

EU CODE OF CONDUCT ON RESPONSIBLE FOOD BUSINESS AND MARKETING PRACTICES

*A common aspirational path
towards achieving sustainable food systems*

- Annual Report – Check list for EU associations -

When signing the code, one of the commitments of EU associations is to provide “*on an annual basis, a report of their activities in support of this Code, which will be published on an open dedicated website*”.

In order to help EU associations to provide their annual report of activities, this document aims at providing a check list to guide associations.

- **General information**

Name in full + acronym	Independent Retail Europe
Contact person with contact details	Else Groen Avenue des Gaulois 3 / boîte 3 B - 1040 BRUXELLES Tel.: + 32 2 732 46 60
N° in the transparency register*	034546859-02
Date of signature of the Code	24/06/2021
Step of the food chain represented (ex: primary production, production, processing, trade, retail, ...)	Retail
Who do you represent? (e.g. number of members, companies, SMEs)	Independent Retail Europe represents 403.900 independent retailers with a combined retail turnover of more than 1.314 billion euros and more than 759.000 points of sale. 23 groups and associations of groups in Europe employing over 6,60 million people and generating a combined wholesale turnover of more than 484 billion euros.

* if available

European Associations pledge to:

- *endorse the aspirational objectives set out in this Code (where applicable)*
- ✓ YES
 - *promote and disseminate this Code with(in) their constituency/ies;*
- ✓ Regular dissemination to take up the Code of Conduct in the framework of our monthly newsletter.
- ✓ Separate mailings to members pointing out the advantages of the Code.
- ✓ Regular updates to members on the evolution of the code, its leadership, its objectives and milestones during board meetings and the general assembly of our association.
- ✓ Request of members to participate in the Signatories Group or Collaborative Platform.
- ✓ Dissemination of information on the Code of Conduct and its benefits in the framework of workshops with members on sustainability.
- ✓ Inclusion of the Code into the considerations of our policy papers and the role the it plays in light of new legislations.
- ✓ Dissemination of the Code and updates on our association's website, as well as on the website of some of our members.
- ✓ Joint statement to support the Code of Conduct together with all major retail associations.
 - *encourage their members to align their sustainability actions and/or business practices to the aspirational objectives and targets of the Code and invite them, on a voluntary basis, to adhere to this Code, as appropriate;*
- ✓ All of our members have been encouraged to join the Code of Conduct and to make pledges to the best of their abilities.
- ✓ It formed part of our yearly advocacy plan of our association.
- ✓ As a result of our dissemination efforts, two of our members, ICA and REWE have joined the Code of Conduct.
 - *explore the possibility of developing sector-specific tools and resources in support of this Code;*
- ✓ After the launch of the Code of Conduct in 2021, we decided to create an initiative entitled [“retailers for sustainability”](#). On this central hub on our website, members are able to share their advances on sustainability and explain their particular projects. Posting commitments does not require members to sign up to the Code. The sustainability themes are however in line with those of the Code. The sustainability reports of our members can also be found on that same website.
- ✓ Independent Retail Europe participated as rapporteur as part of the steering team in the framework of drafting the Code of Conduct.

- ✓ It also forms part of the steering team of the Code of Conduct after its entry into force, to continuously develop the Code and manage its implementation. In this framework, our association has participated in the development of rules of procedure, reporting templates, meeting minutes, the establishment of thematic sessions for the signatories' groups thereby dedicating important resources:
 - Independent Retail Europe has allocated significant resources to the Code of Conduct in the forms of detaching its Director General and Sustainability Manager to many meetings for the development of the Code, allocating many working hours to the development and implementation of the Code.
- *continue to engage in dialogue with other food chain/systems actors and EU and international policy-makers to forge (new) relationships, exchange good practices and discuss challenges encountered, learn from each other (studies, projects) and create better mutual understanding, and identify opportunities for collaboration and potential partnership.*
- ✓ Working as a rapporteur on the Code of Conduct helped us to identify ways to work with other associations in the European context on policy issues, such as the Deforestation Regulation, Corporate Due Diligence, or the upcoming Sustainable Food Systems Framework initiative, for which we are exchanging on how to make these policy measures most effective.