



SRP

Membership Program Manual

About the SRP Membership Program Manual

The Sustainable Rice Platform (SRP) is an international multi-stakeholder alliance comprising **over 100 institutional across the stakeholder spectrum aiming to transform the global rice sector** by driving positive change throughout the rice value chain.

This manual provides direction on SRP membership and the requirements to become an SRP member. Section 1 introduces SRP and includes an overview of our vision, mission, and how we're bringing change to the rice industry. Section 2 offers general information on SRP membership including our membership base, member benefits, and member commitments. Section 3 covers essential and detailed requirements for becoming a member.

If further clarification is needed on any of the points outlined in this manual, please contact us at info@sustainablerice.org.

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SRP's vision and mission

SRP's vision is to feed the world, sustainably. Our mission is to transform the global rice sector.

SRP is an international multi-stakeholder alliance aiming to transform the global rice sector. We work with over 100 institutional members from public and private sector stakeholders, research and financial institutions, and NGOs to bring equity, sustainability, and stability to one of the world's most important staple foods.

SRP's areas of focus

Equity

We strive to improve the livelihoods of smallholder farmers.

Environment

We aim to reduce the footprint of rice production and protect the environment.

Sustainability

We collaborate to enable an assured supply of sustainably produced rice.

Stability

We seek to help meet the growing global demand for rice.

Health

We promote product quality so consumers have access to high-quality, nutritious rice.

Our origins

SRP was originally co-convened in 2011 by the International Rice Research Institute (IRRI) and the United Nations Environment Programme (UNEP), together with research and private sector partners. It was established with the goal of promoting best practices in rice farming that are environmentally friendly and socially responsible, while boosting yields for both commercial and subsistence farmers.

In 2020, SRP was established as an independent membership association. Today we have over 100 institutional members from across the stakeholder spectrum, working together to drive positive change throughout the rice value chain.

SRP is a Community Member of the ISEAL Alliance.

How SRP is transforming the rice sector

SRP works in several ways to bring change to the rice sector.

1. We facilitate **global cooperation**, bringing together governments, research and financial institutions, businesses, NGOs, and farmers to envision a new norm in the rice industry.
2. We **pool resources**, assembling expertise, institutional strengths, and networks to drive sustainability in the rice sector; research, production, policymaking, trade and consumption.
3. SRP's **system of tools** helps farmers and value chain actors work together to drive sustainable change. Our tools enable on-farm adoption of sustainable, climate-smart best practices, monitor their impacts, link farmers to markets, and offer an objective normative basis to inform policymaking.
4. We **provide support and facilitate partnerships** to assist members and external stakeholders in scaling the adoption of climate-smart, sustainable best practices for producing and procuring rice in domestic and export markets.
5. The on-pack SRP-Verified Label **empowers consumers** to help small farmers and the environment by choosing sustainable rice. The SRP-Verified Label represents the integrity of sustainability claims under the SRP Standard for Sustainable Rice Cultivation, the world's first voluntary sustainability standard for rice.

About SRP membership

SRP membership is an alliance of organizations that share a common vision for a sustainable global rice sector. Each organization is committed to their important role in addressing the sector's sustainability challenges, and works to promote smallholder livelihoods, environmental sustainability, equity and stability in the rice industry according to their own organizational mandates and capacities. Involvement in SRP membership ranges from building sustainable supply chains to capacity building among producers and the service sector.

Members are expected to practice and uphold [SRP membership commitments](#).

Who can become a member?

Membership base

Our membership base is categorized according to the following constituencies. Each represents distinct interests and stakeholder perspectives.

1. **Public sector:** Government, UN and intergovernmental agencies, and public research institutions.
2. **Supply chain actors:** Producer organizations, upstream supply chain actors, business associations, and retailers.
3. **Service, input & equipment providers:** Verification bodies, input companies, ICT providers, knowledge partners, financial institutions, trading platforms, and equipment suppliers.
4. **Civil society organizations:** Advocacy and grassroots community-based organizations.

Membership definitions

Legally constituted organizations may participate as a full member of SRP by formally committing to contribute financially and/or in-kind, according to organizational type and turnover. Membership in all categories rests with the institution.

Members

Members have full voting rights and are eligible to stand for nomination and election to the Board and to lead SRP Committees and Task Forces. Voting rights also extend to General Assembly meetings. Members may publicly claim affiliation as a member of the Sustainable Rice Platform.

Observer

The category of Observer membership has now been discontinued.

Member benefits

SRP members are entitled to the following rights and benefits:

Access to SRP's multi-stakeholder network

- Gain access to SRP's national, regional and global networks and organizations, including bilateral and multilateral instruments.
- Capture opportunities for funding partnerships, business, and collaborative action for sustainable rice.

Participation and voting rights

- Eligibility to stand for election to the SRP Board.
- Participation and voting rights at Annual Plenary and General Assembly Meetings.
- Participate in and lead SRP Committees and Task Forces.

Advocacy

- Shape and implement SRP's strategies, programs, and policy advocacy.
- Contribute toward efficient delivery of SRP programs.

Exclusive access to SRP tools and technical support

- Gain preferential access to SRP tools, as well as shared expertise to support the delivery of your organizational strategy.
- Receive support from the SRP Secretariat.

Actionable insight for benchmarking and best practices

- Leverage the outcomes of collaborative research that would otherwise be costly to conduct independently.
- Utilize the SRP Standard as a reference for sustainability claims and improvements.
- Receive access to SRP's organizational materials, along with tools, policy advocacy and partnerships to manage environmental and social risks in global supply chains.

Engage in sustainability projects that drive impact

- Take part in collaborative initiatives and projects at national, regional, and global levels.
- Directly encourage sustainable farming practices by registering a project with support from SRP.
- Participate in an existing Registered SRP Project.

Strengthen sustainability commitments

- Collaborate on projects that contribute to the UN Sustainable Development Goals.
- Gain visibility and recognition for your organizational commitment to sustainability.

Marketing and communication support from SRP

- Gain visibility on SRP's online channels including website, social media, and newsletters, as well as organizational profile.
- Engage in speaking opportunities at SRP-organized conferences and events.
- Receive the right to use the SRP logo on corporate communication collaterals as per the SRP Brand Manual.

Member commitments

SRP membership underpins an organization's commitment to promote smallholder livelihoods and sustainability in the global rice sector. By contributing to the health of the planet and its people, businesses may continue to thrive while protecting the environment and communities.

Members commit to the following principles:

1. Support SRP's vision, mission, goals, objectives, and activities.
2. Contribute financially and/or in-kind according to their resources and/or expertise.
3. Develop and implement plans of action within their own organization to support SRP's vision, mission, and goals.
4. Actively and constructively communicate and support SRP's process and implementation of projects while adhering to relevant SRP policies and guidelines.
5. Operate transparently and keep the SRP Secretariat regularly updated on plans, activities, and outcomes of their initiatives in promoting resource efficiency and sustainable trade flows in the global rice sector.
6. Follow the principles of transparent, consensus-based decision-making and ensure that all substantive external communications regarding SRP are fair and truthful.
7. Comply with all policies and guidance issued by the Secretariat in all external communications regarding SRP, including those relating to membership, use of any on-pack and off-pack SRP-Verified labels and claims.
8. Rigorously uphold the pre-competitive principle in all SRP-related communications with other members and external stakeholders in compliance with the relevant provisions of Antitrust and Competition laws as applicable.
9. Register all SRP-related projects with the Secretariat and provide regular updates on activities and impacts.
10. Fully comply with SRP's Policy on Intellectual Property Rights on ownership of intellectual assets co-created by members, employees, consultants, and service providers as part of the organization's mandate as a multi-stakeholder alliance operating in a pre-competitive space.
11. Submit an Annual Report of their organization's activities and practical results achieved, supporting the goals of the SRP.

Membership dues

Members are assigned to one of the following constituencies representing distinct interests and stakeholder perspectives:

1. **Public sector:** Government, UN and intergovernmental agencies, and public research institutions.
2. **Supply chain actors:** Producer organizations, upstream supply chain actors, business associations, and retailers.
3. **Service, input & equipment providers:** Verification bodies, input companies, ICT providers, knowledge partners, financial institutions, trading platforms, and equipment suppliers.
4. **Civil society organizations:** Advocacy and grassroots community-based organizations.

Members contribute to SRP's core operational and program costs through annual membership dues. These are determined according to stakeholder group and scale of operation as described in the table below:

Annual Membership Dues

Stakeholder group	Description	Dues per annum
Public sector		In-kind
Supply chain actors	Large >€50 million	€20,000 p.a.
	Medium €10-50 million	€10,000 p.a.
	Small €1-10 million	€5,000 p.a.
	Micro <€1 million	€1,500 p.a.
	Retailers	€5,000 p.a.
Service, input and equipment providers	Large >€50 million	€20,000 p.a.
	Medium €10-50 million	€5,000 p.a.
	Small €1-10 million	€2,500 p.a.
	Micro <€1 million	€750 p.a.
Civil society organizations	International/National	In-kind

Membership policies

The SRP Membership Program is guided by the following policies:

Application

All interested organizations wishing to join SRP must follow the application procedure as specified in Annex 1.

Recognition

Upon approval, the applicant will be informed by the Secretariat. Membership validity will follow the calendar year and will be automatically renewed on an annual basis unless the member gives prior notice of withdrawal. In case of multi-national organizations, the following conditions on membership recognition and affiliation apply:

- a) Headquarters as member – Membership may be extended to country offices bearing the same organizational name and mandate.
- b) National/local entity as member – Nationally-registered organizations that are part of an international network will be recognized as the principal member. However, membership may not be extended to other nationally-registered organizations belonging to the same network.

For countries with established SRP National Chapters, the respective national membership policy and procedures will apply.

- c) Independent subsidiaries – Organizations with a separate legal entity, mandate, and organizational name may claim membership through affiliation with their parent company.

Representation

Each member institution is entitled to one (1) vote during Plenary and General Assembly meetings. Official communication lines will be established with the organization's primary and secondary contact persons. Alternates are allowed at the discretion of the functioning group (i.e. Board, Technical Committee, etc.).

Withdrawal

Any member may voluntarily withdraw its membership by giving three months' written notice of such intention. Written notice of withdrawal must be submitted by the member to the Secretariat. Such notice will be presented by the Secretariat to the Board at the next succeeding meeting. Withdrawal requests will take effect on 1 January of the next calendar year. Member benefits and privileges will continue to apply until that date, and the member will be expected to fulfill its commitments whether in cash or in-kind during this period until withdrawal has taken effect. Dues paid during the year of withdrawal are non-refundable.

Termination

The Board may suspend or terminate the membership of any member deemed to be operating in a way that jeopardizes the mission of the SRP, or is no longer meeting its commitments or eligibility requirements, including any of the following:

- a) Liquidation, receivership, winding up or dissolution of the member's legal identity;
- b) Non-attendance in an Annual General Assembly Meeting for two (2) consecutive years;
- c) Non-payment of membership dues for two (2) consecutive years;
- d) Non-submission of annual report for two (2) consecutive years;

Invoicing and Collection

If an application for membership is confirmed between 1 January to 30 June, the organization will be invoiced in full for the first year. A newly approved member with confirmation made between 1 July to 31 December will be invoiced for 50% of the applicable membership dues for the first year. Membership will be automatically renewed except in case of withdrawal or termination.

All recurring invoices will be raised by the end of the first quarter of the respective year. Members are requested to settle invoices within 30 days. Payments received after 90 days will be considered as late payments.

Members may also make ad hoc contributions for specific SRP projects or initiatives by mutual agreement with SRP. The purpose of such contributions shall be clearly stated by means of a bilateral agreement and must be fully disclosed in financial reports to the Board. Such contributions shall be subject to clearance with respect to the Conflicts of Interest Policy before Board approval.

Annex 1: Membership application process

Prospective members should follow the procedure below in applying for membership.

1. Institutions from all stakeholder categories are eligible to apply for membership according to the Articles of Association and Bylaws. Applicants must be registered as a legal entity; individuals, projects and alliances are not eligible to join at global level; however, they may nevertheless be eligible to become members of SRP National Chapters as permitted by the Constitutions of such legal entities once these become established in their respective countries.
2. All eligible applicants for SRP membership are screened via a due diligence process in order to assess reputational risks to the SRP associated with the applicant's operations or products.
3. Applicants should download the [membership application form](#) from the SRP website and submit the completed application form via email to the Secretariat, together with the required supporting documentation as specified.
4. Applicants are required to furnish endorsement letters from any two (2) current SRP members together with their completed application.
5. The Secretariat will review all complete and valid applications and conduct appropriate due diligence on all applicants.
6. On clearance of the due diligence process, the Secretariat shall inform the applicant in writing of acceptance as a member under the appropriate membership category as mutually agreed, and shall announce the member's name to all members via the SRP website and SRP Newsletter. The Member Directory posted on the SRP website will be regularly updated and the member will be granted access to the password-protected members' area of the SRP website.
7. The Secretariat will refer to the Board any recommendation to reject membership, together with adequate documentary justification. The Board's decision shall be communicated by the Secretariat to the designated representative of the unsuccessful applicant.
8. A new member must designate a natural person at senior level to act as its representative and to exercise its membership rights in relation to the association.

Annex 2: Membership termination process

The SRP membership termination process aims to ensure an objective and fair approach for both parties. The process may be initiated by any full member, according to the following process:

1. Representatives of any member(s) may submit a formal petition to the Secretariat with supporting evidence of breach of the concerned member's commitments as set out in the Articles of Association, Bylaws, Membership Manual or Members Code of Conduct. The petition must be signed by the official representatives of at least three members.
2. The Secretariat will first validate all signatories to the petition before informing the concerned member, who will be granted 30 days to respond in writing to the Secretariat.
3. Following the 30-day deadline the Secretariat will forward the petition together with the concerned member's response (if any) to the Board.
4. On receipt of the petition and member's response (if any) from the Secretariat, the Board will convene an ad hoc Task Force comprising three (3) Board members to evaluate the petition, supporting evidence and the member's response (if any) within 30 days of receipt, after which it shall submit a recommendation to the Board for decision. The concerned member shall also be informed when this step is taken.
5. Based on the ad hoc Task Force's recommendation, the Board may decide one of the following actions: (a) terminate membership; (b) suspend membership for a period of up to 365 days; or (c) decline to terminate or suspend.
6. The Secretariat will communicate the Board's decision to the concerned member in writing, explicitly stating the grounds for suspension or termination.
7. Concerned members shall have the right to appeal against suspension or termination of their membership within 30 days of the Board's decision, and have their appeal heard by a different panel of Board members. If the concerned member does not appeal, the Board's decision shall be final. If the concerned member does appeal, the process shall follow step 4 to 6 of the membership termination process.