



STARBUCKS®

C.A.F.E. Practices

Child Labor Risk Assessment Tool

Publication Date: 8.25.2025

Version 1.0

The content for this tool was developed in collaboration with Verité, an independent civil society organization that for more than 30 years has partnered with companies, governments, workers, and their advocates to promote fair labor conditions in global supply chains.

1. Background & Objectives

Child labor is prevalent in the agricultural sector around the world. Globally, 70% of all child labor is found in agriculture, amounting to 112 million children.¹ In coffee production, children are known to be exposed to harmful pesticides, extreme temperatures, long hours, dangerous tools, and other hazards, and sometimes miss school to work at peak production times.² Not all work in coffee production is harmful for children: certain tasks, like manual weeding, occasionally harvesting cherries, and manual sorting, can contribute to children's development. However, activities like handling agrochemicals, carrying heavy loads, working on steep slopes, and operating machinery, are harmful for children and considered child labor.

Given this heightened risk, Starbucks has prioritized child labor as a salient issue for Human Rights Due Diligence (HRDD) in its coffee supply chains. The use of child labor is considered a Zero Tolerance indicator in the C.A.F.E. Practices Standard (SR-H4.3), which requires compliance to obtain C.A.F.E. Practices status. In addition, the Large Farms, Mills, Warehouses, and Producer Support Organizations (PSOs) indicators include Major indicators to carry out a child labor risk assessment and have a child labor risk monitoring and mitigation plan in place (SR-H4.1 for Large Farms, Mills, and Warehouses, and PS-L1.2 and PS-L1.3 for PSOs).

This guidance tool is designed to support Large Farms, PSOs, mills, and warehouses ("entities") in carrying out their child labor risk assessments and creating their monitoring and risk mitigation plans in accordance with C.A.F.E. Practices requirements. It helps these organizations to better understand the conditions that may lead to child labor situations, and to take actions to address those risks before a child labor situation occurs. Use of this guidance tool, and the formats provided, is optional, and use of this tool does not guarantee that organizations will be evaluated in compliance with C.A.F.E. Practices requirements SR-H4.1, PS-L1.2, or PS-L1.3. Rather, the tool demonstrates one possible approach that may facilitate the process of risk assessment for these entities.

2. Risk Assessment Process

2.1 Choose Your Questionnaire

The choice of questionnaire depends on the type of application. Large Farms should use Annex 1 to perform their risk assessment. PSOs should use Annex 2, and mills/warehouses should use Annex 3.

2.2 Review Your Country's Laws

C.A.F.E. Practices child labor requirements are based on both international standards and national laws. Therefore, it is critical that entities have a strong understanding of their country's child labor laws. Each Annex begins with a short worksheet that users should complete with information about the relevant laws. The following resources may be helpful in filling out the worksheet:

¹ [Global estimates on child labour | International Labour Organization](#)

² [Complete COFFEE Toolkit - Verité](#)

- International Labor Organization [NATLEX Database](#)
- U.S. Department of Labor [Findings on the Worst Forms of Child Labor](#) report

2.3 Complete the Questionnaire

The risk assessment consists of flexible questionnaires designed to identify areas of risk that often occur in the production and processing of coffee. Not all risks are relevant in every context, so users should feel free to add, modify, or skip questions to suit their local context. If the relevant risks are not mitigated, children can be exposed to injury and illness and can miss school, and the farm can expose itself to risk of exclusion from the program.

Each question is binary (yes/no). If the correct answer is ‘sometimes,’ the user should select ‘yes.’ If the user selects a response for which there are no mitigation steps listed, no further action is needed. If the user selects a response which provides suggested mitigation steps, the user should consider including those steps in its risk mitigation plan (see part III.)

2.4 Good Practices for Completing the Risk Assessment

To begin the process of risk assessment, entities should seek to understand the local conditions that may make children more vulnerable to child labor. For example, research has shown greater risk of child labor in places where there are high levels of poverty, low education enrollment, lack of quality educational services for children, significant flows of migrants into and through the region, and presence of indigenous populations. The person or team responsible for doing the risk assessment should begin by gathering information about these issues, to understand the risk factors present in the local context.

In collecting this information, and in filling out the risk assessment questionnaire, entities should include/consult all relevant parties such as various levels of company/PSO management, labor recruiters operating in the local area, farmers, workers, and other stakeholders in the community, as relevant. This is a vital part of the process, consistent with global HRDD best practices.

3. Risk Monitoring and Mitigation Plan

The risk assessment questionnaire provides suggested actions that entities can take to mitigate each risk identified. Since each coffee-growing region is different, some of the mitigation steps in the questionnaire may not fit a specific context – in this case, other mitigation steps can be proposed to better fit the context.

Entities should include/consult all relevant parties in the process of developing their plans, such as various levels of company/PSO management, labor recruiters, farmers, workers, and other stakeholders in the community. Different stakeholders often propose different solutions to problems, and the best solutions often come through dialogue. The stakeholder engagement process also builds trust and creates buy-in from all actors in the solutions. This is a vital part of the process, consistent with global HRDD best practices.

Annex 4 provides a template for a risk monitoring and mitigation plan that entities can use. Risks and proposed mitigation actions should be listed in chronological order; in other words, the most immediate risks, actions, and deadlines should be listed first. Risks that will take longer to resolve should be listed lower in the table.

Once developed, the relevant entity should check progress periodically, to confirm that the planned actions are advancing on time. A good practice would be to check at least quarterly. Entities may need to develop internal capacity to implement it, such as training staff or other support persons. The plan, showing progress achieved and status of each action item, must be available for CAFÉ Practices auditors to examine.

Annex 1: Large Farm Management

Worksheet: Relevant Child Labor Laws

Question	Answer
Country	Click or tap here to enter text.
Minimum legal age for work (general)	Click or tap here to enter text.
Minimum legal age for work in agriculture (if different)	Click or tap here to enter text.
Minimum legal age for light work	Click or tap here to enter text.
Compulsory school age	Click or tap here to enter text.
Does this country allow children to work on their own family farm at any age?	Click or tap here to enter text.
Does the law prohibit any specific agricultural activities for children under age 18?	List them: Click or tap here to enter text.
Any other relevant regulations related to children helping on family farms?	Click or tap here to enter text.

Risk Assessment Questionnaire and Suggested Mitigation Steps

Risk Question	Answer	Suggested Action Steps
Section 1: Workforce and Recruitment		
1. Does the farm verify the age of every person working?	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> As part of the hiring process for every person working on the farm, verify proof of age such as an official birth certificate/record, identity card, or other government-issued documentation.
2. Are all workers able to provide age verification documentation? (<i>some may not be, due to inadequate birth registration systems in the country</i>)	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> Implement a proxy age verification system, such as a medical examination or a statement from family member; document all verifications and who provided them

3. Does the farm's workforce include migrant workers or indigenous workers?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> If this risk factor is present, this raises the farm's overall risk of child labor, and the resources for monitoring should take this into account
	<input type="checkbox"/> No	
4. Does the farm use third parties to recruit, employ, and/or manage workers?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Require the third party to provide age documentation for every worker Validate that documentation by requiring third parties to periodically provide their records showing their age verification process for a sample of workers Communicate the C.A.F.E. Practices child labor requirements directly to all workers through contracts, trainings, meetings or other methods; do not rely on third parties to do so
	<input type="checkbox"/> No	
5. Do some workers bring their families with them to the farm?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> At the time of workers' arrival, provide information (verbally or in writing, in a language they understand) to workers and their family members about Starbucks child labor requirements, the farm's child labor policy, and the safe alternatives available for children Ensure that workers have regular access to a farm representative or liaison who speaks their language and can answer questions or communicate concerns to management
	<input type="checkbox"/> No	
6. Are there any children of workers living in farm-provided housing?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Communicate with workers about the activities their children can and cannot engage in while parents are working If there are concerns about children's safety in the housing while parents are away, consider providing appropriate child care or educational services or facilitating discussions among families to identify solutions
	<input type="checkbox"/> No	
7. Is the farm aware of how many workers are parents or guardians of young children?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure this list is accessible to the farm supervisors. At the time of workers' arrival, provide information (verbally or in writing, in a language they understand) to workers about Starbucks child labor requirements, the farm's child labor policy, and the safe alternatives available for children
	<input type="checkbox"/> No	<ul style="list-style-type: none"> List the parent workers during the recruitment process, and make the list accessible to the farm supervisors At the time of workers' arrival, provide information (verbally or in writing, in a language they understand) to workers and their family members about Starbucks child labor requirements, the farm's child labor policy, and the safe alternatives available for children

Section 2: Working Conditions		
8. Do any young workers below age 18 perform pruning, cutting, weeding, or pest control activities using tools?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Provide proper training, personal protective equipment, age-appropriate tools, or examine workers' own tools to ensure they are safe; never allow young workers under age 18 to use tools designed for adult workers
	<input type="checkbox"/> No	
9. Do workers on the farm sometimes carry loads (i.e. baskets of coffee cherries while picking, lifting large bags of coffee)?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children/young workers do not carry loads that amount to more than 20% of their body weight
	<input type="checkbox"/> No	
10. Do some workers work long hours at peak times of year?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that no one under age 18 works more than the maximum number of hours permitted by law, and never at night
	<input type="checkbox"/> No	
11. Does any work on the farm require climbing trees or working on ladders?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Do not permit any workers below age 18 to perform these tasks
	<input type="checkbox"/> No	
12. Are any pesticides or fertilizers used on the farm?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children under age 18 do not handle pesticides of any kind or perform work in pesticide storage areas or areas where pesticides have been applied
	<input type="checkbox"/> No	
13. Are workers on the farm exposed to high temperatures and direct sun exposure during working hours?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Provide workers below age 18 regular rest breaks, ensure that workers take rest breaks in the shade, provide free and adequate drinking water, and provide weather-appropriate clothing such a sun hat
	<input type="checkbox"/> No	
14. Does the farm have steep (over 50% slope) or uneven terrain?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children/young workers do not work on terrain of over 50% slope Provide workers below age 18 appropriate footwear for the terrain
	<input type="checkbox"/> No	
15. Are motor vehicles (trucks, tractors, etc.) used on the farm?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children under age 18 do not operate motor vehicles
	<input type="checkbox"/> No	

16. Do all workers, including under-18's, have a clear understanding of the activities that children are and are not permitted to do, the hours and times of day permitted, and other requirements?	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Create a list of farm activities permissible based on age and any conditions such as hour restrictions • Post signage at farm indicating allowed/unallowed activities • Train workers on all of these issues • Periodically check workers' knowledge through monitoring
17. Are workers paid by volume/piece rate?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Workers whose children live on site should be monitored more regularly to ensure their children are not contributing to the volume of work performed • Any person performing work on the farm must be directly hired and paid individually
	<input type="checkbox"/> No	
Section 3: Community Risk Factors		
18. Do some workers prefer not to leave their children at housing or educational facilities while they are working?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Facilitate discussions among workers and families to identify solutions
	<input type="checkbox"/> No	
19. Is there a government-funded school or other educational/ recreational facility in the local community that operates during coffee harvest season?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Consult with school on days/times and dates of operation to communicate accurate information to families
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Establish, or support, an educational/recreational center where children can safely spend time while parents are working during the harvest
20. If there is a school/ educational recreational facility, is it at a distance that is easy for children to access?	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Provide or collaborate with others to provide safe transport for workers' children
21. Are there problems with school/educational facility quality, i.e. absent teachers, inadequate classrooms, sanitary facilities, or water?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Contribute, collaborate with others to contribute, improvements to school/educational facilities
	<input type="checkbox"/> No	
22. Is the cost of school supplies (uniforms, paper, books, etc.) a barrier for some workers to send their children to school?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Provide or collaborate with others to provide school supplies for workers' children
	<input type="checkbox"/> No	

23. Do the schools/ educational facilities allow/accommodate migrant children, including providing for their language needs?	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> Establish, or support, an educational/recreational center that is appropriate to the child population, where children can safely spend time while parents are working during the harvest
24. If school/educational services are provided, are they provided for only half of the day?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Plan monitoring activities during the portion of the day when school is not in session Offer flexible schedules to workers who may have childcare responsibilities during non-school hours
	<input type="checkbox"/> No	
25. Is the farm located within 50 km of an international border?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> If this risk factor is present, this raises the farm's overall risk of child labor, and the farm's training and monitoring should take this into account
	<input type="checkbox"/> No	
26. If workers are based in the local community, are there high levels of poverty or school dropout in the community?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> If this risk factor is present, this raises the farm's overall risk of child labor, and the resources for monitoring should take this into account
	<input type="checkbox"/> No	
27. Are there social services available in the local community for at-risk children and youth?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Build awareness of the services available, to refer children and families to when needed
	<input type="checkbox"/> No	
Section 4: Self-Monitoring		
28. Does the farm have a designated representative or team to monitor compliance with child labor requirements?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Conduct strategic monitoring at times when child labor is most likely to occur (see above and below) Do not rely on labor recruiters to perform monitoring; monitoring must be done internally Hold weekly meetings between this representative and supervisors or anyone in charge of temporary labor activities
	<input type="checkbox"/> No	<ul style="list-style-type: none"> Assign a representative or team to carry out this function

Annex 2: Producer Support Organizations

The Producer Support Organization (PSO) is central to the C.A.F.E. Practices program for small farms, acting as the key entity that provides support and outreach to the farms within its application. The PSO guides farms on their collective pathway toward compliance with the program's requirements. The PSO consists of one or more persons in regular contact with member producers and has the capacity to implement an Internal Management System (IMS). PSOs must be equipped to work directly with the farmers in their application, which includes the obligation to conduct onsite internal inspections for all farms at least once during the validity period. This ensures that all farms in the network receive adequate support and meet program standards.

PSOs play a key role in child labor risk assessment and monitoring. The PSO should designate a person or team to be responsible for implementation and follow-up on the risk assessment and action plan. The PSO's IMS monitoring should include, or be supplemented by, child labor-specific monitoring on an ongoing basis.

Worksheet: Relevant Child Labor Laws

Question	Answer
Country	Click or tap here to enter text.
Minimum legal age for work (general)	Click or tap here to enter text.
Minimum legal age for work in agriculture (if different)	Click or tap here to enter text.
Minimum legal age for light work	Click or tap here to enter text.
Compulsory school age	Click or tap here to enter text.
Does this country allow children to work on their own family farm at any age?	Click or tap here to enter text.
Does the law prohibit any specific agricultural activities for children under age 18?	<i>List them:</i> Click or tap here to enter text.
Any other relevant regulations related to children helping on family farms?	Click or tap here to enter text.

Risk Assessment Questionnaire and Suggested Mitigation Steps

Risk Question	Answer	Suggested Action Steps
Section 1: Workforce and Recruitment		
1. Do farmers' children perform work on their own family farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Check local laws to understand what specific ages and work activities are permitted for children on farms owned by a member of their own household Where family work is permitted by law, children below age 14 must not work more than 14 hours per week This work must be under adult supervision, non-hazardous, and outside school hours Communicate these and other C.A.F.E. Practices child labor requirements to all farmers through contracts, trainings, meetings or other methods
	<input type="checkbox"/> No	
2. Do farmers collaborate with neighbors to barter/work on each other's farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Children ages 12-14 may only work on neighbors' farms if accompanied by a member of their own family, and no child below age 12 may do so Train farmers to verify the age, in writing, of any young workers on their farms, such as through a birth certificate/record, identify card, or other government-issued documentation Check compliance farmers' documentation during monitoring visits
	<input type="checkbox"/> No	
3. Do farmers hire labor?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Farmers must verify workers' proof of age such as an official birth certificate/record, identity card, or other government-issued documentation
	<input type="checkbox"/> No	
4. Within the member farms, do farmers hire migrant workers or indigenous workers?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> If this risk factor is present, this raises the farm's overall risk of child labor, and the resources for monitoring should take this into account
	<input type="checkbox"/> No	
5. Are all workers able to provide age verification documentation? (some may not be, due to inadequate birth registration systems in the country)	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> Farmers may use a proxy age verification system, such as a statement from a family member; they must document all verifications and who provided them Validate that documentation with checks during monitoring visits, to ensure compliance
6. Do any farmers use third parties to recruit, employ, and/or manage workers?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers that they must clearly communicate requirements related to child labor to any third party that recruits workers

		<ul style="list-style-type: none"> Require farmers to validate and document workers' ages when they arrive at the farm Validate that documentation with checks during monitoring visits, to ensure compliance
	<input type="checkbox"/> No	
7. Do any farmers contest the C.A.F.E. Practices definition of child labor or insist that prohibited practices are not harmful for children?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers to understand the specific activities that their children are permitted to do, as well as those they are not Emphasize to farmers that C.A.F.E. Practices requirements are non-negotiable and their group cannot be approved if farmers are not in compliance
	<input type="checkbox"/> No	
Section 2: Working Conditions		
8. Do any young workers below age 18 perform pruning, cutting, weeding, or pest control activities using tools on member farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers that they must provide age-appropriate tools to young workers, and never allow young workers under age 18 to use tools designed for adult workers Check compliance during farm monitoring visits
	<input type="checkbox"/> No	
9. Do workers on member farms sometimes carry loads (i.e. baskets of coffee cherries while picking, or lifting large bags of coffee)?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers that children/young workers must not carry loads that amount to more than 20% of their body weight Check compliance during farm monitoring visits
	<input type="checkbox"/> No	
10. Do any workers work long hours, such as at peak times of year, on member farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers that children/young workers must not work more than the maximum number of hours permitted by law, and never at night Check compliance during farm monitoring visits
	<input type="checkbox"/> No	
11. Does any work on the farm require climbing trees or working on ladders on member farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers that work at heights is not permitted for any workers below age 18 Check compliance during farm monitoring visits
	<input type="checkbox"/> No	
12. Are pesticides or fertilizers used on member farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers that children under age 18 should not handle pesticides of any kind or perform work in pesticide storage areas or areas where pesticides have been applied Check compliance during farm monitoring visits
	<input type="checkbox"/> No	
13. Are workers on the farms exposed to high temperatures and direct sun exposure during working hours?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Train farmers to provide workers below age 18 regular rest breaks in the shade, free and adequate drinking water, and weather-appropriate clothing such as sun hats Check compliance during farm monitoring visits
	<input type="checkbox"/> No	

14. Do some farms have steep (over 50% slope) or uneven terrain?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Train farmers that children/young workers must not work on terrain of over 50% slope • Train farmers to provide workers below age 18 appropriate footwear for the terrain • Check compliance during farm monitoring visits
	<input type="checkbox"/> No	
15. Are motor vehicles (trucks, tractors, etc.) used on members' farms?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Ensure that children under age 18 do not operate motor vehicles
	<input type="checkbox"/> No	
16. If the member farms hire workers, do some of them bring their families to the farm?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Train farmers that, at the time of workers' arrival, they must provide information (verbally or in writing, in a language they understand) to all workers and their family members about Starbucks child labor requirements and the safe alternatives available for children • Provide access to a PSO representative or liaison who speaks the language(s) commonly spoken by workers, and can answer questions or communicate their concerns to PSO management
	<input type="checkbox"/> No	
17. Do some workers choose to bring their children to work sites with them (i.e. due to safety concerns or cultural reasons)?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Facilitate discussions among farmers, workers and families to identify solutions
	<input type="checkbox"/> No	
18. Are workers paid by volume/piece rate?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Check compliance during monitoring visits to farms that have migrant workers present, to confirm that all workers are individually hired and paid, and children are not contributing to family production volumes
	<input type="checkbox"/> No	
Section 3: Community Risk Factors		
19. Is there any indication that some farming families are in a situation of food insecurity?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Evaluate whether the PSO can provide farmers with supplies at reduced costs, or support in evaluating other ways to reduce costs.
	<input type="checkbox"/> No	
20. Is there a government-funded school or other educational/ recreational facility in the local community that operates during coffee harvest season?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Consult with school on days/times and dates of operation to communicate accurate information to families • During farmer trainings, share information with farmers/families on the available school/educational facilities
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Establish, or collaborate with others to support, an educational/recreational center where children can safely spend time while parents are working during the harvest

21. If there is a school/ educational/recreational facility, is it at a distance that is easy for children to access?	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Provide or collaborate with others to provide safe transport for farmers'/workers' children
22. Are there problems with school/educational facility quality, i.e. absent teachers, inadequate classrooms, sanitary facilities, or water?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Contribute, collaborate with others to contribute, improvements to school/educational facilities
	<input type="checkbox"/> No	
23. Is the cost of school supplies (uniforms, paper, books, etc.) a barrier for some workers to send their children to school?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Provide or collaborate with others to provide safe school supplies for farmers'/workers' children
	<input type="checkbox"/> No	
24. Do the schools/ educational facilities allow/accommodate migrant children, including providing for their language needs?	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Establish, or support, an educational/recreational center that is appropriate to the child population, where children can safely spend time while parents are working during the harvest
25. If school/educational services are provided, are they provided for only half of the day?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Plan monitoring activities during the portion of the day when school is not in session
	<input type="checkbox"/> No	
26. Are there high levels of poverty or school dropout in the community?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • If this risk factor is present, this raises the farm's overall risk of child labor, and the training provided/monitoring should take this into account
	<input type="checkbox"/> No	
27. Are there social services available in the local community for at-risk children and youth?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Build awareness of the services available, to refer children and families to when needed
	<input type="checkbox"/> No	
Section 4: Self-Monitoring		
28. Does the PSO have a designated representative or team to monitor farmers' compliance with child labor requirements?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Conduct strategic monitoring times when child labor is most likely to occur • Do not rely on labor recruiters or other third parties to perform monitoring • Make clear to farmers the consequences if farmers are found to be in breach of child labor requirements
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Assign a representative or team to carry out this function

Annex 3: Coffee Mills and Warehouses

Worksheet: Relevant Child Labor Laws

Question	Answer
Country	Click or tap here to enter text.
Minimum legal age for work (general)	Click or tap here to enter text.
Minimum legal age for work in agriculture (if different)	Click or tap here to enter text.
Minimum legal age for light work	Click or tap here to enter text.
Compulsory school age	Click or tap here to enter text.
Does this country allow children to work on their own family farm at any age?	Click or tap here to enter text.
Does the law prohibit any specific agricultural activities for children under age 18?	List them: Click or tap here to enter text.
Any other relevant regulations related to children helping on family farms?	Click or tap here to enter text.

Risk Assessment Questions and Suggested Mitigation Steps

Risk Question	Answer	Suggested Action Steps
Section 1: Workforce and Recruitment		
1. Does the mill/warehouse verify the age of every person working?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> As part of the hiring process for every person working on the farm, verify proof of age such as an official birth certificate/record, identity card, or other government-issued documentation
	<input type="checkbox"/> No	
2. Are all workers able to provide age verification documentation? (<i>some may not be, due to inadequate birth registration systems in the country</i>)	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Implement a proxy age verification system, such as a medical examination or a statement from family member; document all verifications and who provided them
	<input type="checkbox"/> No	

3. Does the mill/warehouse use third parties to recruit, employ, and/or manage workers?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Require the third party to provide age documentation for every worker Validate that documentation by requiring third parties to periodically provide their records showing their age verification process for a sample of workers Communicate the C.A.F.E. Practices child labor requirements directly to all workers through contracts, trainings, meetings or other methods; do not rely on third parties to do so
	<input type="checkbox"/> No	
Section 2: Working Conditions		
4. Do any young workers below age 18 perform work activities using tools?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Provide age-appropriate tools or examine workers' own tools to ensure they are safe; never allow young workers under age 18 to use tools designed for adult workers. Ensure that young workers receive proper training on tool usage and PPE.
	<input type="checkbox"/> No	
5. Do workers sometimes carry loads?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children/young workers do not carry loads that amount to more than 20% of their body weight
	<input type="checkbox"/> No	
6. Do some workers work long hours at peak times of year?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children/young workers do not work more than the maximum number of hours permitted by law, and never at night
	<input type="checkbox"/> No	
7. Are any pesticides or fertilizers used?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children under age 18 do not handle pesticides of any kind or perform work in pesticide storage areas or areas where pesticides have been applied
	<input type="checkbox"/> No	
8. Are workers exposed to high temperatures and direct sun exposure during working hours?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Provide workers below age 18 regular rest breaks, ensure that workers take rest breaks in the shade, provide free and adequate drinking water, and provide weather-appropriate clothing such a sun hat
	<input type="checkbox"/> No	
9. Are motor vehicles (trucks, tractors, etc.) used at the mill/warehouse?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children under age 18 do not operate motor vehicles
	<input type="checkbox"/> No	
10. Is dehusking performed at the mill/warehouse?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> Ensure that children under age 14 are not involved in dehusking
	<input type="checkbox"/> No	
11. Do all workers, including under-18's, have a clear understanding of the activities that children are	<input type="checkbox"/> Yes	
	<input type="checkbox"/> No	<ul style="list-style-type: none"> Create a list of activities permissible based on age and any conditions such as hour restrictions Post signage indicating allowed/unallowed activities

and are not permitted to do, the hours and times of day permitted, and other requirements?		<ul style="list-style-type: none"> • Train workers on all these issues • Periodically check workers' knowledge through monitoring
Section 3: Community Risk Factors		
12. Are there social services available in the local community for at-risk children and youth?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Build awareness of the services available, to refer children and families to when needed
	<input type="checkbox"/> No	
Section 4: Self-Monitoring		
13. Does the mill/warehouse have a designated representative or team to monitor compliance with child labor requirements?	<input type="checkbox"/> Yes	<ul style="list-style-type: none"> • Conduct strategic monitoring at time when child labor is most likely to occur • Do not rely on labor recruiters to perform monitoring; monitoring must be done internally
	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Assign a representative or team to carry out this function

