



# Fairtrade Standard for Small-scale Producer Organizations

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For further information and standards downloads:  
[www.fairtrade.net/standards.html](http://www.fairtrade.net/standards.html)





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## Introduction

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### Purpose

Fairtrade promotes sustainable development and poverty reduction through fairer trade.

The purpose of the Fairtrade Standard for Small-scale Producer Organizations is to set the requirements that determine participation of these organizations in the Fairtrade system.

### Theory of Change

A Theory of Change describes the change that an initiative such as Fairtrade wishes to see in the world and its understanding of how it will contribute to that change ([see Figure 1](#)). More information about Fairtrade's Theory of Change can be found on Fairtrade International's [webpage](#).

Fairtrade aims to support small-scale producers and workers who are marginalized from the benefits of trade. Fairtrade's vision is a world in which all producers can enjoy secure and sustainable livelihoods, fulfil their potential and decide on their future. To fulfil this vision, Fairtrade has identified three long-term goals<sup>1</sup>:

- Make trade fair;
- Empower small-scale producers and workers;
- Foster sustainable livelihoods.

To achieve its goals, Fairtrade aims to bring about simultaneous change in four spheres:

- Small-scale producer and worker organizations;
- Supply chain business practices;
- Consumer behaviour;
- Civil society action.

### References

When setting the Fairtrade Standards, Fairtrade International follows certain internationally recognized standards and conventions, in particular those of the International Labour Organization (ILO). Fairtrade has a rigorous standard operating procedure for setting Fairtrade standards, which can be found [here](#). The procedure is designed in compliance with the [ISEAL Code of Good Practice](#) for Setting Social and Environmental Standards.

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<sup>1</sup> There are clear linkages and inter-dependencies between the three goals of Fairtrade. In particular, the combination of making trade fair and empowering small producers and workers is understood to be essential for the achievement of sustainable livelihoods.

Figure 1. Fairtrade's Theory of Change





## How to use this Standard

### Scope

This standard applies only to small-scale producer organizations in the countries in the geographical scope in [Annex 1](#).

This standard is the Fairtrade Standard for Small-scale Producer Organizations. Organizations must comply with it regardless of the product they want to certify. In addition, Fairtrade International also publishes specific standards which organizations must also comply with.

### Chapters

The Fairtrade Standard for Small-scale Producer Organizations has four chapters: General Requirements, Trade, Production and Business and Development.

- The **General Requirements** chapter sets the requirements related to the certification process and to the scope of the Standard;
- The **Trade** chapter defines requirements related to the selling of Fairtrade products;
- The **Production** chapter defines requirements related to environmental and social practices to better secure sustainable livelihoods and decent working conditions for workers;
- The **Business and Development** chapter defines the unique Fairtrade approach to development. It explains how through social organization organizations can build a basis for empowerment and sustainable livelihoods.

### Structure

In each chapter and section of the Standard you will find:

- The **intent and scope** which introduces and describes the objective and defines the scope of application of that chapter or section;
- The **requirements** which specify the rules that organizations must adhere to. Your organization will be audited according to these requirements;
- The **guidance** provided to help you to interpret the requirements. The guidance offers best practices, suggestions and examples of how to comply with the requirement. It also gives you further explanation on the requirement with the rationale and/or intention behind the requirement. The organizations will not be audited against guidance.

### Requirements

This Standard has two different types of requirements:

- **Core requirements** which reflect Fairtrade principles and must be complied with. These are indicated with the term 'Core' found in the column on the left throughout the Standard;
- **Development requirements** which refer to the continuous improvements that certified organizations must make on average against a scoring system (also defining the minimum average thresholds) defined by the certification body. These are indicated with the term 'Dev' found in the column on the left throughout the Standard.

You are in compliance with the Fairtrade Standard for Small-scale Producer Organizations if you fulfil all core requirements **and** reach the minimum score on the development requirements as defined by the



certification body. For more information on how you will be audited against the core and development requirements please see the certification body's website.

Core requirements are assigned a number (0, 1 or 3) and Development requirements are assigned a number (3 or 6). This number represents the number of years the organization has until it is audited against the requirement. Note that some requirements may not apply to your organization. For example, if you and the members of your organization do not hire workers, then you will not be audited against requirements related to workers. Or, for example, if you and the members of your organization do not use any pesticides, then you will not be audited against requirements related to pesticides. In such cases, the certification body will consider these requirements as non-applicable.

In this Standard 'you' refers to the small-producer organization as the responsible party for fulfilling the requirement. When requirements apply directly to the members of your organization this is explicitly indicated in this document.

The term small-scale producers include gatherers / collectors of wild crops. Therefore, the Standard for Small-scale Producer Organizations is applicable to associations of gatherers / collectors of wild crops such as shea tree nuts, brazil nuts, argan nuts, baobab fruits, coffee and honey when these are wild harvested.

## Implementation

The certification body develops technical compliance criteria to be used during audits and for making certification decisions. These compliance criteria follow the wording and objectives of the requirements in this document.

The requirements in this Standard are applicable to 1<sup>st</sup> grade producer organizations. The certification body interprets the requirements in this Standard for 2<sup>nd</sup> and 3<sup>rd</sup> grade organizations.

The Fairtrade International Standards & Pricing provides explanatory documents which contain further information related to this Standard. These documents can be found on the Fairtrade International website: [www.fairtrade.net/standards](http://www.fairtrade.net/standards). You will not be audited against the explanatory documents.

## Application

This version of the Fairtrade Standard for Small-scale Producer Organizations was published on 5 November 2019. This version supersedes all previous versions and includes new and changed requirements. New and changed requirements introduced in versions 2.0 to 2.2 are identified in this Standard by the words **"NEW 2019"**. The guidance of various requirements was also revised; details about these changes can be found in the [main changes](#) document.

Organizations that start their certification on or after the 1 July 2019 will need to comply with all applicable requirements.

Organizations that are certified before 1 July 2019 will need to comply with all applicable requirements following their regular certification cycle. The transition periods are as follows:

- Requirements marked **NEW 2019\***: applicable from 1 July 2019
- Requirements marked **NEW 2019\*\***: applicable from 1 April 2021
- Requirements marked **NEW 2019\*\*\***: applicable from 1 January 2022



- Requirements that are related to members who employ more than 10 workers working for more than 30 hours per week that are present for one month or more during a year or equivalent will be applicable from 1 April 2021.



## Definitions

**1st-grade (producer) organization** describes a **small-scale producer organization** whose legal members are individual small-scale farmers.

**2nd-grade (producer) organization** describes a **small-scale producer organization** whose legal members are exclusively **1st-grade organization** affiliates.

**3rd-grade (producer) organization** describes a **small-scale producer organization** whose legal members are exclusively **2nd-grade organization** affiliates.

**Fairtrade contracts** are written agreements between the seller and purchaser of goods and products, produced under Fairtrade terms in accordance with the Fairtrade Standards.

**Fairtrade Development Plan** is a documentation of at least one or more activities that the organization plans to fund with the Fairtrade Premium or other sources of funds with the intention of promoting the progress of the business, organization, members, workers, community and/or environment.

**Fairtrade Minimum Price (FMP)** (where it exists) is the lowest possible price that may be paid by buyers to producers for a product to become certified against the Fairtrade Standards.

**Fairtrade Premium** is a sum of money, in addition to the price, paid into a communal fund for farmers to improve their social, economic and environmental conditions. The use of this additional income is decided on and managed democratically by the small scale farmer organization.

**Fairtrade products** refer to any finished product, or any raw material or semi-finished product intended for use in a finished product, produced or manufactured and traded in compliance with the applicable Fairtrade Standards.

**Family and small-scale farming** is a means of organizing agricultural production which is managed and operated by a family and predominantly reliant on family labour.

**General Assembly** is the highest decision making body where all major decisions of an organization are discussed and taken.

**Internal Management System (IMS)** is a set of procedures and processes that are documented and followed to ensure compliance with the Standard and / or internal organizational policies. Accurate member data enables the monitor and improve the performance of their members and to develop tailored services based on member needs.

**Small –scale producers** are farmers who are not structurally dependent on permanent hired labour and who manage their production activity mainly with family workforce.

**Surveillance committee** is a body within an organization that enhances transparent administration and the effectiveness of members' control. This body acts on behalf of the members and exercises an effective and continuous control over the board of directors and the management.





**Workers** are defined as all workers including migrant, temporary, seasonal, sub-contracted and permanent workers. Workers are waged employees, whether they are permanent or seasonal/temporary, migrant or local, subcontracted or directly employed. Workers include all hired personnel whether they work in the field, in processing sites, or in administration. The term is restricted to personnel that can be unionised and therefore middle and senior and other professionals are generally not considered workers.

**Migrant worker** is a person who moves from one area within her or his own country or across the borders to another country for employment. For purposes of interpreting requirements in this Standard, a migrant worker works for a limited period of time in the region that he/she has migrated to. Workers are not considered migrant after living one year or more in the region where they work, and if either a permanent position has been granted by the employer or legal permanent resident status has been granted.

**Seasonal worker** refers to a worker whose work by its character is dependent on seasonal conditions and is performed only during part of the year.

**Temporary worker** is a person who works at the company on a non-regular, short term basis. A temporary worker may be a seasonal worker.

## Monitoring of changes

Fairtrade International may change Fairtrade Standards as explained in Fairtrade International's Standard Operating Procedures, see [www.fairtrade.net/standards/setting-the-standards.html](http://www.fairtrade.net/standards/setting-the-standards.html). Fairtrade Standard requirements can be added, deleted, or changed. If you are Fairtrade-certified, you are required to regularly check the Fairtrade International website for changes to the standards.

Fairtrade certification ensures that you comply with Fairtrade Standards. Changes to Fairtrade Standards may change the requirements of Fairtrade certification. If you wish to be or are already Fairtrade-certified, you are required to regularly check the compliance criteria and certification policies on the certification body's website at [www.flo-cert.net](http://www.flo-cert.net).



## Change history

Version number	Date of publication	Changes
03.04.2019_v 2.0	03.04.2019	<p>Full review of the Fairtrade Standard for SPO: revised definition of a Small –scale Producer Organization and emphasis on family farming, strengthened management practices, increased number of workers covered by several requirements on labour conditions, increased resilience to climate change and strengthened protection of natural resources and health of workers, introduction of gender policy, better Fairtrade Premium planning and increased oversight on Premium, new requirement on trading with integrity.</p> <p>Change of the Standard name, alignment with the Fairtrade Standard for Hired Labour and Fairtrade Trader Standard, addition of definition section, simplification of wording, reorganization of requirements, deletion of redundancies, added or improved guidance and new standard design.</p> <p>Further details on all changes are available in the <a href="#">Main Changes</a> document.</p>
03.04.2019_v 2.1	06.08.2019	<p>Transition period for members employing a significant number of workers included in the application section.</p> <p>Requirement on no hazardous work for children under 18 updated to include the unconditional worst forms of child labour.</p> <p>Rewording of requirements 1.1.3, 2.3.4 and 3.3.4 to improve clarity.</p> <p>Reference to indicators for highly labour intensive products for newly certified organizations added.</p>
03.04.2019_v 2.2	05.11.2019	<p>Change in Annex 2 on phase out timeline for materials listed in Hazardous Materials List (Orange List)</p>
03.04.2019_v 2.3	10.06.2020	<p>Clarification of requirements 1.1.3 on established organizations and 2.3.1 on purchase contracts, where previous text for guidance is integrated into the requirement.</p> <p>Changes to the SPO definition (requirements 1.2.1, 1.2.2, 1.2.3, 1.2.4), including the addition of the definition of individual small-scale producer.</p>

		<p>Revision of threshold as of when given criteria in labour conditions apply to organizations and members.</p> <p>Revised Hazardous Materials List in Annex 2 with changes in phase out timelines for materials listed in Hazardous Materials List (Orange List) and changes for materials in Yellow List.</p>
03.04.2019_v 2.4	30.05.2021	<p>Additional guidance for requirement 1.1.3 and 3.3.1 added.</p> <p>Transition period for requirement 4.1.10 extended.</p>
03.04.2019_V 2.5	01.10.2021	<p>Link to the FairInsight online platform added to requirement 4.1.10. Producer Organizations will report on Fairtrade Premium through the FairInsight online platform .</p>



# 1. General Requirements

**Intent:** This chapter outlines the requirements that relate to the certification and to the scope of this Standard. The intent of this section is to provide the necessary framework for the effective implementation of the Standard.

**This chapter applies to you as an organization and to your members.**

## 1.1 Certification

### 1.1.1 Accepting audits

<b>Core</b>	You accept announced and unannounced audits of your premises and subcontracted premises and provide any information in relation to Fairtrade Standards at the request of the certification body.
<b>Year 0</b>	

### 1.1.2 Contact person for certification

Core	You appoint a contact person for all certification matters. This person keeps the certification body updated with contact details and important information relating to certification.
Year 0	

**Guidance:** Ideally the contact person is either a member of or an employee of the organization and not a third party. Changes that are important to notify are: modifications in the legal structure, statutes, affiliated organisations, number of workers / members, additional entities and new products to be sold as Fairtrade, contact details including email address.

### 1.1.3 **NEW 2019\*** Established organization

Core	<p>You demonstrate that you are an established organization by providing the following documents:</p> <ul style="list-style-type: none"><li>• Legal registration,</li><li>• Records of commercialization and</li><li>• Financial statements.</li></ul> <p>Alternatively, records of commercialization and financial statements can be replaced by a recommendation from a Fairtrade Producer Network.</p>
Year 0	

**Guidance:** Fairtrade Producer Networks are not obliged to support in providing the recommendation, but can do so in case they have the capacity and resources.

### 1.1.4 **NEW 2019\*** Market potential

<b>Core</b>	You demonstrate that there is Fairtrade market potential for your product.
<b>Year 0</b>	



**Guidance:** Market potential or demand for your product can be demonstrated through a letter of intent, or a similar document of a (prospect) trade partner that indicates a commitment and estimated volumes to be bought under Fairtrade terms. The certification body will check this requirement only during the initial audit.

### 1.1.5 **NEW 2019\*** Collective and democratic decision to join Fairtrade

<b>Core</b>	You ensure that the decision to join Fairtrade was a democratic and informed decision taken by the General Assembly. You inform your members about how they can participate in Fairtrade, the benefits that the certification can bring and the obligations it entails.
<b>Year 0</b>	
<b>Guidance:</b> The commitment from the members is key for Fairtrade to work. Members need to understand the basic principles and concepts of Fairtrade such as democracy, participation, transparency, the FMP and the Fairtrade Premium so that your organization and your members receive the full benefits of Fairtrade.	

### 1.1.6 **NEW 2019\*** Compliance with national legislation

Core	There are no indications that you or your members violate national legislation on the topics covered by this Standard.
Year 0	
If your country has developed additional regulations for the operation of Fairtrade as a certification scheme, you and your members are also required to comply with them.	

**Guidance:** Fairtrade International requires that organizations and its members always abide by national legislation on topics covered by this Standard.

If a Standard requirement contradicts national legislations or regulations, the law is always to be complied with and prevails. Where national legislation conflicts with internationally recognized standards and conventions (for example the fundamental ILO Conventions) or with Fairtrade Standards, the higher criteria prevail. However, if national legislation sets higher standards as compared to Fairtrade International, then the national legislation prevails. The same applies to regional and sector-specific practices.

The scope of this requirement is the topics covered by this Standard (e.g. labour conditions, environmental requirements). Any other issues / topics that are not related to the requirements outlined in this Standard are not covered by this requirement.

### 1.1.7 **NEW 2019\*** Land and water rights

<b>Core</b>	If there are indications of conflicts of your members' legal and legitimate right to land, water use and land tenure, they are resolved responsibly and transparently before certification can be granted. In cases where land claims and disputes are on-going, there is evidence that a legal resolution process is active and is carried out by legal authorities in your country.
<b>Year 0</b>	

**Guidance:** This requirement is based on [ILO Convention C169](#) (Indigenous and Tribal Peoples Convention), Part II and the “[Voluntary Guidelines on the Responsible Governance of Tenure](#)” as defined by the Committee on World Food Security-Food and Agricultural Organization (CFS-FA O) in May 2012 and the [United Nations declaration on the rights of peasants and other people working in rural areas](#).

### 1.1.8 **NEW 2019\*** Trading with integrity

<b>Core</b>	There are no indications that you or your members take actions to evade the Standard.
<b>Year 0</b>	



**Guidance:** Fairtrade does not accept dishonest practices that damage producers' capacity to compete on a level playing field. Dishonest practices are those that grossly deviate from good commercial practice and are contrary to good faith.

Some examples of such practices are:

- sales of non-Fairtrade products as Fairtrade products;
- subdivision of land plots in order to classify as small-scale producer;
- falsification of members' records;
- "double selling" volumes when members belong to more than one organization.

## 1.2 Definition of a small-scale producer organization

### 1.2.1 **NEW 2019\*\*\*** Share of members that are small-scale producers

<b>Core</b>	You are an organization of small-scale producers.
<b>Year 0</b>	Fairtrade defines a small-scale producer organization as an organization where at least two thirds (2/3 or 66%) of its members are small-scale producers.
<p>***Organizations certified before 1 July 2019 have to comply with this requirement by 1 January 2022. Until then, the requirement 1.2.1 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011 v1.5</a> applies.</p>	

### 1.2.2 Definition of an individual small-scale producer

<b>Core</b>	All small-scale farms are operated and managed by members and their families. This means that members and their families are directly involved in farming activities (unless not possible due to age, incapacity etc.)
<b>Year 0</b>	<p>Your members are considered small- scale producers if they comply with the following criteria:</p> <ul style="list-style-type: none"> <li>• Members do not hire workers on a continuous basis and they work on their own-account</li> <li>• Farm work is mostly done by members and their families;</li> </ul> <p>In particular circumstances when the farmer is not able to carry out work on the farm (e.g. due to age, incapacity) and the work of the family members is not sufficient, hiring permanent labour is allowed.</p> <p>If your members produce cane sugar, prepared and preserved fruit and vegetables, fresh fruit, vegetables or tea, they are allowed to hire workers on a continuous basis to support the farm work. In this case, they are considered small- scale producers if they comply with the specific product indicators on land size defined by <a href="#">Fairtrade International</a>. Please see the table for <a href="#">SPO indicators for farm size and average number of workers</a> for more information.</p> <p>For the certification of Fairtrade products, the definition of a small-scale producer prevails in case there is national legislation that defines a small-scale producer in the regional context.</p>





**Guidance:** Family and small-scale farming is a means of organizing agricultural production which is managed and operated by a family and predominantly reliant on family labour, both women's and men's. Seasonal workers are allowed to work along with family members in peak seasons (e.g. harvest).

\*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 January 2022. Until then, the requirement 1.2.1 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.

### 1.2.3 **NEW 2019\*\*\*** Restriction on size of cultivated land

<b>Core</b>	The maximum size of the cultivated land where a member grows a Fairtrade crop is equal to or below 30 hectares.
<b>Year 0</b>	

**Guidance:** Please refer to the product standards for exceptions on this requirement.

\*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 January 2022.

### 1.2.4 **NEW 2019\*\*\*** Share of volume sold as Fairtrade from small-scale producers

<b>Core</b>	At least half (50%) of the volume of a Fairtrade product that you sell as Fairtrade per year is produced by small-scale producers as defined by Fairtrade ( <a href="#">see requirement 1.2.1</a> ).
<b>Year 0</b>	

**Guidance:** This also applies to 2nd and 3rd grade organizations. This does not mean that you can sell products from non-members as Fairtrade. All your Fairtrade products come from members ([see requirement 2.1.1](#)).

\*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 January 2022. Until then, the requirement 1.2.2 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.

## 2. Trade

**Intent and scope:** This chapter outlines the rules you need to comply with when you sell Fairtrade certified products from your organization. The intent of this section is to ensure that Fairtrade transactions are carried out under transparent conditions and the correct use of the Fairtrade Marks.

This chapter does not include the requirements you will have to fulfil if you want to trade products from other certified organizations. In that case you will be considered a trader and you will have to comply with the rules in the Fairtrade Trader Standard.

Finally, this chapter does not include the rules for composite products or composite ingredients (products or ingredients made of several components). If you want to sell composite products or ingredients, you will need to follow the relevant rules in the Fairtrade Trader Standard.

Buyers must comply with the Fairtrade Trader Standard when they buy Fairtrade products from you. You are encouraged to know those rules so you can be better positioned when negotiating Fairtrade transactions. The rules for traders are explained in the [Fairtrade Trader Standard](#).

**This chapter applies to all your Fairtrade transactions.**

### 2.1 Traceability

#### 2.1.1 Physical segregation of Fairtrade products

<b>Core</b>	You only sell as Fairtrade those products which are sourced from your members. For Fairtrade sales you physically segregate the products that were produced by members from the products from non-members, at all stages (e.g. storage, transport, processing, packaging, labelling and handling), until the product is sold.
<b>Year 0</b>	

**Guidance:** This requirement may not apply for processing of cocoa, cane sugar, juice and tea ([see requirement 2.1.8](#)). You only need to separate the products of members that you want to sell as Fairtrade from those of non-members. You can always sell products from non-members, but you cannot sell them as Fairtrade products.

If any of your members are also members of any other Fairtrade-certified organization(s) for the same certified product(s), it is important that you pay special attention to the traceability of the products coming from these members ([see requirement 4.2.2](#)).

#### 2.1.2 Documenting product flow

Core	You write down the product flow from members to the first buyer.
Year 0	
<b>Guidance:</b> The product flow should include a description of the collection process from your members and the transfer to your buyers.	



### 2.1.3 Record-keeping of products sourced from members

<b>Core</b>	You keep records of products sourced from members. Records indicate the name of the individual member, date of purchase, product name, volume and the price received by the member.
<b>Year 0</b>	

### 2.1.4 Documentation of Fairtrade products

<b>Core</b>	When you sell a Fairtrade product you identify clearly in the related documents (e.g. invoices, delivery notes) that the product is sourced and traded on Fairtrade terms.
<b>Year 0</b>	

### 2.1.5 Record-keeping of Fairtrade sales

<b>Core</b>	You keep records of all your Fairtrade sales. Those records indicate the volume sold, the name of the buyer and its certification ID number, the date of the transaction and a reference to sales documents in such a way that the certification body is able to link these records with the corresponding sales documents.
<b>Year 0</b>	

### 2.1.6 Record-keeping for processing Fairtrade products

<b>Core</b>	If you process Fairtrade products you keep records that specify the amount of product before and after processing.
<b>Year 0</b>	

### 2.1.7 Marking Fairtrade products

Core	When you sell a Fairtrade product you mark the product clearly so that it can be identified as Fairtrade.
Year 0	This requirement does not apply for cocoa, cane sugar, juice and tea if you sell to operators without physical traceability.

**Guidance:** You can decide how you will identify the product as Fairtrade (e.g. the certification ID or “Fairtrade International / Fairtrade” on the package and documentation), as long as it is visible and clear.

### 2.1.8 Traceability at the processing stage

<b>Core</b>	
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<b>Year 0</b>	<p>If you produce and process cocoa, cane sugar, juice or tea and you sell to operators without physical traceability, you do not need to physically separate the product that was produced by members, from the product that was produced by non-members at the processing stage. You fulfil the following rules:</p> <ul style="list-style-type: none"> <li>• The volumes sold as Fairtrade do not exceed the equivalent volumes produced by your members;</li> <li>• The product is produced by your members before it is sold;</li> <li>• The product from your members is delivered and processed in the same site where the Fairtrade product is processed;</li> <li>• The product from members is of the same kind and quality as the input used to process the Fairtrade product (like for like).</li> </ul> <p>If you want to sell cocoa, cane sugar, juice and tea to operators that have physical traceability in place, you physically separate the product during processing.</p>
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**Guidance:** The above points are called the Mass Balance Rules. Examples of 'like for like' are: If you sell cocoa powder made with high quality cocoa, the product that you get from members cannot be low quality cocoa beans. Or, if you sell organic tea, the product that you get from members cannot be non- organic tea.

The possibility to mix product from members and non-members only applies at the processing stage if you process yourself or subcontract the processing. Up to the processing stage, physical separation (as in [requirement 2.1.1](#)) is mandatory.

The certification body will determine whether additional requirements are needed for products sold under physical traceability.

## 2.2 Sourcing

### 2.2.1 Selling product in stock with new Fairtrade certification

<b>Core</b>	When you become certified you can sell the product that you have in stock as Fairtrade, but you do not sell the product that was produced more than one year before initial certification as Fairtrade.
<b>Year 0</b>	Fairtrade.

**Guidance:** This requirement means that a producer organization obtaining certification may begin selling products in stock harvested during the last 12 months of production without having to wait for the next harvest after initial certification.

Traceability requirements will be applied to these products, i.e. the products come from members.

## 2.3 Contracts

### 2.3.1 Binding purchase contracts

<b>Core</b>	You sign binding purchase contracts provided by your buyers, which are in line with Fairtrade requirements. It is the responsibility of your buyer to provide a contract that is in line with Fairtrade requirements.
<b>Year 0</b>	Fairtrade requirements.

**Guidance:** See [Trader Standard](#) requirement 4.1.2 for the elements that traders are required to include in the contract. It is your responsibility to sign the contract, once you have agreed with your trader.

### 2.3.2 Suspension



<b>Core</b>	You do not sign new Fairtrade contracts if:
<b>Year 0</b>	<ul style="list-style-type: none"> <li>• your buyer is suspended; or</li> <li>• you are suspended.</li> </ul> <p>Unless you can prove that you have existing trade relationships.</p> <p>If you do have existing trade relationships you can sign new contracts with this partner but the volume is restricted to up to a maximum of 50% of the volume traded with each partner in the previous year.</p> <p>In all cases you fulfil existing Fairtrade contracts during the suspension period.</p>
<b>Guidance:</b> The contracts can be cancelled only if you and your buyer both agree to it in writing. The certification body will determine whether an existing trading relationship exists.	

### 2.3.3 Decertification

<b>Core</b>	If you or your first Fairtrade buyer are decertified, you stop selling any Fairtrade products from the date of decertification even if you have signed Fairtrade contracts still to be fulfilled.
<b>Year 0</b>	

### 2.3.4 NEW 2019\* Honouring contracts

<b>Core</b>	You ensure that all elements of the transactions fixed in the contract are honoured, unless you and the other party agree to a change.
<b>Year 0</b>	<p>If you become aware that exceptional and/or unforeseen circumstances prevent you from supplying the volume stated in the contract, you promptly notify the buyer in writing and actively seek a solution.</p> <p>If Fairtrade International publishes new Fairtrade Minimum Prices, you fulfil all signed contracts at the price agreed in the contract. The price in the contract can be modified only if you and your buyer both agree to it in writing.</p>
<b>Guidance:</b> In case one party is not able to fulfil the contract due to exceptional and/or unforeseen circumstances the producer and buyer need to both demonstrate to the certification body that they are actively seeking to reach contract resolution.	

## 2.4 Use of FAIRTRADE Marks

### 2.4.1 Artwork approval

<b>Core</b>	If you want to use any of the FAIRTRADE Marks on your wholesale packaging or external promotional material (such as brochures, websites or invoices for Fairtrade products) you first contact Fairtrade International for approval at <a href="mailto:artwork@fairtrade.net">artwork@fairtrade.net</a> .
<b>Year 0</b>	
<b>Guidance:</b> Fairtrade International encourages producers to use the FAIRTRADE Marks but needs to verify that it is used in line with the "Fairtrade Mark Guidelines" to protect its integrity. Please calculate 5 to 6 weeks for the complete process. Artwork approval is needed whenever the FAIRTRADE Marks on materials are used externally, for example: garments such as t-shirts provided as gifts to farmers or workers, any signs facing the outside (signs, flags, walls, etc.), any printed or digital materials	



used externally, including websites, brochures, flyers, trade fair materials, catalogues, newsletters (as e-mail or printed), FAIRTRADE Marks on bulk packaging.

Approval is not needed for materials used for internal purposes, for example: Signs inside the farms, such as Fairtrade Premium projects, offices, warehouses, farm signs, walls, member/worker information and training materials.

If you used the FAIRTRADE Marks without prior permission you do not need to remove it immediately, please contact [artwork@fairtrade.net](mailto:artwork@fairtrade.net) to discuss necessary steps.

## 2.4.2 Contract for using the FAIRTRADE Mark

Core	If you produce finished Fairtrade products and want to sell them to consumers under your own brand name with any FAIRTRADE Marks, you sign a contract with Fairtrade International or with a national Fairtrade organization.
Year 0	
Guidance: Please contact Fairtrade International at <a href="mailto:license@fairtrade.net">license@fairtrade.net</a> for more information.	





## 3. Production

**Intent:** This chapter outlines the ethical and sustainable production practices, including management practices that are behind every Fairtrade certified product. The intent of this section is to contribute to greater social and environmental sustainability in Fairtrade supply chains.

### 3.1 Management of Production Practices

**Intent and scope:** To build a step by step approach to support the organization in enhancing members' performance and compliance with the requirements in the Production Chapter.

**This section applies to you as an organization.** The requirements in this section acknowledge any existing formalized structures of management. You are encouraged to find the best means to improve your management practices and guarantee your member's continuous compliance.

#### 3.1.1 Informing members about the Standard

<b>Core</b>	You inform your members and explain to them the environmental and labour requirements in the Production chapter.
<b>Year 0</b>	
<b>Guidance:</b> You can use the list of members ( <a href="#">see requirement 4.2.2</a> ) and identify the activities that have been implemented to raise awareness about the intention and the meaning of the requirements in this chapter.	

#### 3.1.2 Risks of non-compliance

Core	You identify which requirements in the Production chapter you and your members may be at risk of not complying with.
Year 1	

**Guidance:** Risks refer to the probability of members not being able to comply with the requirements. The information needed to determine risks would most probably come from knowledge within the community, from your and your members' experiences or from discussions at the General Assembly.

Best practice is to gather this information through farm assessments. See guidance document for additional information.

#### 3.1.3 **NEW 2019\*\*** Updating risk assessments

Core	Your identification of risks is repeated periodically, at a minimum every 3 years.
Year 3	

**Guidance:** The identification could be repeated more frequently if needed.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.1.3 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*



### 3.1.4 NEW 2019\*\* Procedure for monitoring and assessing performance

<b>Core</b>	You define and implement a procedure to monitor and assess the performance and compliance of your members in relation to the requirements in the Production chapter.
<b>Year 3</b>	

**Guidance:** You could obtain performance results and monitor the compliance of your members by evaluating them directly, for example through an Internal Management System, or by encouraging members to assess themselves and to provide feedback to you based on their knowledge of their own situation and / or their management systems.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.1.4 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

### 3.1.5 NEW 2019\*\* Internal Management System for 2<sup>nd</sup> and 3<sup>rd</sup> grade organizations

<b>Core</b>	If you are a 2nd or 3rd grade organization, you implement an <a href="#">Internal Management System</a> (IMS) which enables you to monitor and assess compliance with Fairtrade requirements at all levels of the organization.
<b>Year 3</b>	

**Guidance:** General principles for a functioning IMS are:

- A documented description of the IMS;
- A documented management structure, which includes plans and policies;
- One person responsible for the IMS;
- An internal regulation to ensure compliance;
- Identified internal inspectors;
- Training of the person responsible and the internal inspectors;
- Annual inspections and reports, including key production indicators;
- Use of internal sanctions;
- Regularly updated list of members;
- Use of risk assessment to address risks and threats to the integrity of the IMS.

The certification body will define and publish the necessary elements that an IMS will require.

*\*\*2<sup>nd</sup> and 3<sup>rd</sup> grade organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.1.5 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

### 3.1.6 NEW 2019\*\* Internal Management System for 1st grade organizations

Dev	If you are a 1st grade organization with more than 100 members, you implement an <a href="#">Internal Management System</a> (IMS) which enables you to monitor and assess compliance with Fairtrade requirements at all levels of the organization.
Year 3	

**Guidance:** See [requirement 3.1.5](#) for guidance on principles for an IMS.

*\*\*1<sup>st</sup> grade organizations with more than 100 members certified before 1 July 2019 have to comply with this requirement by 1 April 2021.*

## 3.2 Environmental Development



**Intent:** To ensure that you and the members of your organization follow agricultural and environmental practices that contribute to a more sustainable production system where risks to health and the environment are minimized and biodiversity is protected and enhanced.

## Environmental management

**Intent:** To ensure coordinated action and capacity building among you and your members towards a more sustainable production system.

### 3.2.1 Responsibility for environmental development

<b>Core</b>	A person in your organization is given responsibility to lead the operational steps required for your organization to comply with the requirements in section 3.2 Environmental Development.
<b>Year 0</b>	

**Guidance:** The chosen person does not need to have a formal education in subjects such as the environment or agronomy but needs to have enough practical or theoretical knowledge to be able to perform these tasks properly. This person should be in a position that can influence decision making at the organizational level.

## Pest management and hazardous materials use

**Intent and scope:** To minimize risks from handling pesticides, promote the use of integrated pest management tools, and to reduce the amounts of pesticides used as much as possible.

**Pest management requirements are applicable to all crops that the organization is certified for and also to the fields where they are grown. The use of forbidden pesticides on the certified crops, even if not intended for the Fairtrade market, is not allowed.**

Producers are also encouraged to extend the pesticides management practices introduced in this chapter on the rest of the farm (other fields with non-certified crops).

### 3.2.2 Integrated pest management training

Dev	You train your members on integrated pest management. You ensure that this training includes: <ul style="list-style-type: none"><li>the monitoring of pests and diseases;</li><li>alternative ways to control pests and diseases;</li><li>preventive measures against pests and diseases;</li><li>measures to avoid that pests and diseases build up resistance to pesticides.</li></ul>
Year 3	
<p><b>Guidance:</b> 'Alternative ways to control' refers to methods other than the use of chemical pesticides. These can include biological controls such as the introduction of natural enemies or physical controls such as sticky traps to capture pests, as well as other means that serve to reduce and/or control the population of the pest.</p> <p>Preventive measures refer to cultivation techniques that may reduce the presence or the effects of pests. Your members are free to choose suitable measures. These can include crop rotation, ground covers, mixing compost with the soil, removing pest infested plants and plant parts and intercropping.</p>	

### 3.2.3 Responsible pesticide application



<b>Dev</b>	Your members are able to demonstrate that pesticides are applied based on knowledge of pests and diseases.
<b>Year 6</b>	
<b>Guidance:</b> Pesticide application decisions based on monitoring can best happen when you and your members understand which pests and diseases affect your Fairtrade crop and under which conditions they may put the crop at risk. Monitoring can include diagrams or sketches showing the distribution of pests and diseases in the field which could lead to spot pesticide applications.	

### 3.2.4 Training on safe handling of hazardous materials

<b>Core</b>	You train members and workers who handle pesticides and other hazardous chemicals on the risks of handling these materials and on how to handle them properly.
<b>Year 3</b>	<p>You ensure that this training includes:</p> <ul style="list-style-type: none"> <li>• how to properly store pesticides and hazardous chemicals especially so these cannot be reached by children;</li> <li>• how to understand the product label and other safety instructions made available by the manufacturer. Containers should be labelled indicating contents, warnings, and intended uses (preferably in the original container when possible);</li> <li>• how to handle accidents and spills when preparing and applying;</li> <li>• how to properly handle and dispose of empty containers, including triple rinsing and puncturing containers;</li> <li>• intervals of time when people are not allowed to enter a sprayed area or field without any personal protection equipment.</li> </ul>

### 3.2.5 Personal protective equipment use

<b>Core</b>	You ensure that all people, including members and workers, wear appropriate personal protective equipment (PPE) when handling pesticides or hazardous chemicals.
<b>Year 3</b>	
<b>Guidance:</b> PPE is protective clothing that effectively limits exposure to hazardous chemicals. PPE includes garments or equipment which covers the arms and legs, footwear (shoes or boots), a mask when applicable and, if spraying crops above your head, a hat. Specific garments will vary according to local context. The product labels may provide further guidance on the type of PPE that should be used when mixing and applying.  Exposure may also be reduced by choosing certain formulations and modes of application. You can seek advice from the supplier or manufacturer.	

### 3.2.6 NEW 2019\*\* Awareness of hazardous materials-related risks

<b>Core</b>	You raise awareness amongst all members and workers of the hazards and risks related to pesticides and other hazardous chemicals, even if they are not directly handling these materials.
<b>Year 3</b>	
**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.6 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011 v1.5</a> applies.	

### 3.2.7 Buffer zones for application of hazardous materials



Core	You and your members do not apply pesticides and other hazardous chemicals within 10 meters from ongoing human activity (housing, canteens, offices, warehouses or the like with people present). A buffer zone of at least 10 meters is kept unless there is a barrier that effectively reduces pesticide drift. Alternatively appropriate re-entry intervals can be applied so that people are not affected by pesticide drift.
Year 1	
Guidance: The size of a reduced buffer zone may depend on the density of the barrier and on the spraying or application methods.	

### 3.2.8 Buffer zones for spraying hazardous materials by air

<b>Core</b>	If pesticides or other hazardous chemicals are sprayed from the air, you and your members do not spray above and around places with ongoing human activity or above and around water sources. If spraying is outsourced to subcontractors, you and your members make sure that this requirement is met.
<b>Year 1</b>	
<b>Guidance:</b> When spraying is done from the air, buffer zones need to be larger than when spraying from the ground. To guarantee that buffer zones are respected, you could identify places with human activity, rivers and other water sources on maps for pilots responsible for the spraying. If it is not possible to avoid spraying over small rivers or irrigation channels that flow within fields, you can protect them by planting protective vegetation.	

### 3.2.9 Central storage of hazardous materials

Core	If you have a central storage area for pesticides and other hazardous chemicals, you maintain it in a way that minimizes risks. You ensure that the storage area: <ul style="list-style-type: none"><li>• is locked and accessible only to trained and authorised personnel;</li><li>• is ventilated to avoid a concentration of toxic vapours;</li><li>• have equipment, such as absorbent materials, to handle accidents and spills;</li><li>• does not contain food;</li><li>• contains hazardous materials clearly labelled and indicating contents, warnings and intended uses, preferably in the original container when possible; and</li><li>• contains information on proper handling (safety sheets).</li></ul>
Year 0	

**Guidance:** To further reduce risks you are encouraged to store the least amount of stock as possible and practical for you, depending on need, season, and distance to suppliers. It is good practice to keep obsolete materials in your storage area until they can be disposed of properly.

### 3.2.10 NEW 2019\*\* Members' storage of hazardous materials

<b>Core</b>	Your members store pesticides and other hazardous chemicals in a way that minimizes risks, especially so they cannot be reached by children.
<b>Year 1</b>	

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.10 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

### 3.2.11 NEW 2019\*\* Labelling hazardous materials



<b>Core</b>	Your members have all pesticides and hazardous chemicals clearly labelled.
<b>Year 1</b>	
<p><b>Guidance:</b> Containers should be labelled indicating contents, warnings, and intended uses (preferably in the original container when possible).</p> <p><i>**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.11 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011 v1.5</a> applies.</i></p>	

### 3.2.12 Prevention and handling of accidents and spills

<b>Dev</b>	Your members plan spraying in such a way as to have no or very little spray solution left.
<b>Year 6</b>	Your members have equipment to handle accidents and spills in the areas where they prepare or mix pesticides and other hazardous chemicals, so these do not seep into soil or water.
<p><b>Guidance:</b> The equipment can be very simple, such as absorbent material.</p>	

### 3.2.13 Use of hazardous materials containers

<b>Core</b>	You and your members do not reuse pesticide and other hazardous chemical containers to store or transport food or water.
<b>Year 0</b>	

### 3.2.14 **NEW 2019\*\*** Cleaning and storage of hazardous materials containers

<b>Core</b>	You and your members triple rinse, puncture and store empty pesticide and other hazardous chemical containers properly. All equipment that has been in contact with hazardous materials must be cleaned and stored properly.
<b>Year 3</b>	
<p><b>Guidance:</b> Store properly means to reduce risk of hazards by keeping away from people, animals and water sources. Equipment refers to other material that has been in contact with pesticides, such as personal protective equipment (PPE), filters, measuring and application equipment. You are encouraged to contact chemical suppliers and/or local authorities for disposing of these materials.</p> <p>Pesticide and other hazardous material remnants are covered under requirements related to storage (<a href="#">see 3.2.9</a> and <a href="#">3.2.10</a>).</p> <p><i>**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.14 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011 v1.5</a> applies.</i></p>	

### 3.2.15 Choice of pesticides

<b>Core</b>	You compile a list of the pesticides that are used on Fairtrade crops and keep it updated. The list has the name of the active ingredients, commercial name, crop on which the pesticides are used and the targeted pests. You indicate which of those materials are in the Fairtrade International Hazardous Materials List (HML), Part 2 (Orange List) and Part 3 (Yellow List) ( <a href="#">see Annex 2</a> ).
<b>Year 0</b>	





**Guidance:** Adequate knowledge of pesticides is the first step in proper use of hazardous materials in production and therefore maintaining an updated pesticide list is important. You can decide how you gather this information. You are encouraged to update the list often. The list can be compiled through interviews and informal communication with groups of members, or by collecting records of use kept by members.

The Fairtrade International HML has three parts, part 1, the Red List, which includes a list of prohibited materials, part 2, the Orange List, which includes a list of materials that that can only be used under conditions specified in the [requirement 3.2.17](#) and the use of which will be monitored and part 3, the Yellow List, which includes a list of materials that are flagged for being hazardous. You are encouraged to abandon the use of all materials in the Orange and Yellow Lists.

### 3.2.16 Hazardous Materials List

Core	<p>You and your members do not use any of the materials on the Fairtrade International HML part 1 (Red List) on all Fairtrade crops that the organization is certified for and also on the fields where they are grown (<a href="#">see Annex 2</a>).</p> <p>All synthetic materials are used only if officially registered and permitted for use on the crop in the country of usage.</p> <p>Prohibited materials are clearly marked not for use on Fairtrade crops.</p>
Year 0	

**Guidance:** The organization may use materials listed on the HML on crops that are not Fairtrade certified. However, it is recommended not to use these materials on any crops as they are dangerous for the people and the environment.

There are many materials that are not approved for use in agriculture due to their extreme hazardous nature or are now considered obsolete and all of them are not listed in the HML. It is therefore important that only officially approved materials are used for crop production and for purpose for which they are approved. Traditional pest control methods such as botanical preparations can be used even if they are not explicitly approved for use in agriculture, provided they are not explicitly prohibited for use.

### 3.2.17 Use of materials in the Orange List

<b>Core</b>	<p>You and your members use the materials in the Orange List on Fairtrade crops only under the following conditions:</p> <ol style="list-style-type: none"> <li>You fulfill the specific conditions of use. See <a href="#">Annex 2</a>; AND</li> <li>You only use a material in the Orange List: i) as part of avoiding pesticide resistance buildup in pests, ii) in rotation with less harmful pesticides, iii) as part of Integrated Pest Management (IPM) (see requirements <a href="#">3.2.2</a> and <a href="#">3.2.3</a>) and iv) including non-chemical control measures;</li> <li>You develop a plan for reducing/phasing out the use of the materials, including information on the type of material (technical name / active ingredient (a.i.), formulation (% of a.i.), commercial name), the quantity used (spray concentration (a.i. / ha or in % or ppm etc.) and total consumed a.i. / ha / year), actions taken for reducing / phasing out the material including details of other non-chemical controls which are part of the IPM strategy. The plan is implemented and made available to the certification body.</li> </ol>
<b>Year 0</b>	



### 3.2.18 Procedure for compliance with Hazardous Materials List

Core	You develop a procedure to ensure that members do not use any materials on their Fairtrade crops that appear on the Fairtrade International HML part 1 (Red List). The procedure at least includes activities that raise your members' awareness of the HML.
Year 1	

**Guidance:** The procedure can describe any series of measures that are effective for your members. It may also include activities such as keeping and communicating an updated list of the commercial names of the materials on the HML part 1 (Red List), identifying those materials that may be critical to your members, as well as activities that aim at an exchange of best practices based on your members' experiences.

### 3.2.19 **NEW 2019\*** Minimizing use of herbicides

Dev	You minimize the amount of herbicides used by members through other weed prevention and control strategies.
Year 3	

**Guidance:** Strategies may include activities to avoid favourable growing conditions for weeds, to bring competition to weeds or to promote alternative control measures such as mechanical weeding, manual weeding, using herbivores or biological control.

## Soil and Water

**Intent and scope:** Soil and water are non-renewable resources. Fertile soils and clean and available water are important for the sustainability of the production system.

**Soil and water requirements are applicable to the Fairtrade crops and fields where they are grown.**

### 3.2.20 **NEW 2019\*\*** Identification of land at risk of soil erosion

Core	You identify land at risk of soil erosion and land that is already eroded in fields where your members plant Fairtrade crops.
Year 3	

**Guidance:** A best practice, as a follow-up to this activity, is to develop practical preventive measures that reduce soil erosion and/or restorative measures to convert degraded land to arable land.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.20 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

### 3.2.21 Training on prevention of soil erosion

Dev	You train those members of your organization where risk of soil erosion or already eroded land has been identified on practices that reduce and/or prevent soil erosion.
Year 6	
Guidance: The training may include information on preventive measures to avoid erosive conditions, remedial actions, establishing ground cover or other kinds of vegetation.	



### 3.2.22 Training on fertilizer use

<b>Dev</b>	You train your members on the appropriate use of fertilizers. You ensure that this training includes:
<b>Year 6</b>	<ul style="list-style-type: none"> <li>measures to ensure that fertilizers (organic and inorganic) are applied in amounts that respond to the nutrient need of the crop;</li> <li>measures to store fertilizers separately from pesticides in a way that minimizes risks of polluting water.</li> </ul>
<p><b>Guidance:</b> Nutrient content of soil may be determined by producers based on their knowledge. If soil samples are sent to laboratories for analysis, the samples shall represent all cultivated land and be analyzed as often as possible.</p> <p>Cross contamination between fertilizers and pesticides can lead to crop damage. However, if the label or the instructions allows mixing, they can be stored together.</p>	

### 3.2.23 NEW 2019\* Enhancing soil fertility

<b>Dev</b>	Your members implement measures to enhance soil fertility.
<b>Year 3</b>	
<p><b>Guidance:</b> You are free to choose the measures that enhance soil fertility. Measures can include practices such as: crop rotation, intercropping, agroforestry, incorporation of compost or green manures into the soil, the use of ground covers, or any other conservation agriculture practices.</p>	

### 3.2.24 NEW 2019\*\* Identification of sources of water

<b>Core</b>	You list sources of water used for irrigating and processing Fairtrade crops.
<b>Year 3</b>	
<p><b>Guidance:</b> Maps or schemes can be used to show the location of the water sources. As a best practice, in addition to maps or schemes you may list other relevant basic information on water resources such as: records of dates or seasons when water reservoirs are filled or emptied and/or any other information.</p> <p><i>**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.24 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011 v1.5</a> applies.</i></p>	

### 3.2.25 Availability of water

<b>Dev</b>	You are informed about the situation of the water sources in your area. In case local environmental authorities or other entities consider that your water sources are being depleted, or are in a critical situation, or under excessive pressure, you engage in a dialogue with the authorities or local existing initiatives in order to identify possible ways to be involved in research or solution finding.
<b>Year 6</b>	



**Guidance:** You may find it difficult to know if a water source is sustainable or if it has replenishing capacity, but you may monitor the existing knowledge about the sustainability of the water sources for related information and/or claims with local authorities, universities or organizations that are working in your region.

### 3.2.26 **NEW 2019\*\*** Training on sustainable water use

<b>Dev</b>	You train your members on measures to use water efficiently. You ensure that this training includes:
<b>Year 3</b>	<ul style="list-style-type: none"> <li>estimating how much water is needed to irrigate and/or process Fairtrade crops;</li> <li>measuring (or estimating) how much water is extracted from the source;</li> <li>water quality for irrigation or processing;</li> <li>measuring how much water is used for irrigation and/or processing;</li> <li>providing maintenance to the water distribution system;</li> <li>adopting, as applicable, methods to recirculate, reuse and/or recycle water.</li> </ul>
<p><b>Guidance:</b> It is best practice that the training on water quality for irrigation or processing includes the assessment of water quality.</p> <p><b>** Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.2.26 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011_v1.5</a> applies.</b></p>	

### 3.2.27 **NEW 2019\*\*** Efficient use of water

<b>Dev</b>	Your members follow practices that improve water resources management.
<b>Year 3</b>	
<p><b>Guidance:</b> The aim of this requirement is that members manage water use efficiently and in a sustainable manner. Members are free to decide which practices suit their production systems best and/or find other measures applicable to the specific conditions of their region/ production area, topography, micro-climate, or crop.</p> <p>Examples of practices that may improve water efficiency are:</p> <ul style="list-style-type: none"> <li>A regular estimation of the amount of water used for irrigation to avoid over- or under-irrigation, or for processing, to avoid water waste;</li> <li>Improved irrigation scheduling, to supply water when crops need it;</li> <li>Different irrigation methods (e.g. drip irrigation, intermittent irrigation, furrow irrigation);</li> <li>Measures to improve soil properties (soil cover to prevent water evaporation, or planting cover crops);</li> <li>Monitoring of water sources to ensure water is of good quality;</li> <li>Improved design of water channels to prevent water loss through percolation or evaporation and allow more efficient water management;</li> <li>Use of water storage facilities for regions with seasonal water availability;</li> <li>Implementation of a water-recycling system.</li> </ul> <p><b>** Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.</b></p>	

### 3.2.28 Handling waste water from processing facilities

<b>Dev</b>	You handle waste water from central processing facilities in a manner that does not have a negative impact on water quality, soil fertility or food safety.
<b>Year 6</b>	



**Guidance:** Waste water from processing facilities includes water contaminated by the processing itself and waste water from sanitary facilities. You may define a plan to monitor the water quality of the waste water discharged from processing facilities. Such a plan may include: baseline levels of acceptability for waste water quality, method(s) of analysis of water quality and a specified frequency of monitoring and means to correct any incidence of contaminants down to adequate levels. You may install water filtration or other treatment systems in the processing facilities.

### 3.2.29 Training on waste water and health risks

Dev	You train your members on waste water and the health risks it bears as well as on the prevention of risks and treatment methods of waste water and their implementation.
Year 6	
Guidance: Plans to improve the sanitary conditions at member level could complement the training.	

## Biodiversity

**Intent and scope:** Biodiversity supports natural ecosystems. The loss of natural ecosystems is a threat to the sustainability of the production system because the benefits they provide can be lost. These benefits include enhanced water conservation, soil fertility, potential alternative crops, hosting of natural enemies, and a reserve of products important to local communities. Natural ecosystems also provide a buffer to mitigate and adapt to the effects of climate change.

**Biodiversity requirements in this section are applicable to the whole farm where a Fairtrade crop is grown.**

### 3.2.30 Conservation of protected areas

<b>Core</b>	Your members avoid negative impacts on protected areas and in areas with high conservation value within or outside the farm or production areas. The areas that are used or converted to production of the Fairtrade crop comply with national legislation in relation to agricultural land use.
<b>Year 0</b>	

**Guidance:** “Protected areas” are a clearly defined geographical space, recognised, dedicated and managed, through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values (IUCN 2008). Protected areas can be public or private biological conservation areas.

You may identify protected areas with the help of local, regional or national authorities.

“Areas with high conservation value” is a concept developed by Forest Stewardship Council – FSC- and refers to areas that are worth conserving because they are important on a local, regional or global scale and which may include social value such as the benefits that an area provides to a community in terms of its cultural importance or economic resource. Biological value includes ecosystems or habitats of an endangered species. These areas can usually be identified through natural vegetation with low disturbance from agriculture, forestry, industry, urbanism or other. You may initially identify areas with high conservation value based on available knowledge within your organization and neighbouring community. You may wish to consult with elders and people in the community who may have knowledge of the natural vegetation in the region.(For more information see [www.fsc.org](http://www.fsc.org) and [www.hcvnetwork.org](http://www.hcvnetwork.org) )

“Negative impact” refers to partial or complete destruction of the protected area or loss of the conservation value.

### 3.2.31 **NEW 2019\*** Protection of forests and vegetation



Core	Your members do not cause deforestation and do not destroy vegetation in carbon storage ecosystems or protected areas.
Year 0	

**Guidance:** Deforestation is the conversion of forest to other land use or the permanent reduction of the tree canopy cover below the minimum 10 percent threshold ([The Global Forest Resources Assessment, FAO, 2015](#)).

The following activities are not considered 'deforestation':

- When a tree crop is replaced by another (for example cocoa, coffee or fruit tree);
- Tree management on agro-forestry or home-garden production systems.

Your members may identify protected areas with the help of local, regional or national authorities.

Carbon storage ecosystems are terrestrial and aquatic ecosystems with a capacity to sequester and store carbon, maintain environmental quality and provide living conditions to plants and animals.

### 3.2.32 **NEW 2019\*\*** Prevention of deforestation

Core	You have a procedure in place to ensure that your members do not cause deforestation or degradation of vegetation.
Year 1	

**Guidance:** The procedure demonstrates a commitment to prevent deforestation. This procedure may include:

- Mapping of protected areas in the region and cross-checking this information with member's farm location to identify areas at risk. Geo-mapping and polygon maps (including boundaries of the farms) can be used as a tool to map risk areas more accurately;
- Identifying if and how your member's activities have negative impacts on at-risk areas;
- Raising awareness amongst members on identified risk areas and activities or production practices that have negative impacts;
- Promoting the implementation of production practices that have a positive impact (i.e. agro-ecological practices, exchange of good practices, demonstration plots, trainings).
- Monitoring members' production practices and other activities in at-risk areas.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.*

### 3.2.33 **NEW 2019\*** Enhancing biodiversity

<b>Dev</b>	You and your members take measures to protect and enhance biodiversity.
<b>Year 6</b>	





**Guidance:** Your members are free to choose the measures to protect and enhance biodiversity. Activities can include:

- Identification of key biodiversity issues in the region and actions that your members have implemented in order to improve the situation;
- Activities you have provided to your members such as raising awareness about biodiversity or training in techniques to protect it;
- Agro-forestry systems;
- Maintaining and restoring natural ecosystems in areas that are not suitable for cultivation, and in buffer zones around bodies of water and watershed recharge areas and between production and areas of high conservation value, either protected or not
- Activities to increase ecosystem connectivity by identifying unproductive sites and buffer zones.

You may find valuable knowledge within your local community regarding further activities. With time you may benefit from advice by local experts such as authorities, universities, NGOs or online data bases.

Restoration of ecosystems can take place by actively replanting native vegetation or by actively protecting it to allow regeneration of native vegetation.

### 3.2.34 Maintenance of buffer zones

Dev	You and your members maintain buffer zones around bodies of water and watershed recharge areas and between production areas and areas of high conservation value, either protected or not. You do not apply pesticides, other hazardous chemicals and fertilizers in buffer zones.
Year 6	

**Guidance:** Buffer zones lead to better management and sustainability of adjacent protected areas which thus enhances biodiversity. Clusters of small farms can be considered a single production site, with buffer zones at its perimeters only. It is recommended that total use of land for crop production is avoided. It is also recommended that buffer zones, where feasible, are connected in order to create ecological corridors.

Restoration of ecological corridors may take place by actively reintroducing the native vegetation or by protecting it to allow regeneration of native vegetation. No requirement is made on minimum distance.

### 3.2.35 Wild harvesting

Core	You and your members that carry out wild harvesting of Fairtrade products from uncultivated areas assure the sustainability and survivability of the collected species in its native habitat.
Year 1	

**Guidance:** Wild harvesting implies that the only productive activity in the uncultivated area is the harvest itself. Any other activities (e.g. clearing paths, maintaining camps) should be done in a way that minimizes human impact. Assuring sustainability refers to harvesting in such a way to maintain the species, maintain availability to other species in the ecosystem that depend on it, and ensure that the subsequent harvest cycle will provide a comparable quantity.

### 3.2.36 Raising awareness about rare or threatened species

Dev	You raise awareness among your members so that no collecting or hunting of rare or threatened species takes place.
Year 3	

**Guidance:** Initial classification of rare and threatened species may be made by your members based on their own knowledge. You are also encouraged to contact a local expert on biodiversity who would provide support in identifying rare and threatened



species and in adjusting the initial classification. In addition to regional or local information, you may want to look at IUCN red list of threatened species at [www.iucnredlist.org](http://www.iucnredlist.org) for further reference.

### 3.2.37 Raising awareness about alien invasive species

Dev	You raise awareness among your members so that alien invasive species are not introduced.
Year 3	

**Guidance:** Initial classification of alien species may be made by your members based on their own knowledge. You may want to contact a local expert who could provide support in identifying alien species and ways in which their introduction and propagation may be avoided. For further information see the Convention of Biological Diversity at [www.cbd.int/invasive](http://www.cbd.int/invasive).

## Waste

**Intent and Scope:** To reduce the risks from hazardous waste by reducing, reusing, handling and recycling waste in a manner that is appropriate to the respective materials. An appropriate handling of waste minimizes negative impacts on human health and the environment.

**The waste management requirements in this section are applicable to the fields where Fairtrade crops are grown.**

### 3.2.38 Storage and disposal of hazardous waste

Core	You ensure that your members keep their farms free of hazardous waste.
Year 1	
<b>Guidance:</b> You may explain to your members which waste is hazardous, in which operations hazardous waste is involved and ways to handle and store hazardous waste properly in order to minimize risks.	

### 3.2.39 Designated areas for waste storage and disposal

Dev	You and your members have designated areas for the storage and disposal of hazardous waste. In the absence of appropriate disposal facilities, small amounts of hazardous farm waste can be burned in a well-ventilated area away from people, animals or crops. You and your members may only burn hazardous waste if it is allowed by local regulation and all safety recommendations are followed.
Year 3	

**Guidance:** You may provide central areas for disposal and storage of hazardous waste so that your members may avoid disposing of them unsafely or store them indefinitely. You may also contact suppliers and local authorities to help you identify hazardous materials and better practices to handle and dispose of them.

### 3.2.40 Organic waste and disposal

Dev	You raise awareness among your members about re-using organic waste through the implementation of practices that allow nutrients to be recycled. You and your members may only burn organic waste if it is required by applicable legislation for sanitary purposes, or it is clearly a more sustainable practice.
Year 3	

**Guidance:** Examples of good practices are composting, mulching and using green manures.

Feeding animals with organic waste contaminated with pesticides and burning organic waste are not sustainable practices. If burning organic waste for sanitary reasons is undertaken, it should be done in a strictly controlled manner to minimize risk of wildfires and smoke production.

Using organic waste as fuel can be considered a more sustainable practice.

## Genetically Modified Organisms (GMO)

**Intent and scope:** To ensure that Genetically Modified (GM) crops are not intentionally used on Fairtrade crops. Genetically Modified (GM) crops do not contribute to sustainability in the long run. GM crops increase dependencies on external inputs and discourage an integrated approach in the production system thus inhibiting resiliency. GM crops may also have potential negative impacts on human health and the environment.

**GMO requirements in this section are applicable to all crops that the organization is certified for and also to other crops grown in the same fields.** This means that the parallel production of a GMO variety and a non-GMO variety of the certified crops inside the organization, even if not intended for the Fairtrade market, is not allowed.

### 3.2.41 No intentional use of Genetically Modified Organisms

<b>Core</b>	You and your members do not intentionally use genetically engineered seed or planting stock for Fairtrade crop(s). You implement practices to avoid Genetically modified (GM) contamination in seed stocks.
<b>Year 0</b>	

**Guidance:** You may evaluate the potential risk of your members to use genetically modified seed stock and/or planting material. You may establish a program to raise awareness about the GM species and varieties which are registered in the country or region and are to be sold as Fairtrade. For species identified as at risk, you may establish additional measures to avoid use of these seed lots.

You may make a list of GMOs being marketed in the country, by species, trait, and brand names. You may monitor publicly available lists to know what products are available on the market as GMOs. For any crops that your members grow that are of known GMO species you may have a standardized procedure for requiring documentation, analysis and other non-GMO verification for the seed in question.

In cases where there is a risk of GMO contamination of the Fairtrade crop, you may:

- have a plan to actively seek out and request non-GMO seed;
- keep records that show the distribution of the seed – by farmer name, quantity, lot number(s) of the seed, brand/source;
- check if the amount of seed distributed to the farmer matches theoretical planting density for the stated planted acreage.

If you save/produce your own seed, your species, field production techniques and post-harvest practices may be monitored to ensure contamination is avoided. A sampling and testing protocol may be in place, with a rationale given for the frequency and types of tests.

## Climate change adaptation and mitigation

**Intent and scope:** Agriculture is vulnerable to climate change. It also has the potential to reduce climate change by reducing emissions, increasing carbon sinks, enhancing biodiversity and maintaining natural habitats. Strengthening the sustainability of local production systems by lowering dependencies on external inputs may be an important way of adapting to climate change.



Climate change requirements in this section are applicable to the whole farm where a Fairtrade crop is grown.

### 3.2.42 NEW 2019\*\* Climate change adaptation

Dev	You implement measures on adaptation to climate change.
Year 3	
<p><b>Guidance:</b> The adaptation measures and activities depend on identified risks and existing practices in your region/product and are in line with the human and financial capacity of your organization and members.</p> <p>Examples of adaptation practices include: adjustments in crop planting dates to avoid periods with high temperature stress, installation of facilities for rain water collection and use, soil cover/mulch application, use of drought resistant crop varieties, crops diversification, and improved pruning practices.</p> <p>Members who are engaging in climate change adaptation activities are encouraged to share their experience with other members, using their field plots for demonstration of climate change adaptation practices for further replication of these practices by other members.</p> <p><i>**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.</i></p>	

### 3.2.43 Efficient energy use

Dev	In central processing facilities where non-renewable energy is used, you take measures to use energy more efficiently. You replace non-renewable sources by renewable ones as far as possible.
Year 3	
<p><b>Guidance:</b> Record keeping on energy consumption is a tool that can help you to identify measures and make informed decisions on how to reduce energy consumption. An example of more efficient energy use is the adequate maintenance of processing equipment.</p>	

### 3.2.44 NEW 2019\* Green House Gas emission and carbon sequestration

Dev	You as an organization or your members take measures to reduce Green House Gas (GHG) emissions and increase carbon sequestration.
Year 6	
<p><b>Guidance:</b> You are free to choose the measures to reduce GHG emissions and increase carbon sequestration. Examples of measures are: incorporating green manure in the fields and increasing organic matter in the soil.</p>	

## 3.3 Labour Conditions

**Intent and scope:** To ensure good working conditions for [workers](#). Fairtrade International regards the core ILO conventions as the main reference for good working conditions.

The requirements in this section apply to all members of your organization that produce a Fairtrade crop, and to all businesses and facilities that are related to Fairtrade production and processing of which you or your members own 75% or more.

Requirements will only be audited within this scope. Nevertheless, Fairtrade International expects that all your operations unrelated to Fairtrade are also conducted in a way that upholds national legislation, including international human rights treaties ratified by your government. Therefore, if Fairtrade International identifies or receives information on any violation of rights of children or vulnerable adults, this will trigger Fairtrade's internal protection procedures and assessments that could result in reporting to relevant national protection bodies for further follow-up and actions.

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## Freedom from discrimination

**Intent and scope:** To prevent discrimination against workers based on the content of [ILO Convention 111](#) on Discrimination. The Convention defines discrimination as “any distinction, exclusion or preference made on the basis of race, colour, gender, sex, religion, political opinion, national extraction or social origin, which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation” (Article 1).

Discrimination is making an unfair distinction in the treatment of one person over another based on stereotypes.

**This section is applicable to all workers employed by you and by the members of your organization. This section applies to workers employed directly or indirectly (subcontracted).**

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### 3.3.1 No discrimination

<b>Core</b>	You and your members do not discriminate or tolerate discrimination on the basis of race, colour, gender, sexual orientation, disability, marital status, age, HIV/AIDS status, religion, political opinion, membership of unions or other workers' representative bodies, national extraction or social origin in recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement or other activities.
<b>Year 0</b>	

**Guidance:** Discrimination remains a persistent global problem especially for those in vulnerable, disadvantaged and minority positions and can perpetuate poverty, stifle development and productivity. Women and men around the world are denied access to jobs and training, receive low wages or are restricted to certain occupations simply on the basis of their sex, skin colour, ethnicity, trade union affiliation or beliefs, without regard to their capabilities and skills. Freedom from discrimination is a fundamental human right and is essential for workers to be able to choose their employment freely, develop their potential to the full and reap economic rewards on the basis of merit.

According to [ILO](#), all persons should, without discrimination, enjoy equality of opportunity and treatment in respect of :

- access to training and employment of their own choice;
- access to promotion;
- security of tenure of employment;
- remuneration for work of equal value;
- conditions of work including hours of work, rest periods, annual holidays with pay, occupational safety and occupational health measures, as well as social security measures and welfare facilities and benefits provided in connection with employment;

The following indicators can help you to assess if your organisation is at risk of discriminatory practices. These are the indicators that auditors will check when looking at the requirement on freedom from discrimination.

Workers, members or staff are treated on the basis of one's attributes for or stereotypes in belonging to a particular group or category, and therefore:

- not being paid the same as someone doing the same job with the same experience and qualifications;
- not receiving remuneration for work of equal value;
- working for longer hours;
- having no rest periods
- not having occupational safety and occupational health measures;
- not having security of tenure of employment;
- not having access to social security measures and welfare facilities and benefits provided in connection with employment;
- not having access to training and employment of their own choice;
- not having access to promotion;
- not having decent work conditions and type of jobs
- having the terms and conditions of their employment reduced in quality, including lay-off and termination
- facing undue influence, threats or repercussions in their efforts to organize and administer trade unions in the workplace

Effective measures to prevent discrimination in organizations include:

- Asses the risks of discrimination and develop/implement policies to prevent and mitigate the identified risks. Create awareness amongst all members of possible risks and measures to be taken
- Developing and implementing written policies against any forms of discrimination
- Having an equal opportunities policy for recruitment, remuneration, promotion and training and applied in practice with records that show reasons for acceptance, dismissals and promotion of workers.
- Posting in a visible manner a right-to-unionize statement in the workplace addressed to workers and their supervisors
- Having an up to date record of all workers, including temporary, casual and sub-contracted workers, containing for each worker:
  - Full name



- Gender
- Year of birth
- Nationality
- Start and end date of employment
- Type of work (permanent, temporary, seasonal, full time/part-time)
- Salary rate earned per day, week, fortnight or month
- Social / in-kind benefits received or available when applied (health, education, food, housing, transportation)
- Affiliation to social security and / or private health insurance

In countries/regions with legal barriers that negatively affect the access to specific rights and benefits for workers, the producer organization and their members invest in equivalent services, compensation and/or benefits to mitigate the negative impact of these barriers.

Please contact Fairtrade International in case you need a worker register template

Where discrimination is endemic within a sector or region you are encouraged to include activities to address this in your Fairtrade Development Plan.

### 3.3.2 No tests for pregnancy, HIV/AIDS or genetic disorders

<b>Core</b>	During the recruitment of workers you and your members do not test for pregnancy, HIV or genetic disorders.
<b>Year 0</b>	

### 3.3.3 No abuse of any kind

<b>Core</b>	You and your members do not engage in, support, or tolerate the use of corporal punishment, or mental or physical coercion, bullying, harassment verbal abuse or any abuse of any kind.
<b>Year 0</b>	

**Guidance:** Where such practices are endemic within a sector or region you are encouraged to include activities to address this in your Fairtrade Development Plan, or for example to develop a written policy and a monitoring system to prevent improper disciplinary practice.

### 3.3.4 No tolerance of Gender Based Violence and other forms of violence

<b>Core</b>	You and your members do not engage in, support, or tolerate behaviour, including gestures, language, and physical contact, that is violent and abusive including sexually abusive acts, intimidation, bullying or other forms of exploitation and abuse
<b>Year 0</b>	

**Guidance:** [Gender Based Violence \(GBV\)](#) is an umbrella term for any harmful act that is perpetrated against a person's will and that is based on socially ascribed (gender) differences between females and males. Examples include sexual violence, including sexual exploitation/abuse and forced prostitution; domestic violence and trafficking.

Other forms of exploitation and abuse include physical (causing injury or trauma to another person), psychological or emotional (violating any person's dignity and creating fear, embarrassment or intimidation) and verbal (using words to threaten, harass, intimidate or harass a person).

Where GBV and other forms of harassment are endemic within a sector or region you are encouraged to include activities to address this in your Fairtrade Development Plan or to develop a written policy that clearly prohibits sexually intimidating behaviour and a monitoring system to prevent GBV.

When cases are identified the organization is expected to remedy the situation. This includes ensuring the prolonged safety of the individual (s), implementing policies, procedures and monitoring to prevent GBV and other forms of violence.



**Prolonged safety** means keeping the person/s free from risk of or actual harm or danger.

The policy can also be linked to a broader policy against any form of discrimination or to the gender policy. Best practice is that the organization builds its capacity to understand GBV and other forms of violence and strengthen its capability to ensure that such harm is eliminated. Where this is not possible it is recommended to seek the support of local expert rights based organisations to provide the organization assistance in eliminating such practices.

## Freedom from forced or compulsory labour

**Intent and scope:** To prevent forced or bonded labour, including trafficking and sexual exploitation based on the content of [ILO Conventions C29](#) (Forced Labour Convention) , [C105](#) (Abolition of Forced Labour Convention) , UN 2000 “Protocol to prevent, Suppress and Punish Trafficking in Persons’ (Palermo Declaration) and [ILO Recommendation 203](#) on Forced Labour (Supplementary Measures).

“Forced or compulsory labour shall mean all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily” (Article 2).

**This section is applicable to all workers employed by you and by the members of your organization. This section applies to workers employed directly or indirectly (subcontracted).**

### 3.3.5 No forced labour

Core	You and your members do not directly or indirectly engage in forced labour, including slave, bonded or involuntary prison labour. You explain this to all workers.
Year 0	



**Guidance:** “Forced labour” includes work for which a person has not offered him or herself voluntarily and is forced to perform under the threat of any penalty. Some examples of forced labour include:

- slavery;
- involuntary prison labour;
- forced recruitment;
- debt bondage;
- human trafficking for labour and/or sexual exploitation;

Examples of practices that are considered forced labour are:

- retaining any part of the workers’ salary, benefits, property or documents in order to force them to remain in their employment;
- requiring or forcing workers to remain in employment against their will using any physical or psychological measure;
- demanding unreasonable notice period for termination of the contract of employment.

The term “bonded labour” or “debt bondage” refers to workers that have received loans from employers, where these loans are subject to unreasonable and/or unjust terms and conditions for repayment, where the worker and/or their families are held to pay off the loan through their labour against their will.

The following indicators developed by [ILO](#) can help you to assess if your organisation is at risk of forced labour.

- Abuse of vulnerability;
- Deception;
- Restriction of movement;
- Isolation;
- Physical and sexual violence;
- Intimidation and threats;
- Retention of identity documents;
- Withholding of wages;
- Debt bondage;
- Significant abusive working and living conditions;
- Excessive overtime.

Wages significantly lower than the minimum wage and farmer income significantly lower than the cost of sustainable production can also be an indicator of risk of forced labour.

### 3.3.6 **NEW 2019\*\*** Remediation in case forced labour is identified

Core	If you have identified cases of forced adult labour in your organization ( <a href="#">see requirement 3.1.2</a> ), you and your members remediate to ensure <a href="#">prolonged safety</a> and implement relevant policies and procedures to prevent vulnerable adults above the age of 18 years from being employed in abusive, exploitative and unacceptable work conditions as defined by ILO Conventions 29 and 105.
Year 1	

**Guidance:** Relevant procedures can include a due diligence and risk mitigation systems to monitor forced labour and relevant projects to respond and prevent it.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.*

### 3.3.7 Freedom for spouses

<b>Core</b>	You and your members do not make the employment of a worker or an offer of housing conditional on the employment of their spouse. Spouses have the right to work elsewhere.
<b>Year 0</b>	



## Child labour and child protection

**Intent and Scope:** To prevent labour that is damaging to children based on the content of [ILO Convention 182](#) on the Worst Forms of Child Labour and on the content of [ILO Convention 138](#) on Minimum Age. “The minimum age specified in pursuance of paragraph 1 of this Article shall not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 15 years”.

**This section is applicable to all workers employed by you and by the members of your organization.**

**This section applies to workers employed directly or indirectly (subcontracted).**

### 3.3.8 No children under 15 years employed

Core	You and your members do not employ children below the age of 15 or under the age defined by local law, whichever is higher.
Year 0	

**Guidance:** In the case of child headed households where all members of the household are below the age of 18 years, a child rights approach should be used to interpret the minimum age requirements, giving priority to the best interest of the child.

The minimum age requirement also applies to children who are employed indirectly by you or the members of your organization, for example when children of workers are working with their parents in your or your members' fields. If the age of a child is unknown, all efforts should be made to identify the age following child rights guidelines.

When there is a high likelihood of child labour as defined by ILO Convention 138 (Minimum age) and ILO Convention 182 (Worst forms of child labour) occurring you are encouraged to address this and include actions that tackle root causes of child labour such as ensuring safe schooling of children in your Fairtrade Development Plan.

If there are no schools available in the area where children live, all efforts are made to work with national authorities and/or other relevant partners to build schools for children or provide safe transportation so children can attend the nearest schools.

For children who migrate temporarily with their working families to areas where no schools are available, temporary schooling alternatives could be sought and provided so children can attend school and receive a quality education.

In all circumstances child rights should be given primary consideration, as reflected in the guiding principles of the UN Convention of the Rights of the Child (UNCRC).

### 3.3.9 Work in the family

<b>Core</b>	Your members' children below 15 years of age are allowed to help your members on their farms under strict conditions: you ensure that they only work after school or during holidays, the work they do is appropriate for their age and physical condition, they do not work long hours and/or under dangerous or exploitative conditions and their parents or guardians supervise and guide them.
<b>Year 0</b>	

### 3.3.10 No unconditional worst forms of child labour and hazardous work for children under 18 years

<b>Core</b>	You and your members do not submit workers of less than 18 years of age to the unconditional worst forms of child labour or to any type of work which, by its nature or the circumstances under which it is carried out, is likely to jeopardize their health, safety, morals or their school attendance.
<b>Year 0</b>	



**Guidance:** The term unconditional worst forms of child labour comprises of the following categories:

- All types of slavery or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labour, including forced or compulsory recruitment of children for use in armed conflict;
- All activities which sexually exploit children, such as prostitution, pornography or pornographic performances;
- Any involvement of a child in illegal activities, especially the production or trafficking of drugs;

Examples of hazardous child labour work that is potentially damaging include: work that takes place in an unhealthy environment, involves excessively long working hours, night hours, the handling or any exposure to toxic chemicals, work at dangerous heights, operation of dangerous equipment and work that involves abusive punishment or is exploitative. Every country is expected to generate its own hazardous child labour activity list and SPOs are encouraged to be use them as a reference.

### 3.3.11 Remediation of child labour

Core	<p>If in the past you or your members have employed children under 15 for any type of work, or children under 18 for dangerous and exploitative work, you ensure that those children do not enter or are not at risk of entering into even worse forms of labour including hazardous work, slave-like practices, recruitment into armed conflict, sex work, trafficking for labour purposes and/or illicit activities.</p> <p>Any action that you take to ensure this respects the <a href="#">UN Convention on the Rights of the Child</a> (CRC) protective framework, which means that :</p> <ul style="list-style-type: none"><li>• the best interest of the child are always the top priority;</li><li>• their right to survival and development is respected;</li><li>• you apply them to all children without discrimination;</li><li>• the views of the child are heard and respected;</li><li>• at all moments they are protected from violence.</li></ul>
Year 1	

**Guidance:** In order to ensure children do not enter worse forms you could develop a rights based remediation policy and program within a UNCRC protective framework that covers how to withdraw the children and how to prevent that they enter into worse forms of labour.

This policy and program should include a clear statement against child labour. Also, it should include remediation projects to ensure the immediate and continued protection of children. To be able to monitor the risk of child labour, you could consider including in your remediation project a youth inclusive, community led monitoring and remediation system on child labour. This system aims at improving social protection at household levels where possible impacted children and children at risk of child labour live. These projects can include support from expert partner organizations, preferably local.

You can check your country's National Action Plan to Eliminate Child Labour, especially its Hazardous Child Labour Framework, if available.

If you choose to partner with Fairtrade and/or its child rights partner in safe withdrawal of impacted children found in unconditional worst forms of child labour, you will need a signed Child Protection Policy and Procedure that demonstrates a commitment to adopting a child rights approach to protecting impacted children. You and your relevant staff will need to be trained on child rights methodologies and a Fairtrade contact within your organization or another representative from senior management should be responsible for the development, ratification, implementation, and evaluation of this Child Protection Policy and Procedure.

### 3.3.12 Prevention of child labour

<b>Dev</b>	<p>If you have identified child labour as a risk in your organization (<a href="#">see requirement 3.1.2</a>) you and your members implement relevant policies and procedures to prevent children below the age of 15 from being employed for any work and children below the age of 18 from being employed in dangerous or exploitative work.</p>
<b>Year 3</b>	



**Guidance:** Relevant procedures can be keeping records of all workers stating their age, gender, identification papers, migratory status and other relevant data.

If you and your members chose to mitigate risk through activities in your Fairtrade Development Plan you could build a youth inclusive community based monitoring and remediation system on child labour on an on-going basis. This would include:

- identifying children in or at risk of being employed in child labour;
- reporting on the status of the identified children on a regular basis;
- measuring the progress made in safely withdrawing and preventing children from being engaged in child labour; and
- avoiding that children withdrawn from labour situations are substituted by other.

For suggestions on how to establish a youth inclusive community based monitoring and remediation system on child labour, please request Fairtrade's descriptive and training materials on this from Fairtrade International or Producer Networks.

## Freedom of association and collective bargaining

**Intent and scope:** To protect workers against discrimination when defending their rights to organize and to negotiate collectively based on the content of [ILO Convention 87](#) on Freedom of Association and Protection of the Right to Organize, [ILO Convention 98](#) on the Right to Organize and Collective Bargaining and [ILO Recommendation 143](#) on Workers' Representatives. "Workers and employers, without distinction whatsoever, shall have the right to establish and, subject only to the rules of the organization concerned, to join organizations of their own choosing without previous authorisation. Workers' and employers' organizations shall have the right to draw up their constitutions and rules, to elect their representatives in full freedom, to organize their administration and activities and to formulate their programmes".

**Core requirements in this section are applicable to all workers employed by you and by the members of your organization.**

**Development requirements in this section are applicable to you or your members if you or your members employ more than 10 workers working for more than 30 hours per week that are present for one month or more during a year or equivalent.**

**This section applies to workers employed directly or indirectly (subcontracted).**

### 3.3.13 Freedom to join a workers' organization

<b>Core</b>	You and your members ensure that all workers are free to join a workers' organization of their own choosing, and that workers are free to participate in group negotiations regarding their working conditions. You do not deny these rights in practice. You have not opposed these rights in the last two years.
<b>Year 0</b>	

**Guidance:** "Workers organization" is any organization of workers with the objective of "furthering and defending the interests of workers" ([ILO Convention 110](#), Article 69). If there has been opposition to these rights in the last two years you and your members can still fulfil this requirement if your circumstances have changed substantially, for example in case of a change of management.

### 3.3.14 Allowing trade union representatives to meet with workers

<b>Core</b>	You and your members allow trade unions that do not have a base in the organization to meet workers and to share information. You do not interfere in these meetings. Time and place for these meetings have to be agreed in advance.
<b>Year 0</b>	



**Guidance:** Workers are free to participate or not in these meetings. The meetings can be requested by the workers. External union officials can request the meetings if the union is involved in a Collective Bargaining Agreement (CBA) within the relevant industry or at national level.  
If you or your members have not been informed first, you are not required to allow these meetings.

### 3.3.15 No discrimination against unionised workers

Core	<p>You and your members ensure that there is no discrimination against workers and their representatives for organizing, joining (or not) a workers' organization, or for participating in the legal activities of the workers' organization.</p> <p>If a workers' organization representative is dismissed, you and your members report it immediately to the certification body and explain the reason.</p> <p>You and your members keep a record of all terminated contracts. These records include the reason for termination and indicate if workers are members of a workers' organization.</p>
Year 0	

**Guidance:** “Discrimination” means that workers are treated differently or suffer any negative repercussions. Some actions that could indicate discrimination against workers who form a workers' organization or who are trying to form one are closing production, denying access, longer working hours, making transport difficult or dismissals.

### 3.3.16 Electing a workers' organization

Dev	If there is no union that is recognized and active in your area, or if unions are forbidden by law, or if unions are managed by government and not by members, then you and your members encourage workers to democratically elect a workers' organization. The workers' organization will represent workers in their negotiations with you to defend their interests.
Year 3	

**Guidance:** Fairtrade defends the rights of freedom of association and collective bargaining and believes that independent trade unions are the best way for achieving this.

“Recognized union” means that the union is affiliated with a national or international trade secretariat (for example the Global Union Federation).

If you or the workers need help in contacting a trade union representative you can ask Fairtrade International for support.

### 3.3.17 Training on workers' rights

<b>Dev</b>	<p>You and your members train workers to improve their awareness about workers' rights and duties. Training takes place during paid working time.</p>
<b>Year 6</b>	

## Conditions of employment

**Intent and scope:** To provide for good practices regarding the payment of workers and their conditions of employment based on the content of [ILO Convention 100](#) on Equal Remuneration and [on ILO Convention 110](#) on Conditions of Employment of Workers.

**This section is only applicable to you if you or your members employ more than 10 workers working for more than 30 hours per week that are present for one month or more during a year or equivalent.**



This section applies to workers employed directly or indirectly (subcontracted).

### 3.3.18 Wages

<b>Core</b>	You and your members set salaries for workers according to CBA regulations where they exist or at regional average wages or at official minimum wages for similar occupations whichever is the highest. You specify wages for all employee functions and employment terms, such as piecework.
<b>Year 0</b>	

### 3.3.19 Production, quotas and piecework

<b>Core</b>	For work based on production, quotas and piecework, during normal working hours, you and your members pay the proportionate minimum wage or the relevant industry average, whichever is higher. Information about this pay rate is available for all workers and worker organizations.  For pay based on piecework, you and your members make the method of calculation transparent and accessible to the worker.  You and your members do not use production, quotas and piecework employment as a means to avoid time-bound contracts.
<b>Year 0</b>	

### 3.3.20 Regular payments in legal tender

<b>Core</b>	You and your members make payments to workers at regularly scheduled intervals and document the payments with a pay slip containing all necessary information. Payments are made in legal tender. Only if the worker explicitly agrees may you make the payment in kind.
<b>Year 0</b>	

### 3.3.21 Subcontracted workers

Core	If you or your members employ migrant or seasonal workers through a contracting agency or person, you put effective measures in place to ensure that their hiring and working conditions also comply with this Standard.
Year 0	

**Guidance:** The Standard cover all workers whether they are local, migrant, directly contracted or subcontracted. As subcontracted migrant or seasonal workers are in an especially vulnerable position, the organization needs to ensure that the requirements are equally applied to them. Effective measures may include referring to guidelines to select contracting agencies or persons, and procedures to monitor the working conditions of migrant or seasonal subcontracted workers.

### 3.3.22 NEW 2019\*\* Employment contracts

<b>Core</b>	You and your members ensure that all permanent workers have a legally binding contract and are aware of their rights and duties, responsibilities, salaries, and work schedules as part of the legal labour contract.  You ensure that workers have a signed copy of their employment contract and that they understand the content by providing it in a format and language they understand.
<b>Year 1</b>	



**Guidance:** If national legislation accepts oral contracts, then this is also accepted as long as the oral contracts provide the same benefits of a written contract.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.3.21 and 3.3.22 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

### 3.3.23 Gradual salary increase

<b>Dev</b>	You and your members gradually increase salaries above the regional average and the official minimum wage.
<b>Year 3</b>	

### 3.3.24 Permanent employment

Dev	Where possible you and your members assign all regular work to permanent workers.
Year 3	

**Guidance:** Regular work excludes all seasonal work i.e. work that is added to usual work levels during peak periods, and special tasks. The intention of this requirement is that you do not avoid legal obligations by using continuous fixed-term employment contracts.

### 3.3.25 Maternity leave, social security and other benefits

<b>Dev</b>	You and your members set maternity leave, social security provisions and non-mandatory benefits according to national laws or according to CBA regulations where they exist, or according to the agreement signed between the workers' organization and the employer, whichever is the most favourable for the worker.
<b>Year 6</b>	

### 3.3.26 Equitable remuneration

<b>Dev</b>	You and your members give local, migrant, seasonal and permanent workers the same benefits and employment conditions for the same work performed. In cases where equivalent benefits, such as a pension scheme or social security, cannot be made available to a set of workers, e.g. migrant or temporary/seasonal workers, your organization provides an alternative and equivalent benefit through other means.
<b>Year 6</b>	

## Occupational health and safety

**Intent and scope:** To prevent work-related accidents by minimizing hazards in the work place. It is based on the content of [ILO Convention 155](#) on Occupational Safety and Health.

**Requirement 3.3.27 is applicable to all workers employed by you and by the members of your organization.**

**Requirements 3.3.28-3.3.36 are applicable to you if you or your members employ more than 10 workers working for more than 30 hours per week that are present for one month or more during a year or equivalent.**



This section applies to workers employed directly or indirectly (subcontracted).

### 3.3.27 **NEW 2019\*\*** Drinking water for all workers

Core	You and your members ensure that all field workers have access to clean drinking water that is available in the region.
Year 0	

**Guidance:** This is applicable to all producers regardless of the number of workers.

If the practice in the region/product is that workers bring their own water, this is accepted. The quality of the water is similar to the one the members drink themselves.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 3.3.31 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

### 3.3.28 Workplace safety

<b>Core</b>	You and your members make work processes, workplaces, machinery and equipment on your production site safe.
<b>Year 0</b>	

### 3.3.29 Restrictions on engaging in hazardous work

<b>Core</b>	Children under the age of 18 years, pregnant or nursing women, mentally disabled people, people with chronic, hepatic or renal diseases and people with respiratory diseases do not carry out any potentially hazardous work. Alternative work is provided for them.
<b>Year 0</b>	

### 3.3.30 First aid equipment and training

<b>Core</b>	You and your members have accessible first aid boxes and equipment and a sufficient number of people trained in first aid in the workplace at all times.
<b>Year 0</b>	

### 3.3.31 Access to toilets, hand washing facilities and clean showers

<b>Core</b>	You and your members provide clean toilets with hand washing facilities close by for workers, and clean showers for workers who handle pesticides. These facilities are separate for women and men and the number of facilities is in proportion to the number of workers.
<b>Year 0</b>	

### 3.3.32 Training on hazardous work

<b>Core</b>	You and your members provide training to workers who carry out hazardous work on the risks from this work to their health, to the environment, and on what to do in case of an accident.
<b>Year 3</b>	

### 3.3.33 Visibility of safety instructions





<b>Core</b>	When you carry out hazardous work, you and your members display all information, safety instructions, re-entry intervals and hygiene recommendations clearly and visibly in the workplace in the local language(s) and with pictograms.
<b>Year 3</b>	

### 3.3.34 Provision of personal protective equipment

<b>Core</b>	You and your members provide and pay for personal protective equipment (PPE) for all workers who perform hazardous work. You make sure that the PPE is used and that replacement equipment is ordered and distributed when the existing equipment wears out.
<b>Year 3</b>	

### 3.3.35 Health and safety issues representative

<b>Dev</b>	You and your members ensure that workers nominate a representative who knows about health and safety issues and who will raise workers' concerns on health and safety issues with the organization's management.
<b>Year 3</b>	

### 3.3.36 Workplace safety

<b>Dev</b>	<p>You and your members improve health and safety conditions by:</p> <ul style="list-style-type: none"> <li>• putting up warning signs that identify risk areas and potential hazards in local languages and including pictograms if possible;</li> <li>• providing information to workers about safety instructions and procedures including accident prevention and response;</li> <li>• putting safety devices on all hazardous machinery and equipment and protective guards over moving parts;</li> <li>• providing safety equipment to all workers who perform hazardous tasks and instructing and monitoring workers on its proper use;</li> <li>• storing equipment safely for chemical spraying.</li> </ul>
<b>Year 3</b>	

## 4. Business and Development

**Intent and scope:** This chapter outlines the requirements that are unique to Fairtrade and intends to lay the foundations for empowerment and development to take place.

**This chapter applies to you as an organization.**

**Requirements 4.1.2 to 4.1.15 are only applicable once your organization has sold under Fairtrade terms and has received Fairtrade Premium.**

### 4.1 Development Potential

**Intent and scope:** To ensure that Fairtrade beneficiaries are small-scale producers, their families, workers and communities.

The Fairtrade Premium is intended as an instrument for SPOs to drive sustainable social and economic development of their members, their families and the surrounding community.

#### 4.1.1 NEW 2019\*\* Needs identification

Core	You design and start implementing a process that collects and analyzes the development needs in your organization.
Year 1	

**Guidance:** The intention is to ensure there is a process in place that informs your organization about the development needs. See requirement [4.1.2](#) on how the needs identification is connected to the [Fairtrade Development Plan](#).

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 4.1.10 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

#### 4.1.2 Fairtrade Development Plan

Core	You plan and document at least one activity with the intention to promote the progress of your business, organization, members, workers, community and/or environment. The plan is called the Fairtrade Development Plan. The plan includes: <ul style="list-style-type: none"><li>the description of the activity (what you plan to do);</li><li>the objective of the activity (why you plan to do it);</li><li>the timeline of the activity (by when you plan to do it);</li><li>the responsibilities (who will be in charge of doing it);</li><li>and in case you need to spend funds (such as the Fairtrade Premium as described in requirement <a href="#">4.1.3</a> or other sources of funds), the budget of the activity (how much you plan to spend).</li></ul>
Year 1	

**Guidance:** Planning, implementing and evaluating the plan will stimulate and increase the participation of members in their own organization and community.



Your organization has the right to choose any activities that your members agree on and are important for your particular situation, aspirations and priorities. In time you are encouraged to use the needs identification (see requirement 4.1.1) to measure the success or shortcomings of your plan and to guide your organization's planning in the future.

Upon your request, Fairtrade International or Producer Networks can provide the [List of Ideas for the Fairtrade Development Plan](#) that includes activities that have been useful in other organizations. The list is only for guidance. You are encouraged to think of your own activities.

#### 4.1.3 Fairtrade Development Plan for 2<sup>nd</sup> and 3<sup>rd</sup> grade organizations

<b>Core</b>	You ensure that you have a Fairtrade Development Plan, which benefits all Fairtrade member organizations, and includes the total Fairtrade Premium income, the allocation system to the member organizations (if applicable), and the Fairtrade Premium decisions taken.
<b>Year 1</b>	If Fairtrade Premium is channelled to the member organizations directly, the member organizations need to develop their Fairtrade Development Plans and provide them to you.
<b>Guidance:</b> This requirement complements requirement <a href="#">4.1.2</a>	

#### 4.1.4 **NEW 2019\*** Fairtrade Premium

<b>Core</b>	You <b>include</b> all the activities that you plan to fund with the Fairtrade Premium in the Fairtrade Development Plan before you implement the activities.
<b>Year 1</b>	
<p><b>Guidance:</b> The Fairtrade Premium is an amount paid to your organization, in addition to the payment for your products, for the realization of common goals. The Fairtrade Premium will help you implement the objectives in your Fairtrade Development Plan. It is considered best practice, when allocating Premium, to prioritize resources to strengthen your organization so it can effectively serve its members, workers and communities. Investing in the organizational sustainability can then be followed by investments to improve members' livelihoods and finally investments at community level. Please refer to the Fairtrade Premium guide for more information.</p> <p>Large organizations are encouraged to have a Premium Committee. This is not mandatory but can help to improve member participation in the development of the Fairtrade Development Plan and decision making on Premium use.</p> <p>The role of a Premium committee can include:</p> <ul style="list-style-type: none"> <li>• Managing the Fairtrade Premium;</li> <li>• Supporting or organizing member consultations and needs assessments;</li> <li>• Developing proposals and budgets for Premium use based on these and presenting them to the General Assembly;</li> <li>• Monitoring the implementing of the Premium use;</li> <li>• Reporting back to the General Assembly on Premium use.</li> </ul>	

#### 4.1.5 Distributing of Fairtrade income in 2<sup>nd</sup> and 3<sup>rd</sup> grade organizations

<b>Core</b>	
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<b>Year 1</b>	<p>You have one of the following systems in place to distribute Fairtrade income (Price and Premium) received to the different member organizations:</p> <ul style="list-style-type: none"> <li>• a quota system that specifies how much every member organization delivers under Fairtrade conditions and the distribution of income according to quota proportion; or</li> <li>• an allocation system, defined by the organization, for distributing the Fairtrade income received by the 2nd or 3rd grade organization to the different member organizations.</li> </ul> <p>The system is part of the agreed written internal regulations of your organization and monitored by a surveillance committee.</p>
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#### 4.1.6 **NEW 2019\*** Financial audit on Fairtrade Premium

Core	If the Fairtrade Premium in the last year was above 150,000 EURO/USD (premium currency) you contract a financial audit company to audit your Fairtrade Premium accounts based on the use defined in the Fairtrade Development Plan.
Year 1	
<p><b>Guidance:</b> The intention of this requirement is to increase oversight on the use of the Fairtrade Premium.</p> <p>Organizations receiving Premium below 150,000 EURO/USD (premium currency) can also contract a financial company to audit their Fairtrade Premium as best practice. This is however not mandatory.</p>	

#### 4.1.7 General Assembly approval of Fairtrade Development Plan

<b>Core</b>	<p>Before you implement the Fairtrade Development Plan, you present it to the General Assembly for discussion and approval. You document the decisions.</p>
<b>Year 1</b>	<p>If you are a 2<sup>nd</sup> or 3<sup>rd</sup> grade organization, your General Assembly of members (or if delegate system, then of delegates) at the 2nd/3rd grade level decide on the use of the Fairtrade Premium. Delegates need to consult with the members from their respective organizations.</p> <p>If Fairtrade Premium is channelled to the member organizations directly, the General Assemblies of the member organizations decide on the use of the distributed Fairtrade Premium share. You ensure that the Fairtrade Premium received is channelled to the member organizations without delay according to the allocation system agreed.</p>
<p><b>Guidance:</b> The intention is to guarantee transparent and democratic decision making. Only the General Assembly is authorised to approve the content and form of the Fairtrade Development Plan.</p> <p>It is possible that the Fairtrade Development Plan may need to be changed in between General Assembly meetings. This might be necessary in situations where, for example, you receive more or less Fairtrade Premium money than planned or where members or the community are affected by an unexpected event and you wish to respond. If this happens, you will need to document the decisions to make the changes, and explain the changes and get ratification from the General Assembly retrospectively.</p>	

#### 4.1.8 Accurate tracking of the Fairtrade Development Plan expenses

<b>Core</b>	<p>You have an accounting system that accurately tracks the Fairtrade Development Plan expenses, and in particular identifies the Fairtrade Premium transparently.</p>
<b>Year 1</b>	<p>You are able to prove that the Fairtrade Premium is used in line with applicable rules.</p>



#### 4.1.9 Additional activities in the Fairtrade Development Plan

<b>Core</b>	When you complete your planned activities you update the Fairtrade Development Plan by planning at least one additional activity to be approved by the General Assembly of members.
<b>Year 1</b>	
<b>Guidance:</b> Longer term projects are encouraged. Any planned action may be extended over more than one year or may be repeated. Please refer to requirement <a href="#">4.1.2</a> for guidance on premium use.	

#### 4.1.10 NEW 2019\*\* Fairtrade Premium use reporting

<b>Core</b>	You report at least once a year on Fairtrade Premium use via FairInsight online platform : <a href="https://fairinsight.agunity.com">https://fairinsight.agunity.com</a> . You report on the Premium use from the previous year, three months after the General Assembly.
<b>Year 1</b>	
<b>Guidance:</b> Producer Organizations who will hold their General Assemblies before the 1 October 2021 will not be required to report on their Fairtrade Premium use. <b>****All organizations will need to comply with this requirement from 1 October 2021</b>	

#### 4.1.11 NEW 2019\* Responsible management of Fairtrade Premium

<b>Core</b>	You and your members administer Premium funds responsibly.
<b>Year 1</b>	There is no evidence of favouritism or fraud in the management of the Fairtrade Premium or any activity that could jeopardize the business or certification of the company or have a demonstrable negative, structural, financial or social impact on the organization.
<b>Guidance:</b> Examples of favouritism and fraud (deception intended for personal gain) include: special rewards for particular members, project bids that are prearranged, wasteful or not cost-effective, and favouritism for project selection.	

#### 4.1.12 Reporting results of the Fairtrade Development Plan to the General Assembly

<b>Core</b>	You report the results of the Fairtrade Development Plan to the General Assembly every year and document this presentation. In the report you answer the following questions:
<b>Year 3</b>	<ul style="list-style-type: none"> <li>• Were the actions carried out yes/no? If not, why?</li> <li>• When?</li> <li>• At what cost?</li> <li>• Was the objective achieved or are further actions needed?</li> </ul>
<b>Guidance:</b> The intention of this requirement is that you and your members self-monitor your own performance against the original plan and evaluate the success of the plan. There can be several reasons why a plan was not carried out as originally planned or why it was not successful in reaching the objectives. Your members need to be informed about this.	

#### 4.1.13 Activities for workers in the Fairtrade Development Plan



Dev	You ensure that workers also benefit from the Fairtrade Premium through at least one activity in your Fairtrade Development Plan.
Year 3	

**Guidance:** The intention is that everyone involved in the production of Fairtrade products can benefit and demonstrate solidarity with their communities. Supporting workers is especially important in achieving this.

Benefiting producers, workers and communities can mean any action that is directed at improving their living conditions, welfare or capacities. The actions do not need to be addressed to workers only, but can benefit workers and members alike, such as for example by addressing needs of the communities where members and workers live.

Ideally, and if feasible, you would consult workers and communities annually to understand their needs and know their preferences.

#### 4.1.14 Participation of workers in the General Assembly

<b>Dev</b>	If there are workers' representatives in your organization, you invite them to the General Assembly to observe and participate in the discussion of the topics that relate to them.
<b>Year 3</b>	

#### 4.1.15 Sustainable production practices in the Fairtrade Development Plan

Dev	You have an activity in your Fairtrade Development Plan to maintain or improve sustainable production practices within your eco-system.
Year 6	

**Guidance:** The intention is that you are better able to decide on and plan your sustainability goals. You decide on the activities that are a priority for you. Activities do not necessarily need to be new but can focus on maintaining good practises you already carry out. This provides you with the opportunity to identify and maintain these practises and to increase overall awareness on sustainability.

Maintaining or improving sustainable production practises can mean any activity that is good for both the farms and your environment. It could for example mean activities that increase soil fertility, promote the sustainable use of water, reduce the use of pesticides and other external inputs, enhance biodiversity, reduce carbon emissions or increase carbon sinks or promote measures to adapt to climate change.

## 4.2 Democracy, Participation and Transparency

**Intent:** To ensure that organizations facilitate the social and economic development of their members and guarantee that the benefits of Fairtrade reach these members.

An organization should have democratic structures in place and a transparent administration that allows members and the board to have effective control over the management of the organization. Members should be able to hold the board accountable for its activities.

An organization should strive to improve structures and practices continuously in order to maximize the member participation and their sense of ownership over the organization.



Fairtrade International follows [ILO Recommendation R193](#) “on the promotion of cooperatives” and the [Guidance Notes to the Co-operative Principles](#) from the International Cooperative Alliance, which are based on the cooperative principles of “voluntary and open membership, democratic member control, member economic participation, autonomy and independence, education, training and information, cooperation among cooperatives and concern for the community”. Fairtrade International extends these principles to primary producer organizations (cooperatives, associations or other types of organizations) and to umbrella organizations where they exist.

#### 4.2.1 **NEW 2019\*\*** Organizational structure

<b>Core</b>	You ensure that the structure of your organization has:
<b>Year 0</b>	<ul style="list-style-type: none"> <li>• a General Assembly as the highest decision making body where all major decisions are discussed and taken;</li> <li>• equal voting rights for all members in the General Assembly;</li> <li>• a Board chosen in free, fair and transparent elections;</li> <li>• separate roles and responsibilities between the Board and management.</li> </ul>

**Guidance:** Staff hired by your organization is controlled by the Board which is in turn controlled by the General Assembly. In the General Assembly members can either vote directly or through a system of elected delegates if you choose so. The system is based on the principle that each member or member organization has the equal or proportional number of delegates. 2<sup>nd</sup> or 3<sup>rd</sup> grade organizations are democratically controlled by their direct members, which are legally constituted and legally affiliated 1<sup>st</sup> grade or 2<sup>nd</sup> grade organizations. There is a democratically elected board on the 2<sup>nd</sup> or 3<sup>rd</sup> grade level. The role of the Board is to govern and provide strategic direction while the role of management is to ensure that the decisions of the Board are implemented. Lack of clarity between the roles and responsibilities of the Board and management can lead to extreme situations of either power concentration or insufficient room for decision making. If due to the size of the organization it is not feasible for the organization to separate the roles of the Board from those of management you demonstrate this to the certification body.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 4.2.1 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

#### 4.2.2 **NEW 2019\*\*** Defining membership and member information

<b>Core</b>	It needs to be clear who is a member of your organization. Therefore, you have written rules to determine who can become a member and you keep a record of your members on an annual basis. At a minimum, member records should include: member name, contact information, gender, date of birth, registration date with the SPO, farm location and farm size.
<b>Year 0</b>	

**Guidance:** Keeping records helps to improve your management practices (see requirements [3.1.1](#) and [3.1.2](#)), to have a better overview of your organization and to gain understanding of members. If any of your members are also members of any other Fairtrade certified organization, it is recommended that this practice is endorsed in the status of your organization. You are encouraged to list all the members that are also members of any other Fairtrade certified organization and to ensure the traceability of the products coming from those members ([see requirement 2.1.1](#)).

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 4.2.2 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

#### 4.2.3 **NEW 2019\*\*** Following membership rules and regulations



<b>Core</b>	You follow your own rules and regulations such as a constitution, by-laws and internal policies, including those for election, decision making, membership processes and board term limit and a delegate system (if applicable).
<b>Year 0</b>	
<b>Guidance:</b> In case this requirement conflicts with national legislation, then the national legislation applies. A board term limit of 9 years is recommended as a best practice but is not mandatory.	
<i>**Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 4.2.3 of the <a href="#">Fairtrade Standard for SPO Version 01.05.2011 v1.5</a> applies.</i>	

#### 4.2.4 Annual General Assembly

Core	You hold a General Assembly at least once a year.
Year 0	
<b>Guidance:</b> 2 <sup>nd</sup> and 3 <sup>rd</sup> grade organizations hold a General Assembly at least once a year too. You can establish an assembly of delegates. Member organizations of 2 <sup>nd</sup> and 3 <sup>rd</sup> grade organizations hold local General Assemblies at least once a year.	

#### 4.2.5 General Assembly notification

<b>Core</b>	You inform your members in good time when the General Assembly will take place.
<b>Year 0</b>	

#### 4.2.6 Minutes of the General Assembly

<b>Core</b>	Minutes of the General Assembly are taken and signed by the president/chair of the Board and at least one other member and contain a list of participants of the General Assembly.
<b>Year 0</b>	

#### 4.2.7 Reporting to the General Assembly

<b>Core</b>	You present the annual report, budgets and accounts to the General Assembly for approval.
<b>Year 0</b>	

#### 4.2.8 Administration

<b>Core</b>	You have an administration in place with at least one person or committee who is responsible for managing the administration and book keeping.
<b>Year 0</b>	

#### 4.2.9 Accessibility of records

<b>Core</b>	You keep records and books that are accessible to all members.
<b>Year 0</b>	





#### 4.2.10 Bank account

<b>Core</b>	You have a bank account in the name of the organization with more than one signatory, unless it is not possible.
<b>Year 0</b>	If you are a 2 <sup>nd</sup> or 3 <sup>rd</sup> grade organization, you have an active bank account registered in your name. If the Fairtrade Premium is channeled to the member organization level, the individual member organizations need to have active bank accounts registered in their names.

#### 4.2.11 NEW 2019\*\* Surveillance Committee

<b>Core</b>	You have a surveillance committee to oversee the overall administration of the organization (including the use of Premium) on behalf of the members.
<b>Year 1</b>	

**Guidance:** A surveillance committee enhances transparent administration and the effectiveness of members' control. This body acts on behalf of the members and exercises an effective and continuous control over the Board of directors and the management.

For the surveillance committee to fulfil its function, its members need to have a good understanding of their roles and responsibilities. All relevant information, such as meeting records, reports, accounts and contracts needs to be provided to them in a timely manner for examination.

If your organization already has a committee that fulfils this function you do not need to create one. It is recommended to have one worker representative on the surveillance committee. This is however not mandatory.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.*

#### 4.2.12 NEW 2019\*\* Non-members in the Board

<b>Core</b>	If there are persons on your board that are not members of your SPO, this needs to be approved by your General Assembly, in accordance with your constitution/statutes and national legislation. Non-members on your board only have an advisory role.
<b>Year 0</b>	

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 4.2.12 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

#### 4.2.13 NEW 2019\*\* Sharing audit results with members

<b>Core</b>	You share audit results with your members following each audit, in a format and language accessible to them.
<b>Year 3</b>	

**Guidance:** The results of the audit mean an explanation or a summary of non-compliances and corrective measures. The results can be shared in the General Assembly, in other meetings or in other ways (e.g. it can be shared verbally, in written form, bulletin or via messenger service applications). This is an opportunity for members to have more awareness of and involvement in the certification process.

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021. Until then, the requirement 4.2.13 of the [Fairtrade Standard for SPO Version 01.05.2011 v1.5](#) applies.*

#### 4.2.14 Participation of members in the organization



Dev	You explain to your members about the ways they can participate in the organization so that they can have more control over it.
Year 3	
<b>Guidance:</b> Members should be aware of how to ask for information, present a request to the general assembly, make themselves heard within the organization, etc. This will increase members' understanding and awareness of the ways to participate enabling them to have more control.	

## 4.3 Non-Discrimination

**Intent:** To prevent discrimination in organizations and to foster a more inclusive membership within small-scale producer organizations.

Fairtrade International follows the [Universal Declaration of Human Rights](#) on ending discrimination. The Declaration rejects “distinction of any kind such as, race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status” (Article 2). Discrimination is making an unfair distinction in the treatment of one person over another on grounds that are not related to ability or merit. This section intends that these principles are followed.

This is a voluntary social standard aiming to support the development of its beneficiaries. The “positive discrimination” of small-scale producer members is therefore intended ([see small-scale producer definition](#) and requirements of Standard section 1.2.). The same applies also for members from disadvantaged or minority groups as specified in [4.3.3](#).

### 4.3.1 Non-discrimination of members

Core	You do not discriminate against members or restrict new membership on the basis of race, colour, gender, sexual orientation, disability, marital status, age, HIV/AIDS status, religion, political opinion, language, property, nationality, ethnicity or social origin. You do not discriminate regarding participation, voting rights, the right to be elected, access to markets, or access to training, technical support or any other benefit of membership.
Year 0	

**Guidance:** Where particular forms of discrimination exist within an economic sector or geographical region, you are encouraged to show progress towards removing them and addressing this in your Fairtrade Development Plan.

### 4.3.2 Non-discriminatory membership rules

<b>Core</b>	You ensure the rules that determine who can become a member are not discriminatory.
<b>Year 0</b>	

### 4.3.3 Identification of disadvantaged/minority groups

<b>Dev</b>	You identify disadvantaged/minority groups within your organization according to, for example, gender, age, income, or land area.
<b>Year 3</b>	



**Guidance:** Disadvantaged and minority groups refer to a category of people who experience relative disadvantage as compared to members of a dominant social group. This is typically based on differences in observable characteristics or practices, such as: ethnicity, race, religion, disability, sexual orientation.

#### 4.3.4 **NEW 2019\*\*** Gender policy

Dev	You develop and implement a gender policy. You ensure members are aware of this policy and its contents. You ensure that women are involved in the development and implementation of the policy.
Year 3	

**Guidance:** Gender equality is the concept that all human beings, men and women and boys and girls, are free to develop their personal abilities and make choices without the limitations set by stereotypes, rigid gender roles, or prejudices.

Women’s empowerment is an expansion in women’s ability to make strategic life choices in a context where this ability was denied to them.

The general aim of the policy is to promote women’s empowerment and gender equality. In particular, it intends to increase women’s active and equal participation in Fairtrade and to empower more women and girls with opportunities to access equitable benefits of Fairtrade.

As a best practice the policy includes a statement from the organization committing to women’s empowerment and gender equality, the purpose of the policy, scope, actions to make it known, awareness raising and training activities, implementation and monitoring.

Examples of topics that can be included in the policy are: promotion of participation of women in SPOs, Boards, leadership positions and other structures within the organization; measures against sexual harassment; a grievance mechanism for addressing complaints; a whistleblowing policy; collection and use of gender disaggregated data (members, training and awareness training sessions, management and supervisory positions, board members).

It is best practices to invest in projects and programs focusing exclusively on women’s needs but also reducing the burden of care and work on women as this enables women to have time to participate in the association meetings.

The policy can also be linked to a broader policy against any form of discrimination based on ethnicity, age etc. or covering other relevant groups (e.g. youth, workers, families).

*\*\*Organizations certified before 1 July 2019 have to comply with this requirement by 1 April 2021.*

#### 4.3.5 Activities for disadvantaged/minority groups

Dev	You have activities in place to improve the social and economic position in your organization of the disadvantaged/minority groups that you have identified.
Year 6	

**Guidance:** You are expected to show how you directly support your members from [disadvantaged or minority groups](#) in participating actively in your organization, for example by delegating organizational responsibilities. You are encouraged to give special attention to the participation of women and youth.

You are encouraged to include these activities within the framework of your Fairtrade Development Plan.



## Annex 1. Fairtrade Geographical Scope Policy of Producer Certification

The purpose of the Fairtrade International geographical scope is to determine in which countries producer organizations can be Fairtrade certified. The countries currently included in the scope are listed below. You can find the full policy [here](#).

Africa and the Middle East				
Northern Africa	Middle East	Western Africa	Eastern Africa	Southern Africa
Algeria Egypt Libya Morocco Sudan Tunisia	Iraq Jordan Lebanon Oman Palestine Syria Yemen	Benin Burkina Faso Cameroon Cape Verde Central African Republic Chad Congo Cote d'Ivoire Equatorial Guinea Gabon Gambia Ghana Guinea Guinea-Bissau Liberia Mali Mauritania Niger Nigeria Sao Tome and Principe Senegal Sierra Leone Togo	Burundi Congo (DRC) Djibouti Eritrea Ethiopia Kenya Rwanda Somalia South Sudan Uganda Tanzania	Angola Botswana Comoros Lesotho Madagascar Malawi Mauritius Mozambique Namibia Seychelles South Africa Swaziland Zambia Zimbabwe

Asia and Pacific					
Western Asia	Central Asia	Eastern Asia	Southern Asia	South-Eastern Asia	Pacific
Armenia Azerbaijan Georgia	Kazakhstan Kyrgyzstan Tajikistan Turkmenistan Uzbekistan	China* Korea (DPRK) Mongolia	Afghanistan Bangladesh Bhutan India Iran Maldives Nepal Pakistan Sri Lanka	Cambodia Indonesia Laos Malaysia Myanmar Philippines Thailand Timor-Leste Viet Nam	Cook Islands Fiji Kiribati Marshall Islands Micronesia Nauru Niue Palau Papua New Guinea Samoa



					Solomon Islands Tokelau Tonga Tuvalu Vanuatu Wallis and Futuna Islands
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\* In China, producers can only be certified against the Standard for Small-scale Producer Organizations. Contract Production and Hired Labour set-ups cannot be certified as Fairtrade in China.

Companies in China can be certified as traders for all Fairtrade products except cotton. Only under the Fairtrade Cotton Sourcing Program can companies processing cotton in China be “Fairtrade verified” and the Price and Premium payer “Fairtrade certified” for cotton.

#### Latin America and the Caribbean

Central America and Mexico	Caribbean	South America
Belize Costa Rica El Salvador Guatemala Honduras Mexico Nicaragua Panama	Antigua and Barbuda Cuba Dominica Dominican Republic Grenada Haiti Jamaica Saint Kitts and Nevis Saint Lucia Saint Vincent and the Grenadines Trinidad and Tobago	Argentina Bolivia Brazil Chile Colombia Ecuador Guyana Paraguay Peru Suriname Uruguay Venezuela



## Annex 2. Hazardous Materials List

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All agrochemicals, especially pesticides, can be potentially hazardous in some form or other to human and animal health as well as to the environment and therefore should be used only under caution. Fairtrade International recommends the use of other methods like proper choice of crops and varieties, suitable cultivation practices and biological material for pest, before a chemical pesticide is used for pest control.

The Hazardous Materials List (HML) is divided in three lists: the Red List, the Orange List and the Yellow List.

- **Red List:** The Red List is a 'prohibited' list and includes materials that must not be used on Fairtrade products.
- **Orange List:** The Orange List is a 'restricted' list and includes materials that may be used under conditions specified in this document thus restricting their use. The use of materials in this list will be monitored by Fairtrade International. Operators should be aware that some of these materials are to be phased out by 30 June 2020 or by 30 June 2022 as indicated in the list. The other materials in the list may eventually be prohibited and are encouraged to abandon their use
- **Yellow List:** The Yellow List is a 'flagged' list and includes materials which are flagged for being hazardous and should be used under extreme caution. Fairtrade International will be monitoring the classification of these materials by international bodies like PAN, WHO and FAO, and materials may be prohibited in the future. Operators are encouraged to abandon their use.

The full version of the HML document that includes the rationale for the classification of materials and a glossary with relevant terms can be found [here](#).

The list of all hazardous materials can be found below.



## Part 1: Fairtrade International Red List of Prohibited Materials

The Red List is a 'prohibited' list and includes Highly Hazardous Pesticides that must not be used on Fairtrade products.

The criteria for classifying a material in the Red List are:

- Listed in conventions OR
- High acute toxicity OR
- Long term toxic effect or chronic exposure (Carcinogenic, Mutagenic, Repro-toxic, Endocrine disruptor) OR
- Environmental concern (two of the following three effects on environment a) Very persistent, b) Very bioaccumulative, c) Very toxic to aquatic organisms; OR
- Considered as obsolete

Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conventions	High acute toxicity	Long term toxic effect or chronic exposure	Environmental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
1	2,3,4,5-Bistetrahydro-2-furaldehyde	126-15-8						x
2	2,4,5-T	93-76-5	x					x
3	2,4,5-TCP	35471-43-3						x
4	Acetochlor	34256-82-1			x			
5	Acrolein	107-02-8		x				
6	Alachlor	15972-60-8	x		x			
7	Aldicarb	116-06-3	x	x			x	
8	Aldrin	309-00-2	x			x	x	x
9	Allyl alcohol	107-18-6		x				
10	alpha-BHC;alpha-HCH	319-84-6	x					
11	Alpha-chlorohydrin*	96-24-2		x				
12	Amitrole	61-82-5			x			
13	Anthracene oil	90640-80-5			x			
14	Arsenic and its compounds	7778-39-4			x			
15	Asbestos	1332-21-4		x				
16	Azafenidin	68049-83-2			x			
17	Azinphos-ethyl	2642-71-9		x			x	
18	Azinphos-methyl	86-50-0	x	x			x	
19	Azocyclotin	41083-11-8		x		x		
20	Benomyl	17804-35-2	x		x			

<sup>2</sup> Note: Hazard to ecosystem services is not a criteria for Red list, but the column is added to Red list to indicate that the materials are bee toxic also.



Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
21	beta-HCH; beta-BCH	319-85-7	x		x			
22	Binapacryl	485-31-4	x					x
23	Blasticidin-S	2079-00-7		x				
24	Brodifacoum*	56073-10-0		x				
25	Bromadiolone*	28772-56-7		x				
26	Bromethalin*	63333-35-7		x		x		
27	Bromoxynil	1689-84-5		x				
28	Bromoxynil heptanoate	56634-95-8				x		
29	Bromoxynil octanoate	1689-99-2				x		
30	Butocarboxim	34681-10-2		x			x	
31	Butoxycarboxim	34681-23-7		x				
32	Cadmium compounds	7440-43-9		x				x
33	Cadusafos	95465-99-9		x		x	x	
34	Calcium arsenate	7778-44-1		x				
35	Calcium cyanide	592-01-8		x				
36	Captafol	2425 06 1	x	x	x			
37	Captan	133-06-2			x			
38	Carbofuran	1563-66-2	x	x			x	
39	Carbon tetrachloride	56-23-5, 53908-27-3, 8003-06-3			x			x
40	Carbosulfan	55285-14-8	x (h330)					
41	Chloranil	118-75-2						x
42	Chlordane	57-74-9	x		x			
43	Chlordecone	143-50-0	x			x	x	x
44	Chlordimeform	6164-98-3			x			x
45	Chlorethoxyphos	54593-83-8		x			x	
46	Chlorfenvinphos	470-90-6		x			x	
47	Chlorfluazuron	71422-67-8				x		
48	Chlormephos	24934-91-6		x				
49	Chlorobenzilate	510-15-6	x					x
50	Chlorophacinone*	3691-35-8		x				





Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
51	Chloropicrin	76-06-2		x				
52	Chlorotoluron	15545-48-9			x			
53	Copper arsenate	7778-41-8			x			
54	Coumaphos*	56-72-4		x				
55	Coumatetralyl*	5836-29-3		x				
56	CPMA (Chloromethoxypropyl- mercuric-acetate)	1319-86-4		x	x			
57	Creosote	8001-58-9			x			
58	Cyhexatin	13121-70-5				x		
59	DBCP	96-12-8			x			x
60	DDD (dichlorodiphenyl – dichloroethan)	72-54-8		x	x	x		
61	DDT	50-29-3	x		x	x		
62	Demeton-S-methyl	919-86-8		x			x	
63	Dichlorvos; DDVP	62-73-7	x (WHO 1b and h330)					
64	Dicofol	115-32-2				x	x	
65	Dicrotophos	141-66-2		x			x	
66	Dieldrin	60-57-1	x			x	x	x
67	Difenacoum*	56073-07-5		x				
68	Difethialone*	104653-34-1		x				
69	Dimoxystrobin	149961-52-4			x	x		
70	Dinocap	39300-45-3			x			
71	Dinoseb and its salts and esters	88-85-7	x					x
72	Dinoterb	1420-07-1		x	x			
73	Diphacinone*	82-66-6		x				
74	Diquat dibromide	85-00-7		x				
75	Diquat dichloride	4032-26-2		x				
76	Disulfoton	298-04-4		x				
77	DNOC and its salts	534-52-1	x	x				
78	Edifenphos	17109-49-8		x				
79	Endosulfan	115-29-7	x	x	x			



Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
80	Endrin	72-20-8	x					x
81	E-Phosphamidon	297-99-4		x				
82	Epichlorohydrin	106-89-8			x			
83	EPN	2104-64-5		x			x	
84	Ethiofencarb	29973-13-5		x				
85	Ethoprophos; Ethoprop	13194-48-4		x				
86	Ethylene dichloride, EDC	107-06-2	x		x			x
87	Ethylene oxide	75-21-8	x		x			
88	Ethylene thiourea	96-45-7			x			
89	Ethylenedibromide; 1,2- dibromoethane, EDB	106-93-4	x		x			x
90	Famphur	52-85-7		x				
91	Fenamiphos	22224-92-6		x			x	
92	Fenarimol	60168-88-9			x			
93	Fenbutatin-oxide	13356-08-6		x		x		
94	Fenclorazole-ethyl	103112-35-2			x			
95	Fenpropathrin	39515-41-8	x (h330)					
96	Fentin acetate	900-95-8		x	x			
97	Fentin hydroxide	76-87-9		x	x			
98	Flocoumafen	90035-08-8		x				
99	Fluazifop-butyl	69806-50-4			x			
100	Fluazolate	174514-07-9				x		
101	Flucythrinate	70124-77-5		x			x	
102	Flumetralin	62924-70-3				x		
103	Flumioxazin	103361-09-7			x			
104	Fluoroacetamide	640-19-7	x	x				
105	Formaldehyde	50-00-0			x			
106	Formetanate	22259-30-9		x			x	
107	Furathiocarb	65907-30-4		x				
108	Halfenprox	111872-58-3				x		
109	Heptachlor	76-44-8	x			x		x
110	Heptenophos	23560-59-0		x			x	
111	Hexachlorobenzene (HCB)	118-74-1	x	x	x			x



Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
112	Hexachlorocyclohexane HCH(Benzene hexachloride)	608-73-1	x				x	x
113	Hexaflumuron	86479-06-3			x			
114	Ioxynil	1689-83-4			x			
115	Isopirazam	881685-58-1				x		
116	Isoxathion	18854-01-8		x			x	
117	Lead arsenate	7784-40-9		x		x		
118	Leptophos	21609-90-5						x
119	Lindane	58-89-9	x		x		x	
120	Linuron	330-55-2			x			
121	Magnesium phosphide	12057-74-8		x				
122	Maneb	12427-38-2			x			
123	Mecarbam	2595-54-2		x				
124	Mercury compounds, including inorganic mercury compounds, alkyl mercury compounds and alkyloxyalkyl and aryl mercury compounds	Individual CAS numbers	x	x				
125	Metam-sodium	137-42-8			x			
126	Methamidophos	10265-92-6	x	x			x	
127	Methidathion	950-37-8		x			x	
128	Methiocarb	2032-65-7		x			x	
129	Methomyl	16752-77-5		x			x	
130	Methoxychlor	72-43-5			x			
131	Methyl bromide	74-83-9	x					
132	Metiram	9006-42-2			x			
133	Metribuzin	21087-64-9			x			
134	Mevinphos	7786-34-7		x			x	
135	Mirex	2385-85-5	x			x	x	x
136	Molinate	2212-67-1			x			
137	Monocrotophos	6923-22-4	x	x			x	
138	Nicotine	54-11-5		x				
139	Nitrobenzene	98-95-3			x			
140	Nitrofen	1836-75-5			x			x
141	Octamethylpyrophosphoramide (OMPA)	152-16-9						x
142	Omethoate	1113-02-6		x	x		x	



Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
143	Oxydemeton-methyl	301-12-2		x			x	
144	Paraquat (All forms including Paraquat dichloride)	1910-42-5		x				
145	Parathion	56-38-2	x	x			x	
146	Parathion-methyl	298-00-0	x	x				
147	Paris Green (copper acetoarsenite)	12002-03-8			x			
148	Pentachlorobenzene	608-93-5	x					
149	Pentachlorophenol (PCP), its salts and esters	87-86-5	x	x	x			
150	Phenylmercury acetate	62-38-4			x			
151	Phorate	298-02-2		x			x	
152	Phosphamidon	13171-21-6	x	x			x	
153	Picloram	1918 02 1			x			
154	PMDS Di(phenylmercuric) dodeceny succinate	27236-65-3			x			
155	Polybrominated biphenyls mixture PBB	Separate CAS Nos. are assigned to individual polybrominated biphenyls			x			
156	Polychlorinated biphenyls PCB (except mono and dichlorinated) Aroclor	Separate CAS Nos. are assigned to individual polychlorinated biphenyls	x					x
157	Polychlorinated Terphenyls (PCTs)	61788-33-8	x					
158	Potasan	299-45-6		x				
159	Profoxydim	139001-49-3			x			
160	Propetamphos	31218-83-4		x				
161	Propylene oxide	75-56-9			x			
162	Prothiofos	34643-46-4				x		
163	Pyrazoxon	108-34-9		x				
164	Pyridalyl	179101-81-6				x		
165	Quinalphos	13593-03-8			x		x	
166	Quizalofop-p-tefuryl	119738-06-6			x			
167	Resmethrin	10453-86-8			x		x	
168	Safrole	94-59-7			x			x
169	Silafluofen	105024-66-6			x		x	
170	Silvex (all forms)	93-72-1						x



Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
171	Sodium arsenite (arsenic and its compounds)	7784-46-5			x			
172	Sodium cyanide	143-33-9		x				
173	Sodium fluoroacetate (1080)	62-74-8		x				
174	Strychnine	57-24-9		x				
175	Sulfotep	3689-24-5		x				
176	TCMTB	21564-17-0		x				
177	TDE	72-54-8, 53-19-0						x
178	Tebupirimphos (Phostebupirim)	96182-53-5		x		x		
179	Tefluthrin	79538-32-2		x			x	
180	Tepraloxymid	149979-41-9			x			
181	Terbufos	13071-79-9		x				
182	Terbutryn	886-50-0			x			
183	Terpene polychlorinates (Strobane)	8001-50-1				x		x
184	Tetraethyl lead	78-00-2				x		
185	Tetramethyl lead	75-74-1				x		
186	Thallium sulfate	7446-18-6		x				x
187	Thiofanox	39196-18-4		x			x	
188	Thiometon	640-15-3		x			x	
189	Thiourea	62-56-6			x			
190	Thiram	137-26-8	x		x			
191	Tolfenpyrad	129558-76-5				x		
192	Tolyfluanid	731-27-1		x				
193	Toxaphene; Camphechlor	8001-35-2	x			x	x	x
194	Tri-allate	2303-17-5				x		
195	Triazophos	24017-47-8		x				
196	Tributyltin compounds	Various CAS			x			
197	Trichlorfon	52-68-6			x		x	
198	Tridemorph	81412-43-3			x			
199	Trifluralin	1582-09-8			x			
200	Triforine	26644-46-2			x			
201	Tris(2,3 - dibromopropyl) phosphate	126-72-7	x					
202	Vamidothion	2275-23-2		x			x	
203	Vinclozolin	50471-44-8			x			



Red List (Prohibited List)								
No.	Name of active ingredient (a.i.) of the material	CAS number	Conven-tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ-mental concern	Hazard to ecosystem services <sup>2</sup>	Obsolete
204	Vinyl chloride	75-01-4		x		x		x
205	Warfarin*	81-81-2		x	x			
206	Zeta-Cypermethrin	52315-07-8		x			x	
207	Zinc phosphide	1314-84-7		x				
208	Zineb	12122-67-7			x			
209	Ziram	137-30-4		x				
210	Z-Phosphamidon	23783-98-4		x				

\* Rodenticides (only those marked with\*) can be used in the premises (buildings) that handle Fairtrade products or around the fields, if used properly in fixed bait-stations to prevent spillage and spoilage. Non-chemical rodent control measures shall be implemented before these rodenticides are used. The bait stations should be monitored regularly to prevent exposure to non-target organisms. As a Red List material, they shall not be used on Fairtrade product or used in ways that results in its contact with a Fairtrade product.

## Part 2: Fairtrade International Orange List of Restricted Materials

Producers and traders use the materials in the Orange List on Fairtrade products only under the following conditions:

- Fulfilling the specific conditions of use (see the list below); AND
- Only using a material in the Orange List: i) as part of avoiding pesticide resistance build up in pests, ii) in rotation with less harmful pesticides, iii) as part of Integrated Pest Management (IPM) and iv) including non-chemical control measures; AND
- Developing a plan for reducing/phasing out the use of the materials including information on the type of material (technical name/active ingredient (a.i.), formulation (% of a.i.), commercial name), the quantity used (spray concentration (a.i. /ha or in % or ppm etc.) and total consumed a.i./ha/year), actions taken for reducing/phasing out the material including details of other non-chemical controls which are part of the IPM strategy. The plan is implemented and made available to the certification body.

The use of the pesticides in the list will be monitored. Some materials in the list are to be phased out by 30 June 2020 or by 30 June 2022 (see list below). For other materials in the list, decision on whether they will be placed in the list of prohibited materials (Red List) or retained in the Orange List will be taken in the next review of the HML.

The criteria for classifying a material in the Orange List are:

- Hazard to ecosystem services (Highly toxic for bees: only Greenpeace bee toxic 7) OR
- Materials that would be classified in the Red List but are perceived as irreplaceable in the short term as identified in the public consultations held as part of the last review of the materials list, but excludes materials that a) were included in the previous Red List for which a possibility of derogation was not available or b) are classified under conventions, or c) are carcinogenic; OR
- Materials that would be classified in the Yellow List but are identified as materials of high concern to civil society.

### **Specific Conditions / Phase out date to be fulfilled for using certain pesticides in the Orange list of restricted materials**

Condition Set	Details
a	To be used only for Apiculture
b	Not to be used on young plant materials To be used only in greenhouse production OR In open field conditions, it is not used on gregariously flowering melliferous crops, starting one month prior to peak flowering and during flowering period. (e.g. coffee, fruit trees, cashew, almond etc.). The certification body will determine the crops which fall under this type.
c	To be used only by professionally trained warehouse staff using proper personal protective equipment and specially designed equipment to ensure hermetic sealing and minimize gas leakages
d	To be phased out (for exact date please see column Specific Conditions / Phase out date)



Orange List (Restricted List)							
No.	Name of active ingredient of the material	CAS number	High acute toxicity	Long term toxic effect or chronic exposure	Environmental concern	Hazard to ecosystem services	Specific Conditions / (Phase out date)
1	2,4-DB	94-82-6		x			
2	Abamectin	71751-41-2	x (h330)				d (30 June 2022)
3	Acetamiprid	135410-20-7					
4	Aluminum phosphide	20859-73-8	x (h330)				c
5	Amisulbrom	348635-87-0			x		
6	Amitraz	33089-61-1		x			a
7	Atrazine	1912-24-9		x			
8	Beta –cyfluthrin	68359-37-5	x (WHO 1b)				d (30 June 2022)
9	Bifenthrin	82657-04-3		x			
10	Carbaryl	63-25-2		x			
11	Carbendazim	10605-21-7		x			
12	Chlorantraniliprole,	500008-45-7			x		
13	Chlorothalonil	1897-45-6	x (h330)				d (30 June 2022)
14	Chlorpyrifos, Chlorpyrifos-methyl	2921-88-2, 5598-13-0				x	b, d (30 June 2022)
15	Clothianidin	210880-92-5				x	b, d (30 June 2022)
16	Cypermethrin & its alpha and beta isomer	65731-84-2 67375-30-8 65731-84-2				x	b
17	Deltamethrin	52918-63-5		x		x	b
18	Dimethoate	60-51-5		x			
19	Epoxiconazole	133855-98-8		x			
20	Etofenprox	80844-07-1			x		
21	Fenitrothion	122-14-5		x			
22	Flufenoxuron	101463-69-8			x		
23	Fipronil	120068-37-3				x	b
24	Flusilazole	85509-19-9		x			
25	Glyphosate and its salts	1071-83-6 1071-83-6 69254-40-6 38641-94-0 40465-66-5 34494-03-6 81591-81-3		x			d (30 June 2022)
26	Glufosinate ammonium	77182-82-2		x			
27	Imidacloprid	138261-41-3				x	b, d (30 June 2022)
28	Lambda-cyhalothin	91465-08-6	x (h330)	x			d (30 June 2022)





Orange List (Restricted List)							
No.	Name of active ingredient of the material	CAS number	High acute toxicity	Long term toxic effect or chronic exposure	Environmental concern	Hazard to ecosystem services	Specific Conditions / (Phase out date)
29	Lufenuron	103055-07-8			x		
30	Mancozeb	8018 01 7		x			
31	Oxamyl	23135-22-0	x (WHO 1b and h330)				d (30 June 2022)
32	Phosphine	7803-51-2	x (h330)				c
33	Pirimicarb	23103-98-2			x		
34	Procymidone	32809-16-8		x			
35	Propargite	2312-35-8			x		
36	Quinoxifen	124495-18-7			x		
37	Sulfoxaflor	946578-00-3				x	b
38	Thiacloprid	111988-49-9		x			b
39	Thiamethoxam	153719-23-4				x	b, d (30 June 2022)



### Part 3: Fairtrade International Yellow List of Flagged Materials

The materials in this list are hazardous and should be used with caution. No additional conditions are prescribed by Fairtrade International for the use of these materials. The materials in the list can potentially be moved to the Red List (prohibited) or Orange List (restricted) as new information is generated on their hazards and thus it is recommended to limit the use of these materials and phase- them out.

The Criteria for classifying a material in the Yellow List are:

- Long term toxic effect or chronic exposure (Probable Carcinogens); OR
- Environment concern (at least one the following three effects on environment a) Very persistent, b) Very bioaccumulative, c) Very toxic to aquatic organisms; OR
- Hazard to ecosystem services (Highly toxic for bees: excludes Greenpeace bee toxic 7); OR
- Hazardous materials allowed in organic agriculture, irrespective of their nature of hazard.

Yellow List (Flagged List)							
No.	Name of active ingredient of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services
1	1,3-dichloropropene	542-75-6			x		
2	Acephate	30560-19-1					x
3	Acrinathrin	101007-06-1					x
4	Alanycarb	83130-01-2					x
5	Anthraquinone	84-65-1			x		
6	Antibiotics (including Amoxicillin )	26787-78-0			x		
7	Azamethiphos	35575-96-3					x
8	Bendiocarb	22781-23-3					x
9	Benfuracarb	82560-54-1					x
10	Bensulide	741-58-2					x
11	Benthiavalicarb-isopropyl	177406-68-7			x		
12	Bioresmethrin	28434-01-7					x
13	Borax; disodium tetraborate decahydrate	1303-96-4			x		
14	Boric acid	10043-35-3			x		
15	Butachlor	23184-66-9			x		
16	Butylate	2008-41-5			x		
17	Chinomethionat;Oxythioquinox	2439 01 2			x		
18	Chlorfenapyr	122453-73-0					x
19	Chloroform	67-66-3			x		
20	Climbazole	38083-17-9					x



### Yellow List (Flagged List)

No.	Name of active ingredient of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services
21	Copper (II) hydroxide	29427-59-2				x	
22	Cyflufenamid	180409-60-3			x		
23	Cyhalothrin (not lambda)	68085-85-8					x
24	Cyhalothrin, gamma	76703-62-3					x
25	Daminozide	1596-84-5			x		
26	Diafenthuron	80060-09-9					x
27	Diazinon	333-41-5					x
28	Diclofop-methyl	51338-27-3			x		
29	Dimethenamid	87674-68-8			x		
30	Dinotefuran	165252-70-0					x
31	Diuron	330-54-1			x		
32	Esfenvalerate	66230-04-4					x
33	Ethirimol	23947-60-6					x
34	Fenazaquin	120928-09-8					x
35	Fenoxycarb	72490-01-8			x		x
36	Fenthion	55-38-9					x
37	Fenvalerate	51630-58-1					x
38	Fluthiacet-methyl	117337-19-6			x		
39	Folpet	133-07-3			x		
40	Fosthiazate	98886-44-3					x
41	Furilazole	121776-33-8			x		
42	Haloxypop-methyl; haloxypop	69806-40-2			x		
43	Hexythiazox	78587-05-0			x		
44	Imazalil	35554-44-0			x		
45	Imazethapyr	81335-77-5					x
46	Imiprothrin	72963-72-5					x
47	Indoxacarb	173584-44-6					x
48	Iprodione	36734-19-7			x		
49	Iprovalicarb	140923-17-7			x		
50	Isoxaflutole	141112-29-0			x		



Yellow List (Flagged List)							
No.	Name of active ingredient of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services
51	Kresoxim-methyl	143390-89-0			x		
52	Malathion	121-75-5					x
53	Mepanipyrim	110235-47-7			x		
54	Metaflumizone	139968-49-3					x
55	Metam-potassium	137-41-7			x		
56	Methabenzthiazuron	18691-97-9					x
57	MGK 326	136-45-8			x		
58	Milbemectin	51596-10-2 /11-3					x
59	MON 4660	71526-07-3			x		
60	Monuron	150-68-5			x		
61	Naled	300-76-5					x
62	Nitenpyram	150824-47-8					x
63	Nitrapyrin	1929-82-4			x		
64	Oryzalin	19044-88-3			x		
65	Oxadiazon	19666-30-9			x		
66	Oxyfluorfen	42874-03-3			x		
67	Paraffin oils; mineral oils	11 separate CAS			x		
68	Permethrin	52645-53-1			x		x
69	Phenthoate	2597 03 7					x
70	Phosalone	2310-17-0			x		
71	Phosmet	732-11-6					x
72	Pirimiphos-methyl	29232-93-7					x
73	Prallethrin	23031-36-9					x
74	Profenofos	41198-08-7					x
75	Propachlor	1918-16-7			x		
76	Propham	122-42-9			x		
77	Propoxur	114-26-1			x		x
78	Propyzamide	23950-58-5			x		
79	Pymetrozine	123312-89-0			x		
80	Pyraclufos	77458-01-6					x



### Yellow List (Flagged List)

No.	Name of active ingredient of the material	CAS number	Conven- tions	High acute toxicity	Long term toxic effect or chronic exposure	Environ- mental concern	Hazard to ecosystem services
81	Pyraflufen-ethyl	129630-19-9			x		
82	Pyrazachlor	6814-58-0			x		
83	Pyrazophos	13457-18-6					x
84	Pyridaben	96489-71-3					x
85	Pyridiphenthion	119-12-0					x
86	Pyrimethanil	53112-28-0			x		
87	Quinoclamine	2797-51-5					x
88	Quintozene	82-68-8			x		
89	Rotenone	83-79-4					x
90	Sedaxane	874967-67-6			x		
91	Simazine	122-34-9				x	
92	Sodium dimethyl dithiocarbamate	128-04-1			x		
93	Spinetoram	935545-74-7					x
94	Spinosad	168316-95-8					x
95	Spirodiclofen	148477-71-8			x		
96	Tebuconazole	107534-96-3			x		
97	Technazene	117-18-0			x		
98	Temephos	3383-96-8					x
99	Terrazole; Etridiazole	2593-15-9			x		
100	Tetrachlorvinphos	22248-79-9			x		x
101	Tetraconazole	112281-77-3			x		
102	Tetramethrin	7696-12-0					x
103	Thiodicarb	59669-26-0			x		x
104	Thiophanate-methyl	23564-05-8			x		
105	Tralomethrin	66841-25-6					x
106	Triadimenol	55219-65-3			x		
107	Validamycin	37248-47-8					x
108	XMC	2655-14-3					x



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