



## 4C System Update 16

11 January 2024

1. Roll out of the revised 4C Code of Conduct, v.4.1
2. Update on the BPM and 4C Audit Checklist, v.4.1, for Coffee Production (4C Units)
3. Roll out of the Regulation for 4C certified EUDR Coffee, v.1.0
4. Adjustment of the 4C requirements on the single registration of a Business Partner producer in one 4C Unit
5. Roll out of the new 4C Guidelines for Geodata Collection v.1.0

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### 1. Roll out of the revised 4C Code of Conduct, v.4.1

After having collected, discussed, and compiled valuable feedback received from 4C stakeholders to the 4C sustainability requirements, we would like to inform you that the revision is now finalized. The 4C sustainability requirements are described in the new version of the **4C Code of Conduct v.4.1** and turned into practical guidance in the 4C audit checklist v.4.1, a supporting tool for system users and CBs while conducting the 4C audits.

#### Main changes of the 4C Code of Conduct, v.4.1

- Compliance is adjusted to immediate for all criteria that are in accordance with national and local regulations
- Compliance is adjusted to immediate for explicit actions based on risk and need assessments that are needed to ensure the compliance level 1 (e. g., trainings, improvement and update on laws and regulations, etc.)
- Criteria on collective bargaining, maternity/paternity leave, and implementation of the health and safety program apply to all workers despite the employers being smallholders
- Improvement in the description of some criteria and checkpoints
- Correction of the checkpoints for Chain of Custody certification and for the checkpoints which were inaccurately marked as "(not applicable for smallholders)"
- Inclusion of the additional checkpoints for 4C certified EUDR Coffee

There is no change in the structure of the Code, in the three dimensions of sustainability, and the continuous improvement concept throughout three levels of compliance.

#### Transition rules of the application of the 4C Code of Conduct, v.4.1

##### a) Effective dates:

- The revised 4C Code of Conduct, v.4.1 is effective from the 1st of July 2024 onwards.

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- All 4C users are allowed to immediately apply the revised 4C Code of Conduct, v.4.1 from January 2024, following the guidance in the *section b* below.

**b) Due to the introduction of the revised 4C Code of Conduct v.4.1:**

- For new 4C Units and existing units that are reaudited or have addendum or surveillance audits before or on the 30<sup>th</sup> of June 2024: the audit can be conducted against the 4C Code of Conduct v.4.0, by using the Audit checklist for 4C Units v 4.0, with their applicable compliance level, or the user can choose to apply the 4C Code of Conduct v.4.1 immediately with the same level of compliance.
- For new 4C Units and existing units that are reaudited or have addendum or surveillance audits from the 1<sup>st</sup> of July 2024 onwards: the audit shall be conducted against the 4C Code of Conduct v.4.1, by using the Audit checklist for 4C Units v 4.1 and with the compliance level applicable to them.

For all 4C Units whose certificates have been or will be issued based on an audit conducted against the 4C Code of Conduct v.4.0, the Improvement Plan (IP) in the next AU, with a due date on the 1<sup>st</sup> of July 2024 or later, shall include the new requirements of the same level of compliance of the revised 4C Code of Conduct v.4.1 with proposed improvement measures.

**2. Update on the BPM and Audit Checklist, v.4.1, for Coffee Production (4C Units)**

The BPM and audit checklist for 4C Units are revised systematically with the revision of the 4C Code of Conduct, v.4.1.

The BPM v.4.1 is adapted with the revised 4C Code of Conduct v.4.1. The common term is used for coffee plots where coffee is produced and which is differentiated from a farm. The geolocation data is now required with six decimal digits. More options are provided for collecting data on the identifier of the coffee plots. The template is available on the [4C website](#) and is effective as of the publication date of System Update 16.

The Audit Checklist for Coffee Production (4C Units), v.4.1 is adjusted according to the changes of the 4C Code of Conduct, v.4.1 including clearer verification guidance for some checkpoints. The version 4.1 of the Audit Checklist for Coffee Production certification is also available on the [4C website](#) and is effective accordingly with the application of 4C Code of Conduct v.4.1 as stated in the aforementioned section of transition rules.

**3. Roll out of the Regulation for 4C certified EUDR Coffee, v.1.0**

Following the close monitoring of developments in the European Union (EU) regarding the EU Regulation on Deforestation-free Products (EUDR), 4C would like to publish its new Regulation for 4C certified EUDR Coffee, v.1.0 under the 4C System to support system users in complying with the requirements of the EUDR for coffee.



The 4C Portal is being expanded to include a risk assessment tool incorporating satellite image interpretation for forest and deforestation. This is complemented by an extensive data set covering national legislation, human rights, claims by indigenous peoples, corruption indices, and information on law enforcement.

The documents for 4C certified EUDR Coffee comprise:

- **Regulation for 4C certified EUDR Coffee v.1.0** describes all relevant aspects and requirements for 4C certified EUDR Coffee, adding to the general requirements of the core 4C Code of Conduct v.4.1 and the 4C System Regulations v.4.0.
- **Self-Assessment** for EUDR legality compliance provides a tool for MEs to assess their risks with regard to legality of production and compliance with relevant national and international laws.
- **Self-Declaration** for producer organizations provides a template for MEs to declare their conformity with the requirements regarding legality of their production.

#### **Main requirements that need to be fulfilled under 4C certified EUDR Coffee:**

- Applying forest definition of EUDR for additional cut-off date for deforestation, 31<sup>st</sup> of December 2020
- Requirement on polygons for coffee plots equal to or larger than 4ha
- Immediate availability of geolocation of 100% of coffee plots of BP Producers
- Provision of self-declaration on legality of production

The process to become 4C certified EUDR Coffee compliant entails the preparation by the ME, preparing all necessary data, including collecting all geolocation information and a self-assessment on legality of production. On the 4C Portal, a standardized deforestation check is available, which after successful completion is confirmed by 4C with an attestation and deforestation-free report. Through the traceability platform all information necessary for EUDR and the Due Diligence statement is provided to the importer of the coffee into the EU.

#### **Effective dates:**

- The Regulation for 4C certified EUDR Coffee is effective from January 2024 and can be applied at any time, subject to an annual fee by the Managing Entity (ME) to 4C.
- Compliance with the Regulation for 4C certified EUDR Coffee is mandatory for all 4C Units from 1<sup>st</sup> of January 2025 with the latest submission of required documents as stated in the Regulation for 4C certified EUDR Coffee by 30<sup>th</sup> of September 2024, by the ME to 4C, to ensure timely validation.



#### **4. Adjustment of the 4C requirements on the single registration of a Business Partner producer in one 4C Unit**

As described in the chapter 4.2.2, 4C System Regulation v.4.0, a “Managing Entity may manage more than one 4C Unit and also BPs are allowed to be part of more than one 4C Unit” and users were guided that a Business Partner producer can register their coffee plots in different 4C Units. The requirement is now adjusted to support Managing Entities in managing and controlling the traceability within their supply chain, as below:

- In the 4C System, one Business Partner producer can be registered in only one 4C Unit.
- A Business Partner producer who has more than one coffee plot can register all coffee plots in one 4C unit.

#### **Effective dates:**

- The rule is effective immediately for any new 4C Unit from the date System Update 16 is communicated.
- For all existing 4C units: the Managing Entities are required to comply with the requirement by their next AU with a due date on the 1<sup>st</sup> of July 2024 or later.

#### **5. Roll out of the new 4C Guidelines for Geodata Collection v.1.0**

Guidelines for Geodata collection v.1.0 entail guidance for the collection of geodata and their comprehensive documentation.

We are pleased to introduce the first version of the 4C Guidelines for Geodata Collection, v.1.0, specifically tailored to 4C system users. The guidelines have been carefully developed to serve as a comprehensive framework to ensure a standardized and improved approach to geospatial data collection. Users will benefit from clear and concise procedures that promote consistency and accuracy in the collection of geospatial information from coffee plots. By adopting this standardized methodology, we aim to improve the efficiency, reliability, and interoperability of geospatial data collection, thereby contributing significantly to the overall assessment of land use change in production areas.