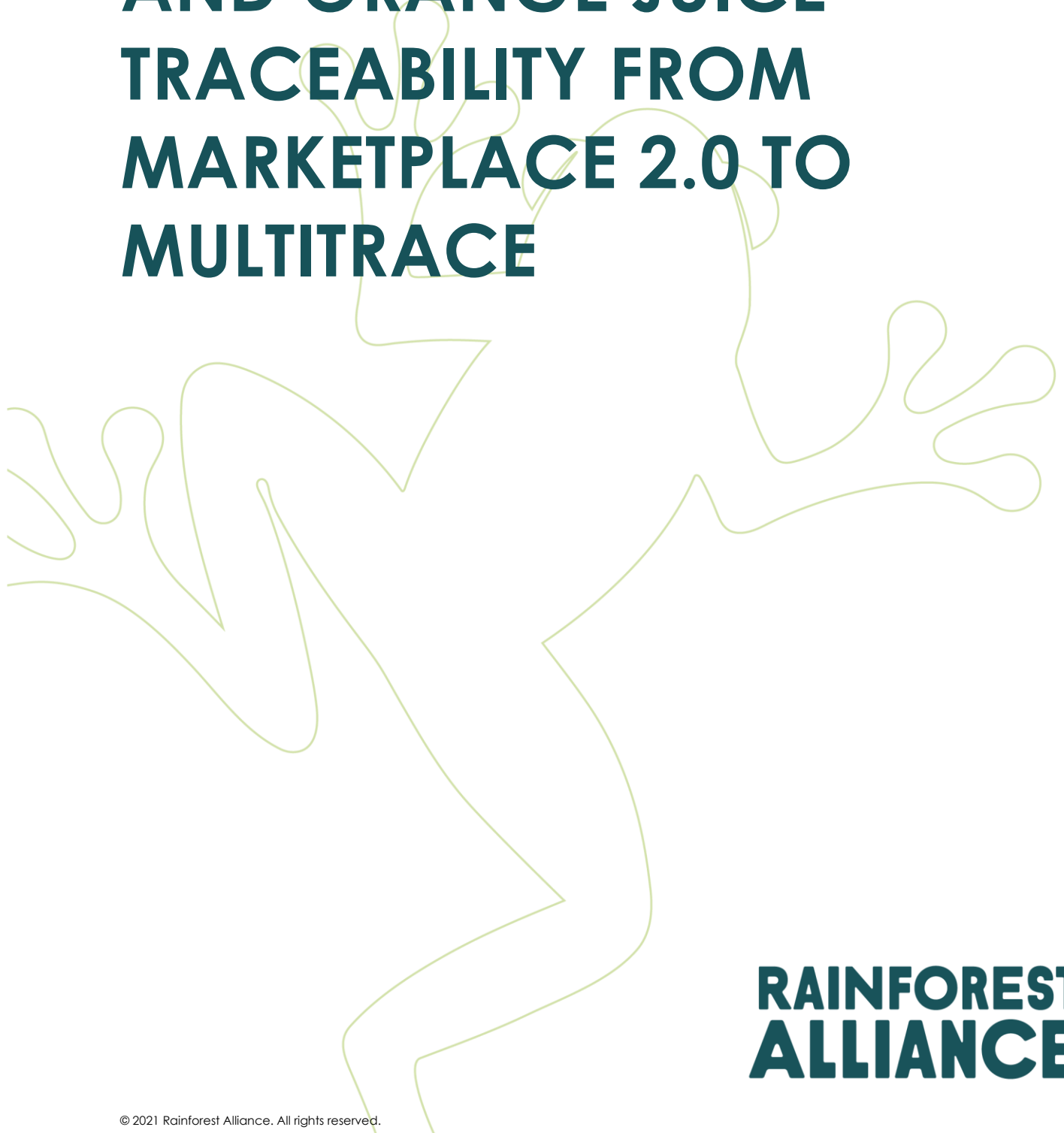# GUIDE TO PREPARING FOR THE MIGRATION OF BANANA, COCONUT OIL, AND ORANGE JUICE TRACEABILITY FROM MARKETPLACE 2.0 TO MULTITRACE

**RAINFOREST ALLIANCE**

# 1. MIGRATING FROM MARKETPLACE TO MULTITRACE

## Purpose of this document

On December 5, 2022  Marketplace 2.0 was closed for further transactions of fresh bananas, orange juice and coconut oil.  Starting January 1, 2023, Certificate Holders sourcing fresh bananas, orange juice and coconut oil will instead report online traceability in MultiTrace. This document explains the process of migrated online traceability from Marketplace to MultiTrace, and the differences between the two systems.  The bottom section provides links to further guidance and training.

## What data will come over to MultiTrace?

Only incoming transaction certificates with remaining volumes balances that are in the status "Approved" will be migrated to MultiTrace.

| Status | TC# | Type | Seller | Buyer | Crop | Product Type ... | Volume | Volume Balance |
|---|---|---|---|---|---|---|---|---|
| Enter or ... ⇕ | | | | | | | | |
| Approved | 1446595 | Incoming | Banana Test Producer 2 | Banana Importer test portal | Banana | Fresh fruit | 1000.00 | 944.87 |

Transaction certificates with the statuses Request for Changes, Pending, or Request for Cancellation will not be migrated to MultiTrace.

Historic Marketplace 2.0 transaction details will also not be migrated but will be accessible in read-only mode in Marketplace after the migration, see below for more details.

## Initially, there will be a Temporarily MultiTrace account after migration

Initially, unsold volumes in your Marketplace 2.0 account will be migrated to a new, legacy MultiTrace account – even if you already have an existing Rainforest Alliance 2020 account. This account is intended to be used temporarily until your company has transitioned to the Rainforest Alliance 2020 Certification Program and has received a license to trade in the Rainforest Alliance Certification Platform (RACP). This legacy account will have licenses that have a validity till the end of March, after which these will be expired.

Your company is responsible for moving the volumes from the legacy MultiTrace account to your RACP account, by creating a sale transaction, to consolidate your volumes in the RACP account. Once this has been performed, your temporary account can be closed by reaching out via email to our Customer Success team and all traceability activities will be performed out of the RACP account.

## How will a transaction certificates and inventories in Marketplace 2.0 appear in MultiTrace?

Each approved transaction certificate (TC) or inventory that had a remaining volume balance will be migrated from Marketplace 2.0 to the legacy account in MultiTrace. These now represent a stock position in MultiTrace.

**Banana example**:

| Status | TC# | Type | Seller | Buyer | Crop | Product Type ... | Volume | Volume Balance |
|---|---|---|---|---|---|---|---|---|
| Enter or ... ⇕ | | | | | | | | |
| Approved | 1446595 | Incoming | Banana Test Producer 2 | Banana Importer test portal | Banana | Fresh fruit | 1000.00 | 944.87 |

Single Ingredient  Multi Ingredient

| Owner | Location | Selling Mark | PositionType | Variety | Classification | Subproduct | TL | Reference | Origin Information | Total | Available | UoM |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Banana Importer test portal | N/A | | Stock | Not Applicable | | Fresh fruit - Banana-Banana | SG | TC#1446595 | Costa Rica | 944.87 | 944.87 | Box |

**Orange example:**

| Status | TC# | Seller | Buyer | Crop | Product Type | Volume | Volume Balance |
|---|---|---|---|---|---|---|---|
| Enter or ... | | | | | | | |
| Approved | 1449299 | Orange Producer Test | Orange Juice Origin Processor te... | Orange | Fresh fruit | 1000.00 | 1000.00 |

| Owner | Location | Selling Mark | PositionType | Variety | Classification | Subproduct | TL | Reference | Origin Information | Total | Available | UoM |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ME08_2000 | N/A | | Stock | Not Applicable | | Fresh fruit- Orange fruit-Orange fruit | SG | TC#1449299 | Brazil | 1,000.00 | 1,000.00 | KG |

To locate unused volumes in a Marketplace TC after the migration, search in MultiTrace for the Marketplace TC# using the Reference field in your MultiTrace Trade & Stock Overview tab. Other reference numbers contained within Marketplace 2.0 TCs (i.e., PO#, Batch #, Contract #, etc.) will not be migrated to MultiTrace.



## Historic Marketplace transactions can be exported

Your historic Marketplace 2.0 transaction details will not be migrated and will only be accessible in read-only mode in Marketplace after the migration for a limited period of time. Those transactions and their associated references can be exported to an Excel file.

To generate an export of your Marketplace 2.0 transactions:
1. Go to the Traceability section of Marketplace 2.0
2. Select Transaction Certificates
3. Select Export List



If you have any questions related to your account and stock after the data migration in MultiTrace, please contact us at CustomerSuccess@ra.org.

# 2. DIFFERENCES FROM MARKETPLACE 2.0 TO MULTITRACE

## Confirming Transactions

In Marketplace 2.0, transactions were automatically approved in the system. In MultiTrace the default setting is that transactions will not be automatically approved. Incoming transactions will have the status "to be confirmed", meaning users of the system must actively confirm transactions received from their suppliers in the system.

Supply Chain Actors that are responsible for the participation royalty fee should know that only transactions confirmed during a given month will be included in that invoicing period. This differs from the Marketplace 2.0 system, where the issued date of a Transaction Certificate was used to generate the royalty fee.

## Subproduct Differences

Product Types in Marketplace 2.0 have been renamed to Subproducts in MultiTrace and have been mapped as such at the time of data migration:

| Commodity | Subproduct M2 | Subproduct MTT |
|---|---|---|
| Banana | Fresh fruit | Fresh fruit - Banana |
| Coconut | Fresh fruit | Fresh fruit - Coconut |
| Coconut | Copra | Copra |
| Coconut | Crude Oil | Crude Coconut Oil |
| Coconut | Other | Crude Coconut Oil |
| Coconut | Soap | Multi-ingredient product |
| Coconut | Extract | Multi-ingredient product |
| Orange | Fresh fruit | Fresh fruit- Orange fruit |
| Orange | Orange juice - FCOJ | Juice (Frozen Concentrate) |
| Orange | Orange juice - NFC | Juice (NFC) |
| Orange | Reconstituted juice | Multi-ingredient product |
| Orange | Soluble solids | Soluble solids |

## Conversions

Conversions from one product to another (i.e., converting bananas to banana puree) is no longer done via a transaction. To convert from one product to another, go to the Trade & Stock tab and select Conversion.

## Multiple Inputs into One Sales Announcement

In Marketplace 2.0 it was possible to combine multiple transaction certificates into a single forward sale . In MultiTrace, the stock positions will need to be mixed in the system first, then sold out of the new corresponding stock position. To mix different positions together, go to the Trade & Stock tab and select Mix.

## Output Products

Traceability users are no longer required to set up output products to perform traceability activities in MultiTrace.

## Suppliers & Clients

It is not required to set up suppliers and clients in MultiTrace. You will be able to find your buyer if they have an existing account in MultiTrace directly in the sales screen. To ensure you select the proper account to sell, please reach out to your client to ensure you send your volume transaction to the correct account ID in the system (i.e., RA_0000012345, ME01_12345).

You may also consult the List of Certificate Holders to locate a buyer that has completed their transition to the 2020 Rainforest Alliance Certification program or confirm their ID in MultiTrace in the Member Directory at the top of your MultiTrace dashboard.

## Orange Juice Section

In MultiTrace, there will no longer be the need to convert oranges (fresh fruit) to soluble solids. You will be able to convert oranges directly to juice (NFC or FCOJ).

While soluble solids volume will be migrated to MultiTrace, you will not be able to transact these volumes, and will first need to convert them back to kilograms of juice prior to selling. Transactions where there was Brix indicated, these will be migrated in kg of actual product (volume in kg = volume in kg of soluble solids/Brix%).

If you are reconstituting juice, you will use the multi-ingredient functionality to create your sales going forward.

# 3. GUIDANCE

We have several resources on how to use MultiTrace and traceability:

- Traceability User Guidance Manual
- Rainforest Alliance Guidance: Traceability
- Annex Chapter 2: Traceability