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| **1.1 Standards Project Request**Please complete this form if you would like to request the revision or creation of a generic or a product-specific standard. If you would like us to add a new product (e.g. watermelon) to an existing product category (e.g. fresh fruit), please use the Price Request Form.Please use one form per request and send the completed form to standards-pricing@fairtrade.net. You need approval of the project from the Director of Standards & Pricing or the Head of Standards before the project can kick off. |

# Project identification

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| **Sent by:** | **Date:**  | **Request ID:** (to be completed by S&P) |
| **Type of project:** | [ ]  Standard Creation | [ ]  Standard Revision |
| **Type of standard:** | [ ]  Generic (please specify)      | [ ]  Product-specific (please specify)      |
| **Priority**  | [ ]  High | [ ]  Medium | [ ]  Low |

# Rationale

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| **Why is the creation/revision of the standard needed? How will the new/revised standard respond to the identified needs?** (Please include here an overview of other available standards or standards under development, including those developed by other organizations that meet the need entirely or partially) |
|  |
| **What are the social, environmental and economic objectives of the new/ revised standard?**  |
|  |
| **What are the potential risks related to the implementation of the new/ revised standard? What factors do you think may keep it from meeting its objectives? How can these potential risks be mitigated?** |
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# Project Scope

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| **Geographical scope:** | [ ]  New regions / countries:  | [ ]  Existing regions / countries: |
| (Include here regions and countries to be covered): |       |       |

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| **Time Schedule:** | Date for announcing the new/ revised standard requested:(Include date) |
| (Include here a justification for the proposed date, e.g. harvest period, signature of contracts, shipments, etc…) |       |

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| **Target group:** | [ ]  Small Producer Organizations | [ ]  Hired Labour  | [ ]  Contract Production | [ ]  Traders |
| (Include here stakeholders’ names and FLO IDs if applicable) |       |       |       |       |

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| **Project Environment:** | **How are the stakeholders going to be affected by the project?** |
| **Stakeholder type** | **Specification of stakeholder type** |
| [ ]  Producers | [ ]  Contract Production [ ]  Hired Labour [ ]  SPO[ ]  Others:       Which product categories?      |       |
| [ ]  Traders | [ ]  Exporters[ ]  Importers[ ]  Licensees[ ]  Processors[ ]  Retailers[ ]  Others:      Which product categories?      |       |
| [ ]  Consumers | In which countries?      |       |
| [ ]  Unions | Which unions?      |       |
| [ ]  NGOs | Which NGOs?      |       |
| [ ]  Producer Networks | [ ]  Fairtrade Africa[ ]  NAPP[ ]  CLAC |       |
| [ ]  Certification Bodies | [ ]  FLOCERT[ ]  Others:       |       |

# Resources

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| **Resources to be employed in the project** |
|  | **Name of person** | **Activities** | **Resources necessary (budget, working hours)**  | **Funding partner financing resource** |
| **Standards**  |       |       |       |       |
| **Pricing** |       |       |       |       |
| **NFOs**  |       |       |       |       |
| **PNs** |       |       |       |       |
| **PSR** |       |       |       |       |
| **LOs** |       |       |       |       |
| **Others** |       |       |       |       |

# Recommendation on the Standard Request

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| --- | --- | --- | --- |
|  | **Name of Unit/ Organization** | **Name of person** | **Recommendation** (to be completed by indicated person) |
| **Agree** | **Priority** | **Rationale** | **Whom to involve** | **Other advice** |
| **FI** | **[ ]  PSR****[ ]  GPM** |  | **[ ] yes****[ ] no** | **[ ]  low****[ ] medium****[ ]  high** |  |  |  |
| **NFO** |  |  | **[ ] yes****[ ] no** | **[ ]  low****[ ] medium****[ ]  high** |  |  |  |
| **PN** |  |  | **[ ] yes****[ ] no** | **[ ]  low****[ ] medium****[ ]  high** |  |  |  |
| **The rest of this request (below) will only be filled by the Standards team after you have submitted the request.** |
| **FI** | **Standards team** |  | **[ ] yes****[ ] no** | **[ ]  low****[ ] medium****[ ]  high** |  |  |  |

# Approval of Head of Standards (to be completed by the Head of Standards):

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| **Approval:** | [ ]  **Approved [ ]  Not approved** |
| **Reasons for decision:** |  |
| **Assigned Standards Project Manager:**  |  |
| **Final Standards decision to be taken by:** | **[ ]  Director of S&P (for minor project) [ ]  SC** |

# Next steps (to be completed by the Head of Standards):

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| **Action point:** | **Responsible person:** |
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