



DEAS 1090: 2022

ICS 67.140

DRAFT EAST AFRICAN STANDARD

Coffee industry — Code of practice

EAST AFRICAN COMMUNITY

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Foreword

Development of the East African Standards has been necessitated by the need for harmonizing requirements governing quality of products and services in the East African Community. It is envisaged that through harmonized standardization, trade barriers that are encountered when goods and services are exchanged within the Community will be removed.

The Community has established an East African Standards Committee (EASC) mandated to develop and issue East African Standards (EAS). The Committee is composed of representatives of the National Standards Bodies in Partner States, together with the representatives from the public and private sector organizations in the community.

East African Standards are developed through Technical Committees that are representative of key stakeholders including government, academia, consumer groups, private sector and other interested parties. Draft East African Standards are circulated to stakeholders through the National Standards Bodies in the Partner States. The comments received are discussed and incorporated before finalization of standards, in accordance with the Principles and procedures for development of East African Standards. XXXXXX.

East African Standards are subject to review, to keep pace with technological advances. Users of the East African Standards are therefore expected to ensure that they always have the latest versions of the standards they are implementing.

The committee responsible for this document is Technical Committee EASC/TC, Coffee, Cocoa, Tea and related products.

Attention is drawn to the possibility that some of the elements of this document may be subject of patent rights. EAC shall not be held responsible for identifying any or all such patent rights.

Coffee industry — Code of practice

1 Scope

This Draft East African Standard provides guidance on the best practices during primary production, postharvest handling and processing of coffee to ensure safety, quality and sustainability by stakeholders along the coffee value chain

2 Normative references

EAS 38, Labelling of pre-packaged foods

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 3509 and the following apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

— ISO Online browsing platform: available at <http://www.iso.org/obp>

3.1

Agricultural inputs

Any incoming material (e.g. seeds, fertilizers, water, agricultural chemicals, biological control agents, botanical pesticides, and the like.) used for the primary production of coffee.

3.2

Biological control agent

organisms intended to kill or control pests or control the behaviour or physiology of pests during production or storage of crops.

3.3

Cleaning

The removal of soil, dirt, grease or other foreign matter.

3.4

Clean water

Water that does not compromise food safety in the circumstances of its use.

3.5

Composting

Natural process of decaying of organic matter such as crop residues, animal wastes, food garbage, some municipal wastes and suitable industrial wastes by microorganisms under controlled conditions.

3.6

Contaminant

Any substance not intentionally added to food which is present in such food as a result of the production (including operations carried out in crop industry, animal husbandry and veterinary medicine) post-harvest

handling, manufacturing, processing, preparation, treatment, packing, packaging, transport or holding of such food as a result of environmental contamination.

3.7 Control Measures
action or activity that is essential to prevent a significant food safety hazard or reduce it to an acceptable level

3.8 Farm
plot of land and its surroundings in which coffee is grown and harvested and the surroundings under the control of the same management.

3.9 Fertilizer
Includes any substance – solid or liquid – or any nutrient element or elements – organic or inorganic – used singly or in combination with other materials, applied directly to the soil/leaves for the purpose of promoting plant growth, increasing crop yield or improving their quality.

3.10 Food safety hazard
biological, chemical or physical agent in food with the potential to cause an adverse health effect

3.11 Manure
Animal excrement which may be mixed with litter or other material, and which may be fermented or otherwise treated.

3.12 Microorganisms
Include yeasts, mould, bacteria, viruses and parasites. When used as an adjective, the term “microbial” is used.

3.13 Moisture Content
Quantity of free water in a specified material; expressed either as a decimal ratio or as a percentage.

3.14 Mucilage
Common word to describe the slimy layer found between the pulp and adhering to the parchment inside a coffee cherry, but not removed by pulping. Not present in unripe and overripe coffee.

3.15 Pest
An unwanted animal, plant or microorganisms that affect the production, quality and safety of coffee – for example, insects, pathogens, weeds and rodents.

3.16 Pesticide
Any substance or product, or mixture thereof, including active ingredients, adjuvants and pesticide formulations, intended to control, prevent, destroy, repel or mitigate directly or indirectly, any pest. The term shall be understood to include insecticide, fungicide, bactericide, nematocide, herbicide, molluscicide, avicide, rodenticide, plant regulator, defoliant, desiccant and the like.

3.17 Potable water
Water that is suitable for human consumption as approved by the World Health Organization (WHO) or equivalent regulation.

3.18

Primary production

Those steps involved in the growing and harvesting of coffee such as planting, water management, nutrient management, pest management and shade management.

3.19

Primary processing

The preparation and/or transformation of coffee cherries for further processing, e.g. dry and wet methods.

3.20

Pulp

part of the coffee cherry composed of the external exocarp and most of the internal mesocarp (mucilaginous tissue).

3.21

Risk

effect of uncertainty

3.22

Sanitize

Reducing the level of microorganisms through using chemicals, heat and other methods.

3.23

Site

A defined area on the property – for example, a production site.

3.24

Traceability

The ability to follow the movement of produce through the specified stages of production and distribution.

4 Primary production

Measures should be taken to ensure agronomic practices are in compliance with statutory requirements for environmental protection, Crop varieties, and to minimize introduction of contamination from agricultural activities.

4.1 Nursery establishment and management

The establishment and management of nursery should meet the following:

- a) The nursery site should have adequate water supply, sheltered from wind, exposed to the sun and well drained media;
- b) Where plant materials used for construction of nursery shades, should conform to legislations on protection of plant species
- c) Fertilizer use should be in accordance with coffee production recommendation handbooks or grower manuals applicable in Partner States
- d) Non-biodegradable materials and other waste generated in the nursery should be disposed off in accordance with relevant Partner States regulations
- f) Planting material used should be approved in accordance with with relevant Partner States regulations

- g) Use of agrochemicals for pest and disease control should be limited to those approved for use in the coffee industry and in accordance with applicable legislations on chemical use
- h) Sites excavated for nursery soils should be rehabilitated

4.2 Farm establishment

- a) Coffee should be grown in recommended agro-ecological zones.
- b) In case of forested land and land use change, an environmental impact assessment (EIA) license from competent authority should be obtained.
- c) Land preparation techniques (time, methods and technology) that minimize soil erosion and compaction, and safeguard the environment should be applied.
- d) Field planting should be in accordance with coffee production recommendation handbooks or grower manuals applicable in Partner States
- e) Where necessary, soil PH correction should be based on soil analysis results and recommendations applicable in Partner States
- f) Use of agrochemicals for soil treatment and weed control should be limited to those approved for use in the coffee industry and in accordance with applicable legislations on chemical use in Partner States.
- g) Potential sources of contamination from the environment should be identified.
- h) Primary production should not be carried out in areas where there are potentially harmful substances that may contaminate coffee during its growing stage, harvest and postharvest handling.
- i) Diseased or damaged plants should be removed to prevent further spread of the disease in the production site

4.3 Crop husbandry

4.3.1 Pruning should be done in accordance with approved coffee production handbooks or grower manuals applicable in Partner States and the pruned clean material left in the field for sustainable soil fertility.

4.3.2 Fertilizers should be used in a manner that promotes plant health while ensuring food safety and environmental protection;

- a) Fertilizer used should not contain potentially harmful substances and should comply with relevant Standards;
- b) Application of fertilisers should be as recommended by a competent authority;
- c) where applicable, machines/equipment/apparatus used for application of fertilisers should be regularly maintained, calibrated and records maintained;
- d) Records of fertilizer application indicating location, date of application, type and quantity of fertilizer applied should be established and maintained;
- e) The fertilizer should be stored in a designated location and records maintained

4.3.3 Quality of water used for irrigation should be in accordance with relevant standard applicable in Partner States and analysis reports maintained.

4.3.4 Well decomposed manure should be used in production of coffee and managed in a manner that ensures food and environmental safety in accordance with coffee production handbooks or grower manuals applicable in Partner States.

4.3.5 Use of agrochemicals for soil treatment, weed control and use of pesticides should be limited to those approved and certified for use in the coffee industry and in accordance with applicable legislations in Partner States

4.3.6 Approved Crop Protection Products should be applied in a manner that assure food safety, protects the worker and the environment in accordance with Pest Control Products Act, Regulations, Water Act and Crops Act in Partner States

- a) Instructions on the label such as application rate, timing of application, pre-harvest interval, maximum number of sprays, restricted re-entry interval shall be observed to minimise pesticide residues and ensure compliance with requirements for maximum pesticides residue limits for coffee;
- b) Integrated Pest Management (IPM) techniques should be applied;
- c) An up to date and complete list of all the crop protection products used and/or stored on the farm should be maintained;
- d) The choice of Personal Protective Equipment (PPE) and handling of the product should be as per manufacturer's recommendations in the material safety data sheet;
- e) Records of crop protection products applied should be maintained including: field identification (number or code, location), application date, rate, product trade name (brand), name of the operator/supervisor, application machinery (e.g. knapsack) and name of pest or diseases controlled;
- f) Application and measuring equipment should be well maintained and calibrated regularly to ensure accuracy of application rates and proper records maintained;
- g) All crop protection products should be transported in a safe manner with attention to minimizing possible danger to people, food products and the environment;
- h) Storage facilities should be appropriately designed with safety features, product inventory and manufacturer's safety information maintained;
- i) The disposal of the surplus application mixes and wash downs should be carried out in a manner that ensures safety of the worker and the environment;
- j) Empty containers of crop protection products should be safely stored and later disposed in accordance with waste management Regulations in Partner States;
- k) Obsolete crop protection products should be labelled, stored and handled in a manner that prevents contamination of coffee and environmental pollution awaiting disposal;
- l) Personnel involved in application of crop protection products should be trained in safe handling, maintenance and storage of application equipment and records maintained.

4.4 Harvesting

4.4.1 Measures should be taken to ensure that harvesting and sorting of coffee cherries is undertaken in a hygienic manner to prevent contamination and quality deterioration of the coffee:

- a) Farmers should be sensitized on handling of berries, equipment, containers and use of personal protection equipment;
- b) Only ripe cherries should be picked during harvesting
- c) harvesting machines should be maintained in good hygienic condition and the lubricants used should be of food grade quality,

- d) Contact of coffee berries with the soil should be avoided
- e) Containers used during harvesting and sorting should be of food grade materials, clean and free from odours
- f) Coffee cherries should be stored under shade and delivered to the pulping station within 8 hours of harvesting.
- g) Transport equipment and containers should be clean and free from odour and contaminants
- h) Records for harvested coffee cherries and transportation should be maintained

4.4.2 Measures should be put in place to minimise pesticide residues through periodical residue analysis prior to processing to ensure:

- a) Compliance of final coffee products with legislations and standards for pesticide residues.
- b) Taking of appropriate corrective actions and records maintained.

5 Processing

To ensure that coffee products are wholesome, safe for human consumption and the worker is protected from occupational hazards, coffee processing location, premises and steps should comply with Good Manufacturing Practices (GMP) in accordance with EAS 39, and other relevant legislations

5.1 Location, design and layout

Premises for coffee processing should be located, designed, and constructed to facilitate necessary hygienic practices and effectively control food hazards and protect the environment. The location, design and layout should ensure that:

5.1.1 Sources of contamination, pollution, and threats to food safety are identified and appropriately controlled.

5.1.2 Adequate maintenance, cleaning, disinfection and monitoring of transport vehicles, equipment, surfaces, ceilings and overhead structures is achieved

5.1.3 Materials in contact with coffee are of food grade quality, appropriately designed and easy to maintain and clean

5.1.4 Wet and dry operations are adequately separated to reduce microbiological contamination

5.1.5 Workers safety is assured and maintained by use of appropriate controls.

5.1.6 Waste is managed effectively to prevent recontamination of food, pest access and infestation

5.2 Hygiene facilities

Coffee processing premises should have appropriate internal design, equipment layout and location that ensure maintenance of good hygiene throughout the plant and to prevention of cross contamination and the following should be provided:

- a) Washrooms, changing rooms, and hand-washing facilities supplied with water, disinfectants, liquid soap, sanitizer, disposable towels and/or hot air hand driers, as appropriate.
- b) Potable water complying with EAS 12.

- c) Adequate lighting
- d) Clean compressed air for dry cleaning.
- e) Food grade quality lubricants.
- f) Appropriate storage facilities for packaging materials, finished products (unpackaged and packaged), lubricants, fumigants among others.
- g) Stairs in close proximity to production lines should be appropriately designed and maintained.
- h) Facilities for appropriate waste disposal.

5.3 Maintenance and sanitation

Maintenance and sanitation procedures and programmes should be established to cover all areas of the manufacturing premises to prevent cross contamination. One should ensure that:

- a) Efficient operation programmes are in place for all plant machinery and equipment.
- b) Effective cleaning and disinfection programs for all facilities and equipment are undertaken.
- c) Use of approved solvents, oils, lubricants, detergents and disinfectants.
- d) Monitoring to establish effectiveness of maintenance, cleaning and sanitation done.
- e) Calibration and preventive maintenance programmes are in place

5.4 Personal hygiene

A personal hygiene policy should be established and implemented to ensure that coffee is not contaminated by food handlers:

- a) Written instructions for acceptable personal hygiene should be visibly displayed at appropriate areas and enforced.
- b) Visitors to manufacturing and storage areas should be sensitised on hygiene practices and wear protective clothing as appropriate.
- c) A documented and effective training manual and program should be in place to ensure that employees, contractors and sub-contractors are competent in assigned duties, and are conversant with hygiene, accidents, and emergency procedures and any other issue critical to food safety.

5.5 Process control

5.5.1 General

- a) All process steps should be designed, implemented, monitored, measured, documented and reviewed for effectiveness of controls and compliance with critical limits for contaminants in accordance with relevant Standards and Coffee Production Recommendations for various coffee products.
- b) All equipment but not limited to weighing machines shall be calibrated, standardized and verified regularly by a competent authority.
- c) Calibration records shall be maintained.
- d) The weighing equipment shall be in compliance with the Weights and Measures regulations of the Partner States

5.5.2 Primary processing

5.5.2.1 Sorting

- a) There should be a documented procedure detailing handling of produce from harvesting to receipt at the factory.
- b) Sorting area surfaces should be easy to clean, not slippery, and have adequate drainage and lighting.
- c) Sorting should be done to effectively remove foreign, extraneous matter, and coffee cherries that are under-ripe, overripe, and diseased.
- d) Sorted coffee cherries should be processed separately.

5.5.2.2 Weighing

The aim of this process is to document the quantities of cherry delivered for traceability.

- a) During weighing measures should be put in place to ensure that the coffee cherry is protected from contamination and quality deterioration.
- b) The accepted coffee cherries should be weighed and records maintained.

5.5.2.3 Pulping

- a) Only clean water should be used for pulping.
- b) Proper adjustment to suit cherry sizes and servicing of the pulping machine should be ensured to prevent physical damage.
- c) Coffee should be pulped the same day it is harvested and received.
- d) Re-circulated water should be disposed of after the day's pulping.
- e) Pulping machines to be eco-friendly in terms of water and power
- f) Measures should be put in place to ensure that different grades of parchment are clearly separated.

5.5.2.4 Mucilage removal

5.5.2.4.1 Fermentation

- a) Fermentation should be as per Coffee Production Recommendations handbooks or grower manuals applicable in Partner States.
- b) Measures should be taken to avoid over-fermentation.
- c) Fermentation tanks should be roofed.
- d) Fermentation tanks should be made of food grade material.
- e) The fermentation tank walls and floors shall not be cracked and shall be waterproof.

5.5.2.4.2 Mechanical removal

- a) Measures should be taken to ensure that the mucilage removing machine is in serviceable condition to prevent mechanical damage of the parchment.
- b) Procedures on cleaning the machine should be established and records maintained.

5.5.2.5 Washing and grading

Washing and grading should be done in a manner that maintains acceptable quality and safety of parchment

- a) Water used for washing and grading should be clear, clean and free from taints, odours
- b) Washing and grading channels should be smooth and clean.
- c) Grading should be done in a manner that ensures separation of parchment according to density.
- d) Washing tools should be made of appropriate material, clean and maintained in serviceable condition.
- e) Where soaking is undertaken it should be done in a manner that does not compromise quality.
- f) Conveyance of parchment should be done in a manner that prevents physical damage of the parchment.

5.5.2.6 Drying

- a) Cherries or Parchment should be dried in a manner that promotes efficient aeration, uniformity in drying and prevent development of Ochratoxin A
- b) The drying tables should be at least 1m from the ground
- c) Moisture content of dried coffee should be monitored using a calibrated moisture meter to achieve a moisture content:
 - i) 10 -11 % for parchment.
 - ii) Not more than 12% for dried cherry
- d) During drying, measures should be taken to prevent rewetting of the coffee.
- e) Conditioning bins should be covered and well aerated.
- f) Drying tables and conditioning bins should be labelled to facilitate traceability and records maintained.
- g) Measures should be taken to ensure hygienic handling and storage of dried coffee.
- h) Measures should be taken to ensure that the mechanical drying machine is in serviceable condition to prevent mechanical damage of the parchment.
- i) Procedures on cleaning the drying machine should be established and records maintained.

5.5.2.7 Bagging

- a) Dried coffee should be bagged in food grade materials that assure the product safety and integrity. Dried coffee bags should be labelled to show the following information:

- i) Identification number/code
 - ii) Type of coffee
 - iii) Farm/Factory name
 - iv) Net weight
- b) Parchment grades should be bagged separately

5.5.2.8 Storage of dried coffee

Dried coffee should be stored in facilities that preserve the product safety and quality.

5.5.2.9 Transportation to mill

- a) Vehicles for transporting dried coffee should be covered, clean, dry and free from odours
- b) Measures should be taken to prevent rewetting and contamination
- c) Inspection procedures should be established to assess suitability of the vessel for transportation and a checklist maintained.
- d) Dry coffee consignment should be accompanied by the relevant documents to facilitate identification and traceability including but not limited to:
 - i) Booking slip.
 - ii) Growers' delivery note.

NOTE The above documents should be serialized.

5.5.3 Secondary processing

5.5.3.1 Receipt of coffee at the dry mill

Measures should be put in place to assess the suitability and traceability of dry coffee delivered for milling:

- a) Coffee received should be weighed to determine quantity and facilitate issuance of identification document for the consignment
- b) Coffee should be sampled in accordance with ISO 6666 for determine moisture content, milling loss and quality.
- c) An outturn number should be generated for every consignment, showing the production week, mill identity, consignment among others.
- d) On delivery, the farmer should receive a pre-milling quality report showing the moisture content, expected milling loss, quality and a weight ticket.
- e) Measuring equipment shall be calibrated and records maintained.
- f) The milling facility should have appropriate security measures

5.5.3.2 Parchment and dry cherries bulking

Bulking should be done in a manner that ensures uniformity of grades and quality to attain a millable lot.

5.5.3.3 Hulling and polishing

Measures should be put in place to ensure the following:

- a) Hulling is completely done.
- b) When polishing, not more than 50 % of the silver skin should be retained.
- c) The milling loss should be ± 2 % of the pre-milling for the heavy coffee.
- d) The milling loss for lights and estate-cured coffee should be ± 5 % of the expected.

5.5.3.4 Green bean grading and sorting

Coffee grading and sorting shall be done in accordance with relevant standards

5.5.3.5 Green coffee Bulking

Bulking should be done in a manner that ensures uniformity of grades and quality to attain a sellable lot

5.5.3.6 Sampling for trade

Sampling should be done as per national trading rules or contractual agreements.

5.5.3.7 Bagging

To ensure quality, safety and traceability of the product, the following should be observed:

- a) Bags used shall be in accordance with relevant standards
- b) In addition to the requirements in EAS 38, bags shall be labelled and similar information on a label shall be put inside the bag. Details of the label shall indicate:
 - i) growers code,
 - ii) grade,
 - iii) season,
 - iv) outturn number
 - v) storage instructions
 - vi) net weight

5.5.3.8 Transport to warehouse

Measures should be established, implemented, monitored and documented to ensure that transportation maintains quality and integrity of the coffee

- a) Transporters should be prequalified based on their ability to provide services in a manner that does not compromise product safety, quality and package integrity

- b) Vehicles should be checked prior to loading, and during unloading to verify that the quality and safety of the material or product is assured

5.5.3.9 Storage facilities for green coffee

Green coffee should be stored in facilities that maintain the safety and quality of the product while assuring traceability. Coffee in warehouse should be accompanied by documents prescribed by regulations in the respective Partner States

5.5.3.10 Blending

Measures should be put in place to ensure that blending is done in a manner that prevents contamination and maintains product safety and integrity.

- a) Blending areas should be clean, free from dust, have appropriate lighting and prevent absorption of moisture
- b) Procedures should be established to identify and control potential sources of contamination.
- c) Personnel should have appropriate protective equipment and avoid direct contact with the coffee.
- d) All materials in contact with the coffee should be clean, dry and food grade

5.5.3.11 Roasting and grinding

- a) All roasting factories shall be operated as per the relevant regulations of the partner states, Coffee General Rules, EAS 39 and
- b) The raw material used should conform to relevant standard, while the end product should comply with EAS 105.
- c) Coffee spilling onto the floor should be avoided, and any spillages should be rejected, disposed of appropriately and records maintained.

5.5.3.12 Packaging and dispatch

Measures should be established to ensure that coffee products packaging and dispatch operations maintains quality, integrity and traceability. Hence

- a) Procedures should be established to ensure that only food grade packaging materials are used and appropriately labelled.
- b) Coffee packages should be kept on pallets away from the walls.
- c) Consumer packages should be designed in compliance with relevant standards
- d) Containers and packages should be designed in a manner that minimise damage, prevent contamination.
- e) Pallets used should be constructed and treated in a manner that preserves coffee quality and integrity of packages.
- f) Dispatch vehicles should be in good hygienic and repair conditions and records maintained.

5.6 Product control

The finished product should be stored, packaged, labelled, dispatched and transported in a manner that maintains its quality, safety and complies with relevant Standards and customer contractual agreements;

- a) Contractual agreements for supplies should be honoured by both parties.

- b) recycled materials for use should not be in direct contact with the product.
- c) pallets for product packaging should not compromise product safety and quality
- d) A dispatch procedure and criteria should be established to ensure that only clean vehicles capable of preserving safety and quality of the product are used
- e) Coffee transportation containers should be dry, clean, and free from holes, odours, leak proof and designated only for coffee transport at a time.
- f) Transport personnel and drivers should be sensitized and aware of food safety requirements, and appropriate vehicle and security conditions for transporting finished products
- g) The producer/exporter should establish a documented system to ensure that every unit or batch of the products is traceable.
- h) A procedure should be established to ensure that coffee samples are representative of the offered lot and that non-conforming products are disposed of appropriately.
- i) Monitoring should be undertaken to identify processing points and products that are out of specification; identify non-conforming products as appropriate for isolation, rework, release and /or disposal, and records of actions taken maintained.

Cleaning and disinfection should be done in a manner that will safeguard the package integrity and product quality.

6 Labour and workers welfare

- a) All stakeholders within the value chain should comply with relevant legislations on labour and employment.
- b) All workers should be 18 years of age and above or should follow the minimum working age defined by the applicable local law.
- c) There should be no cases of forced labour and forced eviction.
- d) There should be no prohibition on membership or representation by labour union.
- e) Where provided by an employer, living quarters should be suitable for human habitation and contain basic services and facilities.

7 Environmental management

- a) Sustainable environmental management should be maintained to conserve energy, soils, water resources, wild life and forests in accordance with the relevant environmental related legislations;
- b) Emissions from factories should be managed in a manner that minimizes environmental degradation; and
- c) Proper waste management systems should be established, monitored and maintained.

8 Quality control

- a) Coffee samples should be prepared, labelled and handled in a manner that is representative of the lot, preserves traceability, product integrity and in accordance with but not limited to ISO 4072 , ISO 22005, and the Partner States coffee trading rules
- b) Organoleptic tasting should be done in accordance with ISO 4149 to ascertain quality and value of Coffee by relevant parties;

9 Product information and consumer awareness

Reference should be made to general standards of labelling of pre-packaged standards and labelling clause of the EAS 38

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