

## Frontier **Well Earth** Application

### General Questions

What is the legal standing and ownership structure of your business?

List the farms and facilities involved in production of potential **Well Earth** products with the address and the ownership of each.

How long have you been in business?

List the botanicals you grow or manufacture that could qualify for the **Well Earth** program.

What other (**non-Well Earth**) types of products do you produce?

### Standards Questions

#### **Standard 1 - Worker safety and employee relations**

##### 1.1 Working Conditions

- a. Do you employ any workers (excluding immediate family)?
- b. If so, describe number, type and general duties (seasonal, full-time, temporary, part-time, contract).
- c. Describe your employment practices—including shifts, days worked in a week, breaks, hours worked each day and overtime policies.
- d. Are workers allowed any time off work? If so, describe policies and conditions.
- e. Describe your workers' access to food, potable water, toilet facilities and shelter from the elements during the workday.
- f. Do you have any kind of safety or injury prevention programs? Please describe them.
- g. Does your operation use any hazardous materials? If so, please describe them and how they are used for this work.
- h. Describe any training (and the frequency of the training) workers receive on the use or application of hazardous chemicals—and any special protective gear provided.
- i. Who on the premises is responsible for the health and safety of the workers and implementation of health and safety standards? What are this person's qualifications?
- j. Does your operation use any equipment? If so, please describe.
- k. Describe any training workers receive on the use of equipment and any special protective gear provided.
- l. Are workers allowed to bring young children to work with them? If so, what provisions are made for the children's care and safety while there?
- m. If you have any written policies or documentation relating to any of the above, please list the titles of these documents and attach a copy to your application.

## 1.2 Wages

- a. What wage ranges are paid to workers and how are wage levels and rates determined?
- b. How do your wages compare to wages paid for similar jobs in your area?
- c. How do your wages compare to the national wage?
- d. Describe your policy regarding overtime hours and pay.
- e. How does your overtime policy compares to national laws.
- f. Do you employ any workers paid by the piece rate? If so, describe this practice, including specific jobs and levels of pay.
- g. Describe the benefits you offer workers? Which workers do they apply to?
- h. Are there any bonus or incentive monies paid to workers? If so, how are they earned?
- i. Are workers paid at different wage levels? If so, how are the different rates determined?
- j. Are there any financial penalties applied to workers? If so, on what basis?
- k. Please list any written wage, overtime, bonus or benefits policies you have and attach copies to your application.

## 1.3 Child and Forced Labor

- a. Do you employ any children under the age of 18? If so, how many and what ages?
- b. Describe any jobs held by children, including hours worked, any special working conditions you provide for children, and the reasons children are working these jobs.
- c. Are any children indirectly employed as migrant or temporary workers as part of a head-of -family piece-rate compensation system?
- d. What national regulations apply to the type of child labor in your business including hours, age, school requirements, and working conditions?
- e. Do you provide any special benefits or provisions for your workers under 18?
- f. Are any employees procured or provided by an outside agent or agency? If so, how many, and who is responsible for their work quality and output, hours worked and working conditions?
- g. Do you place any restrictions on any workers quitting their jobs at any time for any reason? If so, describe the restrictions.
- h. If you have any written policies or documentation relating to any of the above, please list the titles of these documents and attach a copy to your application.

## 1.4 Human rights

- a. Are there any prohibitions against employing workers based on their religious or political affiliations?
- b. Are there certain jobs reserved only for men or women? If so, what are they and why are they so designated?
- c. What is your policy towards workers affiliated with unions or labor rights organizations?
- d. Are there any restrictions on your workers' organizing or bargaining collectively for compensation or working conditions?

- e. Is transportation readily available for workers to get back and forth to work?
- f. Is transportation readily available for workers to get to school, reach medical services or other community resources?
- g. What types of medical services are available to workers and their families?
- h. What types of schooling or educational opportunities are available to workers and their families?
- i. Do you employ any migrant workers? If so, describe the living conditions (congestion, sanitation, ventilation, heating or cooling, potable drinking water) made available, including any costs to the workers.
- j. Are there any workers who live on the farm or at the business? If so, describe the living conditions (square footage, sanitation, ventilation, heating and cooling, drinking water, etc.) and note any costs to the workers.
- k. Is there any type of corporal punishment of workers used?
- l. What are the literacy rates among your workers? Describe any programs or support you provide to increase literacy rates among your workers.
- m. If you have any written policies or documentation relating to any of the above, please list the titles of these documents and attach a copy to your application.

#### 1.5 Innovation

- a. Explain any additional or special compensation, rewards or benefits you offer over and above anything already covered above.
- b. Explain any additional or special programs, support or assistance you offer to workers or their families over and above anything already covered above.
- c. Describe any other innovations.

### **Standard 2 – Sustainable Growing Practices**

- 2.1 Is your farm or the farms you purchase from certified organic? \_\_ Yes \_\_ No,
- a. If yes, by what organization?
  - b. Is a copy of your organic certificate available? If not, please explain why not.

***Note: If you are not a grower, skip the rest of Standard 2 and move to Standard 3.***

#### 2.2 Soil Care and Conservation

- a. What is your soil type or types?
- b. Do you conduct soil tests and how often?
- c. Describe how you maintain or increase your soil fertility.
- d. List soil inputs used with source of the materials and frequency of use.
- e. What if any types of intercropping and crop rotation plans do you employ?
- f. What practices do you use to prevent soil erosion?
- g. Describe your tillage program.
- h. Describe the wind or water erosion problems you have and your erosion control program.

#### 2.3 Pest/Disease Control

- a. What pest problems do you commonly confront?
- b. Explain the control measures used for each.

- c. What disease and fungus problems do you commonly confront?
- d. Explain the control measures used for each.
- e. What preventative measures do you take to avoid outbreaks of pests or disease?
- f. List any chemicals used for pest or disease control along with the crops they are used on and the purpose of use.
- g. Explain your reasons for choosing these particular chemicals.

#### 2.4 Weed Control

- a. Describe your weed-management program.
- b. What are the major weed problems for each crop you grow?
- c. List any chemicals used for weed control along with the crops they are used on and the purpose of use.
- d. Explain your reasons for choosing these particular chemicals.

#### 2.5 Sustainable Management

- a. Describe your water uses, including sources, quantities used and purposes.
- b. What do you do to reduce or limit the amount of water you use?
- c. How is waste water handled?
- d. How are organic wastes (crop residues, by-products of processing or cleaning etc.) handled?
- e. Do you recycle any non-organic wastes (glass, aluminum, wood etc.)? If so, explain what those wastes are, quantities and methods.
- f. What recyclable materials are not recycled and why not?
- g. List all farm inputs (seed or plants, mulch, soil amendments etc.) and where they are generated.

#### 2.6 Innovation

- a. Describe any innovative sustainability practices you have instituted.
- b. Describe any additional innovations.

### **Standard 3 Environmental Impact**

#### 3.1 Pollutant and Waste Disposal

- a. How are chemical (natural or synthetic) applications handled in order to avoid any drift, run-off or dispersal to surrounding areas?
- b. Describe wastes generated by operations and how and where they are disposed.

#### 3.2 Water Protection and Conservation

- a. What waterways border or run through your property?
- b. Describe the type and size of any buffer zones along these waterways.
- c. Do you use these waterways for any purpose and if so, what?
- d. Where do you get the water used at your farm or facility?
- e. If from a community source, what effect does your draw have on surrounding human and wildlife communities?

### 3.3 Protection of Natural Ecosystems

- a. Describe any natural ecosystems (lakes, wetlands, forests, etc.) that exist near your property or in an area that might be affected by emissions from your operation.
- b. What impacts do your operations have, if any on these ecosystems?
- c. Is fire or open flame used in any of your operations? If so, please explain where, when and how.

### 3.4 Wildlife and Wildlife Habitat

- a. List or provide a listing of any endangered, threatened or controlled species (plant or animal) on your property or in the surrounding areas.
- b. Do your operations impact any of these species? If so, how?
- c. Describe any programs or efforts you have made to protect or restore wildlife or wildlife habitat.

### 3.4 Innovation

- a. Describe any additional efforts you have made towards environmental education or environmental stewardship.
- b. Describe any other innovative efforts in this area.

## **Standard 4 Social and Community Impact**

### 4.1 Good Neighbor

- a. How do you insure open communication between your business and your neighbors and community?
- b. Describe your business's participation in the local community.
- c. Describe any recent meetings with community leaders or members concerning your business or operations.

### 4.2 Community Support

- a. Are community members encouraged to apply for open positions? In what ways?
- b. Describe your business's contributions (monetary, resource, education, etc.) to the surrounding community in the last year.

### 4.3 Community Resources

- a. Are there any areas within or near your property that people in the community access (parks, shrines, waterways etc.)? If so, how does your business impact free access to these areas?
- b. What are your communities' main sources of water and how does your business affect access to and cleanliness of that water?
- c. Do you have any air emissions that can potentially pose a health threat? If so, please describe what they are and what you are doing to manage any health risk.
- d. How is sewage generated by your business, treated and disposed of?

### 4.4 Land Use and Possession

- a. Who holds title to the land or facilities you operate?

- b. If you are the owner, describe and document your legal right to ownership.
- c. If another entity, describe and document your legal right to operate there.

#### 4.5 Innovation

- a. Does your business create, sponsor or in other ways provide support for any educational, building or social programs that improve the quality of life in your community?
- b. Do you have any initiatives that promote or increase community sustainability?

### **Standard 5 Food Safety and Quality**

#### 5.1 Farm Production

- a. List any genetically engineered seeds planted on the farm.
- b. List any chemicals used on the farm and their purposes.
- c. Please provide documentation of the last application of any chemical used on any potential **Well Earth** crop and the date of harvest of that crop?
- d. Where do you obtain seeds, cuttings, plants or starts for each **Well Earth** crops?
- e. How do you verify you obtained the desired species, strain or variety of each of the above crops?
- f. Describe how each **Well Earth** crop is harvested and any post-harvest treatment.
- g. What is the source for any water used either in processing or washing product? Is it potable? Is it tested?
- h. Describe how **Well Earth** crops are dried, including fuels used and temperatures.
- i. Is there any on-farm processing of botanicals? If so, list products processed and complete sections 5.2 and 5.3. If not, go to 5.3.

#### 5.2 Processing/Treatment

- a. List all pieces of equipment used to process botanicals.
- b. Describe cleaning procedures (including substances used) for equipment and food contact surfaces.
- c. What is the source for any water used either in processing or cleaning equipment and food contact surfaces? How and how often is it tested?
- d. How is excessive extraneous matter such as stones, dirt, weeds, etc. removed from products?
- e. How are insect or other pests controlled in your facility?
- f. Do you have a sanitation program? If so, please describe the program.
- g. Describe any fumigation or sterilization methods used.
- h. List any processing aids or other additives to the product and their function.
- i. How do you handle product that is not of acceptable quality?

#### 5.3 Management and Facilities

- a. List key responsible individuals with title, area of responsibility and qualifications.
- b. Is there a lot-control system in place? If so, how does it work?

- c. Describe the type of facilities you have (construction, size, etc.). Include a map or drawing of facilities.
- d. Do you have a GMP program in place? If so, please describe.
- e. Describe your hygiene training program for employees.
- f. Describe your food-handling program for employees. How do you insure products are not contaminated by employee handling?
- g. Describe what toilet and hand-washing facilities are available.
- h. Describe where and under what conditions you store your raw materials and finished goods.

#### 5.4 Quality

- a. Do you have a quality assurance program? If so, please describe the program.
- b. List key individuals responsible for ensuring compliance with quality standards with title, area of responsibility and qualifications.
- c. Do you conduct any quality or safety testing? If so, please describe.
- d. Do you have written quality standards? If so, please attach.
- e. How do you determine whether there is a quality problem with a product and how do you resolve it?
- f. What types of bulk packaging do you use?
- g. How are containers for shipment labeled?

#### 5.5 Innovation

- a. Is your facility certified or managed under any GMP or control program (AIB, ISO, etc.)?