



OPTTELTM

Traceability technologies for a better world

EUDR Compliance Checklist

Ensure your supply chain complies with the European Union's Deforestation Regulation (EUDR) by following this checklist >>





PLANNING
PHASE





STEP 1

Assess Scope and Role in EUDR

Identify Products: Determine which of your products fall under the EUDR scope using [Annex I](#) of the regulation.



Define Your Role: Establish whether you are an operator (placing products on the EU market) or a trader (involved in trading but not placing products directly on the market).



SME Classification: Verify if your business is an SME or non-SME to understand specific obligations.





STEP 2

Set Up Personnel and Procedures

Assign Responsibilities: Designate team members responsible for information gathering, risk assessment, and mitigation.



Submission Role: Identify the person or team responsible for submitting Due Diligence Statements (DDS) to the EUDR Information System.



Process Planning: Develop documentation and ongoing monitoring processes for continuous compliance.



External Support: Consider engaging external service providers for specific tasks such as risk assessment or data management.



STEP 3

Gather and Organize Relevant Products

Data Collection: Compile data on all inbound and outbound products, including product names, HS codes, supplier details, and country of origin.



Market Assessment: Determine if the products were imported into the EU or sourced from within the EU market.



Prioritization: Prioritize data collection based on transaction frequency and the strategic importance of each product.





STEP 4

Conduct Supplier Awareness Campaign

Supplier Onboarding: Inform and prepare suppliers for EUDR compliance, emphasizing the importance of providing accurate product origin information.



Procurement Adjustments: Update procurement contracts to reflect new EUDR requirements, including geolocation data and due diligence obligations.



IMPLEMENTATION PHASE





STEP 5

Gather Origin Information (Article 9)

Supplier Data Collection: Assess the availability of origin data and geolocation capabilities within your supply chain.



Geolocation Compliance: Ensure that suppliers can provide the required geolocation data, either directly or through upstream suppliers.



Accessibility: Confirm that geolocation data and other relevant information are accessible for the duration required by the regulation. If not, consider replacing non-compliant suppliers.





STEP 6

Risk Assessment (Article 10)

Origin & Producer-Level Assessment

(if no DDS reference # is available):

- **Deforestation-Free Verification:** Ensure that no deforestation or forest degradation has occurred after December 31, 2020, for all relevant commodities.
- **Legality Check:** Verify that all products are produced in compliance with the relevant legislation of the country of origin.



Supplier-Level Assessment

(if a DDS reference # is available):

- **DDS Verification:** Check the availability and validity of DDS provided by suppliers, focusing on high-risk areas.
- **EUDR Maturity:** Evaluate the EUDR compliance maturity of each supplier, including their due diligence systems and processes.



COMPLIANCE PHASE





STEP 7

Prepare Due Diligence Statement

Familiarization: Understand the DDS submission process, including content requirements and submission timelines.



Data Integration: Ensure all necessary information is compiled and ready for submission through Optchain.





STEP 8

Generate DDS and Maintain Records

DDS Submission: Generate and submit the DDS to the EU Information System, ensuring all data is accurate and up-to-date.



Record Keeping: Maintain all relevant records and documentation for at least five years to comply with inspection and reporting requirements.



Annual Review: Conduct an annual review of your due diligence system to ensure ongoing compliance.



Reporting: Align your annual reporting with the Corporate Sustainability Reporting Directive (CSRD) where applicable.



WHY CHOOSE **OPTCHAIN** AS YOUR COMPLIANCE PARTNER?





Facilitated Supplier Onboarding and Engagement

Optchain streamlines the onboarding process for suppliers across multi-tiered supply chains. Our platform automates engagement, making it easy to inform and onboard suppliers about data requirements and regulatory obligations.



Advanced Data Capture and Integration

Optchain connects with multiple data sources to automatically capture and organize essential EUDR-compliant information. Our system supports various data formats and ensures all required information is accurately captured and ready for compliance reporting.



Traceability Across Supply Chains

Optchain offers end-to-end traceability for all relevant products, linking each commodity back to its specific plot of land. This traceability is essential for proving that your products are deforestation-free and compliant with EUDR standards.



Risk Management and Monitoring

Optchain's AI-driven tools assess deforestation risks using satellite imagery and regional analysis to identify high-risk areas quickly. For legality compliance, Optchain conducts risk-based assessments, self-assessment questionnaires, and targeted on-field audits, ensuring comprehensive EUDR adherence across your supply chain.



Direct Integration with EUDR Due Diligence System

Optchain is designed to integrate with the EUDR Information System, simplifying the submission of Due Diligence Statements (DDS). This integration ensures that all necessary data is transmitted directly to the EUDR system.



Scalable Data Hosting and Management

Optchain provides robust data hosting capabilities, ensuring that your compliance data is securely stored and easily accessible for up to five years, as required by the regulation.

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