Framework for Action

Business Engagement Germany – Final Version (translation)

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Contents

1   Introduction

The reduction of food waste and loss is a high priority in current sustainability discussions. This is also made clear through the established goal of halving food waste, which was validated by 193 UN member states in the framework of the Sustainable Development Goals (SDGs). The United Nations emphasizes that measures at all stages of the production and supply chain are important, starting from producers, and including the suppliers and consumers. REFRESH has the objective to bring together different stakeholders from all stages of the production and supply chain and to lead them closer towards the goal of reducing food waste and loss. This will be implemented through effective measures, especially those **that do not stem from legal necessities**.

Germany was chosen for this collaborative concept together with Spain, Hungary and Netherlands. The concept will be implemented throughout the next 4 years.

By agreeing to the Framework for Action, the participants agree to an **unbinding self-commitment** to implement measures throughout the most relevant stages of the production and supply chain in order to minimize food waste and food loss. Sanction mechanisms do not exist.

By validating the Framework for Action, the signatories / participants from economic, civil, scientific and political spheres will contribute to achieving the UN Sustainable Development Goal 12.3.[1], within their respective areas of accountability, of halving the amount of food waste and loss per capita along production and supply chains by 2030.

2   The definition of food waste

To ensure a mutual understanding of the topic, a definition contemplated by Goebel et al. 2013 will be presented. "The term 'food loss' is known in agriculture, processing and supply industries, and its meaning will be taken over from literature and experts. Food loss can, where possible, be minimized through system optimization, provided there are systems from which appropriate optimization potential can be derived from.
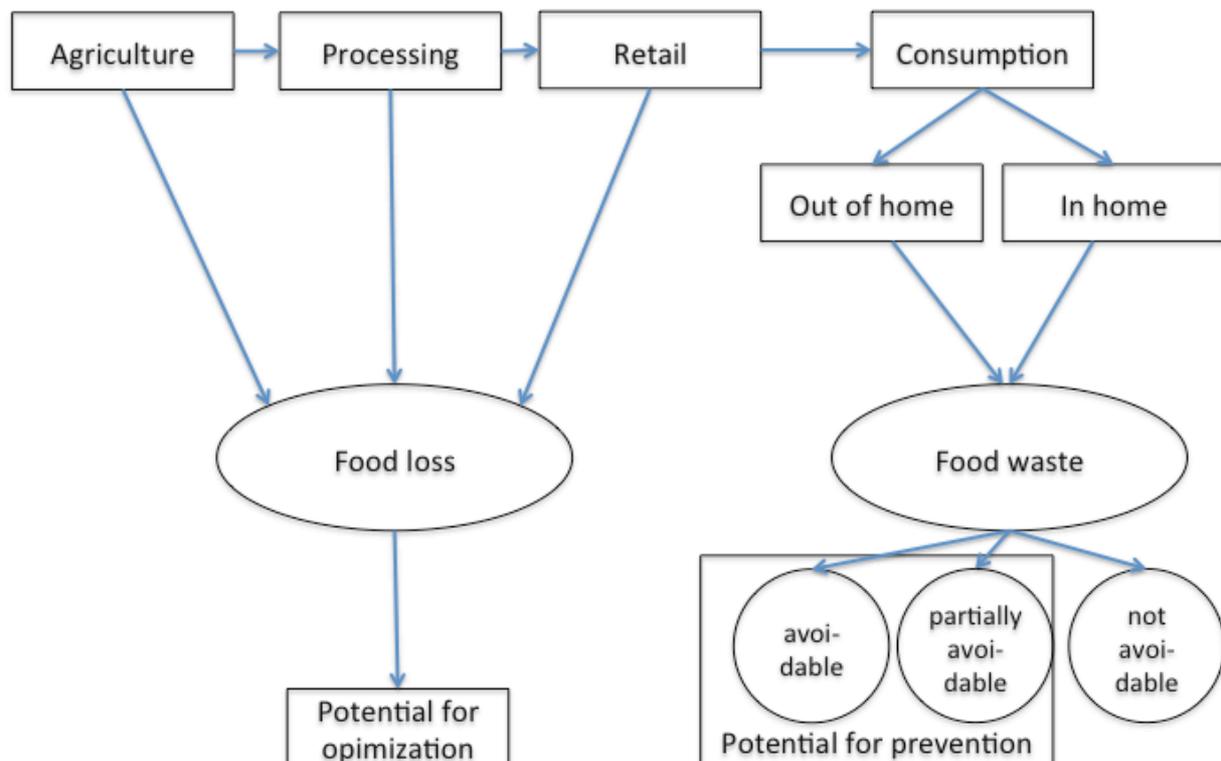
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[1] Text: „By 2030 halve per capita global food waste at the retail and consumer level, and reduce food losses along production and supply chains including post-harvest losses". Siehe: https://sustainabledevelopment.un.org/sdgsproposal.html.

'Food waste' originates at the consumer level (from household provisions and end-consumers in the household). It can be partially or completely avoided if there is an avoidance potential."[2]

In the FA we will use the definition of food loss and waste presented by FUSIONS: "Food loss and food waste is any food, and inedible parts of food, removed from the food supply chain to be recovered or disposed of (i.e. through compost, crops ploughed in/ not harvested, anaerobic digestion, bio-energy production, co-generation, incineration, disposal to sewer or landfill, or discarded in the sea)."[3]

This definition is a working definition, which in this case, with more experience, may be altered or changed. In external communication (especially when communicating with consumers), a simplified version can also be used.

Diagram 1: The defining distinction between food loss and food waste (according to Göbel et al. 2013)

[2] Christine Göbel, Silke Friedrich, Prof. Dr. Guido Ritter, Prof. Dr. Petra Teitscheid and Prof. Dr. Christof Wetter, Gerold Hafner, Jakob Barabosz, Dominik Leverenz, Claudia Maurer, Prof. Dr. Martin Kr (2013): Analyse, Bewertung und Optimierung von Systemen zur Lebensmittelbewirtschaftung. - In: Müll und Abfall, Book 11 2013, S. 601-610.
[3] S. http://www.eu-fusions.org/index.php/about-food-waste/280-food-waste-definition.

3 Components of the Framework for Action (FA)

3.1 General principles of the Framework for Action (FA)

- **Main goal:** The participant of the FA will actively contribute to reducing food waste and food loss in accordance with the SDG Goal 12.3.

- **Participation is voluntary.** When an organization is engaged in the FA, it voluntarily commits itself to fulfilling the determined obligations at least until the end of 2017. A participation commitment until the end of 2018 would be desirable.

- **Openness of participation:** The FA is open to all organizations willing to participate. No distinction will be made between corporations, public authorities, NGOs, etc. All organizations commit themselves to the framework in such a way that they are able to provide a contribution. This contribution may be of a qualitative or quantitative nature.

- **External communication:** The FA will be externally communicated and advertised. The participating organizations will be listed. However, the specific goals of the organizations will not be communicated. All use of specific external media communication will be, before publishing, sent for approval to the participating organizations.

- **Governance:** All participating organizations will additionally meet twice per year, in the framework of a Steering Committee on mutually predetermined dates, in order to share progress on active topics (for example: project results, political decisions, events, etc.), as well as to discuss potential cooperation. If there is a need to change the Governance structure (e.g. because the group got too big) the Steering Committee will decide how to change the structure.

- **Confidentiality:** The information from participating organizations will be collected and handled confidentially by the CSCP. Within the group, only collective results will be shown and discussed. If required, a confidentiality agreement can be signed from the side of the CSCP, the content of which will be aligned with the respective organization.

3.2 Arrangement of goals and measurement of progress

- **Basic idea of the activities:** All activities will be designed in such a way that they exactly fit to the organization. Existing activities will be considered. The "best solutions" will be assessed from the side of the Organization / Company, and consultation will be provided by the CSCP. The individual arrangement between the CSCP and the participating organization will result in a complete account of achievements reached for reducing food waste and food loss.

- **Material analysis:** In the beginning, the priority products as well as priority measures that will contribute to a reduction of food waste and food loss will be examined through a material analysis. Ultimately, each organization will decide on which topic it wishes to work on; however, a reason for this decision must be provided. The material analysis serves to identify relevant possible activities. Additionally, the Quantification Manual[4] from the FUSION-process, as well as the circular economy statute ("Kreislaufwirtschaftsgesetz") may serve as orientation tools.

- **Action plan:** Based on the information obtained through the material analysis, each signatory will develop an action plan. Each action plan must contain a clear short- or middle-term (i.e. 2 to 5 years) goal or a set of thematic priorities, as well as provide a description of its baseline and a timeframe.

- **Goals:** The goals can be quantitative (in the form of a clear reduction goal) and/or qualitative (for example, defining measures / projects). If there is no actual data, data collection until a certain time period should be defined as one of the goals. A quantitative goal with qualitative indicators is possible, as well as a qualitative goal with quantitative achievement rates.

- **Activities:** In the framework of the action plan, the signatories will carry out activities in a self-defined scale and timeframe, which will contribute towards the attainment of the main goal (fulfilling the SDG 12.3), as well as achieving individually established goals. The CSCP will communicate with each participant, upon request, which activities in their range of action have the highest effects and which participants can / should support the implementation of these activities. The participant must then prepare the arrangement. The action plan will not be published and will only be available to the respective organization(s) and the CSCP. The action plan will be submitted to the CSCP, at least one time per year, for the purpose of analyzing goal attainability. Important: the action plan and its activities is a **self-commitment without sanctions**. The exchange of best practices, which will arise from the implementation of the action plans, would be desirable,, in which each organization can decide if its best practice will be shared with the other organizations.

- **Criteria for the implementation of the activities:** The goals and the implementation of related activities should always target and address hotspots (the most relevant fields) along the whole supply and production chain (including the consumer side). In doing so, it is necessary to initially determine individual hotspots. The activities should therefore lead to improvements in priority stages. These include harvest (and the after processes), production (especially with regards to packaging, i.e. size, contribution to shelf life), supply stages, in the supermarkets, and by the end consumers. This means that outside of the core business activities, it would be preferable that organizations also define activities. Therefore, all partners

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[4] S. http://www.eu-fusions.org/phocadownload/Publications/FUSIONS%20Food%20Waste%20Quantification%20Manual.pdf.

along the production and supply chain should work together closely to establish suitable measures, especially with manufacturers and suppliers.

- **Impact measurement:** Impact measurements can be of a qualitative or quantitative nature. The measurement methods will be discussed in the group and minimum standards for the measurement will be defined. The possible measurement methods should be oriented towards the "Food waste quantification manual to monitor food waste amounts and progression" (footnote on the previous page) of the FUSIONS project, which was a predecessor project to REFRESH.

3.3 Implementation of the action plan

- **Individual ambition levels:** There will be different ambition levels, which the participants could / should be able to fulfill. After each self-assessment and/or mutual agreement between the CSCP and the respective organization, the ambition level will be defined, which should be improved in stepwise manner through projects or permanent measures. All active measures of the organization will be included in the definition of the ambition level.

The ambition levels will, after assessing the possibilities, be divided into qualitative and quantitative categories, so that the individual organization may adopt them based on their individual needs, possibilities and capabilities.

An example of qualitative steps (demonstrating project success):

- o 1. Step: Identification of problems and/ or opportunities
- o 2. Step: Improvements planned in the coming two years
- o 3. Step: Implementation of improvements in parts of the organization
- o 4. Step: Implementation of improvements in the whole organization
- o 5. Step: After all previous steps are applied, implementation of additional improvements along the supply and production chain, i.e. with subcontractors.

An example of quantitative steps:

- o 1. Step: Setting of expectations and objectives
- o 2. Step: Monitoring with regards to existing food waste and loss amounts
- o 3. Step: Establishing concrete measurable improvements in the respective organization
- o 4. Step: Spreading and measuring successful measures along the production and supply chain

- **Minimal requirements:** Each participant must conduct at least one individual activity / project, to actively achieve reduction of food waste and loss. These activities (especially those, resulting in gained experience) should be collected and shared as best practice with other participants (if possible).

- **Pilot project (voluntary):** In the framework of the FA, pilot projects will be conducted, which will be openly available to other participants and supported and intensively monitored by CSCP to insure results. The criteria for the pilot projects will be elaborated later, but they may vary from organization to organization.

3.4 Measuring and review

- **Coordination:** The CSCP will take over the coordination of the Steering Committee and will be responsible for progress review.

- **Review of progress:** The CSCP (and if necessary, in agreement with other elected participants of the Steering Committee) is responsible for review of progress under the adherence of confidentiality. All participating organizations must report on progress at least on a yearly basis (based on data obtained from established activities). For showing / evaluating progress, all already available information of the organization should be included.

- **Aggregation of data:** The data from different participants will be collectively evaluated to determine the achievement of the SDG Goal 12.3. Data will not be available in a personalized manner but will only be accessible in an aggregated fashion. At the same time, it should be possible for the participants to compare themselves to other organizations and companies, as long as data from other comparable organizations is available. **At the end of 2018, there should be a clear result on the goal achievement of all involved organizations on the collective German market.**

4   Tasks of the Steering Committee

The **Steering Committee** is a coalition of companies from the food industry, big and small retailers, national and local administrative bodies, NGOs and other interested members, who have an interest in proactive, collaborative, and solution-oriented work for achieving a significant reduction of food waste and loss along the complete production and supply chain.

In the beginning, the Steering Committee will be formed from a small group of member organizations. As the project progresses, this group may include other participants. The CSCP will take over the planning and coordination of REFRESH in Germany. The final decisions regarding the selection of pilot projects (not including the measurements which are internally implemented by the organization and will not be openly communicated), the **framework of action**, the goals,

etc., will be done by the REFRESH **executive board** at the European level. **The German Steering Committee is responsible for:**

1. Consulting and conducting the design and development of the complete extent of the Framework for Action in Germany;

2. Counseling of high-ranking goals for the **Framework for Action**;

3. Providing advice and support for the implementation of pilot projects, which test the **Framework for Action** (i.e. through first-hand best practices from the organizational context) and if relevant and requested, participating in the pilot projects;

4. Searching for ways of maximizing the impact and securing the support and participation of different actors. That is, to spread the goals and values of REFRESH and the **Framework for Action** inside the organizational network.

The **participation in the Steering Committee** is open to all relevant organizations, as long as a "critical mass" is not exceeded. If the number of participating organization surpasses 20, pragmatic decisions of participation as well as governance mechanisms will be discussed and aligned.