



GN:4049929259706

Registration number of producer/
producer group (from CB):CSQA
1535P001

GLOBALG.A.P RISK ASSESSMENT ON SOCIAL PRACTICE (GRASP)

PROOF OF ASSESSMENT

According to

GRASP General Regulations v1.1 2011

Option 2

Issued to

Producer Group "Società Ortofrutticola Polignanese S.r.l."

Via E. Fermi, 3, Polignano a Mare (BA), Italy

The Annex contains details of the GRASP results and the covered producer group members.

The Certification Body CSQA Certificazioni Srl declares that the producer group mentioned on this proof has been assessed according to the GLOBALG.A.P. Risk Assessment on Social Practice v1.1 Jan 11

GLOBALG.A.P certified products covered by GRASP

Products	Assessment Number	Produce Handling	No. of GRASP internally assessed producers	Total number of group members
Escaroles / Broad-Leaf Endives	00041-VLXXP-0002	no	2	2
Grapes (Table)	00041-VLXXP-0002	no	2	4
Herbs - Misc	00041-VLXXP-0002	no	2	2
Lettuce	00041-VLXXP-0002	no	2	2
Parsley	00041-VLXXP-0002	no	2	2
Potatoes	00041-VLXXP-0002	no	2	2
Total:			4	6

Assessment Result:

Does the assessment of the Quality Management System of the Group show evidence of the correct implementation of GRASP for all producer group members?

Yes, fully compliant

Date of Assessment: 28. 09. 2015

Date of Upload: 16. 10. 2015

Validity Date: 27. 09. 2016 (depending on IFA certificate validity)

The actual status of this proof is always displayed at: <https://database.globalgap.org>

GLOBALG.A.P Risk Assessment on Social Practice (GRASP)

ANNEX for GGN: 4049929259706

Producers Group Members:

Product(s)	GGN	Company/Producer name and address
Grapes (Table)	4049929872356	AZIENDA AGRICOLA SANTORO FRANCESCO, Madonna di Pompei 94, 74023 Grottaglie (TA)
Grapes (Table)	4049929645837	MANIGRASSO FRANCESCO , Di Vittorio 30, 74023 Grottaglie (TA)
Escaroles / Broad-Leaf Endives	4050373932237	Dell'Erba Francesco, Via L. Einaudi, n.c., 70044 POLIGNANO A MARE (BA)
Herbs - Misc	4050373932237	Dell'Erba Francesco, Via L. Einaudi, n.c., 70044 POLIGNANO A MARE (BA)
Lettuce	4050373932237	Dell'Erba Francesco, Via L. Einaudi, n.c., 70044 POLIGNANO A MARE (BA)
Parsley	4050373932237	Dell'Erba Francesco, Via L. Einaudi, n.c., 70044 POLIGNANO A MARE (BA)
Potatoes	4050373932237	Dell'Erba Francesco, Via L. Einaudi, n.c., 70044 POLIGNANO A MARE (BA)
Escaroles / Broad-Leaf Endives	4050373932244	Az. Agr. Santa Candida di Scagliusi F. e C. s.s., Contrada Santa Candida, 70044 POLIGNANO A MARE (BA)
Herbs - Misc	4050373932244	Az. Agr. Santa Candida di Scagliusi F. e C. s.s., Contrada Santa Candida, 70044 POLIGNANO A MARE (BA)
Lettuce	4050373932244	Az. Agr. Santa Candida di Scagliusi F. e C. s.s., Contrada Santa Candida,

		70044 POLIGNANO A MARE (BA)
Parsley	4050373932244	Az. Agr. Santa Candida di Scagliusi F. e C. s.s., Contrada Santa Candida, 70044 POLIGNANO A MARE (BA)
Potatoes	4050373932244	Az. Agr. Santa Candida di Scagliusi F. e C. s.s., Contrada Santa Candida, 70044 POLIGNANO A MARE (BA)

1 Control Point and Compliance Criteria	Number of Producers		
	Yes	No	N/A

CP	Is there at least one employee or an employees' council to represent the interests of the staff to the management?			
CC	Documentation is available which demonstrates that a clearly identified, named employees' representative and / or a employees' council representing the interests of the employees to the management is elected or nominated by all employees and recognised by the management. This person shall be able to communicate complaints to the management.			
1.1	The election/nomination of the representative(s) is documented. In case of a council, its composition is documented. In case of option 2 certification with high rotation of employed workforce, a producer (or other suitable person to execute this task) can be nominated on group level	3	0	0
1.2	The election/nomination has taken place in the ongoing year or production period	3	0	0
1.3	The representation is actual (all elected/nominated person(s) according to the list still work on the farm or in the group)	3	0	0
1.4	The ER is/are aware of his/her/their role and rights. In case of a council, all members are interviewed. The job description clearly defines roles and rights of the ER.	3	0	0

SUMMARY CONTROL POINT 1 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Presso l'azienda Dell'Erba Francesco c'è un solo dipendente che si è nominato nominatosi il 13.06.2015. Presso l'azienda Santoro Francesco la riunione per l'elezione del Rappresentante dei Lavoratori è avvenuta il 04.06.2015. Da SOP l'elezione è avvenuta il 30.09.2015 con formalizzazione del rinnovo della carica il 01.10.2015. Le persone elette sono attualmente dipendenti delle aziende e sono consapevoli del loro ruolo

2 Control Point and Compliance Criteria

Number of
Producers

Yes No N/A

CP Is there a complaint procedure available on the farm, through which employees can make a complaint?

CC A complaint procedure exists on the farm, the employees have been informed about its existence and complaints or suggestions can be made. The complaint procedure specifies a time frame to resolve complaints. Complaints and their solutions from the last 24 months are documented and accessible.

2.1	A documented complaint procedure is available, appropriate to the size of the farm	3	0	0
2.2	Through the complaint procedure, complaints can be made by employees at any time	3	0	0
2.3	The complaint procedure sets a time frame to resolve complaints (e.g. during the next month)	0	3	0
2.4	The complaints and their follow-up are documented and available for the last 24 months	0	0	3

SUMMARY CONTROL POINT 2 Number of Producers

Yes, fully compliant	0
Yes, some improvements needed	3
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Documentazione centralizzata dal Capofila. Implementata l'Istruzione Operativa "Igiene e Sicurezza dei Lavoratori e Salubri e Ri-spetto dei Diritti Umani" Ed. 00 Rev. 01 del 01.06.2014 con allegato il modulo "Segnalazione Rischi Lavoratori". I moduli compilati devono essere riposti in una cassetta presente all'interno della sala mensa. Nell'istruzione si specifica che l'azienda ha da minimo 24 ore ad un massimo di 12 mesi per risolvere l'anomalia segnalata, ma non viene specificata la frequenza con cui la cassetta viene aperta. Negli ultimi 24 mesi non vi sono state segnalazioni

3 Control Point and Compliance Criteria

Number of Producers

Yes No N/A

- CP Has a self-declaration on good social practice regarding human rights been communicated to the employees and signed by the farm management and the employees' representative and have the employees been informed?
- CC The farm management and the employees' representative have signed and displayed a self-declaration assuring good social practice and human rights of all employees. This declaration contains at least commitment to the ILO core labor conventions (ILO Conventions 111 on discrimination, 138 and 182 on minimum age and child labor, 29 and 105 on forced labor, 87 on freedom of association, 98 on the right to organize and collective bargaining, 100 on equal remuneration and 99 on minimum wage) and transparent and non-discriminative hiring procedures and the complaint procedure. The employees have been informed about the self-declaration and it is revised at least every 3 years or whenever necessary.

3.1	The declaration is complete and contains at least all points referred to in the compliance criteria	3	0	0
3.2	The declaration has been signed by the farm management and by the employees' representative(s) and the responsible person for health and safety.	3	0	0
3.3	The declaration is actively communicated to the workers (e.g. displayed on the farm or attached to the working contract, information meetings etc.)	3	0	0
3.4	The farm management, the employees' representative(s) and the responsible person for health and safety know the content of the declaration and confirm that it is put into practice	3	0	0
3.5	It is stated that the employees' representative(s) can file complaints without personal sanctions	3	0	0
3.6	The declaration is checked and revised at least every 3 years or whenever necessary	3	0	0

SUMMARY CONTROL POINT 3 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Visionata Autodichiarazione Buona Pratica Sociale Rev 01 del 01.06.2013 sottoscritta il 14.11.2014. La Politica non è ancora stata revisionata in quanto emessa il 01.06.2013. Tutti i requisiti

di conformità al modulo GRASP sono enunciate nella politica

4 Control Point and Compliance Criteria	Number of Producers		
	Yes	No	N/A

CP Does the person responsible for workers' health and safety and good social practice (WHSGSP) and the employees' representative(s) (ER) have knowledge about and/or access to recent national labor regulations?

CC The responsible person for workers' health and safety and good social practice and the employees' representative(s) have knowledge and/or access to national regulations concerning: gross and minimum wages, working hours, union membership, anti-discrimination, child labor, labor contracts, holiday and maternity leave, medical care and pension/gratuity.

	Yes	No	N/A
4.1 WHSGSP and ER have knowledge and/or access about valid labor regulations on gross and minimum wages	3	0	0
4.2 WHSGSP and ER have knowledge and/or access about valid labor regulations on working hours	3	0	0
4.3 WHSGSP and ER have knowledge and or /or access about valid labor regulations on union membership	3	0	0
4.4 WHSGSP and ER have knowledge and/or access about valid labor regulations on anti-discrimination	3	0	0
4.5 WHSGSP and ER have knowledge and/or access about valid labor regulations on child labor and minimum age of working	3	0	0
4.6 WHSGSP and ER have knowledge and/or access about valid labor regulations on labor contracts	3	0	0
4.7 WHSGSP and ER have knowledge and/or access about valid labor regulations on holiday and maternity leave	3	0	0
4.8 WHSGSP and ER have knowledge and/or access about valid labor regulations on medical care and pension/gratuity	3	0	0

SUMMARY CONTROL POINT 4 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

I Responsabili dei Lavoratori hanno ricevuto i numeri di contatto del consulente del lavoro, al quale possono

rivolgersi in qualsiasi momento per eventuali chiarimenti.

5 Control Point and Compliance Criteria	Number of Producers		
	Yes	No	N/A
CP Can copies of working contracts be shown for the employees? Do they indicate at least full names, nationality, a job description, date of birth, date of entry, wage and the period of			
CC For every employee, a contract can be shown to the assessor on request (on a sample basis). Both the employee as well as the employer have signed them. Records contain at least full names, nationality, a job description, date of birth, the regular working time, wage and the period of employment. Records of the employees (also subcontractors) must be accessible for at least 24 months.			
5.1 Random checks show availability of contracts and their conformity with the national regulations based on the National Interpretation Guideline	3	0	0
5.2 The working contracts include at least basic information on the employee's name and nationality	3	0	0
5.3 The working contracts include at least basic information on the contract period (e.g. permanent, day labour etc.)	3	0	0
5.4 The working contracts include at least a basic job description	3	0	0
5.5 There is no contradiction to the self declaration on good social practice	3	0	0
5.6 The working contracts include information on working hours & breaks	3	0	0
5.7 If non-national employees are working on the farm, records indicate their legal status for being employed on the farm. A respective working permit is available	1	0	2

SUMMARY CONTROL POINT 5 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Per SOP, visionate a Campione le ricevute di comunicazione UniLAV dei seguenti dipendenti: F.I.M. (Livello 202 – raccolta e lavori vari); D. G. (Livello 102 – Autista); C. L. (Livello 102 – Incassamento, Raccolta, lavori vari)

e B. N. (Livello 202 – raccolta e lavori vari) quest'ultima con permesso di soggiorno con validità illimitata rilasciato il 22.12.2014. Da Dell'Erba Francesco, Visionata la ricevuta UniLAV dell'unico dipendente inquadrato al Livello 301. Da Santoro Francesco, visionate le ricevute di A. V. (Livello 2 – lavori comuni); A. C. (Livello 4 – Operatore Polifun-zionali); C. G. (Livello 6 – trattorista). Non ci sono dipendenti per i quali è previsto il permesso di soggiorno

6 Control Point and Compliance Criteria	Number of Producers		
	Yes	No	N/A

CP	Is there documented evidence indicating regular payment of salaries corresponding to the contract clause?			
CC	The employer shows adequate documentation of the salary transfer (e.g. employee's signature on payslip, bank transfer). Employees sign or receive copies of payslips / pay register that make the payment transparent and comprehensible for them. Regular payment of the employees during the last 24 months is documented.			
6.1	Documented evidence that the payment is made in defined intervals (e.g. payslips or pay registers) is available for the employees (Random checks)	3	0	0
6.2	Payslips or pay registers indicate that payments are made in accordance with the working contracts (e.g. worker's signature on payslips, bank transfer etc.)	3	0	0
6.3	The record of payments are kept for at least 24 months	3	0	0

SUMMARY CONTROL POINT 6 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Tutte le buste paga visionate risultano sottoscritte dai dipendenti. I pagamenti avvengono con assegni circolari o con bonifici (visionate copie dei bonifici). Verificate le buste paga di F.I.M. (retribuito come livello 202) viste buste

di luglio e agosto; D. G. (retribuito come livello 102); C. L. (retribuita come livello 102); B.N.H.B.S. (retribuito come livello 202); L.G. (OTI impiegato). Da Santoro le buste paga visionate risultano sottoscritte dai dipendenti. I pagamenti avvengono con assegni circolari o contanti. Verificate le buste paga di C.P., A.V. (Livello 2), P. C. (livello 2), A. C. (Livello 6 a gennaio), C.G. (Livello 6). Da Dell'Erba tutte le buste paga visionate risultano sottoscritte

7 Control Point and Compliance Criteria	Number of Producers		
	Yes	No	N/A

- CP Do payslips / pay registers indicate the conformity of payment with at least legal regulations and/or collective bargaining agreements?
- CC Wages and overtime payment documented on the payslips / pay registers indicate compliance with legal regulations (minimum wages) and/or collective bargaining agreements (if applicable). If payment is calculated per unit, employees shall be able to gain at least the legal minimum wage (on average) within regular working hours.

7.1 Payslips or pay registers give clear indication on the number of compensated working time or harvested amount (hours/days) including overtime	3	0	0
7.2 Wages and overtime payments as shown in the records indicate compliance with national labor regulations and/or collective bargaining agreements (minimum wages), as specified in the National Interpretation Guideline	3	0	0
7.3 Independently from the calculation unit, pays lips / pay registers document that employees gain in average at least the legal minimum wage within regular working times (especially check when piece-rate is implemented). If there are deductions from salary for employees getting paid below minimum wage, these deductions must be justified in writing	3	0	0

SUMMARY CONTROL POINT 7 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Sulle buste paga sottoscritte dai dipendenti, vengono segnati i giorni di assenza. Le ore lavorate non superano le 6,5 al giorno. I compensi sono in linea con quanto previsto dal CCNL Agricoltura

8 Control Point and Compliance Criteria Number of Producers
Yes No N/A

CP Do records indicate that no minors are employed on the farm?

CC Records indicate compliance with national legislation regarding minimum age of employment. If not covered by national legislation, children below the age of 15 are not employed. If children as core family members are working on the farm, they are not engaged in work that is dangerous to their health and safety, jeopardizes their development or prevents them from finishing their compulsory school education.

8.1	Dates of birth on the records show that no employee is aged below the legal minimum age of employment or under 15.	3	0	0
8.2	If children as core family members are working on the farm, they are not engaged in work that is dangerous (according to IFA 3.1 All Farm CPCC 3.0) to their health and safety that jeopardizes their development or prevents them from finishing their compulsory school education.	0	0	3

SUMMARY CONTROL POINT 8 Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

In nessuna azienda ci sono minori impiegati, visionato il Riepilogo Giornate Lavorate per l'anno 2015 sul quale sono riportate le date di nascita degli operatori. Non sono presenti bambini appartenenti ai nuclei familiari aziendali

9 Control Point and Compliance Criteria Number of Producers
Yes No N/A

- CP Do the children of employees living on the farm have access to compulsory school education?
- CC There is documented evidence that children of employees at compulsory schooling age (according to national legislation) living on the farm have access to compulsory school education, either through provided transport to a public school or through on-site schooling.

9.1	There is a list all children in the age of compulsory schooling age living on the farm, with sufficient indications on name, name of parents, date of birth, school attendance etc. Children of management may be excluded	0	0	3
9.2	There is evidence of transport facilities if children cannot reach school within acceptable walking distance (half an hour walking or according to National Interpretation Guideline	0	0	3
9.3	There is evidence of on-site schooling system when access to schools is not available	0	0	3

SUMMARY CONTROL POINT 9 Number of Producers

Yes, fully compliant	0
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	3

Remarks:

Nelle 3 aziende non ci sono operai che vivono in azienda

10 Control Point and Compliance Criteria	Number of Producers		
	Yes	No	N/A

- CP Is there a time recording system that shows daily working time and overtime on a daily basis for the employees?
- CC There is a time recording system that makes working hours and overtime transparent for both employees and employer on a daily basis. Working times of the employees during the last 24 months are documented.

10.1	A time recording system is implemented, appropriate to the size of the farm (e.g. time record sheet, check clock, electronic cards etc.)	0	3	0
10.2	The records indicate the regular working time for employees on a daily basis	3	0	0
10.3	The records indicate the overtime hours for employees on a daily basis	3	0	0
10.4	The records indicate the breaks / festive days for the employees (on a daily basis)	3	0	0
10.5	The working records are regularly approved by the employees (e.g. regularly signed record sheet, checking clock)	3	0	0

10.6 Access to these records is provided to the Employees' Representative(s)	3	0	0
10.7 The records are kept for at least 24 months	0	3	0

SUMMARY CONTROL POINT

10

Number of Producers

Yes, fully compliant	0
Yes, some improvements needed	3
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

In nessuna delle 3 aziende è presente un registro presenze giornaliero. Tutti i dati sono riportati sulle buste paga, sulle quali viene segnata la presenza e per ogni presenza si tratta di 6,5 ore di lavoro. Gli straordinari vengono segnati a parte e si effettuano solo presso SOP. I documenti vengono conservati per meno di 24 mesi.

11 Control Point and Compliance Criteria

Number of Producers

Yes No N/A

CP Do working hours and breaks documented in the time records comply with applicant legislation and/or collective bargaining agreements?

CC Documented working hours, breaks and rest days are in line with applicant legislation and/or collective bargaining agreements. If not regulated more strictly by legislation, records indicate that regular weekly working hours do not exceed a maximum of 48 hours, during peak season (harvest), weekly working time does not exceed a maximum of 60 hours. Rest breaks/days are also guaranteed during peak season.

11.1 Information on valid labor regulation and/or collective bargaining agreements is available/accessible, referring to working hours and breaks	3	0	0
11.2 Working hours including overtime as shown in the records indicate compliance with legal regulations and/or collective bargaining agreements	3	0	0
11.3 Rest breaks / days as shown in the records indicate compliance with national regulations and / or bargaining agreements	3	0	0
11.4 If not regulated more strictly by applicant legislation, regular weekly working time does not exceed 48 hours. During peak season (harvest), weekly working time does not exceed 60 hours	3	0	0

11.5 The records indicate that rest breaks/days are also guaranteed during peak season	3	0	0
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SUMMARY CONTROL POINT

11

Number of Producers

Yes, fully compliant	3
Yes, some improvements needed	0
Not compliant, but some steps taken	0
Not compliant	0
Not applicable	0

Remarks:

Dalle buste paga è possibile verificare il numero di giorni e le ore settimanali, che non superano le 39 ore (dato confermato dai Rappresentanti dei lavoratori). Si lavora 6,5 ore/giorno al massimo per 6 giorni/settimana.

PG1Control Point and Compliance Criteria	Result		
	Yes	No	N/A

CP Does the assessment of the Quality Management System of the producer group show evidence of the correct implementation of GRASP for all producer group members?

CC The assessment of the Quality Management System of the producer group demonstrates that GRASP is correctly implemented, internally assessed and that actions are taken to enable compliance of all producer group members.

PG1.The implementation of GRASP is included in the Quality Management System of the producer group, based on the GLOBALG.A.P. IFA GR v3.2Mar10 Part III for producer group certification	X		
PG1. There is a system in place to demonstrate that key staff is informed and is aware of development, issues and legislative changes relevant to the compliance to GRASP	X		
PG1. All documentation relevant to the operation of the QMS for GRASP compliance exist and is it adequately internally controlled	X		
PG1. A register is maintained of all GLOBALG.A.P. member producers that are implementing GRASP	X		
PG1. The register contains the Internal inspection date for every producer member.	X		
PG1. Records of the internal assessment plan, assessment findings and follow up of corrective actions resulting from an assessment are available	X		

SUMMARY CONTROL POINT

PG1

Result

Yes, fully compliant	X
Yes, some improvements needed	
Not compliant, but some steps taken	
Not compliant	
Not applicable	

Remarks:

L'azienda ha implementato la documentazione del SGQ inserendo anche i riferimenti al GRASP. E' stato aggiornato il registro delle aziende aderenti al gruppo con le aziende che implementano il GRASP e le date delle VII effettuate. Vista formazione del 18.05.2015 al personale chiave.

R1 Control Point and Compliance Criteria

Number of Producers

Yes No N/A

CP What other forms of social benefit does the employer offer to workers, their families and/or the community? Please specify in quantities if possible.

CC

R1.1 Incentives for good and safe working performance	0	3	0
R1.2 Bonus payment	0	3	0
R1.3 Support of professional development	0	3	0
R1.4 Family friendliness	0	3	0
R1.5 Medical care / health provisions	0	3	0
R1.6 Improvement of social surroundings	0	3	0
R1.7 Other benefits:	0	3	0

Remarks:

Non sono previsti benefit per i dipendenti

Signature Producer

Signature Auditor