

Production Standard Revision Version 5 TOR

The Bonsucro Production Standard is at the heart of everything Bonsucro does. It sets Bonsucro's definition of what sustainable cane production should look like. Bonsucro wants to evolve the Standard to be the most robust, credible and comprehensive! We want to maximise the impact the Standard has on the future of the sugarcane sector and also maximise the value-add to the producers who implement, use and comply with it. For this process, it is essential that we capture all stakeholders' views into the revision process.

Since the last revision of the Standard, in 2014, the field of sustainability has evolved a great deal. We have gained more of an understanding of what the issues present in sugarcane are, and what can be achieved with certification. We have also kept a log of what some of the issues with the Bonsucro Production Standard + Calculator are which range from small (spelling or grammar mistakes in the Standard) all the way to the fundamentals (indicators not being relevant / not going far enough). The objective of this Standard Revision is to capture all this information and priorities set by our stakeholders to bring them into the new Standard.

Please note that this revision is only on the Bonsucro Production Standard and not on the Production Standard for Smallholder Farmers. Once the revision for the Production Standard is complete, we will begin to work on the revision on the Production Standard for Smallholder Farmers.

Standard Development Procedure:

The Bonsucro Standard Development and Revision Procedure, based on the ISEAL Standard Setting Code ([link](#)), defines how a standard should be developed, structured and revised. It requires multi-stakeholder consultation and decision-making, and ensures clear and auditable conditions in the standard itself.

Standard Development and Revision Procedure

Timeline of the Standard Revision:



For the process of Standard Revision, a dedicated governance body titled the Standard Revision Working Group will be formed. This will be an independent group of experts (appointed by the TAB) that will develop, decide on the new Standard on a day to day basis. Apart from the WG, we also expect input in various forms from the other Bonsucro governance bodies and from the wider stakeholdership. Below you will see a breakdown of the roles and responsibilities’ of each body.

Actor	Role played in the standard revision	Composition
Bonsucro Board	<ul style="list-style-type: none"> Provides strategic direction for the organization Approves final versions of Bonsucro Standards. Oversight of revision process 	Independent Board
Technical Advisory Board	<ul style="list-style-type: none"> Prepare TOR for the Standard Revision Approves the Work Program for the development or revision of Bonsucro Standards; Select Working Group Analyze and consolidates inputs from stakeholders Verifies the process is respected 	Independent appointed experts.
Members Council	<ul style="list-style-type: none"> Provide views, advice, recommendations and informed opinions to the TAB and Working Group 	15 individuals designated as Elected Members and up to 10 individuals co-opted by them. These individuals may be individuals who are members and/or individuals who represent organisations that are members.
Bonsucro Secretariat	<ul style="list-style-type: none"> Coordinates, organizes and prepares the standards development Drafts the Standard and ToR 	Bonsucro staff

	<ul style="list-style-type: none"> • Coordinates the WG meetings • Analyze and consolidates inputs from stakeholders • Coordinate work with external experts • Coordinate pilots • Communicates around the Standard Revision 	
Standard Revision Working Group	<ul style="list-style-type: none"> • Approves the TOR • Discuss, make recommendation on development work • Analyze and consolidates inputs from stakeholders • Take decision on the content of the standard (indicator level) • Approves draft versions of Bonsucro Standards. 	It is proposed that the Standard Revision Working group will be comprised of 9-12 members. 5 to 8 independent experts, 1 CB expert, 2 MC designated members and 1 TAB designated member.
Stakeholders	<ul style="list-style-type: none"> • Invited to participate in the stakeholder consultation. • Can give feedback on the Bonsucro Standard development during public consultation periods. • Assist Bonsucro in developing meaningful consultation sessions with impacted stakeholders (e.g. farmers, workers, local communities, other partners outside of Bonsucro's membership) 	Producers, Technical Assistants, NGO's, Processors, Traders, Retailers, Governmental institutions, Representatives of workers, communities

Standard Revision Working Group:

Composition: It is proposed that the Standard Revision Working group will be comprised of 9 – 12 members. 5 - 8 independent experts, 1 auditor or expert with auditing experience, 2 MC designated members and 1 TAB designated member.

Independent members: 5 to 8 experts will be selected for their technical proficiency and knowledge in either social, environmental, economic issues present in sugarcane. They are expected to be able to discuss and make recommendations on the content of the Standard, provide technical solutions and advice on the development of specific indicators, analyze and consolidate input from stakeholders and finally approve standard drafts. They represent themselves as individuals. Their organisation is expected to guarantee time to provide resources (time and travel) to support their role.

Certification Body Expert: 1 expert with relevant auditing experience in sugarcane. They are expected to be able to discuss and make recommendations on the content of the Standard, provide technical solutions and advice on the development of specific indicators, analyze and consolidate input from stakeholders and finally approve standard drafts. They will represent themselves as individuals. Their organisation is expected to guarantee time to provide resources (time and travel) to support their role.

Member Council representatives: These will be 2 members of the MC chosen by the MC to represent the views of the Members during the Standard Revision Process. They are responsible for keeping the MC informed of the revision process, keeping the working group informed of the views of the MC & to coordinate resources of the MC to assist in the standard revision process. Their organisation is expected to guarantee time to work in the Stakeholder consultation and provide resources to support them (travel).

Technical Advisory Board representative: Representative chosen by the TAB to represent the views of the TAB during the Standard Revision Process. They are responsible for keeping the TAB informed of the revision process, communicating the views of the TAB to the working group & to coordinate resources of the TAB to assist in the standard revision process. Their organisation is expected to guarantee time to work in the Stakeholder consultation and provide resources to provide resources (time and travel) to support their role.

Working Group Selection Matrix

- Understanding of Bonsucro and the environment in which the organization operates;
- Experience of working directly on the ground, implementing the Bonsucro Production Standard.
- Proficiency in the issues related to sugarcane, and ability to propose innovative solutions.
- Experience in similar revision processes (desired).
- Ensure balance between different geographies, expertise, stakeholder group (farmer, mill, NGO, buyer) expertise, (social, environmental, certification) so no group can

- Ability to dedicate an appropriate amount of time to the Working Group.
- Attendance to Working Group meetings (both physical and web-based) and adequate preparation for meetings and discussions; -
 - Availability early July for the first in-person meeting.
- Ability to listen to other points of view and go beyond individual and organizational perspectives in order to reach broad consensus on what is the best interest of Bonsucro

Timeline of the Meetings of the Standard Revision Working Group:

Name of meeting	Date / Location	Objective of meeting
Kick – off meeting	03rd July 2019 (TBC) / in – person	<ul style="list-style-type: none"> • Define the TOR of the Standard Development (objectives, workplan, scope) • Define the TOR of the Working Group (ways of working, decision making, etc) • Present findings from Pre-consultation • Workplan, identification of resources • Initial discussions on development

Standard development mid-point check	October 2019 / virtual	<ul style="list-style-type: none"> • Make decision on standard amendments • Propose input on development
Standard Development end	December 2019 / virtual	<ul style="list-style-type: none"> • Make final decisions on content on draft standard • Approve Draft Standard
Draft Standard consultation comments	April 2020 / In- person	<ul style="list-style-type: none"> • Present findings of the first draft consultation • Discuss, propose, amendments to the draft standard
Standard Development 2 nd end	July 2020 / virtual	<ul style="list-style-type: none"> • Make final decisions on content on standard • Approve 2nd Draft Standard
Post pilot consultation Standard Development	September / virtual	<ul style="list-style-type: none"> • Present findings of the Pilot • Propose final amendments to the development of the Standard
Final approval	November 2020 / In person	<ul style="list-style-type: none"> • Final Approval of Production Standard
Post Launch corrections	March 2020 / virtual	<ul style="list-style-type: none"> • Discuss overlooked teething problems with the Bonsucro Production Standard • Make final amendments.

Pre – Consultation

Before the launch of the launch of the Standard Revision, the secretariat will conduct an appropriate pre-consultation with the whole membership / stakeholder base, in order to establish what the scope of the revision should be, what issues the standard revision should consider, if existing indicators are fit for purpose and incorporate all known issues identified between standard revision period.

The pre consultation will consist of 3 information gathering processes:

- Pre-consultation workshop during Bonsucro Global Week
- Online survey for stakeholders / membership
- Analysis of clarification questions / interpretation notes / updates ticketing.

The online pre consultation survey will focus on the following:

- Focus of the Standard (structure, how it looks to implement change, etc)
- Strengthening / Introducing new requirements to the Standard
- Review of all existing indicators

- Free text to collect views on what to include in the Bonsucro Production Standard.

The survey takes approximately 20 minutes to complete. The survey is available in Spanish, Portuguese and English. All comments will be publicly available (anonymous) and Bonsucro will provide responses to all comments.

Start Date of Survey: 15/04/2019

Close date of the survey: 14/05/2019

Standard Development Phase:

The Standard Revision Working Group and the Bonsucro Secretariat will work on the development of the version 5 of the Production Standard and Bonsucro Calculator using the scope of the Standard Revision developed by the TAB. This will be the main phase of the Standard Development and it will be where issues are highlighted and indicators developed.

Bonsucro has a budget set aside for the standard development which it intends to use on specific consultancy or on development of scientific calculations:

Public Consultation:

After the launch of first draft of the Production Standard + Calculator, there will be a 60 days public comments period. In order to ensure that we have effectively consulted by all of the parties, Bonsucro secretariat will:

- Translate the Draft Bonsucro Production Standard into Spanish and Portuguese
- Hold webinars to explain the main changes and how to make comments (in 3 languages)
- Set consultation response targets

All comments will be publically available (anonymised) and Bonsucro will provide responses.

During the Public consultation phase Bonsucro will also aim to hold 4 in-person workshops (1 per region) with stakeholders in order to go through the changes in the draft version.

In order to get maximum participations we will be doing the following:

- Combination of online surveys and webinar to give feedback
- In-person meetings
- Translation to Spanish and Portuguese
- Set participation targets by class and geography

2nd Draft Development phase:

Comments received during the 60 days will be analysed and shared with the Standard Revision Working Group and the Technical Advisory Board. These will involve the second and potentially last stage of the development of the Standard and calculator. A second draft will be developed and published online for a second round of comments + undergo pilot audits.

Pilot Audits:

After the release of the second draft of the public consultation, 4 pilot audits will be carried out in different regions to test out the auditability of the revised standard and calculator.