Sustainable Winegrowing Australia User Manual

Contents

Login to	o Sustainable Winegrowing Australia	2
a)	Existing member login	2
b)	Sign in using either email or password	2
c)	How to add an additional site membership to your user profile	4
d)	How to access your membership certificate	4
e)	New member sign up	5
f)	Entering details for the first time	6
g)	Entering your contact details	7
h)	Membership level	10
i)	Entering your data/business metrics	11
j)	Workbook	15
k)	Payment	17
I)	Results	18
m)	Use of the Sustainable Winegrowing Australia trust mark	26
n)	How to order a certified sign	27
Contac	ts	28

Please do not print this document.

This user manual is frequently updated in response to member enquiries. To search for specific information, click on the relevant section of the table of contents or use the 'Search' function to find key words.

Login to Sustainable Winegrowing Australia

a) Existing member login

Go to the Sustainable Winegrowing Australia website: https://sustainablewinegrowing.com.au/

Click here to log on to the Sustainable Winegrowing Australia online member platform.



SEARCH MEMBERS | REGISTER NOW | SIGN IN



ABOUT US V

THE BENEFITS >

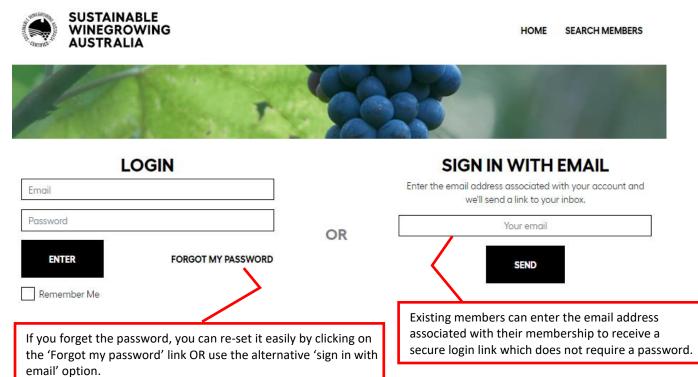
BECOME A MEMBER ✓

RESOURCES



You will be prompted to enter your login details. You can either use a password OR you can choose to have a login link sent directly to the email address associated with your membership. An email will be sent to the email address entered with a direct login link. This link is valid for 15 minutes. If you have changed your email address since you last logged on, please contact the AWRI helpdesk at helpdesk@awri.com.au to update your details.

b) Sign in using either email or password



Existing members who choose the 'Sign in with email' option will see the following message.

If the supplied email address exists, an email will be sent with a direct login link. This link is valid for 15 minutes.

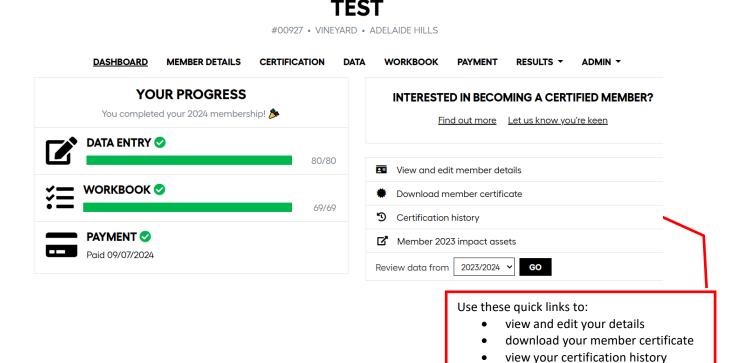
×

A secure login link will be sent to your email address. This is a secure link which will enable direct login to your membership. If a link is not received, the email address does not match the one recorded in the database. In that case, please contact the AWRI helpdesk (08 8313 6600 or helpdesk@awri.com.au) to update your records.

If login is unsuccessful, the following page will be displayed. Re-enter your credentials or if you have forgotten your password (if you have one), reset it.



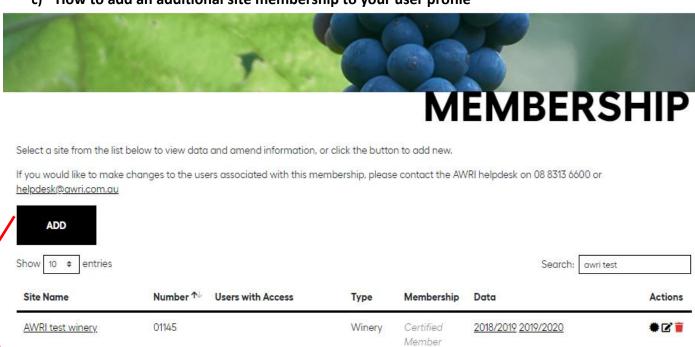
Upon successful login, existing members will see the member dashboard.



access marketing materials

3

c) How to add an additional site membership to your user profile

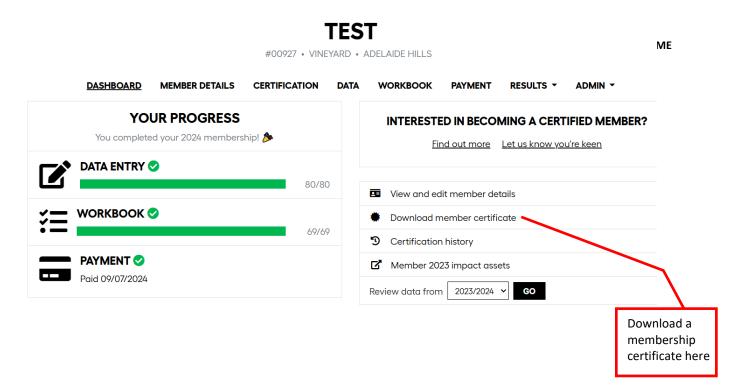


To add a new site linked to your email address, click the ADD button. This will open a new membership page where you can enter the details of the new site (see section g).

d) How to access your membership certificate

Showing 1 to 1 of 1 entries (filtered from 1,256 total entries)

Your current year membership certificate will be available for download after your membership fee is received.



Previous

Next

e) New member sign up

If you have never been a member of Sustainable Winegrowing Australia, Entwine or SAW, go to the Sustainable Winegrowing Australia website: https://sustainablewinegrowing.com.au/.

1. Click here to register as a new member of Sustainable Winegrowing Australia.





ABOUT US ✓

THE BENEFITS >

BECOME A MEMBER >

RESOURCES



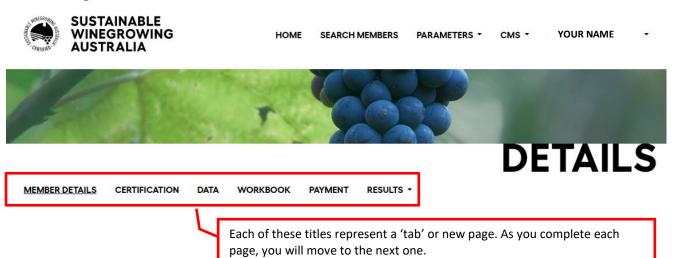
DETAILS

SUSTAINABLE WINEGROWING AUSTRALIA MEMBERSHIP	2. Complete your details
CONTACT DETAILS	and click SUBMIT at the bottom of the page.
POSTAL ADDRESS	
SITE LOCATION	
SITE INFORMATION	
PRINT THIS PAGE SUBM	ut .

New members must be verified by the AWRI. This is to prevent unauthorised access to the program. Verification will occur within three business days. If you require urgent verification, please phone the AWRI helpdesk on 08 8313 6600.

After verification, you will receive a confirmation email to login and complete your data, workbook and payment. Each of these steps (shown below) must be complete to finalise your membership.

f) Entering details for the first time



g) Entering your contact details

DETAILS

MEMBER DETAILS CERTIFICATION DATA WORKBOOK PAYMENT RESULTS *

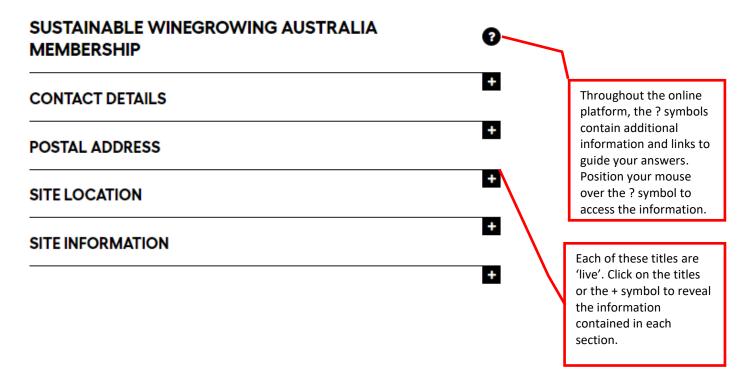
PRINT THIS PAGE

MEMBERSHIP NUMBER

00927

SITE NAME

test



When you have completed each section, click UPDATE to save the information and move to the next page.

UPDATE

MEMBERSHIP NUMBER

00927

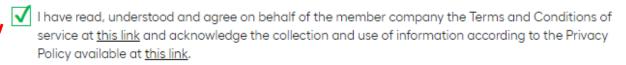
SITE NAME

test

SUSTAINABLE WINEGROWING AUSTRALIA MEMBERSHIP

8

CONTACT DETAILS



?

I also agree to communicate these to any other representatives of the member company with access to the Sustainable Winegrowing Australia Member Website.

I have read, understood and agree to the <u>terms of the Program</u>

(3)

First Name

Title

Last Name

Email address

Website

Phone

Ms

Mardi

Longbottom

helpdesk@awri.com.au

www.sustainablewinegrowing.com.au

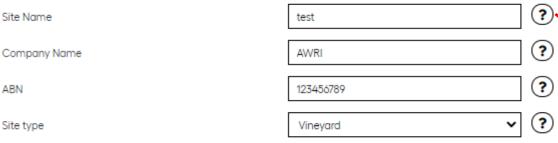
08 83136600

?

Before entering any data, you must agree to the Sustainable Winegrowing Australia Terms and Conditions, acknowledge the Privacy Policy and agree to the Program terms. Access this information by clicking on the links. Please read these carefully before you tick the boxes.

Enter your website address (if you have one). It is preferable to link directly to information about the sustainability your company. This will be listed along with your business name on the online list of members.

SITE INFORMATION



By ticking this box I give permission for my Site name, website (if provided) and membership status to appear online on the list of Sustainable Winegrowing Australia members <u>available</u> here.

Please enter a name that your site is known as. This may or may not be the same as your company name. The site name will be shown on the public list of members, so make sure the name is unique and not 'Home block' or another common name.

Individual vineyard/winery sites require separate membership. If you are seeking membership for a combined vineyard and winery business, create a separate membership for each. You can do this easily after the first membership has been created (refer to the instructions in section c).

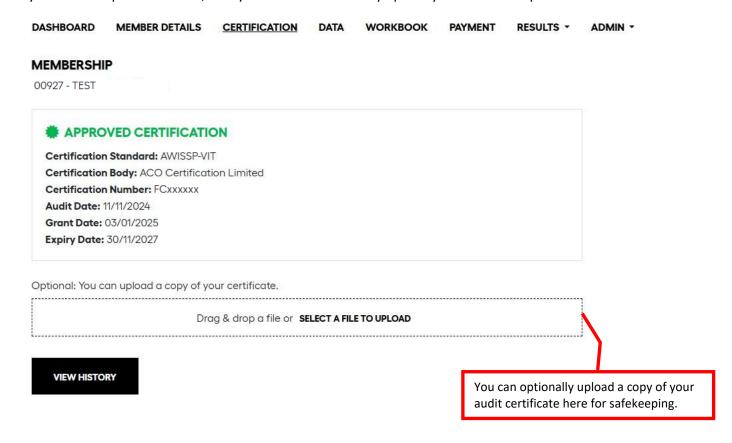
All members who tick this box appear on an online list of members which is accessible by clicking the link in the text. Certified members can link to their website from this list.

Street Address	Hartley Grove
Suburb/Town	Glen Osmond
State	SA • ?
Postcode	5064
Google Co-ordinates	-34.969956, 138.638797
Gl Zone	Mount Lofty Ranges •
GI Region	Adelaide Hills ?

h) Membership level and certification

Members are those who have NOT completed an independent audit within the past three years. **Certified members** are those who have successfully completed an independent audit within the past three years.

If you have completed an audit, the system will automatically update your membership status to 'Certified'.

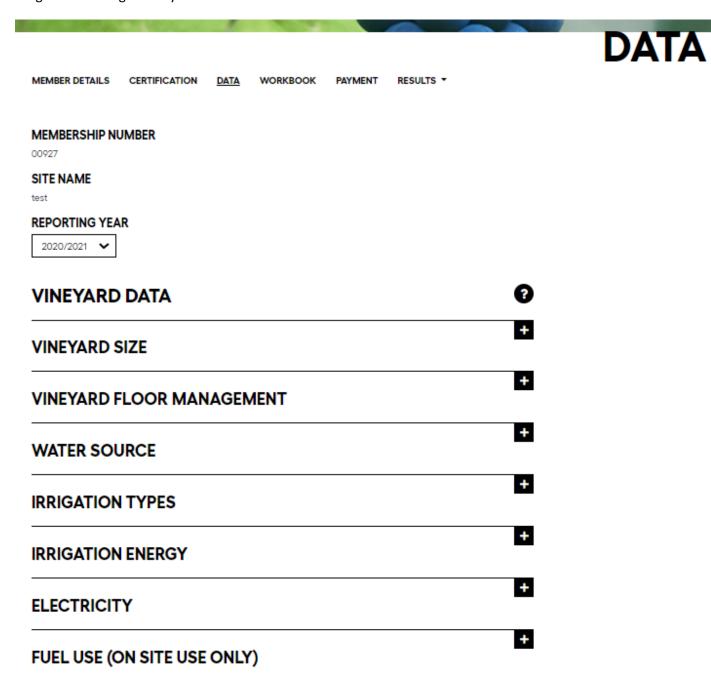


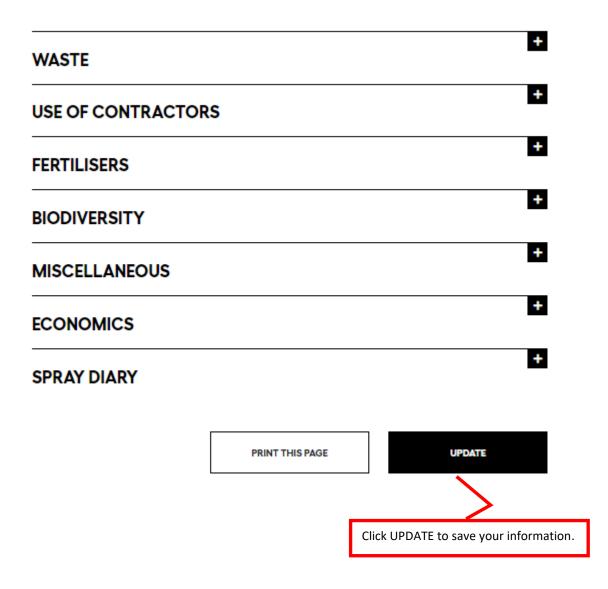
If you have recently completed an audit and your membership status has not updated, it may be because:

- a) The system has not yet updated (it refreshes once per week), or
- b) The ABN associated with your Sustainable Winegrowing Australia membership is different to the ABN supplied to Freshcare. Please check the ABN and contact the AWRI helpdesk@awri.com.au, or
- c) A manual review of the record is required by the AWRI. This may take up to five business days. Please contact the AWRI helpdesk helpdesk@awri.com.au if you require an urgent update.

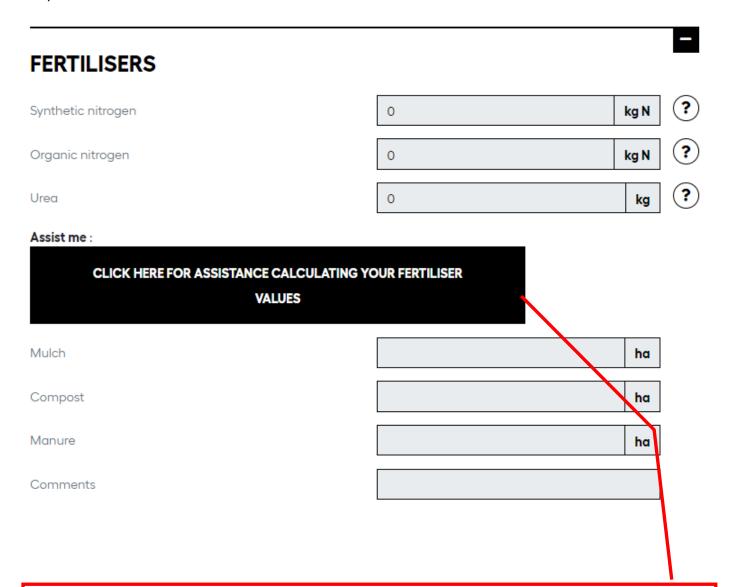
i) Entering your data/business metrics

Work through each of the sections on this page and enter data relevant to your site for the previous financial year (e.g. for 2021/22 membership the data entered is from the 2020/21 financial year). Use the black? buttons for guidance along the way.





In the fertiliser section, you are required to enter the amounts of synthetic and organic nitrogen applied to the vineyard.



A fertiliser assistant is provided if the nitrogen content of the product is not known. This can be especially helpful if organic fertilisers have been used, where the nitrogen content of the fertiliser is not known. Nitrogen values can be entered directly into the fields shown or can be generated by clicking on the 'Assist me' helper. Note that any values already entered into the fertiliser fields will be overwritten by the assistant if used.

The fertiliser assistant will calculate the nitrogen and urea contents from a range of predefined synthetic and organic fertilisers. The predefined lists are shown below in Tables 1 and 2. Additional fertilisers can be defined in the fields provided. Checksums are provided at the bottom of the page so that the results can be verified before confirming entry. Clicking the Save/Submit button will fill the results into the data entry page.

Table 1. Synthetic fertilisers

Fertiliser	Nitrogen %	Urea %
Anhydrous ammonia	82%	
Ammonium polyphosphate	10%	
Ammonium sulfate	21%	
Ammonium nitrate	33%	
Calcium nitrate	15%	
Potassium nitrate	13%	
Monoammonium phosphate	11%	
Diammonium phosphate	18%	
Urea	46%	100%
Urea ammonium nitrate	32%	35%

Table 2: Organic fertilisers

Fertiliser	Nitrogen %
Blood and bone	9.10%
Vegetable wastes	1.50%
Broiler litter	1.70%
Grass clippings	1.70%
Cattle (dairy) manure	1.35%
Composted green waste	2.50%
Horse manure	0.80%
Legume hay	2.00%
Non-legume hay	1.17%
Tree prunings	0.80%
Straw	0.62%
Softwood sawdust	0.08%
Hardwood sawdust	0.05%
Newspaper	0.04%

j) Workbook

All members must complete an annual workbook of their vineyard/winery practices. The workbook contains 'chapters' or elements including soil, water, biodiversity, chemicals, energy, pest and disease and waste management, business and community impact. Each chapter or element contains statements covering typical vineyard and/or winery practices against which members rate their performance.

The section of each chapter of the workbook contains a set of statements outlining different levels of activity towards achieving best practice. Starting at the top, read each statement and, if it accurately reflects the activity in your business, tick the box.

Note: Each statement beyond a score of 1 is cumulative, that is, 1 must be selected before 2 can be selected. If 2 is selected, then the option to select 3 becomes available etc. Please note that if you choose N/A, you will not proceed with the question. If you choose 0, no further options will be available for selection.

N/A should only be selected if the question does not apply to the business.

A guide to the scores is:

- 0 Unacceptable, requires improvement
- 1 Knowledge in the area
- 2 Action being taken
- 3 Best practice
- 4 Continuous improvement strategies in place

WORKBOOK

MEMBER DETAILS CERTIFICATION DATA <u>WORKBOOK</u> PAYMENT RESULTS ▼

MEMBERSHIP NUMBER

00927

SITE NAME

test

REPORTING YEAR

2020/2021 🕶

WORKBOOK - VINEYARDS	•		
BIOSECURITY		Information and resources to support each question can be accessed by hovering your	
PLANTING MATERIAL (?)		mouse over the ? symbol.	
No grafting or planting has occurred on the pr	roperty since purchase.		
The source of all grapevines planted on the propurchased planting material is not verified price	operty is not known AND/OR the health status of or to purchase.	•	
The source of all grapevines planted on the probeen obtained for all purchased planting mate	operty is known AND/OR a record of health status is/has erial prior to purchase.	0	
	proved suppliers (e.g. accredited nurseries or vine status is/has been obtained for all grapevine planting	The numbers attributed to the different levels of performance are shown alongside each question.	
improvement associations) and the source of	proved suppliers (e.g. accredited nurseries or vine all grapevines planted is documented. When planting is is/has been obtained. Virus testing always occurs prior toed as part of new planting decisions.	<u> </u>	
	operty is known. Both scion and rootstock material is orking. New plantings are undertaken using rootstocks.	Use this space to write notes.	
Comments	purchase records stored in block files		
Biosecurity management records			
Drag & drop files o	r SELECT FILES TO UPLOAD	?	
L	j	You can use this to store your documents, so they are easy to find at audit.	

k) Payment

You will not be able to access the payment page until all fields in the Data section and the workbook are complete. Select the type of payment that best suits your business from the drop-down list (credit card or bank transfer). NB: You must select a payment type for your membership to be processed and complete.

MEMBER DETAILS CERTIFICATION DATA	WORKBOOK <u>PAYMEN</u>	NT RESULTS +	PAYM	ENI
Your Sustainable Winegrowing Australia memb				
GENERATE INVOICE	one can be generated by click	ang the button below.	You can generate an invoice time by clicking this buttor	
PAYMENT				
Select a payment option and click submit to co	mplete your membership appl	lication.		
Payment Type	Online (Credit C	Card)	~ ?	
Card Name			1 Please soles	t your preferred
Card Number			payment op	tion. A payment
Card Expiry	January	∨ 2021		be selected to embership and rts.
Card CVV				
I confirm that the data and information sup	details are passed through a	site is accurate. secure server using the l		
TLS (transport layer security) encryption technology SUBMIT PAYMENT	ology. 256-bit TLS encryption is	s the current industry sta	indard.	
Important: If you select any payment option of until payment has been verified by the AWRI. Plemail (including a tax receipt) that your member up with the AWRI.	ease allow at least 10 working	days for payment to be	verified. Once verified you will receive	e a confirmation
2. You must tick the check box and payment' to finalise your member				

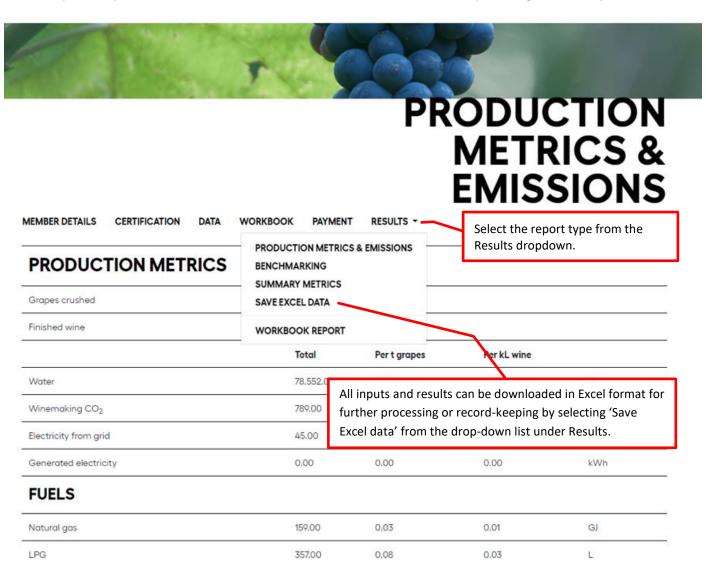
I) Results

After verification of your membership (if you are a new member) and receipt of payment, you can access a summary of your results. The production metrics and emissions can be reviewed at any time by logging into Sustainable Winegrowing Australia online.

The results are arranged into three sections, each of which can be accessed through the Results tab at the top of the page.

- <u>Production metrics and emissions</u> member production and greenhouse gas emission data summary.
- Benchmarking reports comparing results against other members (aggregated data) and other years.
- <u>Summary metrics</u> report of production metrics by individual member, region, state and national.

Use these reports as a guide along with your workbook answers to help identify opportunities for improvement in the winery or vineyard. A number of tools and resources are linked in the tooltips throughout the reports.



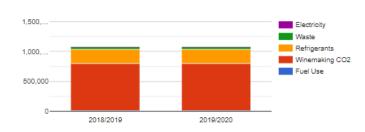
Production metrics and emissions

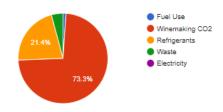
Each input and emission is presented as a total. For vineyards, the results are presented as per tonne and per hectare. Winery data is presented as per tonne of grapes crushed or per kL of finished wine (full winemaking + final stage winemaking).

The pie chart at the bottom of the report displays the scope 1 and 2 greenhouse gas emissions for the current year and the bar chart shows an annual comparison of performance (if multiple years are available).

EMISSIONS BY YEAR

EMISSIONS SUMMARY 2019/2020





Benchmarking reports

Annual benchmarking reports are available to members from October – June each year. The benchmarking reports are not available during the renewal period.

The benchmarking reports provide comparative data based on both the site's history and aggregated data from other members of the Sustainable Winegrowing Australia program. The comparisons are provided as a guide, to give an indication of how the business is performing compared to previous seasons and other vineyards/wineries.

Accessing and generating the benchmarking reports

- 1. To access and generate benchmark results, click on the Results tab and select Benchmarking;
- 2. Use the drop-down lists to customise reports.
- 3. Select the **Assessment type.** This determines whether you compare your performance with other members, or other years.
- 4. Select the **Basis** for comparison.
 - For vineyards select from: total, per tonne grapes harvested or per hectare of vineyard.
 - For wineries select from: total, per tonne grapes crushed, or per kL finished wine.
- 5. If you have chosen to compare against other members, select to compare within the same climate zone, region, state or Australia. The climate zone regional groupings are shown in the table below.
- 6. Select the size to compare against
- 7. When all filters have been selected, click on Display Benchmark Results

BENCHMARKING MEMBER DETAILS CERTIFICATION DATA WORKBOOK PAYMENT RESULTS -

GENERATE REPORT

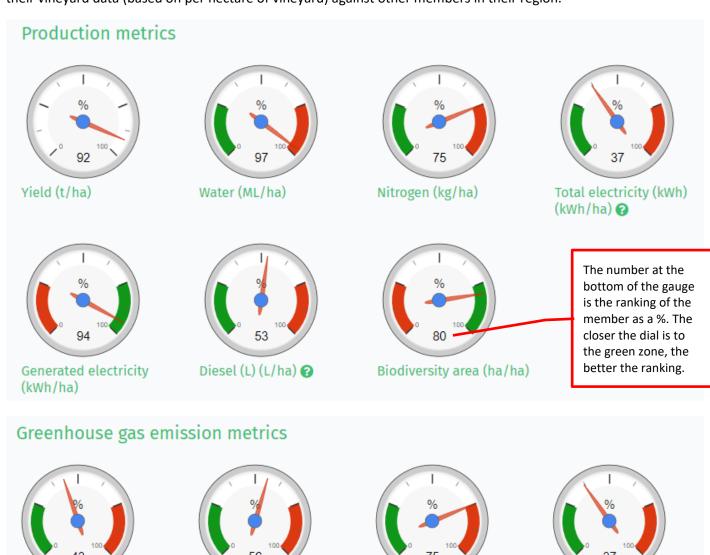


Table 3. Climate zone regional groupings. Climate zones are determined using the following temperature and aridity groupings:

	Damp	Dry	Very Dry		
Cool	Macedon Ranges	Mount Gambier	Geelong		
	Mornington Peninsula	Henty	Pyrenees		
	Orange	Grampians			
	Canberra District	Kangaroo Island			
	Yarra Valley	Sunbury			
	Beechworth	Wrattonbully			
	Upper Goulburn	Coonawarra			
	Strathbogie Ranges	Robe			
	Southern Fleurieu	Mount Benson			
	Adelaide Hills				
Mild	Alpine Valleys	Blackwood Valley	Great Southern		
	Pemberton	Eden Valley	McLaren Vale		
	Tumbarumba	Manjimup	Bendigo		
		Granite Belt	Belt		
		Currency Creek			
		Padthaway			
		Heathcote			
Warm	Geographe	Peel	Rutherglen		
	New England Australia	Gundagai	Goulburn Valley		
	Shoalhaven Coast	Glenrowan	Pericoota		
	Southern Highlands	Clare Valley	Langhorne Creek		
	Margaret River	Mudgee	Barossa Valley		
Hot	Hunter Valley	Perth Hills	South Burnett		
	Hastings River	Swan District	Cowra		
		Southern Flinders	Riverina		
		Ranges	Adelaide Plains		
			Riverland		
			Swan Hill		
			Murray Darling		

Example vineyard benchmarking reports

The example benchmark report below is for a vineyard member. To generate this report, the member compared their vineyard data (based on per hectare of vineyard) against other members in their region.



Fertilisers (kg CO₂e/ha)

Fuel use (kg CO₂e/ha) ?

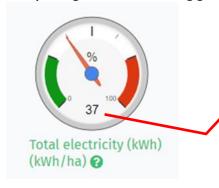
Electricity (kg CO₂e/ha)

On-site total greenhouse

gas emissions (GHGs) (kg

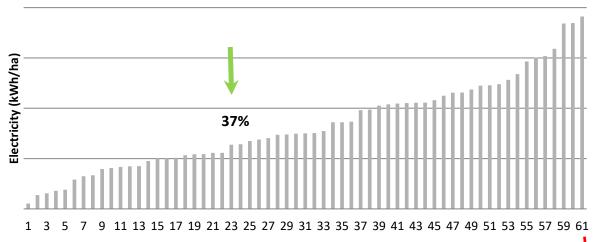
CO₂e/ha) ?

Interpreting the benchmarking gauges (using the vineyard gauges from the example above)



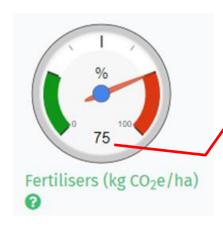
The example benchmarking gauge for Total electricity (kWh/ha) shows the member's ranking as 37%. This indicates that the member's electricity use per hectare is in the lowest 37% of all members in the region.

Another way of visualising the same ranking (37% - Total electricity (kwh/ha)) is shown in the figure below.

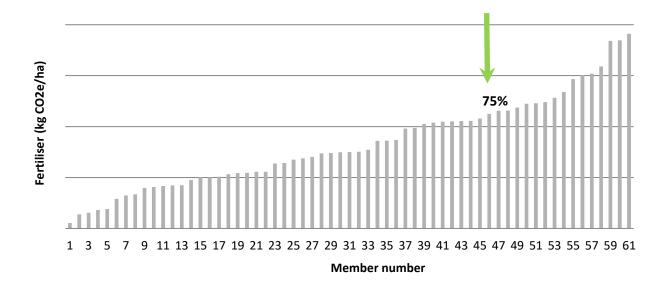


Member number

This figure shows the results for electricity used per hectare of vineyard for all 61 members in the example region. The green arrow indicates the individual member's ranking (37%) within the spread of all the members. Only 37% of the (61) members had electricity use lower than the individual member and 63% had electricity use higher than the individual member.



The ranking for Fertiliser use (kg CO_2e/ha) is in the highest 25% of all (61) vineyards in the region. The ranking is shown in another way in the figure below. Of the 61 members in the size category, the green arrow indicates where the member sits (75% of all members).



Summary metrics

The summary metrics report provides the members' production data alongside the combined results for all members in the region, state and nationally. Please note that the regional, state and national averages may change throughout the year as new members enter their data. This data is provided for guidance purposes only and should not be used for public communication or comparison with other producers (<u>Terms and conditions</u>).

Example: Summary metrics for a vineyard in the Adelaide Hills, South Australia.



MEMBER DETAILS CERTIFICATION DATA WORKBOOK PAYMENT RESULTS *

The summary metrics report compares your production data against the combined results for all members in your region, state and nationally. Please note that the regional, state and national averages may change throughout the year as new members enter their data. This data is provided for guidance purposes only and should not be used for public communication or comparison with other producers (Terms and conditions).

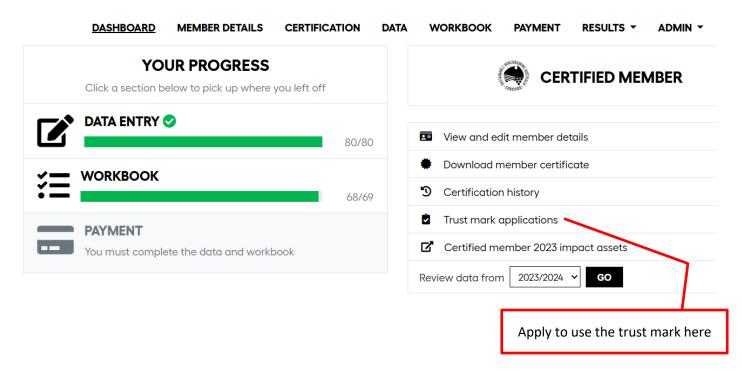
	test	Adelaide Hills (average)	Mount Lofty Ranges (average)	SA (average)	National (average)
Yield					
Yield (t/ha)	5	4	4	6	7
Electricity					
Electricity per unit harvested (kWh/t)	33	237	204	166	284
Electricity per hectare (kWh/ha)	164	1,113	903	625	1,425
Water					
Grapes harvested per unit of irrigation (t/ML)	0	3	3	3	4
Irrigation per hectare (ML/ha)	15	2	2	17	13

m) Use of the Sustainable Winegrowing Australia trust mark

The Sustainable Winegrowing Australia trust mark must be used only in accordance with the Sustainable Winegrowing Australia trust mark rules of use and style guide specifications (here). You can apply to use the trust mark from the member dashboard.

TEST

#00927 • VINEYARD • ADELAIDE HILLS



As part of the application process, all certified members must complete a series of checkboxes relating to the trust mark rules, confirming that all requirements of trust mark use have been met. For first time applicants, the application will be reviewed for accuracy by the AWRI prior to permission being granted. Certified members who have previously submitted a successful trust mark application may opt for automatic approval of use by completing the checklist.

When making an application:

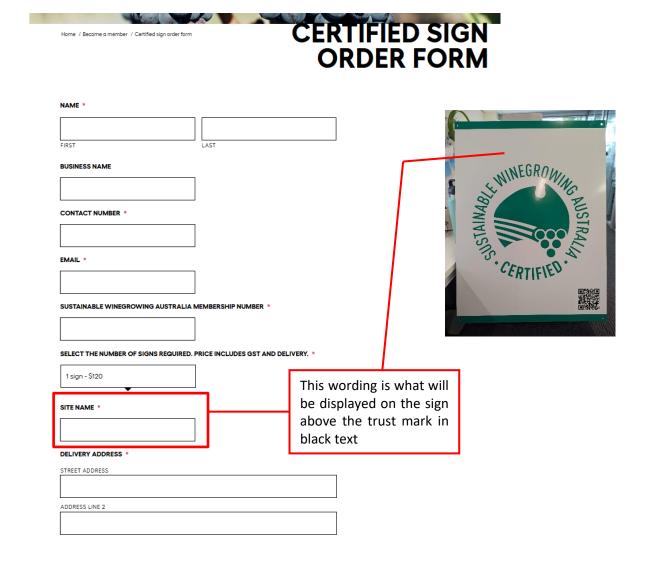
- Please answer each field and select the applicable checkbox in each section
- An example of how the trust mark will be used needs to be uploaded for wine labels, label dimensions are
 also required when submitting these images. High resolution images of the trust mark can be downloaded
 when selecting 'trust mark applications' from the dashboard of a certified member.
- When submitting a trust mark application for a wine label, traceability documentation must also be supplied
 demonstrating how the wine qualifies for trust mark use. This is outlined in the <u>rules of use</u>. An example
 traceability form can be downloaded when selecting 'trust mark applications' from the dashboard of a
 certified member

Members should also be aware that the trust mark on wine labels may only be used on products that meet the definition of a wine under the Food Standards Code. Additionally, it's important to remember that the specific requirements of the trust mark rules apply to fortified wines, with only eligible vintages to be included in the 85% qualifying amount.

If you have any further questions about the trust mark application process, please do not hesitate to contact the AWRI helpdesk at: helpdesk@awri.com.au or 08 8313 6600 (select option 1).

n) How to order a certified sign

Certified signs are also available for purchase from the sustainable Winegrowing Australia website <u>here</u> or when selection 'trust mark application' from the dashboard of a certified member.



Key information:

- Signs are \$120 (includes postage)
- Dimensions; 80cm high and 60cm wide
- Made of an aluminium composite weighing approximately 2.5kg
- The QR code on the sign links to the Sustainable Winegrowing Australia website
- If ordering multiple signs, please include the various site names within the 'site name' box separated by a comma

Contacts

If you have any questions about Sustainable Winegrowing Australia, please visit the <u>Frequently Asked Questions</u> section on the Sustainable Winegrowing Australia website or contact the AWRI helpdesk on <u>helpdesk@awri.com.au</u> or 08 8313 6600 (select option 1).