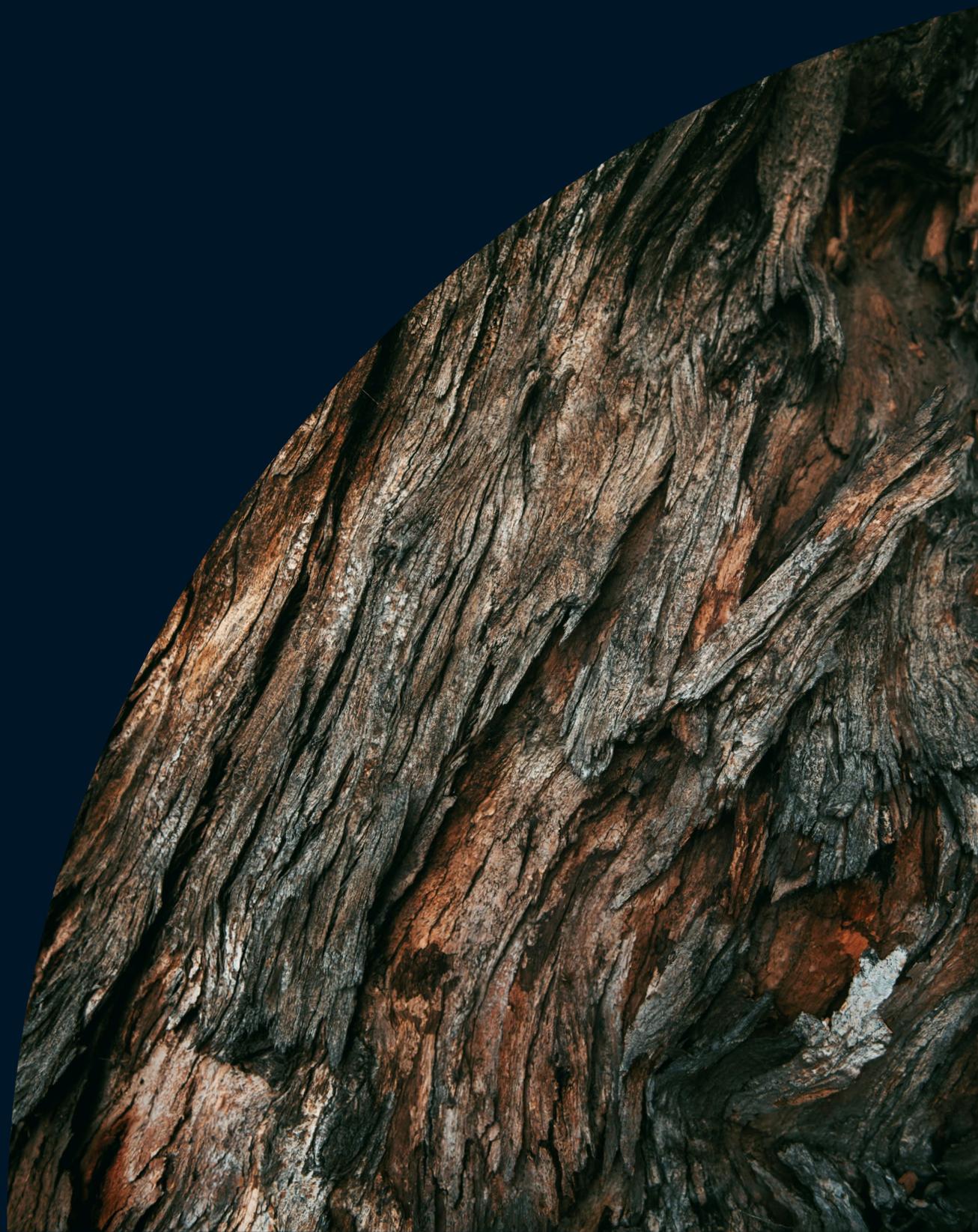




Quick Starter Guide

Your Fast Track to EUDR Compliance



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Executive Summary

The EU Deforestation Regulation (EUDR) marks a major shift in how companies source and trade key commodities such as soy, oil palm, coffee, cocoa, cattle, rubber, and timber – and derived products like leather, beef, or chocolate.

Companies placing these goods on the EU market or exporting them from the EU must demonstrate that they are deforestation-free and produced in compliance with relevant local legislation. This requires unprecedented levels of traceability, data integrity, and supplier collaboration.

This Quick Starter Guide provides a practical roadmap to help you get ready fast. It outlines the key stages of EUDR implementation and offers actionable guidance to make compliance both efficient and manageable.

1. About This Guide

The [EU Deforestation Regulation](#) (EUDR) is transforming how companies source, trade, and manage key commodities. For many organizations, the challenges can feel daunting – multi-tier supply chains, intricate rules, fragmented data, and evolving EU guidance.

The EUDR is also highly transaction-focused, requiring proof of compliance for each purchase order, shipment, or export involving in-scope goods.

This guide translates the complexity of the EUDR into a clear roadmap that organizations can use to prepare, pilot, and scale their EUDR programs.

It covers:

- A step-by-step approach from initial assessment to rollout and continuous improvement.
- Guidance on how to set up adequate governance processes, align internal functions, and collaborate effectively with suppliers.
- Practical checklists and KPIs to measure progress.
- An overview of how IntegrityNext supports the EUDR journey end-to-end.

Who it is for:

- Procurement, sustainability, and compliance teams leading and operationalizing EUDR implementation.
- Data and IT specialists responsible for data consolidation, traceability, and verification.
- Logistics and warehousing teams supporting product segregation and tracking.
- Sales and distribution functions managing due diligence statements (DDS).
- Executives and project managers seeking a concise overview of what it takes to prepare for the EUDR.

Achieving EUDR readiness is not a one-off milestone – it's a process that turns regulatory expectations into daily business routines across procurement, logistics, and sustainability.



2. The Fundamentals of EUDR Readiness

Preparing for the EUDR is about building a strong foundation before diving into assessments or data collection. Three elements are essential: leadership commitment, trusted supplier relationships, and integrated data management. Together, they ensure that compliance efforts are strategic, collaborative, and scalable.

Table 1: Fundamental Success Factors for EUDR Readiness

1 Leadership Buy-In and Strategic Foundation	2 Strong Supplier Relationships	3 Integrated Data Management
<p>Senior management must anchor EUDR compliance in the corporate strategy.</p> <p>Companies should:</p> <ul style="list-style-type: none"> • Appoint an executive sponsor to oversee implementation and drive cross-functional coordination. • Embed EUDR requirements into existing sustainability, procurement, and risk frameworks. • Set clear expectations for transparency, accountability, and long-term integration into business operations. 	<p>EUDR compliance rests on proactive, trust-based collaboration with suppliers.</p> <p>Companies should:</p> <ul style="list-style-type: none"> • Forge strategic partnerships with key suppliers and engage with them as equals. • Maintain ongoing dialogue instead of engaging in one-off data requests. • Provide training and capacity-building support so suppliers can meet EUDR data and traceability expectations. 	<p>The EUDR cuts across departments, requiring a unified, data-driven approach.</p> <p>Companies should:</p> <ul style="list-style-type: none"> • Involve IT teams early and map internal systems that store supplier, order, and sustainability data. • Create a single source of truth, ensuring EUDR data is accessible across all relevant functions. • Establish continuous monitoring processes to keep data complete, current, and audit-ready.

Once these foundational elements are in place, companies can move on to the three building blocks of readiness:

- 1. Status Quo Assessment – Understanding Scope and Impact**
- 2. Organizational Readiness – Building Governance and Internal Alignment**
- 3. Data Foundation – Anchoring the EUDR End-to-End**

Together, these phases provide the foundation that turns EUDR compliance from a regulatory challenge into a well-managed, organization-wide process.

Establishing these fundamentals ensures that EUDR implementation starts from a position of strength. With leadership alignment, strategic integration, engaged suppliers, and reliable data in place, companies can streamline compliance and build long-term resilience.

3. Status Quo Assessment - Understanding Scope and Impact

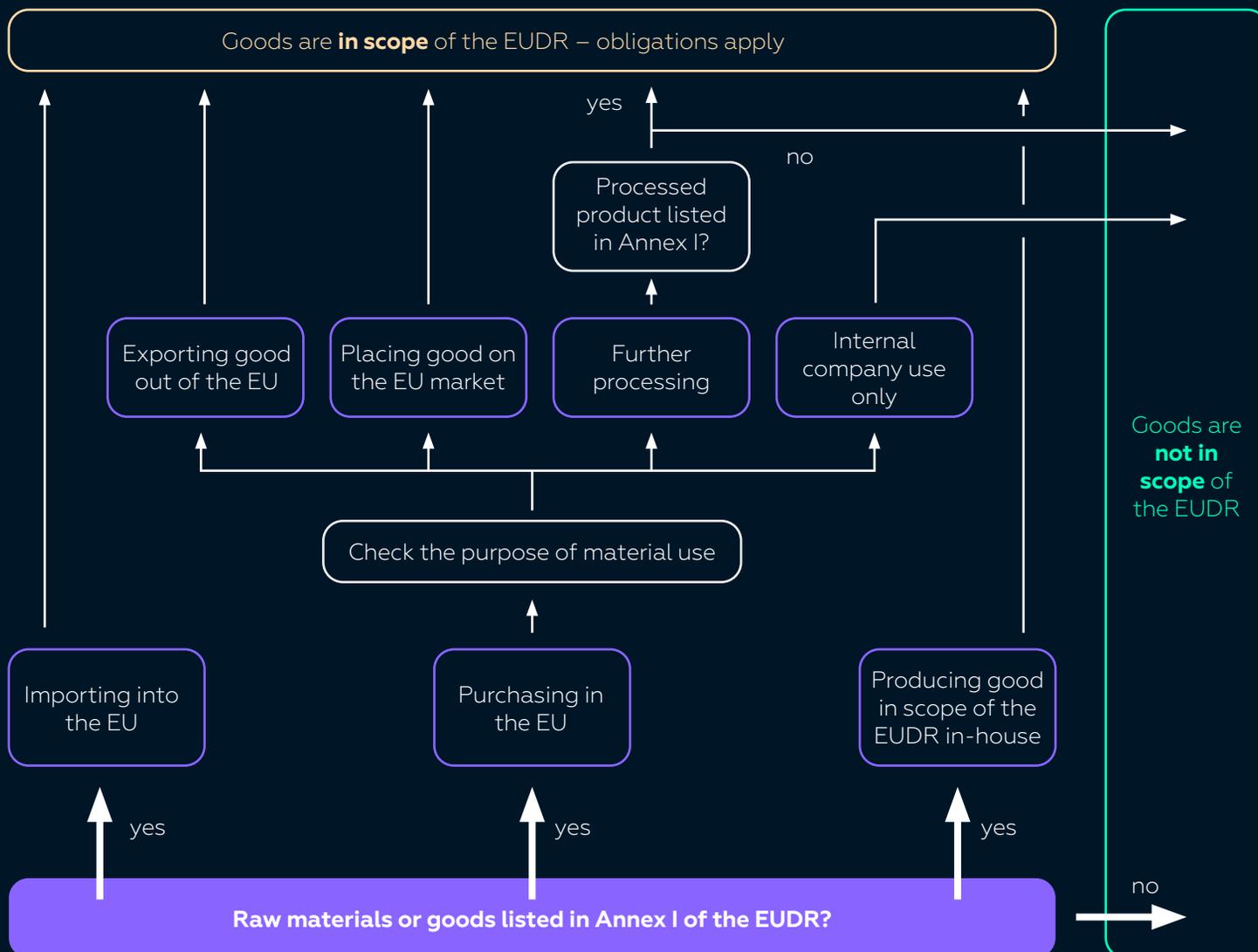
Before launching any EUDR compliance project, companies need to understand where they currently stand. A structured status quo assessment helps identify what’s in scope, uncover data gaps, and prioritize actions and resources.

Determine Your EUDR Scope

The first step is to clarify which parts of your business fall under the EUDR.

- 1. Assess your product portfolio** against the CN codes listed in [Annex I](#) to identify all in-scope goods. Also check for potential exceptions, such as recycled materials, packaging, or synthetic rubber.
- 2. Analyze your order data and trade flows**, including imports, intra-EU transactions, and exports that fall under the regulation.
- 3. Determine the sourcing regions** for your raw materials and processed goods, focusing on countries where deforestation and forest degradation are prevalent.
- 4. Map supply chains and key suppliers**, assessing visibility: Is it limited to direct suppliers or can you trace products back to farms and plantations? Identify which suppliers are SMEs, traders, and/or operators.
- 5. List all business units and legal entities** that import, trade, or export affected products and clarify your role as an operator, trader, or both.

Figure 1: EUDR Scope Analysis



Assess Your Current Data Landscape

Once the scope is defined, review what internal and supplier information is already available to establish a baseline and identify gaps.

- **Supplier master data:** Is basic information, including contact details, complete and consistent?
- **Product and traceability data:** Is supplier information on product type, mass, and origin readily available? Can you trace products back to farms or land plots?
- **Supplier geolocation data:** Can commodities be linked to GPS coordinates proving they are deforestation-free?
- **Documentation and certifications:** Which supplier sustainability certificates (e.g. FLEGT), audits, or proof-of-origin documents exist?
- **Systems and tools:** Where does the data reside – ERP systems, spreadsheets, procurement platforms, supplier surveys – and how well are they connected?

A quick data-mapping exercise often reveals incomplete supplier entries, duplicate records, or missing coordinates that could later slow down compliance.

Identify Legal and Risk Implications

The next step is to link your scope and data insights to prevailing risks.

- **Legal exposure:** Which business areas or entities fall directly under EUDR obligations?
- **Deforestation risk:** Assess supplier countries using the EU's Deforestation Observatory, the FAO's Forest Resources Assessment, or Global Forest Watch.
- **Business impact:** Where could delays in data collection jeopardize market access or customer relationships?
- **Reputational risk:** Which commodities or regions attract the most public scrutiny?

Note that scope does not equal risk. A large scope with low-risk sourcing may require less effort than a smaller but high-risk footprint.

Define Your Baseline and Next Steps

Conclude the assessment by summarizing your key findings:

- What percentage of your supplier base and products are covered by reliable data?
- Where are the biggest blind spots in terms of data, processes, or governance?
- Which areas can be improved quickly versus those requiring structural changes?

By the end of this step, you will have a clear picture of which goods, entities, and supply chains fall under the EUDR, how complete your existing data is, and where the main legal, operational, and deforestation risks lie – providing the baseline for all further action.

4. Organizational Readiness – Building Governance and Internal Alignment

Achieving EUDR compliance is not just a data or supplier challenge, it's an organizational one. Effective governance ensures that all functions understand their roles, decisions are coordinated, and accountability is clear.

Establish Clear Ownership and Roles

Start by defining who leads and who supports the EUDR program.

- **Executive sponsorship:** Assign a senior leader to champion the initiative, secure resources, and align it with corporate sustainability and risk management objectives.
- **Core team:** Include representatives from procurement, sustainability, legal, compliance, IT, and operations. A cross-functional team forms the backbone of EUDR implementation.
- **Defined responsibilities:** Clarify who owns supplier engagement, data management, reporting, and audit preparation.
- **RACI matrix:** Document roles to avoid overlaps and blind spots (see Table 2).

The ideal governance model depends on your organization's structure, but it typically combines central coordination with local execution. For example, sustainability and compliance define processes and rules, while procurement, logistics, sales, and IT execute them.

Table 2: Exemplary RACI Matrix

Function	Responsible (R)	Accountable (A)	Consulted (C)	Informed (I)
Sustainability and Compliance	Defines governance model, reviews risk, maintains documentation	Head of Sustainability or Compliance	Procurement, Legal, IT	Executive Management
Procurement	Collects supplier data, checks completeness, includes EUDR clauses in contracts	Head of Procurement	Sustainability, Legal	Sales, Logistics
Logistics and Warehousing	Maintains segregation of compliant vs. non-compliant goods, tracks batch IDs	Logistics Manager	Procurement, Sustainability	Sales
Sales and Distribution	Submits DDS, shares DDS reference numbers downstream	Sales Director	Sustainability	Management, Procurement
IT and Data Management	Manages data integration, EU portal connections, and dashboards	Head of IT or Data Management	Sustainability	Procurement, Sales

Clear accountability from the outset and ongoing cross-functional dialogue prevent compliance tasks from slipping through the cracks.

Align Internal Policies and Processes

The EUDR intersects with existing frameworks for supplier onboarding, sourcing standards, sustainability policies, and risk management.

- **Review procurement policies** (e.g. RFPs, supplier selection), codes of conduct, and contracts to integrate EUDR due diligence obligations.
- **Embed EUDR traceability and documentation requirements** into supplier onboarding, audits, and assessment procedures.
- **Update IT and data governance policies** to reflect new data collection needs (e.g. GPS coordinates, farm-level traceability).
- **Clarify how the EUDR overlaps with other regulatory requirements** to leverage synergies and avoid duplication of efforts.

Enable Cross-Functional Collaboration and Awareness

- **Conduct training sessions** for all functions involved in supplier management or product compliance.
- **Ensure regular feedback loops** between operational teams and management to refine processes over time.
- **Encourage procurement** to view the EUDR as an integral part of responsible sourcing rather than a separate compliance task.
- **Use shared dashboards or communication channels** to create transparency on progress and challenges.

By the end of this step, you will have a clear governance structure with defined roles, decision-making routines, and aligned internal policies – ensuring every function understands its responsibilities and turning EUDR compliance into a coordinated, company-wide process.

5. Data Foundation – Anchoring the EUDR End-to-End

At its core, the EUDR is a data-driven regulation. Every compliance step relies on the availability, quality, and traceability of data. Building a solid data foundation ensures that all relevant information flows seamlessly across teams, systems, and processes.

However, many organizations still lack much of the required information. Early data cleanups and updates, clear ownership, and digital tools that connect internal systems are therefore key.

Prepare and Consolidate Relevant Data

After identifying gaps during the status quo assessment (see Section 3), the next step is to create a structured, reliable data foundation that supports compliance across all stages.

- **Commodity and product attributes:** Commodity type, mass or volume, production date, and CN code.
- **Supplier and supply chain data:** Contact details, verified supplier identities, country of production, and sub-tier relationships.
- **Geolocation data:** Precise coordinates or polygons of production plots associated with each commodity.
- **Due diligence documentation:** Proof that products are deforestation-free, compliant with local laws, and accompanied by risk assessments and mitigation measures.
- **Transaction and traceability data:** Links between each batch and its origin, supported by documentation and time stamps.
- **Existing due diligence statements:** Identify any pre-existing DDS records in your systems.

Data must be complete, accurate, up to date, traceable, verifiable, and consistent (e.g. coordinate formats, product codes). Even minor inconsistencies can cause significant delays when generating due diligence statements.

Integrate Data Systems and Automate

Decentralized and manual processes will not scale. To manage large transaction volumes and complex supplier networks, companies should adopt digital workflows and automation. An effective data model connects all IT systems that store relevant information across the organization.

- **Integrate systems** so supplier, product, and geolocation data flow seamlessly into a centralized platform.
- **Use APIs or data connectors** between procurement systems, traceability platforms, and sustainability tools. Ensure connection to the EU portal for efficient DDS generation and retrieval.
- **Automate data aggregation and validation** such as coordinate format checks and duplicate detection.
- **Deploy dashboards** for enhanced transparency across departments.

This model should serve as a single source of truth for all EUDR-related processes and eliminate data silos.

Plan for Continuous Improvement

EUDR compliance is not a one-off data upload, it's an ongoing cycle of refinement and improvement.

- **Define KPIs** such as data-completeness rate, supplier response rate, and number of verified geolocations.
- **Schedule periodic reviews** to assess whether new commodities, suppliers, or risk factors have emerged.
- **Engage suppliers in data quality training and feedback loops** to foster shared accountability.

By the end of this step, you should have a clear understanding of required data types and sources, defined ownership and data management rules, and integrated systems to support scalable, reliable information flows.

6. Pilot – Testing with a Subset of Suppliers

Before a full-scale rollout, every EUDR compliance process should go through a pilot phase. A well-structured pilot allows you to test processes, tools, and communication flows with a manageable group of suppliers, identify weak spots early, and build confidence for implementation.

Define Clear Pilot Objectives

- **Testing the supplier engagement process** and communication materials.
- **Assessing supplier understanding** of EUDR requirements and readiness.
- **Evaluating data collection workflows**, from supplier response to internal validation.
- **Verifying system integration** between procurement, sustainability, and IT platforms.
- **Measuring response rates**, data completeness, and quality.
- **Identifying bottlenecks** and areas for improvement before scaling up.

Select a Representative Supplier Group

- **Aim for a representative yet diverse sample** and include suppliers across different commodities, regions, and risk levels.
- **Prioritize existing relationships**, starting with suppliers that are responsive and cooperative.
- **Limit the scope to a manageable number** so your team can handle data collection and feedback efficiently.
- **Cover at least one high-risk sourcing region** to stress-test your traceability approach.

Test the Process and System Workflows

- **Send introductory emails** explaining requirements and host short webinars.
- **Invite suppliers to provide data** via questionnaires or templates.
- **Review and verify** incoming information and follow up on any gaps.
- **Check data flows between internal systems** – are interfaces functioning as expected?
- **Evaluate how your team handles non-responses** or incomplete submissions and apply escalation rules.
- **Conduct a risk review** (deforestation-free status, legality, country of origin) and create your first DDS.
- **Document how long each step takes** and what resources are needed.

Analyze Results and Capture Key Learnings

- **Summarize quantitative results** such as response rates, data quality, and verification success.
- **Document qualitative insights** such as supplier feedback, internal challenges, and unclear requirements.
- **Identify quick fixes** and structural improvements.
- **Compile a report on lessons learned** to guide your rollout plan.

Adjust and Prepare for Rollout

- **Identify which tools and processes worked well** and which require revision.
- **Determine what additional training** suppliers or internal teams need.
- **Define how you will scale data collection** and verification across the full supplier base.
- **Establish KPIs** to track rollout progress and performance.

By the end of the pilot, you should have validated your approach, identified key challenges, and refined processes for full-scale rollout.

Evaluating Internal Readiness

- Are roles and responsibilities clear in practice?
- Do decision-making and escalation workflows run smoothly?
- Are the right people involved at the right time?
- Does your governance structure allow for quick process adjustments?



7. Rollout – Expanding to Full Supplier Coverage

After a successful pilot, it's time to move from testing to execution. The goal is to embed EUDR compliance into daily business operations.

Scale Supplier Engagement

The first step is to extend supplier communication and data collection to all suppliers that are in scope.

- **Segment suppliers** by risk, commodity, and geography to define tailored outreach strategies.
- **Combine broad communication and training** for low-risk suppliers with targeted, hands-on support for critical business partners.
- **Monitor response rates** and apply reminders or escalation paths when data is incomplete.

Standardize and Automate Processes

What worked manually during the pilot must now be standardized and automated, especially when managing hundreds or thousands of suppliers.

- **Document standard operating procedures (SOPs)** for supplier onboarding, data validation, and updates.
- **Develop automated workflows** for data uploads, quality checks, and reporting.
- **Connect systems** for seamless data exchange.
- **Set up automated alerts** for missing or inconsistent data.
- **Use dashboards** to give teams real-time visibility of progress, risks, and compliance levels.

Strengthen Internal Training and Governance

As more teams become involved, consistent training and alignment are key.

- **Roll out role-specific training modules** for procurement, sustainability, and operations.
- **Appoint EUDR champions** in key departments to drive awareness and answer questions.
- **Schedule regular cross-functional reviews** to share progress, regulatory updates, and lessons learned.



Monitor Performance and Data Quality

To maintain momentum, establish a performance monitoring framework and track key performance indicators (KPIs).

KPIs to Measure Success

- Supplier onboarding and training completion rate
- Supplier response rate
- Average supplier response time
- Data completeness and quality
- Data verification rate (e.g. % of verified geolocations)
- Average time from data submission to validation
- Percentage of suppliers flagged as high-risk
- High-risk products addressed through mitigation
- Percentage of commodities verified as deforestation-free
- DDS coverage (% of orders with valid DDS)
- Percentage of orders on hold
- Time required to resolve non-conformity

Review data quality regularly and share key insights with procurement and supplier engagement teams. It can also help to benchmark progress across business units or regions to identify best practices.

Institutionalize Continuous Improvement

EUDR compliance is not static – requirements, supplier networks, and risk levels evolve.

- **Schedule annual reviews** of governance, data, and system setup.
- **Incorporate new commodities or regions** as business activities expand.
- **Implement risk-based monitoring**, focusing resources where deforestation risk is highest.

A continuous improvement mindset helps companies stay ahead of regulatory changes and turn compliance into a competitive advantage.

By the end of the rollout phase, EUDR processes should be fully embedded in procurement and sustainability operations – allowing you to manage supplier data at scale, monitor risks and progress in real time, and demonstrate full compliance.



8. Achieving EUDR Success with IntegrityNext

IntegrityNext supports every stage of the EUDR implementation journey – from scope analysis, supplier onboarding, and training to data collection, risk evaluation, and the management of due diligence statements (DDS) – all within a single, integrated platform.

Table 3: IntegrityNext Support Along the EUDR Compliance Journey

Phase	Key Activities	IntegrityNext Support
Assessing EUDR readiness and impact	Define product and commodity scope, map high-risk suppliers, and identify data gaps.	✓ Full project strategy, baseline readiness assessment, risk segmentation, and supplier prioritization.
Engaging suppliers	Onboard and engage suppliers efficiently.	✓ Automated supplier onboarding, EUDR training, and supplier capacity building.
Building the data foundation	Consolidate supplier, product, and order data, integrate systems, and automate workflows.	✓ Supplier data collection (incl. geolocations and proof of legality), IT integration via pre-built connectors or customized API integration.
Analyzing and mitigating risks	Spot high-risk suppliers and products and implement corrective or mitigation measures.	✓ Automated satellite imagery analysis, supplier risk assessment, data validation, and built-in supplier action tools for targeted risk mitigation.
Piloting EUDR implementation	Run a pilot with a subset of suppliers to validate data quality, traceability, and system integration.	✓ End-to-end pilot support, due diligence dashboard for continuous project monitoring, and integration setup.
Scaling and integrating	Expand supplier coverage, connect ERP systems, and streamline compliance processes.	✓ Bi-directional API integration – also with the EU portal, ongoing supplier monitoring, and workflow automation.
Ensuring continuous optimization	Close remaining data gaps, keep teams updated, and prepare for audits.	✓ KPI monitoring, e-learning, capacity building, and reporting for sustained compliance.

Throughout the entire project cycle, our customers are supported by experienced project managers, EUDR specialists, and technical experts.

Key Features of the IntegrityNext EUDR Solution

End-to-end automation

– from supplier outreach and multilingual onboarding to risk analysis and verification (including satellite imagery), and direct DDS submission to the EU Information System.

→ Save resources and minimize manual effort

EUDR readiness assessment

– evaluate upstream due diligence performance, identify data gaps in supplier capabilities, and address related risks.

→ Build a clear roadmap for compliance readiness

Seamless IT integration

– connect via RESTful APIs or standard connectors to ensure secure data exchange between IntegrityNext, the EU portal, and systems such as SAP or Celonis.

→ Keep your teams working within their familiar environments

Internal and supplier enablement at scale

– access over 2 million onboarded suppliers and dedicated help desk support.

The [IntegrityNext Academy](#) provides comprehensive training for suppliers and internal teams alike.

→ Accelerate adoption and increase supplier response rate

Targeted supplier engagement

– leverage pre-filled, multilingual supplier assessments, automated reminders, progress tracking, and built-in tools for streamlined supplier collaboration.

→ Drive supplier accountability, transparency, and risk management

Figure 2: EUDR Dashboard

The screenshot shows the 'EUDR DUE DILIGENCE MATRIX' interface. It features a search bar at the top, an 'Export CSV' button, and a table with columns for Product, Supplier, Order ID, Compliance Risk, Inbound DDS, and Status. The table lists six items with their respective details and risk levels.

Product	Supplier	Order ID	Compliance Risk	Inbound DDS	Status
Sawn Timber KD40 ID: 100003098-10 HS: 4407 MAT: 1089563T QTY: 1,000 kg	Madeiraira Amazonas Ltd.	100003098	standard	submitted	In progress
Brazil Cherry Wood 12 ID: 1000045678-20 HS: 440729 MAT: 1089563B QTY: 500 kg	Madeiraira Amazonas Ltd.	1000045678	-	referenced RN: 25DEWY4... VN: 8DSQJZP1	complete
Dining Table KF764 ID: 5000012345-10 HS: ex 940360 MAT: 245DTB12 QTY: 250 kg	Nordisk Furniture GmbH	4500039812	high	blocked	In progress
Timber Veneer BT10 ID: 4500039812-10 HS: 440729 MAT: 10946512 QTY: 1,000 kg	ForestCo Belgium BV	5000012345	low	exempt ID: 25DE9GOH...	complete
Dining Chair SC431 ID: 1300052207-10 HS: ex 940161 MAT: 248DTB12 QTY: 250 kg	Nordisk Furniture GmbH	1300052207	standard	available RN: 25DEWY4... VN: 8DSQJZP1	complete

IntegrityNext offers an easy-to-deploy, scalable EUDR solution that runs seamlessly in the background and embeds complex regulatory requirements directly into daily workflows – ensuring transparency, operational efficiency, and continuous compliance.

Get ready for the EUDR, stay ahead, and set your organization up for lasting success with IntegrityNext.

Schedule a product demo today and turn EUDR compliance into a competitive advantage.

Schedule Demo

Integrity Next GmbH
Schillerstr. 23A
80336 Munich
Germany

Integrity Next Inc.
12 E 49th Street
New York, NY 10017
United States

Email: contact@integritynext.com
Website: www.integritynext.com