

ICE Commodity Traceability Service (ICE CoT)

Farm Plot Validation - Pilot Testing Introduction

This introduction explains the content of the Pilot Testing Information Pack and also summarises the key steps and overview of the testing.

1. Contents of Test Pack

Included with this Introduction document are the following items to help ICE CoT users prepare for testing;

- I. A User Guide for accessing the ICE CoT platform, submitting farm plot files, and viewing the results.
- II. A link to a User Guide in video format
- III. Farm plot file specification - details the data fields, layout, content and mandatory/optional requirement for each farm plot. Also, the required file format to submit a file into ICE CoT
- IV. Sample file for a small number of farm plots showing examples of data in the correct format for all mandatory and optional fields.

2. Testing Overview

- I. The ICE CoT farm validation pilot testing is due to run from 22 May to 24 June 2024
- II. During ICE CoT pilot testing a small number of firms will access a test version of the platform and submit farm plot files
- III. The in-scope commodities for ICE CoT are cocoa and coffee and during the pilot the origin countries with deforestation maps for testing will be limited
- IV. The test ICE CoT platform will have the expected production versions farm plot validation tests, though test parameters may be adjusted during the testing phase
- V. IBA (ICE Benchmark Administration) Operations will be available during London business hours to provide on-hand support and calls to firms taking part in the testing, especially during the initial file creation, platform access and submission stages
- VI. As the ICE CoT platform will be a test version, system performance and speed may not replicate what the production system will be like but IBA Operations will notify of any expected issues
- VII. During the pilot testing phase there may be times when the ICE CoT platform is not available due to new code or reference data releases - these will be communicated via email

- VIII. All data submitted by users during the test phase will be deleted at the end of testing and will not be copied into the production system.

3. Test Steps

- I. All firms wishing to take part in testing will first be required to execute an **ICE CoT Master Test Agreement and Farm Data Test Schedule**. Note, a further ICE CoT User Agreement will also need to be executed for access to the production ICE CoT system
- II. Once the Test Agreement is executed IBA Operations will send **on-boarding** forms for the user to complete. These contain the necessary firm and individual details to create User Accounts on the ICE CoT platform.
- III. Once the on-boarding process has been completed ICE Systems Operations will email **user account details and temporary passwords** to each user
- IV. IBA Operations will then contact users to arrange a call to discuss ICE CoT farm plot file specifications and requirements and **assist the users in creating files**
- V. Once users have created farm plot data files for a specified commodity and country then IBA Operations will arrange a **further call to support the user during the first system access** and file submission process
- VI. IBA Operations will then be available for further support and responding to **queries on validation results and reporting**.

4. Feedback

During the pilot we request if participating firms can provide feedback and any suggestions on the following areas;

- I. ability to generate data required to meet the farm plot file specification
- II. ICE client on-boarding process and IBA operational support
- III. Validation test results
- IV. Accuracy of map and reference data
- V. System operability and functionality