useful)</p>	

III. Geotag pictures of the alert location

The person investigating the alert should go to the center of the alert area, capture the GPS coordinates and from there, take at least 4 pictures in the direction of North, East, South and West.

ⁱ <https://www.fao.org/3/ap862e/ap862e.pdf>

ⁱⁱ P. 29 Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL on the making available on the Union market as well as export from the Union of certain commodities and products associated with deforestation and forest degradation and repealing Regulation (EU) No 995/2010, published 27.11.

ⁱⁱⁱ P. 41 IBID