

## Fairtrade Student Research Policy

Research students at the Secondary, Undergraduate, Masters and PhD levels regularly contact Fairtrade International, National Fairtrade Organizations, and Producer Networks to request support with their research assignments. The support requested varies but often includes access to data, access to Fairtrade member organizations, or access to Fairtrade producer organizations. High quality work by research students has the potential to provide an effective way for Fairtrade to gain learning on lesser studied products and countries as well as focused studies on some of Fairtrade's thematic areas such as gender and climate change. However, Fairtrade must weigh the projected gain of research projects against limited staff and financial resources.

To ensure mutual benefit for both Fairtrade and Fairtrade producer organizations, Fairtrade has a clear policy that guides our response to requests from student researchers. Key elements of the policy are below.

1. Fairtrade is unable to provide research support to Secondary or Undergraduate students. We do provide research support to Masters students, but usually only in exceptional cases. We recognize that these students are often working on interesting and valuable topics. However, limited resources, as well as the difficulty in building a long term research relationship given the student's short term status, means that we must unfortunately focus our efforts elsewhere.
2. PhD students who require one-off research support in terms of basic data requests and staff interviews will likely be assisted by Fairtrade International. To facilitate this request, students must submit a one-page summary of their research including their research's (1) focus/objectives, (2) questions and/or hypotheses, (3) methods, (4) specifics of their data or interview request, and (5) projected deliverables (with an emphasis on those that will be useful to Fairtrade) and timeline. Staff interviews are contingent on the interviewee's consent and time availability.

In cases where one-off data requests are particularly sensitive (such as data related to markets) the relevant Fairtrade department will make the decision whether such data is to be provided and may expect the student to sign some form of legal agreement relating to data use and confidentiality.

3. PhD students looking for a long-term research relationship will also be asked to create a one-page summary that will be sent to the relevant Fairtrade team. After review, the Fairtrade team will decide whether to further engage with the student based on staff resources and alignment of research agendas. If the answer is to engage, the student will be required to submit additional documents (full research proposal, rationale document, CV, University Research Ethics policy, etc.) and have a phone or Skype interview before the finalisation of the partnership.
4. All long term research engagements will be guided by a legal agreement setting out expectations and obligations. This is to ensure protection and research benefit for Fairtrade, Fairtrade Producer Organizations, the student, and the student's home institution.