Commentary on the Sustainable Sourcing Code for Agricultural Products

Introduction

"Sustainability" is a term that indicates a state of sustainable development through harmony among Environment, Society, and Economy. The policy of the International Olympic Committee (IOC) also clearly states "include sustainability in all aspects of the Olympic Games." Taking this policy, the Tokyo 2020 Games has decided to work on consideration for sustainability from various aspects in its preparation and operation. One of the related efforts is sustainable sourcing of products and services.

While it is natural in agricultural products that safety for food is valued, in recent years, "sustainability" has become a global trend, such as requirements for reducing environmental load and for securing occupational safety in the production stage, as well as various certification systems having been developed and disseminated.

For this trend, the Sustainable Sourcing Code for Agricultural Products (hereinafter "Sourcing Code") was formulated so that sustainability in the production stage is ensured for agricultural products to be used for food and beverage services provided in the Olympic / Paralympic Village and other venues of the Tokyo 2020 Games.

Meanwhile, the concept of sustainability, at which the Tokyo 2020 Games aim, has not yet been fully penetrated among both enterprises and consumers in Japan. For this reason, these Commentaries were prepared with concise explanations on the points of the Sourcing Code, so that enterprises and consumers can deepen their understanding of the meaning of and necessary efforts for sustainability.

With its principal target being to realize the sustainable Games through the sourcing of agricultural products that meet the Sourcing Code, Tokyo 2020 considers that an important legacy of the Games should be that producers in Japan, taking the opportunity of the Tokyo 2020 Games, will improve their management while reducing various risks, and will further gain their competitiveness that can allow them to respond to international business transactions by engaging in the production of agricultural products corresponding to the Sourcing Code, rather than just using domestic agricultural products in the Games.

We expect that the standards of sustainability will be raised in the agriculture, livestock, forestry, and fishery industries and the food industry as a whole, with people concerned in all stages, including not only producers but also people involved in processing and distribution, making efforts with high level of awareness through the Sourcing Code and these Commentaries.

Commentary for each Section

The details of the Sustainable Sourcing Code for Agricultural Products will be explained one by one.

In addition to the Sustainable Sourcing Code, the below Sustainable Sourcing Code for Agricultural Products provides a framework for sustainable procurement of agricultural products used for food and beverage services provided by the Tokyo 2020 Organising Committee (hereinafter "Tokyo 2020").

<Commentary>

This section indicates that the Provisions of 4 to 6 of the Sustainable Sourcing Code (main text) are also applied to agricultural products. For instance, it is required to meet "4. Standards for Sustainability" that stipulates ban on discrimination & harassment and forced labour & child labour during production and distribution of procured products, etc., as well as ban on misleading representation in marketing of procured products, etc. Also, there is a case where Tokyo 2020 confirms whether suppliers and licensees are complying with the Sourcing Code based on "5. Verification Procedure." Furthermore, based on "6. Grievance Mechanism," reports on non-compliance with the Sourcing Code (main text as well as individual codes) will be received.

1. This Sourcing Code applies to agricultural products as fresh foods (*) and processed foods produced mainly with agricultural products.

Suppliers shall procure fresh foods that comply with this Sourcing Code, and, when procuring processed foods, select ones produced with agricultural products that comply with this Sourcing Code as preferentially as possible.

*** Agricultural products listed as fresh foods in Appended Table 2 of the Food Labelling Standards based on the Food Labelling Act. Agricultural products as fresh foods include rice; barley, wheat, oats, and rye; miscellaneous cereals; beans; vegetables; fruits; and other agricultural products for food use (including products prepared, sorted, or washed in water after harvest, and products cut or frozen), as well as mushrooms, edible wild plants, and bamboo shoots.**

<Commentary>

With regard to agricultural products classified as fresh foods, products meeting this Sourcing Code are required to be procured.

As for processed foods, while many are manufactured using a great deal of diverse raw materials, since what are important for these raw materials are a uniform quality, securing of sufficiently large lots, prices, as well as varieties & specifications which suit the products, agricultural products to be used as the main raw material (the heaviest raw material in the weight breakdown of the raw materials used), which meet the Sourcing Code, shall be used as preferentially as possible. Tokyo 2020 will confirm the state of consideration of sustainability related to food ingredients to be used where necessary.

2. For the purpose of sustainability, suppliers shall procure agricultural products that satisfy the following conditions (1) to (3).

(1) Agricultural products produced by taking appropriate measures to ensure the safety of the products with reference to relevant Japanese laws, ordinances, etc.

(2) Agricultural products produced by taking appropriate measures to ensure a harmonious balance between the agricultural production activity and the surrounding environment and ecosystem, with reference to relevant Japanese laws, ordinances, etc.

(3) Agricultural products produced by taking appropriate measures to ensure the safety of workers with reference to relevant Japanese laws, ordinances, etc.

<Commentary>

This section shows the requirements for agricultural products in the production stage.

The condition (1) seeks measures to secure the safety of the products. Specifically, measures, such as to observe and record the usage of agricultural chemicals, to confirm the safety of water sources, and to prevent pollution and contamination by foreign substances, need to be taken.

The condition (2) seeks measures to secure agricultural production activities in harmony with the surrounding environment and ecosystem. Specifically, measures, such as to adopt an agricultural chemical spraying method that will not affect the surrounding environment and ecosystem, and to engage in proper disposal and the use of waste, need to be taken.

The condition (3) seeks measures to secure occupational safety of workers. Specifically, measures, such as to ensure that workers wear dedicated outfits and protectors for safe operations, to improve the working environment by such measures as installing display boards to indicate dangerous places, etc., and to ensure proper management of agricultural chemicals and fuel, etc., need to be taken.

3. Agricultural products certified under the ASIAGAP or GLOBALG.A.P. scheme are accepted as ones that satisfy conditions (1) to (3) of Section 2. Additionally, agricultural products certified under other certification schemes that Tokyo 2020 recognises as ones that satisfy conditions (1) to (3) of Section 2 are also accepted.

<Commentary>

As a method to confirm that an agricultural product meets the requirement of Section 2, existing certification schemes can be utilized.

Specifically, the ASIAGAP- or GLOBALG.A.P.-certified agricultural products shall be handled as ones that meet conditions (1) to (3) of Section 2.

With regard to other certification schemes, if a certification scheme is confirmed to meet all the three requirements below from (1) to (3) based on an application by the scheme owner, agricultural products which were produced based on said certification scheme shall also be handled in the same way as that of the certified agricultural products above.

(1) Examination items must perfectly conform to the "Guideline on the Common Standards of Good Agricultural Practices (GAP)" (hereinafter "GAP Guideline") prepared by the Ministry of Agriculture, Forestry and Fisheries.

(2) For the relevant certification, there must be clear provisions related to the methods and procedures of examinations and certifications.

(3) The examinations and certifications must be conducted by examination bodies that:

a. Implement the examination based on the contracts with the scheme owner or registrations, etc., and

b. Have a capacity to implement the examination based on ISO 17065.

With regard to the requirement (1) above, a method to add missing but necessary items in order to meet the provisions of the GAP Guideline to the examination items of existing certification schemes such as JAS organic certification, and a method to combine several certification schemes are allowed to be used to show the conformity to the GAP Guideline.

(References)

About ASIAGAP

URL: http://jgap.jp/

About GLOBALG.A.P.

URL: https://www.ggap.jp/

About GAP Guideline by the Ministry of Agriculture, Forestry and Fisheries

URL: http://www.maff.go.jp/j/seisan/gizyutu/gap/guideline/

The application procedure for the "certification scheme recognised by Tokyo 2020" of Section 3 of the Sourcing Code is as follows:

1. Applicants

Applicants shall be those who own, operate, and maintain a certification scheme (the scheme owner) in principle.

2. Documents necessary for application

Applicants must submit the documents below to Tokyo 2020. Documents must be prepared in Japanese or in English (Japanese translation must be attached).

- Application form
- Outline of the certification scheme (purpose/concept, principles/criteria and certification procedures, target products, and number of certificates issued, etc.)
- Corporation information of the scheme owner (corporate name, location of the main office, representative, and outline of the business, etc.)
- Materials with which the checklist and the basis of and entry details can be confirmed (examination standards, etc.)

3. How to submit application documents

Please submit application documents by post (through a mailing method with a mail tracing service available). Please contact sustainability (at) tokyo2020.jp (Please replace "(at)" with "@") for mailing address.

4. Others

Certification schemes which are regarded to be appropriate in the examination will be announced on the official website of Tokyo 2020. It is expected to take about two months for examination.

This application is limited to certification schemes available for the provision of products for the Tokyo 2020 Games.

4. In the event that suppliers need agricultural products without any certification specified in Section 3, they shall prove that the agricultural products are produced as ones that satisfy conditions (1) to (3) of Section 2, based on GAP (Good Agricultural Practices) that follow the Guidelines on the Common Standard of GAP formulated by the Ministry of Agriculture, Forestry and Fisheries of Japan, and that third-party verification has been made by a public organisation, such as a prefectural government.

<Commentary>

Among agricultural products which have not been certified under the ASIAGAP or GLOBALG.A.P. scheme, etc. stipulated in Section 3 of the Sourcing Code, those necessary to be procured are required to meet the following requirements as products meeting conditions (1) to (3) of Section 2 of the Sourcing Code:

(1) Agricultural products must be produced based on GAP (regardless of the formulation & operating body of GAP, such as prefectures, JA, and cooperative societies), which have been confirmed by the Ministry of Agriculture, Forestry and Fisheries to perfectly conform to the GAP Guideline

(2) One of the public organisations such as prefectures (e.g. a prefecture, a municipality, or a municipality association. If this organisation is different from the formulation & operating body of GAP indicated in the requirement (1), it is necessary to have an agreement in writing with the relevant formulation & operating body for verification by a third party.) has verified the conformity of the production conditions to all the initiative details stipulated in the GAP Guideline through a method shown on the following page.

For the verification in the requirement (2) above, public organisations such as prefectures can establish a system for the verification conforming to the method shown on the following page, and is not required to obtain approval for whether the method is appropriate or not from Tokyo 2020. Also, public organisations such as prefectures can entrust an external organisation with verification ability (such as a corporation invested by a local government) for verification.

(References)

About the GAP Guideline by the Ministry of Agriculture, Forestry and Fisheries
URL: http://www.maff.go.jp/j/seisan/gizyutu/gap/guideline/

About GAPs of public organizations such as prefectures that conform to the GAP Guideline
URL: http://www.maff.go.jp/j/seisan/gizyutu/gap/junkyo.html

The method of the "third-party verification by a public organisation such as a prefectural government" of Section 4 of the Sourcing Code is as follows:

1. Prefectures and other public organizations shall establish and announce guidelines on verification related to GAP initiatives that stipulate the contents of items 2 to 6 below.
2. Every year, for their GAP conforming to the GAP guidelines that they operate, prefectures and other public organizations shall conduct a survey on the applicants' (producers, or groups (incl. member producers)) states of all the initiatives stipulated in the "Guidelines on the Common Standards of Good Agricultural Practices (GAP)," and establish a mechanism to inspect the survey results.
3. Investigators who engage in the survey must:
   a. Have no vested interest (note) in applicants, and
   b. Have a detailed knowledge of GAP initiatives (such as instructors of private certification schemes, internal inspectors, those who have a qualification of an examiner, trainees and other people concerned).
4. Several inspectors shall conduct inspections based on the mechanism stated in 2, have no vested interest (note) in applicants, and be independent from investigators.
5. How to conduct the survey and inspection

(1) The survey and inspection of the states of applicants' initiatives shall be conducted every year. Even in the case where the term of validity of the verification by prefectures and other public organizations is set for several years, the survey and inspection shall be conducted every year.

(2) The survey and inspection of the states of applicants' initiatives can be done for several producers who have adopted a common management method as a group on a lump-sum basis. In that case, in addition to the states of initiatives of member producers of the group, the management system of the secretariat of the group, and the states of internal inspections conducted by the secretariat of the group must be surveyed and inspected.

The states of initiatives of the group member producers can be surveyed by extracting several producers. The number of extracted producers is equal to at least the square root of the total number of the related producers.

(3) After the inspection of the survey results, the heads of prefectures and other public organizations shall notify applicants that their initiatives are verified to be conforming to the Guideline.

6. Prefectures and other public organizations shall keep related documents, including the results of the survey, for more than one year after the end of the Tokyo 2020 Games.

Note: The cases of having an "vested interest" stated in "a" of item 3 and item 4 are where:

1. An investigator or an inspector is involved in giving advice to the applied case, or
2. An investigator or an inspector has a relationship with a direct client of the applicant.

For instance,

- A staff member / worker of the same comprehensive (unit) JA as that of the applicant,
- A staff member / worker of JA from which the applicant ships its products or purchases materials, and
- A staff member / worker of a cooperative societies, a market, or a material manufacturer with which

the applicant directly does business.

However,

・ A staff member of a JA in a different area or of a material manufacture with which the applicant has *not* been doing business does not apply.

3. An investigator or an inspector has a private relationship such as being a relative of the applicant

.

5. To further promote practices for a higher level of sustainability by agricultural producers, in addition to satisfying the conditions in Section 2, agricultural products produced through organic agriculture are recommended as excellent especially in environmental consideration. Moreover, agricultural products produced under the initiative of persons with disabilities, or in sites where people inherit traditional agricultural systems designated as important system by international organizations or national governments, including the Globally Important Agricultural Heritage Systems and Japanese Nationally Important Agricultural Heritage Systems, are also recommended.

<Commentary>

For this section, three types of agricultural products, in addition that they fall under Section 3 or 4 of the Sourcing Code, are recommended as preferable products from a perspective of sustainability.

(1) Agricultural products produced through organic agriculture

Organic agriculture is a farming method that can significantly improve the agriculture's cyclical function of nature by using no agricultural chemicals or chemical fertilizers and can reduce environmental loads derived from agricultural production. Falling under the agricultural products produced through organic agriculture are JAS-certified organic products as well as agricultural products produced by using an agricultural production method stipulated in the "Act on Promotion of Organic Agriculture" (Act No. 112 of 2006).

The latter type of agricultural products are required to be confirmed by a person other than the producer (such as a municipality or other public organization or a distribution company, etc.) through cultivation history or other related documents that they are agricultural products produced through organic agriculture.

(2) Agricultural products produced under the initiative of persons with disabilities

From a perspective of establishing an inclusive society where diverse people's inclusion and participation are encouraged, "agricultural products produced under the initiative of persons with disabilities" are recommended. Specifically, agricultural products which have been confirmed by the local prefecture to be produced with people with disabilities involved in major production activities of these agricultural products (activities to directly handle agricultural products in a farm field and other related sites, such as sowing, permanent planting, and shipping) fall under this category. Besides that, agricultural products certified by a third-party under the Japanese Agricultural Standard for "Foods produced with the participation of persons with disabilities" also fall under this category.

(3) Agricultural products produced in a site recognised as an agricultural heritage in the Globally Important Agricultural Heritage Systems (GIAHS) and/or Japanese Nationally Important Agricultural Heritage Systems

The Globally Important Agricultural Heritage Systems (GIAHS) and Japanese Nationally Important Agricultural Heritage Systems are mechanisms to recognise a site that operates an important agriculture, forestry, or fishery system in which the traditional agriculture, forestry or fisheries industry that has been formed for generations while adapting to society and the environment has been integrated with biodiversity, landscape, and cultures developed in relation to the industry in one united body. Since this is an excellent initiative also from a perspective of sustainability, "agricultural products produced in a site recognised as an agricultural heritage in the Globally Important Agricultural Heritage Systems (GIAHS) and/or Japanese Nationally Important Agricultural Heritage Systems" are recommended.

Specifically, agricultural products that have been confirmed by the relevant local government in line with the procedure established by the said local government as those produced in a site recognised as an agricultural heritage fall under this category.

(References)

About organic agriculture
URL：http://www.maff.go.jp/j/seisan/kankyo/yuuki/

About agricultural products produced under the initiative of persons with disabilities
URL：http://www.maff.go.jp/j/nousin/kouryu/kourei.html

About the Globally Important Agricultural Heritage Systems (GIAHS) and Japanese Nationally Important Agricultural Heritage Systems
URL：http://www.maff.go.jp/j/nousin/kantai/giahs_1.html

6. In selecting from agricultural products that satisfy Section 2, suppliers should preferentially select domestic agricultural products in order to promote domestic agriculture and, through this, encourage agricultural communities to demonstrate their multifunctionality, and to reduce greenhouse gas emissions through shorter food mileage.

<Commentary>

Agriculture has multifunctional roles such as not only the provision of foods, but also the preservation of land, formation of favorable landscapes, and handing down culture, which are brought by continuously engaging in agriculture in a farm village. Also, procurement from a place with relatively shorter transportation distance in Japan leads to the suppression of the amount of greenhouse gas emissions. From a perspective of contributing to sustainable demonstration of these functions and effects, domestically-produced agricultural products are regarded as products to be preferentially selected.

7. Concerning overseas agricultural products whose status of satisfaction of (1) to (3) in Section 2 is difficult to confirm, suppliers should preferentially procure traceable ones produced through sustainable measures recognised by Tokyo 2020, including agricultural products produced through fair-trade initiatives.

<Commentary>

Procuring agricultural products that meet the requirements of Section 2 of the Sourcing Code is a general rule regardless of whether they are produced in Japan or overseas. In the case where it is difficult to confirm that agricultural products to be procured from overseas meet the requirements of Section 2 of the Sourcing Code, this provision is applied.

"traceable ones (products) produced through sustainable measures" are assumed to be ones based on efforts for fair trade (a mechanism to purchase agricultural and other products from developing countries and regions at fair prices in order to support the independence and life improvement of the producers), and for which environment-related efforts such as environmental preservation can be confirmed, and the procurement sources can be traced. Among certification schemes which have been developed in overseas countries, ones that have been recognised by Tokyo 2020 based on applications by the scheme owners or the suppliers to be able to secure these requirements will be treated as products meeting this provision.

Cases where the supplier requests to apply this provision to agricultural products from an overseas country which are not based on a mechanism of certification like a one stated above, will be separately judged according to the respective requests from suppliers.

The application procedure related to "traceable ones (products) produced through sustainable measures recognised by Tokyo 2020" of Section 7 of the Sourcing Code is as follows:

1. Applicants

Applicants shall be those who own, operate, and maintain a certification scheme (the scheme owner) or suppliers.

2. Documents necessary for application

Applicants must submit the documents below to Tokyo 2020. Documents must be prepared in Japanese or in English (Japanese translation must be attached).

- Application form
- Outline of the certification scheme (purpose/concept, principles/criteria and certification procedures, target products, and number of certificates issued, etc.)
- Corporation information of the scheme owner (corporate name, location of the main office, representative, and outline of the business, etc.)
- Materials with which requirements for sustainability and a mechanism of traceability can be confirmed.

3. How to submit application documents

Please submit application documents by post (through a mailing method with a mail tracing service available). Please contact sustainability (at) tokyo2020.jp (Please replace "(at)" with "@") for mailing address.

4. Others

Certification schemes which are regarded to be appropriate in the examination will be announced on the official website of Tokyo 2020. It is expected to take about two months for examination.

This application is limited to certification schemes available for the provision of products for the Tokyo 2020 Games.

8. To ensure traceability, suppliers shall keep documents that prove that procured agricultural products suit Sections 3 to 7, until one year after the Tokyo 2020 Games, and submit such documents when Tokyo 2020 requires them to do so.

<Commentary>

Since this Sourcing Code stipulates requirements related to sustainability and the method to confirm these requirements, it is necessary to be prepared to show that the actually used agricultural products are in line with this Sourcing Code.

For this reason, this section requires suppliers to keep documents with which they can reasonably explain the state of conformity of the relevant agricultural products to the Sourcing Code (information on acquisition state of certification), and to make preparations to be able to disclose the documents and to give such explanation upon request from Tokyo 2020. For the contents of these documents, please use the attached template examples as reference.

Moreover, the effectiveness of this provision can be further enhanced by suppliers requesting their supply chains to manage the same information.

(Application regarding the Certification Scheme recognised by Tokyo 2020 based on Section 3 of the Sustainable Sourcing Code for Agricultural Products)

Application Form

MMM DD, YYYY

To Senior Director of Sustainability, Administration Bureau,
Tokyo Organising Committee of the Olympic and Paralympic Games

Applicant:
Address:
Corporate name:
Representative: (seal & signature)

Based on the provision of Section 3 of the "Sustainable Sourcing Code for Agricultural Products" formulated by Tokyo 2020, we herein apply with the attachment of related documents for the recognition of the certification scheme below that we own and manage as a certification scheme satisfying Section 2 of the Code . The contents of this application form and attached documents are all true and correct.

Name of the Certification Scheme:
Target products:

Attached documents:
(Before submitting this application form, please confirm that the documents below are attached.)

☐ Outline of the certification scheme (purpose/concept, principles/criteria and certification procedures, target products, and number of certificates issued, etc.)

☐ Corporation information on the applicant (corporate name, location of the main office, representative, and outline of the business, etc.)

☐ Materials with which the basis of entries in the check list and the other documents to be submitted can be confirmed. (examination guidelines, etc.) (Excluding the cases of application for fishery products)

(Contact information)

Name	
Job title	
Location	
Phone	
Fax	
E-mail	

Outline of the Certification Scheme

Name of the certification	
Purpose/concept	
Principles/criteria and certification procedures	
Target products	
No. of certificates issued	
Others	

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (vegetables）

Name of the Certification Scheme:
Target products: Vegetables

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment of the site and hygiene management	1	Prevention of contamination by the site and its surrounding environment (soil, contaminated water), waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Use of water	6	Confirmation of the source of water to be used (tap water, well water, open water canal, storage reservoir) and implementation of improvement measures that are in line with its usage when water source contamination is identified (particular attention must be paid to water that comes in direct contact with edible parts immediately prior to or after harvesting including water for washing vegetables)	☐	
	Use of fertilizers and nutriculture solution	7	Use of compost that has been fermented at high temperatures for several days when applying compost to prevent contamination by pathogenic microorganisms	☐	
		8	Implementation of measures necessary to prevent the contamination of nutriculture solution when growing crops using nutriculture	☐	
	Hygiene management of workers	9	Implementation of hygiene management of workers	☐	
		10	Securing of hand washing and toilet equipment at locations that can be accessed from the site or facility and implementation of hygiene management	☐	
	Hygiene management of machinery, facility, container	11	Hygienic storage, handling and washing of agricultural machinery, including tractors and equipment used for harvesting, trimming and transportation	☐	
		12	Securing of appropriate internal structure for cultivation facility and implementation of hygiene management	☐	
		13	Securing of appropriate internal structure for trimming, shipping and storage facilities and implementation of hygiene management	☐	
		14	Use of safe and clean packaging containers	☐	
	Management of agricultural products after harvest	15	Implementation of appropriate temperature management during storage and transportation	☐	
		16	Taking measures to prevent pollution and contamination by foreign objects during harvesting, preparation, and selection	☐	

2. Measures focused primarily on environmental conservation	Measures to reduce environmental load caused by agrochemicals	17	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers	☐	
		18	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		19	Implementation of crop protection based on an understanding of the condition of pest and disease occurrence by utilizing predictive pest/disease control information	☐	
		20	Implementation of crop protection that combines agrochemicals with other crop protection measures	☐	
		21	Prevention of impact on residents in surrounding areas during agrochemical application	☐	
		22	Implementation of measures to prevent vaporization when using agrochemicals that require covering (e.g., soil fumigants)	☐	
	Measures to reduce environmental load caused by fertilizers	23	Appropriate application of fertilizers based on the results of soil diagnosis and related standards of administrative organsations or industry groups	☐	
		24	When using compost, use appropriately composted materials that exotic weed seeds had been killed off	☐	
	Soil management	25	Implementation of appropriate soil management with the application of organic matter including compost	☐	
		26	Implementation of measures to control soil erosion	☐	
	Appropriate disposal and use of waste	27	Appropriate disposal of waste that accompanies agricultural production activities	☐	
		28	Prevention of inappropriate incineration of waste that accompanies agricultural production activities	☐	
		29	Recycling of organic matter including crop residue	☐	
	Energy saving measures	30	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Appropriate utilization of designated exotic species	31	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	
3. Measures focused primarily on worker safety	Identification of dangerous work	32	Identification of dangerous work in agricultural production activities	☐	
	Restrictions on workers engaged in agricultural work	33	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	34	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	35	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	36	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	37	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, fuels	38	Appropriate management of agrochemicals and fuels (including legal obligation)	☐	
	Preparation for an accident	39	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	

4. Measures associated with overall aspects of Good Agricultural Practices	Protection and utilization of technology and know-how (intellectual property)	40	Protection and utilization of technology and know-how (intellectual property) developed independently by the farmer	☐	
		41	Appropriate use of registered varieties of planting materials	☐	
	Recording and storage of data	42	Preparation and preservation of records pertaining to the location and area of the site	☐	
		43	Recording and preservation of data on the use of agrochemicals	☐	
		44	Recording and preservation of data on the use of fertilizers	☐	
		45	Preservation of purchase slips for seeds/seedlings, compost, soil conditioners, fertilizers and agrochemicals Preservation of records on disinfection and maintenance of materials	☐	
		46	Preservation of records for vegetable shipment	☐	
	Implementation of Good Agricultural Practice	47	Implementation of according to the following procedures: (1) Prepare the 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization such as cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The items include the information provided by the client. Items for implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	48	Records on the items as shown in item No.48 must be preserved for the period shown below: (1) One to three years for records on vegetable shipment (the preservation period is to be established according to the distribution condition of food) (2) For records items other than those pertaining to shipment of vegetable, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (rice）

Name of the Certification Scheme:
Target products: Rice

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment of the site and hygiene management	1	Prevention of contamination by the site and its surrounding environment (soil, sewage), waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Measures to reduce cadmium concentration	6	Implementation of cadmium reduction measures, as necessary, such as flooding management for about three weeks around ear emergence, based on cadmium data for rice harvest and production environment in the past, and confirmation of their effects	☐	
	Management of agricultural products after harvest	7	Clean and hygienic handling of rice	☐	
		8	Implementation of measures to prevent the mixing of foreign matter or other grains during harvesting, drying and mixing	☐	
2. Measures focused primarily on environmental conservation	Measures to reduce environmental load caused by agrochemicals	9	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers.	☐	
		10	Measures to prevent the drainage of agrochemicals from paddy fields	☐	
		11	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		12	Implementation of crop protection based on an understanding of the condition of pest and disease occurrence by utilizing predictive pest/disease control information	☐	
		13	Implementation of crop protection that combines agrochemicals with other crop protection measures	☐	
		14	Prevention of impact on residents in the surrounding areas during agrochemical application	☐	
	Measures to reduce environmental load caused by fertilizers	15	Appropriate application of fertilizers based on the results of soil diagnosis and related standards of administrative organsations or industry groups	☐	
		16	When using compost, use appropriately composted materials that exotic weed seeds had been killed off	☐	
		17	Implementation of measures to prevent the drainage of muddy water after the puddling of paddy fields	☐	
	Soil management	18	Implementation of appropriate soil management with the application of organic matter including compost	☐	
		19	Implementation of measures to control soil erosion	☐	
	Appropriate disposal and use of waste	20	Appropriate disposal of waste that accompanies agricultural production activities	☐	
		21	Prevention of inappropriate incineration of waste that accompanies agricultural production activities	☐	
		22	Recycling of organic matter including crop residue	☐	

	Energy saving measures	23	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Measures to prevent damage by wildlife with consideration for biodiversity	24	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	
3. Measures focused primarily on worker safety	Identification of dangerous work	25	Identification of dangerous work in agricultural production activities	☐	
	Restrictions on workers engaged in agricultural work	26	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	27	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	28	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	29	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	30	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, fuels	31	Appropriate management of agrochemicals and fuels	☐	
	Improvement of system for facility management	32	Appropriate facility management and clarification of responsibility assignment of facility managers and operators	☐	
	Preparation for an accident	33	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	
	Protection and utilization of technology and know-how (intellectual property)	34	Protection and utilization of technology and know-how (intellectual property) developed independently by the farmer	☐	
		35	Appropriate use of registered varieties of planting materials	☐	
	Recording and storage of data	36	Preparation and preservation of records pertaining to the location and area of the site	☐	
		37	Recording and preservation of data on the use of agrochemicals	☐	
		38	Recording and preservation of data on the use of fertilizers	☐	
		39	Preservation of purchase slips for seeds/seedlings, fertilizers and agrochemicals	☐	
		40	Preparation and preservation of records on the details of transactions on rice	☐	
	Storage and handling of specific types of rice	41	Appropriate storage of rice for designated uses and rice inappropriate for human consumption	☐	
		42	Appropriate sale and disposal of rice for designated uses and rice inappropriate for human consumption	☐	

4. Measures associated with overall aspects of Good Agricultural Practices	Implementation of Good Agricultural Practice	43	Implementation of Good Agricultural Practices according to the following procedures: (1) Prepare 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization including cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The substance includes the information provided by the client. Substance of implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	44	Records on the items shown above must be preserved for the period shown below: (1) Three years in principle for records on transactions of rice (2) For records other than those pertaining to transaction of rice, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (Wheat, Barley, Rye, and Oat）

Name of the Certification Scheme:
Target products: Wheat, Barley, Rye, and Oat

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment of the site and hygiene management	1	Prevention of contamination by the site and its surrounding environment (soil, contaminated water), waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Measures to reduce contamination by fungal toxins (DON/NIV)	6	Implementation of measures to reduce contamination of wheat and barley by DON/NIV	☐	
	Management of agricultural products after harvest	7	Clean and hygienic treatment of wheat, barley, rye, and oat	☐	
		8	Implementation of measures to prevent the mixing of foreign matter or other grains during harvesting, drying and mixing	☐	
2. Measures focused primarily on environmental conservation	Measures to reduce environmental load caused by agrochemicals	9	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers	☐	
		10	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		11	Implementation of crop protection based on an understanding of the condition of pest and disease occurrence by utilizing predictive pest/disease control information	☐	
		12	Implementation of crop protection that combines agrochemicals with other crop protection measures	☐	
		13	Prevention of impact on residents in surrounding areas during agrochemical application	☐	
	Measures to reduce environmental load caused by fertilizers	14	Appropriate application of fertilizers based on the results of soil diagnosis and related standards of administrative organsations or industry groups	☐	
		15	When using compost, use appropriately composted materials that exotic weed seeds had been killed off	☐	
	Soil management	16	Implementation of appropriate soil management with the application of organic matter including compost	☐	
		17	Implementation of measures to control soil erosion	☐	
	Appropriate disposal and use of waste	18	Appropriate disposal of waste that accompanies agricultural production activities	☐	
		19	Prevention of inappropriate incineration of waste that accompanies agricultural production activities	☐	
		20	Recycling of organic matter including crop residue	☐	
	Energy saving measures	21	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Measures to prevent damage by wildlife with considerations of biodiversity	22	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	

3. Measures focused primarily on worker safety	Identification of dangerous work	23	Identification of dangerous work in agricultural production activities	☐	
	Restrictions on workers engaged in agricultural work	24	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	25	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	26	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	27	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	28	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, fuels	29	Appropriate management of agrochemicals and fuels	☐	
	Improvement of system for facility management	30	Appropriate facility management and clarification of responsibility assignment of facility managers and operators	☐	
	Preparation for an accident	31	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	
4. Measures associated with overall aspects of Good Agricultural Practices	Protection and utilization of technology and know-how (intellectual property)	32	Protection and utilization of technology and know-how (intellectual property) developed independently by the farmer	☐	
		33	Appropriate use of registered varieties of planting materials	☐	
	Recording and storage of data	34	Preparation and preservation of records pertaining to the location and area of the site	☐	
		35	Recording and preservation of data on the use of agrochemicals	☐	
		36	Recording and preservation of data on the use of fertilizers	☐	
		37	Preservation of purchase slips for seeds/seedlings, compost, soil conditioners, fertilizers and agrochemicals	☐	
		38	Preservation of records for vegetable shipment of wheat, barley, rye, and oat	☐	
	Implementation of Good Agricultural Practice	39	Implementation of Good Agricultural Practices according to the following procedures: (1) Prepare 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization including cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The substance includes the information provided by the client. Substance of implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	40	Records on the items shown above must be preserved for the period shown below: (1) One to three years in principle for records on the shipment of wheat, barley, rye, and oat (the preservation period is to be established according to the distribution condition of food) (2) For records other than those pertaining to the shipment of wheat, barley, rye, and oat, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (fruits）

Name of the Certification Scheme:
Target products: Fruits

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment of the site and hygiene management	1	Prevention of contamination by the site and its surrounding environment (soil, sewage), waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Use of water	6	Confirmation of the source of water to be used (tap water, well water, open water canal, storage reservoir) and implementation of improvement measures that are in line with its usage when water source contamination is identified (particular attention must be paid to water that comes in direct contact with edible parts immediately prior to or after harvesting)	☐	
	Use of fertilizers and nutriculture solution	7	Use of compost that has been fermented at high temperatures for several days when applying compost to prevent contamination by pathogenic microorganisms	☐	
		8	Implementation of measures necessary to prevent the contamination of nutriculture solution when growing crops using nutriculture	☐	
	Hygiene management of workers	9	Implementation of hygiene management of workers	☐	
		10	Securing of hand washing and toilet equipment at locations that can be accessed from the site or facility and implementation of hygiene management	☐	
	Hygiene management of machinery, facility, container	11	Hygienic storage, handling and washing of agricultural machinery, including tractors and equipment used for harvesting, trimming and transportation	☐	
		12	Securing of appropriate internal structure for cultivation facility and implementation of hygiene management	☐	
		13	Securing of appropriate internal structure for trimming, shipping and storage facilities and implementation of hygiene management	☐	
		14	Use of safe and clean packaging containers	☐	
	Management of agricultural products after harvest	15	Implementation of appropriate temperature management during storage and transportation	☐	
		16	Implementation of measures to prevent the mixing of foreign matter and contamination during harvesting, trimming and sorting	☐	
	Measures to reduce environmental load caused by agrochemicals	17	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers	☐	
		18	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		19	Implementation of crop protection based on an understanding of the condition of pest and disease occurrence by utilizing predictive pest/disease control information	☐	
		20	Implementation of crop protection that combines agrochemicals with other crop protection measures	☐	

2. Measures focused primarily on environmental conservation		21	Prevention of impact on residents in the surrounding areas during agrochemical application	☐	
		22	Implementation of measures to prevent vaporization when using agrochemicals that require covering (e.g., soil fumigants)	☐	
	Measures to reduce environmental load caused by fertilizers	23	Appropriate application of fertilizers based on the results of soil diagnosis and related standards of administrative organsations or industry groups	☐	
		24	When using compost, use appropriately composted materials that exotic weed seeds had been killed off	☐	
	Soil management	25	Implementation of appropriate soil management with the application of organic matter including compost	☐	
		26	Implementation of measures to control soil erosion	☐	
	Appropriate disposal and use of waste	27	Appropriate disposal of waste that accompany agricultural production activities	☐	
		28	Prevention of inappropriate incineration of waste that accompanies agricultural production activities	☐	
		29	Recycling of organic matter including crop residue	☐	
	Energy saving measures	30	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Measures to prevent damage by wildlife with consideration for biodiversity	31	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	
3. Measures focused primarily on worker safety	Identification of dangerous work	32	Identification of dangerous work in agricultural production activities	☐	
	Restrictions on workers engaged in agricultural work	33	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	34	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	35	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	36	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	37	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, fuels	38	Appropriate management of agrochemicals and fuels	☐	
	Preparation for an accident	39	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	
	Protection and utilization of technology and know-how (intellectual property)	40	Protection and utilization of technology and know-how (intellectual property) developed independently by the farmer	☐	
		41	Appropriate use of registered varieties of planting materials	☐	
	Recording and storage of data	42	Preparation and preservation of records pertaining to the location and area of the site	☐	
		43	Recording and preservation of data on the use of agrochemicals	☐	
		44	Recording and preservation of data on the use of fertilizers	☐	
		45	Preservation of purchase slips for seedlings, compost, soil conditioners, fertilizers, and agrochemicals Preservation of records on materials for disinfection and maintenance and management records	☐	
		46	Preservation of records for fruit shipment	☐	

4. Measures associated with overall aspects of Good Agricultural Practices	Implementation of Good Agricultural Practice	47	Implementation of Good Agricultural Practices according to the following procedures: (1) Prepare 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization including cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The substance includes the information provided by the client. Substance of implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	48	Records on the items shown above must be preserved for the period shown below: (1) One to three years for records on fruit shipment (the preservation period is to be established according to the distribution condition of food) (2) For records other than those pertaining to fruit shipment, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (Tea）

Name of the Certification Scheme:
Target products: Tea

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment of the site and hygiene management	1	Prevention of contamination by the site and its surrounding environment (soil, contaminated water), waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Management of agricultural products after harvest	6	Implementation of hygiene management of workers	☐	
		7	Use of sanitary water in crude tea processing facilities	☐	
		8	Securing of hand washing and toilet equipment and implementation of hygiene management	☐	
		9	Sanitary storage, handling and washing of devices, used for harvesting, transportation and processing of crude tea	☐	
		10	Securing of appropriate internal structure for crude tea processing and storage facilities and implementation of hygiene management	☐	
		11	Implementation of measures to prevent the mixing of foreign matter and contamination during harvesting, transportation and processing of crude tea	☐	

2. Measures focused primarily on environmental conservation	Measures to reduce environmental load caused by agrochemicals	12	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers	☐	
		13	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		14	Implementation of crop protection based on an understanding of the condition of pest and disease occurrence by utilizing predictive pest/disease control information	☐	
		15	Implementation of crop protection that combines agrochemicals with other crop protection measures	☐	
		16	Prevention of impact on residents in surrounding areas during agrochemical application	☐	
	Measures to reduce environmental load caused by fertilizers	17	Appropriate application of fertilizers based on the results of soil diagnosis and related standards of administrative organsations or industry groups	☐	
		18	When using compost, use appropriately composted materials that exotic weed seeds had been killed off	☐	
	Soil management	19	Implementation of appropriate soil management with the application of organic matter including compost	☐	
		20	Implementation of measures to control soil erosion	☐	
	Appropriate disposal and use of waste	21	Appropriate disposal of waste that accompanies agricultural production activities	☐	
		22	Prevention of inappropriate incineration of waste that accompanies agricultural production activities	☐	
		23	Recycling of organic matter including crop residue	☐	
	Energy saving measures	24	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Measures to prevent damage by wildlife with consideration for biodiversity	25	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	
3. Measures focused primarily on worker safety	Identification of dangerous work	26	Identification of dangerous work in agricultural production activities	☐	
	Restrictions on workers engaged in agricultural work	27	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	28	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	29	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	30	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	31	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, fuels	32	Appropriate management of agrochemicals and fuels	☐	
	Preparation for an accident	33	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	

4. Measures associated with overall aspects of Good Agricultural Practices	Protection and utilization of technology and know-how (intellectual property)	34	Protection and utilization of technology and know-how (intellectual property) developed independently by the farmer	☐	
		35	Appropriate use of registered varieties of planting materials	☐	
	Registration for the use of boilers and assignment of superintendent	36	Notifications required for the installation and use of boilers and assignment of operations boiler chief	☐	
	Recording and storage of data	37	Preparation and preservation of records pertaining to the location, area of the site and tea processing facility	☐	
		38	Recording and preservation of data on the use of agrochemicals	☐	
		39	Recording and preservation of data on the use of fertilizers	☐	
		40	Preservation of purchase slips for seedlings, fertilizers and agrochemicals	☐	
		41	Preservation of records for regular voluntary inspection of boilers	☐	
		42	Preservation of records for tea shipment	☐	
	Implementation of Good Agricultural Practice	43	Implementation of Good Agricultural Practices according to the following procedures: (1) Prepare the 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization such as cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The items include the information provided by the client. Items for implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	44	Records on the items as shown in item No.44 must be preserved for the period shown below: (1) One to three years for records on tea shipment (the preservation period is to be established according to the distribution condition of food) (2) Three years for records on voluntary boiler inspection (3) For all records other than those pertaining to (1) and (2) above, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (Other Food Crops）

Name of the Certification Scheme:
Target products: Other Food Crops

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment of the site and hygiene management	1	Prevention of contamination by the site and its surrounding environment (soil, contaminated water), waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Management of agricultural products after harvest	6	Clean and sanitary treatment of agricultural products	☐	
2. Measures focused primarily on environmental conservation	Measures to reduce environmental load caused by agrochemicals	7	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers	☐	
		8	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		9	Implementation of crop protection based on an understanding of the condition of pest and disease occurrence by utilizing predictive pest/disease control information	☐	
		10	Implementation of crop protection that combines agrochemicals with other crop protection measures	☐	
		11	Prevention of impact on residents in surrounding areas during agrochemical application	☐	
	Measures to reduce environmental load caused by fertilizers	12	Appropriate application of fertilizers based on the results of soil diagnosis and related standards of administrative organsations or industry groups	☐	
		13	When using compost, use appropriately composted materials that exotic weed seeds had been killed off	☐	
	Soil management	14	Implementation of appropriate soil management with the application of organic matter including compost	☐	
		15	Implementation of measures to control soil erosion	☐	
	Appropriate disposal and use of waste	16	Appropriate disposal of waste that accompanies agricultural production activities	☐	
		17	Prevention of inappropriate incineration of waste that accompanies agricultural production activities	☐	
		18	Recycling of organic matter including crop residue	☐	
	Energy saving measures	19	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Appropriate utilization of designated exotic species	20	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	

3. Measures focused primarily on worker safety	Identification of dangerous work	21	Identification of dangerous work in agricultural production activities	☐	
	Restrictions on workers engaged in agricultural work	22	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	23	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	24	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	25	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	26	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, fuels	27	Appropriate management of agrochemicals and fuels (including legal obligation)	☐	
	Preparation for an accident	28	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	
4. Measures associated with overall aspects of Good Agricultural Practices	Protection and utilization of technology and know-how (intellectual property)	29	Protection and utilization of technology and know-how (intellectual property) developed independently by the farmer	☐	
		30	Appropriate use of registered varieties of planting materials	☐	
	Recording and storage of data	31	Preparation and preservation of records pertaining to the location and area of the site	☐	
		32	Recording and preservation of data on the use of agrochemicals	☐	
		33	Recording and preservation of data on the use of fertilizers	☐	
		34	Preservation of purchase slips for seeds/seedlings, fertilizers and agrochemicals	☐	
		35	Preservation of records on the shipment of agricultural products	☐	
	Implementation of Good Agricultural Practice	36	Implementation of Good Agricultural Practices according to the following procedures: (1) Prepare the 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization such as cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The items include the information provided by the client. Items for implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	37	Records on the items shown above must be preserved for the period shown below: (1) One to three years for records on agricultural products shipment (the preservation period is to be established according to the distribution condition of food) (2) For records items other than those pertaining to shipment of agricultural products, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

Sustainable Sourcing Code for Agricultural Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020 (Mushrooms）

Name of the Certification Scheme:
Target products: Mushrooms

The results of marking the checklist for the Certification Scheme that we own and manage are as follows:

Categories		No.	Items	Check	Basis (applicable provisions)
1. Measures focused primarily on food safety	Confirmation of the environment for and hygiene management of forests for raw wood, mushroom cultivation sites and mushroom-related facilities	1	Prevention of contamination by the forest for raw wood, mushroom cultivation sites, mushroom-related sites and their surrounding environment (soil, contaminated water), as well as waste and materials	☐	
	Use of agrochemicals	2	Prohibition of the use of materials that contain or are suspected to contain unregistered agrochemicals	☐	
		3	Proper inspection of crop protection equipment prior to the use of agrochemicals and sufficient washing after use	☐	
		4	Confirmation of containers or packaging labels for agrochemicals prior to each use and adherence to instructions on the label for the use of agrochemicals	☐	
		5	Prevention of the impact of agrochemicals on crops in the surrounding area during application	☐	
	Use of water in substrates (in the case of mushroom bed farming)	6	Confirmation of the water used in substrates in the case of mushroom bed farming	☐	
	Use of mushroom bed materials (in the case of mushroom bed farming)	7	Confirmation of the safety and appropriate storage and handling of mushroom bed materials and inoculum in the case of mushroom bed farming	☐	
	Hygiene management of machinery, facility, container (in the case of mushroom bed farming)	8	Sanitary preparation of substrates and inoculum in the case of mushroom bed farming	☐	
		9	Appropriate storage of mushroom bed containers, in the case of mushroom bed farming	☐	
		10	Appropriate management of temperature, humidity and other conditions of the facility environment in the case of mushroom bed farming	☐	
	Management of mushrooms after harvest	11	Clean and sanitary handling of mushrooms	☐	
	Management of drying and processing work	12	Implementation of hygiene management of workers	☐	
		13	Use of sanitary water at drying and processing facilities	☐	
		14	Securing of hand washing and toilet equipment and implementation of hygiene management	☐	
		15	Hygienic storage, handling and washing of equipment used for harvesting, trimming and transportation and drying	☐	
		16	Securing of appropriate internal structure for drying, processing and storage facilities and implementation of hygiene management	☐	
		17	Implementation of measures to prevent the mixing of foreign matter and contamination during harvesting, transportation and drying	☐	

2. Measures focused primarily on environmental conservation	Measures to reduce environmental load caused by agrochemicals	18	Weighing and mixing only the required amount of agrochemical solution to prevent the generation of any leftovers	☐	
		19	Creation of a cultivation environment that controls the occurrences of pests, diseases and weeds	☐	
		20	Prevention of impact on residents in surrounding areas during agrochemical application	☐	
	Appropriate disposal and use of waste	21	Appropriate disposal of waste that accompanies mushroom cultivation activities	☐	
		22	Prevention of inappropriate incineration of waste that accompanies mushroom cultivation activities	☐	
		23	Recycling of organic matter including raw wood used for cultivation, materials used for mushroom beds and crop residue	☐	
	Energy saving measures	24	Cutting back on unnecessary and inefficient energy consumption in the use of facilities and machinery	☐	
	Measures to prevent damage by wildlife with consideration for biodiversity	25	Implementation of measures to prevent damage to crops by wildlife including measures to repel wildlife	☐	
3. Measures focused primarily on worker safety	Identification of dangerous work	26	Identification of dangerous work in mushroom cultivation activities	☐	
	Restrictions on workers engaged in agricultural work	27	Restrictions concerning workers engaged in mechanical work, work at high locations, agrochemical application, and other work that involves risks if not implemented in an appropriate manner	☐	
	Wearing of clothing and protective equipment	28	Wearing and maintenance of clothing and protective equipment for conducting work safely	☐	
	Responses to work environment	29	Implementation improvement measures for work environment that can lead to an accident during agricultural work	☐	
	Introduction, inspection, maintenance and management of machinery	30	Confirmation of the safety features of machinery, equipment and devices Inspection prior to their use Maintenance and appropriate management after use	☐	
	Operation of machinery	31	Appropriate operation of machinery, equipment and devices	☐	
	Management of agrochemicals, disinfectants, fuels	32	Appropriate management of agrochemicals, disinfectants and fuels	☐	
	Preparation for an accident	33	Subscription to insurance for the sustenance and continuation of agricultural production in case of an accident	☐	

4. Measures associated with overall aspects of Good Agricultural Practices	Protection and utilization of technology and know-how (intellectual property)	34	Protection and utilization of technology and know-how (intellectual property) developed independently by the mushroom producer	☐	
		35	Appropriate use of registered varieties of inoculum	☐	
	Registration for the use of boilers/pressure vessels and assignment of superintendent	36	Notifications required for the installation and use of boilers/pressure vessels and assignment of operations boiler chief	☐	
	Documentation and storage of information	37	Preparation and preservation of records pertaining to the location and area of the mushroom cultivation site	☐	
		38	Recording and preservation of data on the use of agrochemicals	☐	
		39	Preservation of purchase slips for mushroom beds, raw wood, inoculum, yield boosters, and agrochemicals	☐	
		40	Recording and preservation of data on mushroom bed materials and work according to processes in the case of mushroom bed farming	☐	
		41	Preservation of records for regular voluntary inspection of boilers/pressure vessels	☐	
		42	Preservation of records on mushroom shipment	☐	
	Implementation of Good Agricultural Practice	43	Implementation of Good Agricultural Practices according to the following procedures: (1) Prepare the 'items for inspection' based on the items of this table shown above, after drawing up plans for farm utilization such as cultivation plan (2) Execute agricultural work after confirming the 'items for inspection', and record and save the substance of implementation (The items include the information provided by the client. Items for implementation are to be prepared for each worker when agricultural work is undertaken by more than one person.) (3) Conduct a self-inspection based on the 'items for inspection' and the recorded content, and save the results (4) Identify and review the parts that require improvement as a result of self-inspection (5) In addition to self-inspection, utilize one of the following mechanisms for objective inspection: internal inspection by responsible personnel in the producing region; inspection by a second party (client); and inspection by a third party (inspection/certification group)	☐	
	Period of record storage	44	Records on the items shown above must be preserved for the period shown below: (1) One to three years for records on mushroom shipment (the preservation period is to be established according to the distribution condition of food) (2) Three years for records of mushroom bed materials and work according to processes in the case of mushroom bed farming (3) Three years for records of voluntary boiler/pressure vessel inspection (4) For all records other than those pertaining to (1) - (3) above, the period necessary to respond to requests for information provision by clients	☐	

* Attach materials with which said rules can be confirmed.

(Application regarding the Certification Scheme recognised by Tokyo 2020 based on Section 7 of the Sustainable Sourcing Code for Agricultural Products)

Application Form

MMM DD, YYYY

To Senior Director of Sustainability, Administration Bureau,
Tokyo Organising Committee of the Olympic and Paralympic Games

Applicant:
Address:
Corporate name:
Representative: (seal & signature)

Based on the provision of Section 7 of the "Sustainable Sourcing Code for Agricultural Products" formulated by Tokyo 2020, we herein apply with the attachment of related documents for the recognition of the certification scheme below that we own and manage as a certification scheme intended to certify agricultural products which are "produced through sustainable measures and traceable". The contents of this application form and attached documents are all true and correct.

Name of the Certification Scheme:
Target products:

Attached documents:
(Before submitting this application form, please confirm whether the documents below are attached.)

- ☐ Outline of the Certification Scheme (purpose/concept, principles/criteria and certification procedures, target products, and number of certificates issued, etc.)
- ☐ Corporation information on the applicant (corporate name, location of the main office, representative, and outline of the business, etc.)
- ☐ Materials with which requirements related to sustainability, and the mechanism of traceability can be confirmed (attachment "Explanatory material")

(Contact information)

Name	
Job title	
Location	
Phone	
Fax	
E-mail	

Outline of the Certification Scheme

Name of the certification	
Purpose/concept	
Principles/criteria and certification procedures	
Target products	
No. of certificates issued	
Others	

Explanatory material

Name of the Certification Scheme:

Target products:

Requirements related to sustainability and the mechanism of traceability for the Certification Scheme that we own and manage are as follows:

1. Requirements related to sustainability

Fields	Major requirements	Basis (applicable provisions)
Environment		
Society		
Economy		

* Attach materials with which said rules can be confirmed.

2. Traceability

Mechanism of traceability	Basis (applicable provisions)

* Attach materials with which said rules can be confirmed.

Example form of document to be prepared by suppliers based on Section 8 of the Sustainable Sourcing Code for Agricultural/Livestock Products or Section 7 of the Code for Fishery Products

No.	Supplier	Items	Volume	Unit	Fresh / processed food	Certification, etc. (For the main raw material for processed food)	Place of production (Of the main raw material for processed food)	Shippers/importers /processors	Remarks (Enter example menus, and recommended products, etc.)
1	XXXXXXXX Wholesale Co., Ltd.	Lettuce	100	balls	Fresh food	JGAP Advance	XXX City, XXXX Prefecture	JA XXXXXXXX	For salad JAS organic-certified lettuce
2	XXXXXXX Wholesale Co., Ltd.	Lettuce	200	balls	Fresh food	Complying with GAP Guidelines by MAFF（Confirmed by XXXXXXXX Prefecture)	XXXX Prefecture	XXXXXXX Fruit and Vegetable Co.	For salad
3	XXXXXXX Wholesale Co., Ltd.	Hamburg (frozen)	10	kg	Processed food	Pork GAP Acquisition Challenge System	XXX City, XXXX Prefecture	XXXXXX Foods Co., Ltd.	
4	XXXXXXX Wholesale Co., Ltd.	Salmon (fillet）	20	kg	Fresh food	MEL	XXXXXX Port	XXXXXXXXX Fishermen's Cooperative	For salmon meunière
5	XXXXXXX Wholesale Co., Ltd.	Banana	20	kg	Fresh food	Fair-Trade Certified	Philippines	XXXXXXXX K.K.	
6									
7									
8									
9									
10									

<Matters to be noted when filling out this document>

・Your company's form may be used, if the same contents as this form are covered.

・For "Certification, etc.," please enter the acquisition state of certifications, etc. described in the Sourcing Code. Also enter the information on the acquisition state for the "Main raw material" (the heaviest raw material in the weight breakdown of the raw materials used) of processed food where possible,

・For "Place of production," please enter the place of production of the relevant food item (the main raw material for processed food) to the extent possible.

・For "Shippers, importers, and processors," please enter the shipper for domestic fresh foods, the importer for imported fresh foods, and the processor for the processed foods to the extent possible.

Company name:	
Address:	
Phone:	
Contact person:	