

Commentary on the Sustainable Sourcing Code for Livestock 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 livestock 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 Livestock Products (hereinafter “Sourcing Code”) was formulated so that sustainability in the production stage is ensured for livestock 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 procurement of livestock products that meet the Sourcing Code, the 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 livestock products corresponding to the Sourcing Code, rather than just using domestic livestock 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 Livestock Products will be explained one by one.

In addition to the Sustainable Sourcing Code, the below Sustainable Sourcing Code for Livestock Products provides a framework for sustainable procurement of livestock 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 livestock 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 livestock products as fresh foods (*) and processed foods produced mainly with livestock products.

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

*** Livestock products listed as fresh foods in Appended Table 2 of the Food Labelling Standards based on the Food Labelling Act; Livestock products as fresh foods include meat, milk, edible bird eggs, and other livestock foods (including products cut or sliced, and/or refrigerated or frozen).**

<Commentary>

With regard to livestock 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 breeds & specifications which suit the products, livestock 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 livestock products that satisfy the following conditions (1) to (4).

- (1) Livestock products produced by taking appropriate measures to ensure the safety of the products with reference to relevant Japanese laws, ordinances, etc.**
- (2) Livestock products produced by taking appropriate measures to ensure eco-friendly livestock production activities with reference to relevant Japanese laws, ordinances, etc.**
- (3) Livestock products produced by taking appropriate measures to ensure the safety of workers with reference to relevant Japanese laws, ordinances, etc.**
- (4) Livestock products produced by taking appropriate measures to raise livestock animals in a comfortable environment with reference to the Animal Welfare-oriented Livestock Management Standards.**

<Commentary>

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

Condition (1) seeks measures to secure the safety of the products. Specifically, measures, such as to properly use veterinary medicines, to feed safe diets, and for proper hygiene management, need to be taken.

Condition (2) seeks measures to secure livestock product production activities in consideration of environmental preservation. Specifically, measures, such as to promote proper disposal and use of livestock excrement, 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.

Condition (4) seeks measures for breeding management for livestock in consideration of comfort. Specifically, measures, such as for daily observation and records in order to grasp the health conditions of livestock, and to feed high quality diet and water, need to be taken.

3. Livestock products certified under the JGAP or GLOBALG.A.P. scheme are accepted as ones that satisfy conditions (1) to (4) of Section 2. Additionally, livestock products certified under other certification schemes that Tokyo 2020 recognises as ones that satisfy conditions (1) to (4) of Section 2 are also accepted.

<Commentary>

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

Specifically, the JGAP- or GLOBALG.A.P.-certified livestock products shall be handled as ones that meet conditions (1) to (4) 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, livestock products which were produced based on said certification scheme shall also be handled in the same way as that of the certified livestock products above.

- (1) The certification scheme must meet the requirements of the GAP Acquisition Challenge System.
- (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 requirements of the GAP Acquisition Challenge System to the examination items of existing certification schemes, and a method to combine several certification schemes are allowed to be used to show that the certification scheme meets the requirements of the GAP Acquisition Challenge System.

(References)

About JGAP

URL : <http://jgap.jp/>

About GLOBALG.A.P.

URL : <https://www.japan-globalgap.com/>

About GAP Acquisition Challenge System

URL : <http://www1.jlia-gap.jp/gap/portal.html>

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 certifications acquired, 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 entry details can be confirmed (examination standards, etc.)

3. How to submit application documents

Please submit application documents to the mailing address below (through a mailing method with a mail tracing service available).

Sustainability Department, Administration Bureau, Tokyo Organising Committee of the Olympic and Paralympic Games

11th Floor, Shinjuku Park Tower, 3-7-1, Nishi-Shinjuku, Tokyo, 163-1011

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 livestock products produced without receiving any certification specified in Section 3, they shall prove that the livestock products are produced as ones that satisfy conditions (1) to (4) of Section 2 based on the GAP Acquisition Challenge System, and that a third party verification has been made.

<Commentary>

Among livestock products, which have not been certified under the JGAP or GLOBALG.A.P. scheme, etc., stipulated in Section 3 of the Sourcing Code, those necessary to be procured are required to be produced in line with the GAP Acquisition Challenge System, and to be verified by a third party as products meeting conditions (1) to (4) of Section 2 of the Sourcing Code.

(References)

About the GAP Acquisition Challenge System

URL : <http://www1.jlia-gap.jp/gap/portal.html>

5. To further promote practices for a higher level of sustainability by agricultural producers, in addition to satisfying conditions (1) to (4) of Section 2, livestock products produced through organic livestock production are recommended as excellent especially in environmental consideration. Moreover, livestock products produced based on the Farm HACCP, using the Ecofeed, in farms certified under the Pastorage Livestock Production Certification, or under the initiative of persons with disabilities are also recommended.

<Commentary>

For this section, five types of livestock 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) Livestock products produced through organic livestock production

Organic livestock production is considered to be particularly excellent in its environmental consideration, with no feed produced using agricultural chemicals and / or chemical fertilizers. Falling under the livestock products produced through organic livestock production are JAS-certified organic products.

(2) Livestock products produced based on the Farm HACCP

The Farm HACCP is a higher-level initiative to improve the safety of livestock products in particular by controlling factors for food hazards in the production stage of livestock

products. The Ministry of Agriculture, Forestry and Fisheries has set the “Certification Criteria for Initiatives to Improve Rearing Hygiene Management at Livestock Farms (Livestock Farm HACCP Certification Criteria).” Livestock products which are produced in a farm certified based on these criteria fall under this category.

(3) Livestock products produced using Ecofeed

Ecofeed is a type of livestock feed manufactured using food remnants, etc. The use of Ecofeed is important in not only the effective use of resources based on food recycling but also in the improvement of self-sufficiency in feed. This is an initiative developed from the spirit of ‘*mottainai*’ in Japan. Specifically, livestock products, which have been certified based on the “Certification System for Livestock Products Using Ecofeed” operated by a private group fall under this category.

(4) Livestock products produced in farms certified under the Pasturage Livestock Production Certification

To promote the lowering of costs, labor-savings, farmland preservation, and the reclamation of abandoned farmlands, an effort for livestock breeding through grazing has been progressed. Specifically, livestock products which have been certified based on the “Certification System for Standards of Livestock Breeding through Grazing” operated by a private group fall under this category.

(5) Livestock 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, “livestock products produced under the initiative of persons with disabilities” are recommended. Specifically, livestock products which have been confirmed by the local prefecture to be produced with people with disabilities involved in major production activities of these livestock products (activities directly handling livestock products such as feeding, and cleaning of livestock barns) fall under this category.

(References)

About organic livestock production

URL : http://www.maff.go.jp/j/jas/jas_kikaku/attach/pdf/kikaku_itiran-26.pdf

About the Farm HACCP

URL : http://www.maff.go.jp/j/syouan/douei/katiku_yobo/k_haccp/index.html

About Ecofeed

URL : <http://kashikyo.lin.gr.jp/ecofeed.html> URL : <http://ecofeed.lin.gr.jp/>

About farms certified under the Pasturage Livestock Production Certification

URL : <http://souchi.lin.gr.jp/ninsho/index.html>

About livestock products produced under the initiative of persons with disabilities

URL : <http://www.maff.go.jp/j/nousin/kouryu/kourei.html>

6. In selecting from livestock products that satisfy Section 2, suppliers should preferentially select domestic livestock products in order to promote the domestic livestock industry and, through this, encourage livestock-producing 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 livestock products are regarded as products to be preferentially selected.

7. Concerning overseas livestock products whose status of satisfaction of (1) to (4) in Section 2 is difficult to confirm, suppliers should preferentially procure traceable ones produced through sustainable measures recognised by Tokyo 2020.

<Commentary>

Procuring livestock 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 livestock 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 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 livestock 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 recognized 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.)
- Corporate 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 to the mailing address below (through a mailing method with a mail tracing service available).

Sustainability Department, Administration Bureau, Tokyo Organising Committee of the Olympic and Paralympic Games

11th Floor, Shinjuku Park Tower, 3-7-1, Nishi-Shinjuku, Tokyo, 163-1011

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 livestock 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 livestock 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 livestock 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 Livestock 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 Livestock 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.)

(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 Livestock Products (Section 3)
Checklist for the Certification Scheme recognised by Tokyo 2020

Name of the Certification Scheme:

Target products: Milk cow, beef cattle, pork, meat chicken, and egg-laying hens

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. Visualization of farm management	1	Having the latest documents regarding the following application ranges: (Items that do not apply, such as □ and □, are unnecessary.) □ Farm (name, location, and contact information of the farm), □ Livestock items and products (raw milk and hen eggs) to be shipped, □ Production process categories (livestock species and breeding processes), □ Warehouse (Name & location of the warehouse, and storage articles), □ Barn (location, floor area, and No. of birds and/or animals, etc.), □ Livestock handling facilities, □ Livestock animal carcasses storage space, □ Livestock excrement disposal facility, and □ Outsourcing agents (Name, location, and contact information of the agent, etc.)	<input type="checkbox"/>	
	2	Able to present a map showing all facilities, grasslands and other related sites, and surrounding situation	<input type="checkbox"/>	
	3	Able to present a document that describes concrete procedures (by whom and how) corresponding to checked items in farm management.	<input type="checkbox"/>	
2. Responsibilities of proprietors	4	Having an organization chart with which managers and supervisors of important departments of the business & farm can be confirmed Proprietor, □ Farm, □ Product management, □ Feed production & management, □ Breeding control, □ Livestock excrement disposal, □ Labor safety, and □ Labor management These managers and supervisors may be in charge of several categories.	<input type="checkbox"/>	
	5	The proprietor has clarified which management point in the Standards each manager is in charge of by giving them the necessary authority.	<input type="checkbox"/>	
	6	The proprietor has made every manager's responsibility known to all workers in the farm by posting an organization chart with the names of these managers.	<input type="checkbox"/>	
	7	The proprietor has documented the policy and purposes of farm management, including securing of food safety & livestock hygiene, legal compliance, and continuous improvement of farm management.	<input type="checkbox"/>	
	8	The proprietor has made the policy and purposes of farm management, which he/she signed, known to all workers in the farm by posting them in the farm.	<input type="checkbox"/>	
	9	(1) Able to present the records of implementing self-inspection at least once a year by persons who fully understand check items.	<input type="checkbox"/>	
		(2) Able to present the records of improving non-conforming items in the self-inspection.	<input type="checkbox"/>	
	10	Understanding the results of self-inspection, which are conducted at least once a year, and reviewing the effectiveness of the mechanism of the farm management, the proprietor has given instructions for improvement to managers as required.	<input type="checkbox"/>	
	11	Able to present the "records of the proprietor's reviews," which summarize the results of the reviewing in the previous item, and instructions for improvement to managers.	<input type="checkbox"/>	
	12	Intellectual properties: (1) Protecting and utilizing developed technologies and brands if any.	<input type="checkbox"/>	
(2) Being careful not to infringe other people's intellectual properties.		<input type="checkbox"/>		
(3) Having registered registrable livestock animals on the list of registration of livestock.		<input type="checkbox"/>		
3. Planning and business results evaluation	13	The manager of the farm has made a production plan that includes work contents & time of implementation, estimated volume of production according to livestock products and other related products, and target productivity.	<input type="checkbox"/>	
	14	Work records : Operations in barns and livestock handling facilities, and on grasslands and other related sites have been recorded. Examples of recorded items are as follows: □ Work days, □ Names of workers, □ Work contents, □ Working hours, □ Operating hours of machines, □ Influence of weather on operations (such as rain, or wind), and □ Problems such as complaints, abnormalities, violation of relevant rules, and accidents, as well as <i>hiyari-hatto</i> (near accident situations).	<input type="checkbox"/>	

A. Basics of the management	4. Rearing hygiene management	15	Confirming that there are no problems in any check items by marking the check list related to the Standards of Rearing Hygiene Management at least once a year, in order to meet the Standards.	<input type="checkbox"/>	
		16	Having a document which regulates the reporting process in the case of identifying livestock and poultry that show symptoms stipulated in the Act on Domestic Animal Infectious Diseases Control (see attachment: Fever & salivation, blisters, and rapid increase in mortality of poultry, etc.) to the local Livestock Hygiene Center.	<input type="checkbox"/>	
		17	With a designated farm management veterinarian, the farm receives guidance from the veterinarian periodically or as required. The veterinarian's medical examination history (records) can be presented.	<input type="checkbox"/>	
	5. Management of grazing	18	Grazing livestock after confirming health conditions of the livestock, and the conditions of facilities and grasslands and other related sites. * If there is no grazing, this item does not apply.	<input type="checkbox"/>	
	6. Risk management in the production process	19	(1) Production process are documented including items below according to livestock animals and livestock products. □ Work processes, □ Major resources to be used for the production process (feeder livestock, water, bedding, veterinary medicinal products, feed, machinery/equipment, transportation vehicles, raw materials, cleaning implements, and tools, etc.)	<input type="checkbox"/>	
			(2) When the production process is changed, the related documents are reviewed.	<input type="checkbox"/>	
		20	(1) Risk assessment: Food safety and sanitation & livestock hygiene hazards in the process are identified at least once a year, and risk assessment for the hazard is performed and documented. Examples of hazards: □ Injection needles for livestock to be shipped, □ Residual chemicals, such as antimicrobial substances, □ Contamination of normal articles with waste milk due to diseases, such as mastitis, and abnormal eggs, □ Administering medicines requiring prescription not based on instructions by veterinarians, and □ Safety of feed and water, etc.	<input type="checkbox"/>	
			(2) When the process is changed, the risk assessment report is reviewed according to the change.	<input type="checkbox"/>	
		21	Depending on the risk assessment, measures, rules, and procedures to secure food safety and livestock hygiene have been documented.	<input type="checkbox"/>	
		22	Taking measures, and following rules and procedures (by making them known to all workers, and through education and training).	<input type="checkbox"/>	
23		Having records of taking measures, and of following rules and procedures to control hazards with especially high risk.	<input type="checkbox"/>		
24		Having records of taking measures to control hazards with high risks, of documenting a method to verify the effectiveness (confirmation process), and of the results of verification.	<input type="checkbox"/>		
7. Animal welfare	25	Making an effort to improve the breeding environment by utilizing the "Breeding Management Guidelines Corresponding to the Idea of Animal Welfare" (access with the link below) * Link destination : Official website of Japan Livestock Technology Association: http://jita.lin.gr.jp/report/animalwelfare/	<input type="checkbox"/>		
	26	Making efforts to prevent accidents, and for hygiene management & maintenance of safety during the transportation of livestock, considering animal welfare.	<input type="checkbox"/>		
8. Food defense	27	(1) Implementing a risk assessment of intentional contamination with foreign objects & pollutants at least once a year, and taking measures.	<input type="checkbox"/>		
	28	(2) Recording the assessment results, and measures.	<input type="checkbox"/>		
9. Management of suppliers	29	Using officially approved institutions and registration authorities (such as a Livestock Hygiene Service) in the case of conducting inspections related to food safety, such as for drug residues, water quality, microorganisms, and radioactive materials. * If there is no outsourcing destination, this item does not apply.	<input type="checkbox"/>		
10. Product management	30	Following administrative regulations and guidance related to a nuclear disaster, and being able to explain the safety of products to be shipped in terms of radioactive materials. Explanation methods include a radioactive material inspection.	<input type="checkbox"/>		

11. Responses to complaints, abnormalities, and violation of rules	31	With documented management processes in the case of complaints and abnormalities regarding products, items below have been clarified. ☐ How to contact the product management manager at the time of occurrence, ☐ Understanding of the situation and influence (decision on the necessity of recovery), ☐ Emergency response, ☐ Investigation of the cause, and ☐ Corrective measures.	<input type="checkbox"/>	
	32	In the case of a complaint or abnormality of a product, the record shows that the problem has been responded to in accordance with the procedure.	<input type="checkbox"/>	
	33	With a documented management procedure for the response decided upon by the farm for the case of the occurrence of a violation of a rule, items below have been clarified. ☐ Understanding of the situation and influence of the violation, ☐ Emergency response (incl. contact with, consultation with, and announcement for relevant shipping destinations and organizations), ☐ Investigation of the cause, and ☐ Corrective measures.	<input type="checkbox"/>	
	34	In the case of the violation of a rule determined by the farm, the record shows that the problem has been responded to in accordance with the procedure.	<input type="checkbox"/>	
12. Identification and traceability	35	Labeling of products: Name of the farm and product name are indicated on the product, invoice, statement of delivery, and other related documents.	<input type="checkbox"/>	
	36	Shipping records: Having shipping records including items below that show the links of shipped products with individual animals, and species groups. Shipping destinations & sales destinations, shipping dates, product names, shipping volume, identification numbers of individual animals and species groups, and records of medical treatment and medication for individual animals and species groups	<input type="checkbox"/>	
	37	Production history: Having records that show the links of shipped products with individual animals and species groups; product names, dates and volume of production, feed diets, and medical treatment and medication as production history.	<input type="checkbox"/>	
	38	* Egg-laying hens and meat chicken do not apply. For livestock introduced from other farms, records can be presented that show continued breeding management of said livestock at the current farm for at least 21 days from the day after the date of introduction.	<input type="checkbox"/>	

13. Managers and educational training	39	(1) The manager of the farm has responsibly performed business and management with authority for farm management having been granted by the proprietor.	<input type="checkbox"/>	
		(2) The manager of the farm, understanding the revisions of check items, has made the revisions known to other related managers.	<input type="checkbox"/>	
		(3) The manager of the farm can explain what he/she has learned about the management point of his/her responsibility.	<input type="checkbox"/>	
	40	(1) The manager of product management has directed and organized the operations below. <ul style="list-style-type: none"> ▮ Management of types and standards of products,▮ Shipping specifications including forms of packaging & packing, and volume & weight,▮ Product labeling management,▮ Securing food safety, and ▮ Handling of complaints & abnormalities related to products, and recovery of products 	<input type="checkbox"/>	
		(2) The manager of product management can explain about what he/she has learned about the management point of his/her responsibility, and has made an effort to improve his/her knowledge.	<input type="checkbox"/>	
	41	(1) The manager of feed supply & management has organized the selection, design, procurement, and management operations.	<input type="checkbox"/>	
		(2) The manager of feed supply & management can explain about what he/she has learned about the management point of his/her responsibility.	<input type="checkbox"/>	
		(3) The manager of feed supply & management has made an effort to improve his/her knowledge on livestock nutrition.	<input type="checkbox"/>	
	42	(1) The manager of breeding management has organized operations of feeding, breeding environment, and hygiene for livestock.	<input type="checkbox"/>	
		(2) The manager of breeding management can explain what he/she has learned about the management point of his/her responsibility.	<input type="checkbox"/>	
		(3) The manager of breeding management has made an effort to improve his/her knowledge on livestock hygiene and animal welfare.	<input type="checkbox"/>	
	43	(1) The manager of disposing of waste such as livestock excrement and carcasses has organized operations for processing including composting and storage.	<input type="checkbox"/>	
		(2) The manager of disposing of waste such as livestock excrement and carcasses can explain about what he/she has learned about the management point of his/her responsibility.	<input type="checkbox"/>	
		(3) The manager of disposing of waste such as livestock excrement and carcasses has made an effort to improve his/her knowledge on composting of livestock excrement, etc.	<input type="checkbox"/>	
	44	(1) The manager of occupational safety has organized operations to control the occurrence of injuries and accidents during work.	<input type="checkbox"/>	
		(2) The manager of occupational safety can explain about what he/she has learned about the management point of his/her responsibility.	<input type="checkbox"/>	
		(3) The manager of occupational safety has made an effort to improve his/her knowledge on occupational safety.	<input type="checkbox"/>	
		(4) The manager of occupational safety has acquired information on safe usage rules for machinery & equipment.	<input type="checkbox"/>	
		(5) The manager of occupational safety has secured a person who can provide emergency medical care on the farm, and can prove that the person has received training on emergency medical care.	<input type="checkbox"/>	
	45	(1) The manager of labor management has organized operations of the management of work environment, welfare, and working conditions.	<input type="checkbox"/>	
		(2) The manager of labor management can explain about what he/she has learned about the management point of his/her responsibility.	<input type="checkbox"/>	
(3) The manager of labor management has made an effort to improve upon his/her knowledge of human rights, welfare, and labor management.		<input type="checkbox"/>		

B. Management of business resources	14. Hygiene management for workers and visitors	46	(1) Each manager has provided educational training on the farm rules within the scope of his/her responsibility based on these check items for all relevant employees at least once a year, and has recorded the training results (date of the training, participants, and training details.) Also, these managers can provide materials related to the educational training.	<input type="checkbox"/>		
			(2) When there is a foreign worker, educational training is provided in expressions (such as languages and pictures, etc.) that the worker can understand.	<input type="checkbox"/>		
		47	Holding of public qualifications: Workers who engage in operations which require workers to hold a public qualification based on laws and regulations, or to take a training course, have taken the necessary training course and has passed necessary tests.	<input type="checkbox"/>		
		48	(1) The farm rules to be observed by visitors have been documented, and brought to the attention of all visitors.	<input type="checkbox"/>		
			(2) For foreign visitors, the farm rules are notified in expressions (such as languages and pictures, etc.) that the visitor can understand.	<input type="checkbox"/>		
		49	Understanding health conditions of workers and visitors (whether they are showing symptoms such as vomiting, diarrhea, or fever), and taking the following measures: ☐ Reporting to the farm manager beforehand on persons who have infectious diseases, and workers and visitors who are suspected to have infectious diseases from a standpoint of food safety and livestock hygiene. ☐ The farm manager has prohibited those who fall under ☐ from entering barns or engaging in work processes, or has permitted them after taking necessary measures. ☐ Employees who have concerns in terms of food hygiene such as having a festering wound on a finger or a hand have refrained from being in contact with livestock products.	<input type="checkbox"/>		
			50	(1) Setting and documenting hygiene management rules for the following items, and practicing the rules by making them known to workers of and visitors to the farm: ☐ Personal belongings and things to put on, such as work clothes, ☐ Procedure for hand-washing, disinfection, and nail care, ☐ Personal behaviors, such as smoking, eating & drinking, disposal of phlegm and spit, and sneezing, ☐ Use of toilets, and ☐ Contacting products	<input type="checkbox"/>	
				(2) Hand washing facilities are located near the work site, hygienically managed, and equipped with water supply equipment with which users can wash their hands with hygienic water as well as with necessary furnishings for washing hands, such as soaps, towels and disinfectants.	<input type="checkbox"/>	
	51		Having a sufficient number of toilets, which are periodically cleaned, repaired as needed, and hygienic. Dirt and waste water are properly treated, and do not pollute barns, facilities, or waterways.	<input type="checkbox"/>		
	52	Taking measures for smoking areas and eating and drinking places so as not to affect livestock products.	<input type="checkbox"/>			
	15. Labor safety control and responses when an accident occurs	53	Labor safety: (1) Performing risk assessment for dangerous places and dangerous operations on the premises at least once a year, and documenting measures to prevent accidents and injuries, by using information on accidents and injuries occurred on this and other farms, as well as this farm's <i>hiyari-hatto</i> (near accident situations) information as references. The target dangerous operations are as follows: ☐ Operations that involve transporting livestock, ☐ Use of a farmwork machine on a slope and an embankment, ☐ Confirmation of stoppage of operating machines, and ☐ High-place operations such as operation with the use of a stepladder	<input type="checkbox"/>		
			(2) This measure has been made known to all workers and implemented.	<input type="checkbox"/>		
			(3) If there are any changes in the work contents, the risk assessment and measures have been reviewed.	<input type="checkbox"/>		
		54	Workers who engage in dangerous operations: ☐ Have received safety education & training, ☐ Have acquired public qualifications and completed a related training course, or supervise related operations in the cases based on laws and regulations, ☐ Are not intoxicated, taking medicine which may adversely affect operations, sick, or children, ☐ Have acquired necessary qualifications, ☐ Consider work assignment based on changes in elderly workers' mental and physical functions, and ☐ Wear safety clothes and gear	<input type="checkbox"/>		
55		Response procedures and communication networks at the time of a labor accident have been set, and have been made known to all workers.	<input type="checkbox"/>			
56	In preparation for the occurrence of an accident, clean water and a first-aid kit are prepared for immediate use.	<input type="checkbox"/>				
57	Having purchased insurance for compensation of occupational accidents, when purchasing of such insurance is compulsory under related laws and regulations.	<input type="checkbox"/>				

16. Management of veterinary drugs, etc.	58	Using veterinary drugs under the instructions from farm management veterinarians and other related medical experts, and having records with which the following items can be confirmed: ☐ Name of the drug used and dates of use, and ☐ Names of farm management veterinarians and other related medical experts who gave instruction, and instruction details	<input type="checkbox"/>	
	59	Taking measures to reduce the use of antimicrobial substances, and a countermeasure against drug-resistant bacteria under the guidance of farm management veterinarians and other related medical experts.	<input type="checkbox"/>	
	60	In the case of using a veterinary drug that requires a medicine withdrawal period, the shipment of the relevant animal after the end of the period can be confirmed.	<input type="checkbox"/>	
	61	Vaccination has been administered following the prescribed program based on the instructions from farm management veterinarians and other related medical experts.	<input type="checkbox"/>	
	62	Veterinary drugs have been kept according to the descriptions on the label of the containers and packages, and in the attached document.	<input type="checkbox"/>	
17. Management of facilities	64	(1) Livestock handling facilities have made an effort to prevent harmful organisms (small animals, insects, birds, etc.) from entering and generating in the facility.	<input type="checkbox"/>	
		(2) When terminating these organisms, a method is used with which livestock products are not affected by drugs.	<input type="checkbox"/>	
	65	Livestock excrement management facilities: Items below do not apply to a farm with less than ten cattle, less than 100 pigs, or less than 2,000 chickens. (1) The facility has a structure that meets legal standards related to livestock excrement.	<input type="checkbox"/>	
		(2) Equipment and wind blowing devices are properly maintained and managed.	<input type="checkbox"/>	
18. Management of machines & equipment, transportation vehicles, and cleaning tools, etc.	66	(1) Having a list that clarifies machines & equipment and transportation vehicles and related power and fuel consumption.	<input type="checkbox"/>	
		(2) Carrying out inspections, maintenance, cleaning, washing, and disinfection at appropriate times, and making records. When an external maintenance service is used, maintenance slips and other related documents are kept.	<input type="checkbox"/>	
		(3) Machines & equipment and transportation vehicles have been kept in consideration of food safety, labor safety, and prevention of theft.	<input type="checkbox"/>	
	67	This item does not apply to farms with no inspection equipment installed. Equipment to be used for product inspection, selection, weighing, and verification of processes, as well as standard equipment (such as for test pieces) are listed, for which periodic inspections are conducted for accurate measurement, weighing and selection of these equipment, and inspection results are recorded.	<input type="checkbox"/>	
	68	(1) Cleaning tools for machines & equipment to be used in the production process are hygienically stored in prescribed places. These tools are periodically inspected and exchanged as required. (2) Detergent and disinfectants to be used for cleaning and disinfection are safely kept (locked) in prescribed places.	<input type="checkbox"/>	
69	Machines & equipment are purchased based on the evaluation of safety, and used following user's manuals and manufacturers' guidance. No remodeling that may impair the safety has been applied.	<input type="checkbox"/>		
19. Management of energy, etc., and prevention of global warming	70	Storage and management of fuel have been based on the following rules: ☐ The storage places are fire-prohibited, ☐ These fuel products are labeled and indicated as hazardous materials, ☐ For storage of gasoline, metal containers are used to prevent fires caused by static electricity from occurring, ☐ Fire extinguishing equipment & fire extinguisher are installed, ☐ No fuel has leaked, or a measure to prevent fuel leak has been taken.	<input type="checkbox"/>	
	71	Making an effort for energy-saving and to control emissions of carbon dioxide (CO ₂), one of greenhouse gases, after understanding energy consumption of electricity, gas, heavy oil and kerosene, etc.	<input type="checkbox"/>	

20. Management of waste and effective use of resources	72	Understanding waste that includes products and raw materials, as well as livestock excrement, bedding, carcasses, and veterinary drugs, documenting the storage and disposal methods. Such waste has been stored and disposed of following these methods.	<input type="checkbox"/>		
	73	(1) Related facilities such as barns and warehouses and inside the premises are kept tidy and in order, and are cleaned with no scattering of waste.	<input type="checkbox"/>		
		(2) Making an effort to prevent water quality degradation of public waters caused by wastewater generated from the farm. Observing local laws and regulations if any.	<input type="checkbox"/>		
	74	Working on the following items in terms of waste generated from the farm: ☐ Reduction in volume, ☐ Sorted and kept in designated places, and ☐ Effort for recycling	<input type="checkbox"/>		
	75	In the case of using "eco-feed," observing the "Guidelines to Secure Safety for Feed to be Used such as Food Remnants." Links : ☐ Official website of Food and Agricultural Materials Inspection Center http://www.famic.go.jp/ffis/feed/tuti/18_6074.html ☐ http://www.maff.go.jp/j/chikusan/sinko/lin/l_siryo/pdf/ecofeed_guide_lines.pdf	<input type="checkbox"/>		
21. Consideration for the surrounding environment and coexistence with the local community	76	(1) Preventing noise, vibration, offensive odors, insect damage, smoke, dust, and toxic substances from scattering or outflowing into residential areas, in consideration of local residents around the barns and livestock handling facilities.	<input type="checkbox"/>		
		(2) Fully checking the surrounding situations when an agricultural machine has to enter a public road from the farm so as not to make trouble for pedestrians or vehicles.	<input type="checkbox"/>		
	77	In the case of using livestock excrement as compost, using it in the local community as priority.	<input type="checkbox"/>		
C. Management of production materials, etc.	22. Management of semen, fertilized eggs, feeder livestock	78	There are documents that stipulate purchase records of semen, fertilized eggs, and feeder livestock that include names of the suppliers and items, breeds, and volume / amount.	<input type="checkbox"/>	
		79	* Excluding chicken Semen and other related items are properly stored and managed. The lineage was clarified at the time of crossbreeding. After crossbreeding, it is possible to identify these items by individuals or groups. There are records of crossbreeding and childbirth.	<input type="checkbox"/>	
	23. Management of feed	80	(1) Procuring feed from feed suppliers whose securing of safety based on laws & regulations and related systems can be confirmed.	<input type="checkbox"/>	
			(2) Related information such as names of suppliers and feed, date and amount of procurement, and component standards of feed additives can be confirmed.	<input type="checkbox"/>	
			(3) Feed other than ones described in (1) above has been confirmed to cause no danger for livestock hygiene and food safety by understanding the origins of raw materials, the management methods during the cultivation and production processes, and inspection results.	<input type="checkbox"/>	
	81	A measure has been taken to prevent feed with antibacterial feed additives from mixing with feed without them by accident.	<input type="checkbox"/>		
	24. Management of bedding	82	When receiving new bedding, checking the appearance, color, quality, foreign substances, mold, etc.	<input type="checkbox"/>	
83		Bedding is periodically exchanged as needed according to the state of contamination by livestock excrement and other contaminants.	<input type="checkbox"/>		

D. Dedicated items for self-sufficient feed production process * If no feed is self-sufficient, these items do not apply.	25. Management of sites such as grasslands	84	In the case of introducing organic matters to grasslands or other related site, organic matters generated in the local region are used preferentially.	<input type="checkbox"/>	
		85	New sites are not nature conservation areas. If they are, the sites are developed in accordance with related regulations.	<input type="checkbox"/>	
		86	The farm is located in a place with no effect by contaminants. If there is a possible effect, a measure is taken.	<input type="checkbox"/>	
	26. Management of agricultural chemicals and fertilizers, etc.	87	Agricultural chemicals are managed as follows: <input type="checkbox"/> The use of unregistered agricultural chemicals and suspected unregistered agricultural chemicals is prohibited, <input type="checkbox"/> Fully inspecting pest control tools before and fully washing the tools after using agricultural chemicals. <input type="checkbox"/> Confirming the descriptions in the label on the container, or the user manual every time agricultural chemicals are used, and using the chemicals while following the instructions in the descriptions. <input type="checkbox"/> Avoiding agricultural chemicals affecting peripheral crops when being sprayed <input type="checkbox"/> Agricultural chemicals are kept in a locked agricultural chemical storage.	<input type="checkbox"/>	
		88	Fertilizers and other related agents are managed as follows: <input type="checkbox"/> Having confirmed that the amount of radioactive substances contained in fertilizers and other related agents does not exceed the national standard. <input type="checkbox"/> With regard to fertilizers and other related agents other than fertilizers passing the administrative official specifications, confirming that there is no harmful factor to feed, while understanding raw materials, production process, and inspection results of the fertilizers and other related agents. <input type="checkbox"/> For compost, a measure against pathogenic microbes is taken by securing an appropriate fermentation temperature, as well as weed seeds sterilizing measure. <input type="checkbox"/> In the case where fertilizers (nitric acid-based fertilizers, sulfur powder, and quicklime) with danger of heat generation, fire, and explosion are kept, after the storage method is confirmed with fertilizer selling stores and manufacturers, these fertilizers are kept in accordance with their instructions.	<input type="checkbox"/>	
	27. Initiatives mainly for environment preservation	89	Engaging in the following activities as a measure to reduce environmental load caused by agricultural chemicals. * In the case of using no agricultural chemical, this item does not apply. <input type="checkbox"/> Preparing spraying liquid of an agricultural chemical by weighing only the necessary amount so that no liquid is left unused. <input type="checkbox"/> Creating a cultivation environment where pests and weeds are rarely generated. <input type="checkbox"/> Implementing plant epidemic control / pest control after understanding the state of epidemic occurrence / pest generation with the use of prevalence reconnaissance information, etc. <input type="checkbox"/> Implementing plant epidemic control / pest control through a combined method between agricultural chemicals and other plant epidemic control / pest control methods. <input type="checkbox"/> Avoiding agricultural chemicals affecting local residents when spraying.	<input type="checkbox"/>	
		90	Engaging in the following activities as a measure to reduce environmental load caused by fertilizers and other related agents. <input type="checkbox"/> Conducting proper application of fertilizers / compost based on the results of soil diagnosis, and fertilization in line with criteria of administrative organs and information from Japan Agricultural Cooperatives <input type="checkbox"/> Taking proper steps of composting livestock excrement (such as maintenance of fermentation temperature at 70°C for several days).	<input type="checkbox"/>	
	29. Information management in the feed production process	91	Details of the use of agricultural chemicals and fertilization have been recorded and preserved, and purchase slips and other related documents have been stored.	<input type="checkbox"/>	

* Attach materials with which the said rules can be confirmed.

(Application regarding the Certification Scheme recognised by Tokyo 2020 based on Section 7 of the Sustainable Sourcing Code for Livestock 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 Livestock 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	XXXXXXXXX Wholesale Co., Ltd.	Lettuce	100	balls	Fresh food	JGAP Advance	XXX City, XXXX Prefecture	JA XXXXXXXXX	For salad JAS organic-certified lettuce
2	XXXXXXXXX Wholesale Co., Ltd.	Lettuce	200	balls	Fresh food	Complying with GAP Guidelines by MAFF (Confirmed by XXXXXXXXX Prefecture)	XXXX Prefecture	XXXXXXXXX Fruit and Vegetable Co.	For salad
3	XXXXXXXXX Wholesale Co., Ltd.	Hamburg (frozen)	10	kg	Processed food	Pork GAP Acquisition Challenge System	XXX City, XXXX Prefecture	XXXXXX Foods Co., Ltd.	
4	XXXXXXXXX Wholesale Co., Ltd.	Salmon (fillet)	20	kg	Fresh food	MEL	XXXXXX Port	XXXXXXXXXX Fishermen's Cooperative	For salmon meunière
5	XXXXXXXXX Wholesale Co., Ltd.	Banana	20	kg	Fresh food	Fair-Trade Certified	Philippines	XXXXXXXXXX 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:	