



# Sustainable Agriculture Initiative Platform's Farm Sustainability Assessment (FSA) V3.0

## Data Access Rules

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## 1 INTRODUCTION

FoodPLUS GmbH/The GLOBALG.A.P. Secretariat offers customers various services for managing the certification and audit/assessment process. This requires data to be collected and processed. In accordance with our data protection policy, we commit to strict requirements for processing personal data and ensure compliance with national and international data protection laws, in particular the European Union's General Data Protection Regulation (GDPR). Further information on how we process personal data can be found in our [privacy policy](#).

Among other things, personal data is collected to allow the GLOBALG.A.P. Secretariat provide its partner, Sustainable Agriculture Initiative (SAI) Platform, the service of organizing and managing the Farm Sustainability Assessment (FSA) system and audits.

This document describes the default minimum data access settings for SAI Platform's FSA. It details what information is published in the GLOBALG.A.P. IT systems and visible to the different data access groups as defined below.

The verification body (VB) shall record this data and update it in the GLOBALG.A.P. IT systems whenever there is a change; at the latest with the reacceptance of products for the next letter of attestation cycle and/or the recertification.

By participating in SAI Platform's FSA, the producer or farm management group (FMG) grants access to its company data (i.e., data relating to the producer/FMG) as well as to product and certification data as displayed in the respective tables.

At any time, producers/FMGs as well as FMG members and companies/operations whose data is registered may release more data to the different data access groups via the VB. Furthermore, extended data access rights can be assigned by the company (producer/FMG) to individually registered companies with a personalized account (e.g., retailers or processors).

## 2 DEFINITIONS

### 2.1 Data access groups

Several users such as producers, CBs, retailers, and suppliers have access to the GLOBALG.A.P. IT systems.

Access rights to the data stored in the GLOBALG.A.P. IT systems depend on the data access group to which the user belongs. A user may belong to more than one data access group.

The following data access groups exist:

- GLOBALG.A.P. Secretariat (section 2.1.1)
- CB/VB (section 2.1.2)
- FSA observer (section 2.1.3)
- Public user (section 2.1.4)

Except for the data access group "public user," all users have a personalized account with personalized login credentials.

#### 2.1.1 Data access group: GLOBALG.A.P. Secretariat

This group represents individuals in the GLOBALG.A.P. Secretariat with access to the data registered in the GLOBALG.A.P. IT systems. Only GLOBALG.A.P. staff who have signed a confidentiality agreement will be assigned to this data access group.

The GLOBALG.A.P. Secretariat has access to all data filed in the GLOBALG.A.P. IT systems.

### **2.1.2 Data access group: certification body/verification body**

This group represents all CBs (third-party certification bodies) and VBs (first- or second-party inspection bodies), who have extended data access rights for their own clients. CB and VB administrators are allowed not only to read, but also to enter data into the GLOBALG.A.P. IT systems for their clients.

Where an FMG does not have any products in an active status, any VB, if it has the FMG's Global Farm Number (GFN), can transfer the producer to its own VB and thereby gain access to the company (FMG) data registered in the GLOBALG.A.P. IT systems as well as to product data (assessment history).

### **2.1.3 Data access group: FSA observer**

FSA observers have specific, extended data access rights. Currently, SAI Platform is the only FSA observer. Additional FSA observers may be added as decided by SAI Platform.

### **2.1.4 Data access group: public user**

Any user of the GLOBALG.A.P. IT systems without a personalized account is considered a "public user" and granted public access rights.

## **2.2 Types of data and data release**

### **2.2.1 Standard data/Standard visibility**

Standard data/Standard visibility covers the general visibility of the FSA standard in the GLOBALG.A.P. IT systems to the defined data access groups. These settings cannot be modified.

### **2.2.2 Company (producer/FMG) data**

Company (producer/FMG) data covers all company-related data described below. Examples of company data are the company name and address.

Any company data to which observers and/or public users have access as indicated in the tables detailing the access rights for SAI Platform's FSA is only visible to these data access groups if at least one product has an active status (see definition below) for the respective company.

### **2.2.3 Product and assessment/certification data**

Product and assessment/certification data cover all product-related data described below. Examples of product data are quantity produced and the number of FMG members producing the product.

Furthermore, all certification/assessment-related data is covered, e.g., the validity of the letter of attestation/assessment and the FSA letter of attestation number.

All data to which observers and/or the public have access as indicated in the tables detailing the access rights for the FSA is visible to these data access groups for the respective company (producer/FMG) only.

## **2.3 Further definitions**

### **2.3.1 Active status of a product**

Active status applies to a product that has one of the following statuses in the GLOBALG.A.P. IT systems: Accepted, certified, assessed, open non-conformance, suspended, or self-declared suspension.

The active status may refer to a current certification cycle, but also to the next certification cycle if it has already been created in the GLOBALG.A.P. IT systems.

### 2.3.2 Data partners

The GLOBALG.A.P. Secretariat registers and licenses data partners. Data partners make the data stored in the GLOBALG.A.P. IT systems available to data access groups that are entitled to access such data in accordance with these data access rules. All data partners must strictly adhere to these data access rules and the GLOBALG.A.P. privacy policy.

## 3 STANDARD DATA/STANDARD VISIBILITY

	Data access groups			
	GLOBALG.A.P. Secretariat	CB/VB	FSA observer	Public user
<b>Standard</b>	x	x	x	x

“x” indicates that this data is visible to users assigned to the respective data access group (made available either by the GLOBALG.A.P. Secretariat itself or by one of its data partners).

### 3.1 Company (producer/FMG) data

		Data access groups			
		GLOBALG.A.P. Secretariat	CB/VB	FSA observer	Public user
Mandatory/ Voluntary to enter into the GLOBALG.A.P. IT systems					
	<b>Company (producer/FMG)</b>				
M	Company name	x	x	x <sup>1)</sup>	x <sup>1)</sup>
M	Company address <sup>2)</sup>	x	x	x <sup>1)</sup>	
M	Company city	x	x	x <sup>1)</sup>	x <sup>1)</sup>
M	Company country	x	x	x	x
M	Company contact information <sup>3)</sup>	x	x		
M	Company website (if available)	x	x		
M	Current GLOBALG.A.P. identification number (GGN/GLN/CoC Number/PHA-N <sup>4)</sup> )	x	x	x	x
M	Previous GLOBALG.A.P. identification number	x	x	x	x

		Data access groups			
		GLOBALG.A.P. Secretariat	CB/VB	FSA observer	Public user
Mandatory/ Voluntary to enter into the GLOBALG.A.P. IT systems					
V	Legal registration by country <sup>5)</sup>	x	x		
V	Location <sup>6)</sup>	x	x	x	
M	CB registration number <sup>7)</sup>	x	x	x	x
	<b>Contact person (producer/FMG coordinator)</b>				
M	Contact name <sup>8)</sup>	x	x	x	
V	Contact information <sup>3)</sup>	x	x	x	
	<b>PHU/Production site information<sup>9)</sup></b>				
V	Name of product handling unit (PHU)/production site	x	x	x <sup>1)</sup>	
V	PHU/Production site address <sup>10)</sup>	x	x	x <sup>1)</sup>	
V	PHU/Production site contact information <sup>3)</sup>	x	x		
V	Sub-GLN(s)	x	x	x	x
V	Location <sup>6)</sup>	x	x	x	
V	Products by PHU/production site	x	x		

“x” indicates that this data is visible to users assigned to the respective data access group (made available either by the GLOBALG.A.P. Secretariat itself or by one of its data partners).

## Notes

M: Mandatory entry

V: Voluntary entry

<sup>1)</sup>By default, data is visible for individual producers as well as FMGs (letter of attestation holders), but not visible for FMG members. FMG member data is visible to the respective data access group if and only if access has been granted by the FMG member.

<sup>2)</sup>Company address includes: Street address (or information available to describe the location of the producer/FMG), postal address, postal code, and state/province.

<sup>3)</sup>Contact information includes: Telephone number and email address. This information is mandatory for the letter of attestation holder and voluntary for the FMG members.

<sup>4)</sup>GGN: GLOBALG.A.P. Number; GLN: Global Location Number

<sup>5)</sup>Legal registration for each country is mandatory for the letter of attestation holder and for the FMG members.

<sup>6)</sup>Location includes geospatial coordinate information of the physical location of the site: latitude (north–south) and longitude (east–west) in decimal format (2+5 digit format, e.g., 10.12345).

<sup>7)</sup>This number is assigned to the company ( producer/FMG) by the CB.

<sup>8)</sup>Contact name includes: Title, first name, and last name.

<sup>9)</sup>The PHU/production site information is required for each production site registered by the certificate holder and FMG members. If the FMG member is a multisite producer, each production site shall be registered with geospatial coordinates. If the physical production site is different from the legal entity address, the production location shall be registered as a production site.

<sup>10)</sup>PHU/Production site contact address includes: Street address (or information available to describe the location of the PHU/production site), postal address, postal code, city, and country.

### 3.2 Product and certification data

		Data access groups			
		GLOBALG.A.P. Secretariat	CB/VB	FSA observer	Public user
Mandatory/ Voluntary to enter into the database					
M	Product	x	x	x	x
M	Product status	x	x	x	x
M	Standard version	x	x	x	x
M	Certification option including multisite information	x	x	x	x
M	For FMGs: Number of FMG members	x	x	x	x
M	Letter of attestation validity date	x	x	x	x
M	CB/VB	x	x	x	x
V	FSA letter of attestation (incl. summary of continuous improvement and priority actions)	x	x	x	x
M	Countries of destination	x	x	x	x
V	Quantity data <sup>1)</sup>	x	x	x	
M	Total area of production <sup>2)</sup>	x	x		
M	Certification data <sup>3)</sup>	x	x	x	x
M	Scope-specific certification data <sup>4)</sup>	x	x	x	x
V	Audit checklist and result <sup>5)</sup>	x	x	x	

“x” indicates that this data is visible to users assigned to the respective data access group (made available either by the GLOBALG.A.P. Secretariat itself or by one of its data partners).

## Notes

### <sup>1)</sup>Product quantity details:

Number of growing cycles for covered production; number of growing cycles for noncovered production; productive area of covered harvest in ha; productive area of noncovered harvest in ha. The productive area is the part of the production area where harvest occurs during the period covered by a valid letter of attestation. The number of growing cycles refers to the number of crops planted on the same productive area during letter of attestation validity.

### <sup>2)</sup>Details of the recorded production area:

The production area (total area of production) is the surface on which a crop registered for certification is cultivated. It is the total covered and noncovered area of production including the noncertified area and not limited to the productive area (i.e., the area that is actually harvested within the certification cycle) per product.

### <sup>3)</sup>Data includes “valid from” date of the letter of attestation and the date of the certification decision.

### <sup>4)</sup>Details of the recorded scope-specific certification data:

Audit conducted remotely (yes/no); harvest included/excluded; product handling included; ownership/purchase of certified and noncertified products\*; production of certified and noncertified products; does the producer buy certified products from external sources (if yes, additionally GGN, quantity, and unit are collected).

\*The term “certified product” refers to products originating from farms with FSA-certified production processes or a benchmarked equivalent.

### <sup>5)</sup>Audit checklist and audit details may include date of audit, audit checklist, non-conformances and non-compliances, audit notes, summary calculation, audit locations and samples, production sites/FMG members, audit duration, audit personnel, audit evidence and justifications, audit type, additional variety of the product, trade attribute, and audit status.



**VERSION/EDITION UPDATE REGISTER**

New document	Replaced document	Date of publication	Description of modifications
230605_FSA_data_access_rules_v1_2_Jun23_en	210729_FSA_Data_Access_Rules_v1_1_en	5 June 2023	Changes adopted due to FSA version 3.0: <ul style="list-style-type: none"> <li>• GLOBALG.A.P. IT systems introduced</li> <li>• 3.3 – data fields changed or added</li> </ul>

If you want to receive more information on the modifications in this document, please contact the GLOBALG.A.P. Secretariat at [standard\\_support@globalgap.org](mailto:standard_support@globalgap.org).

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