|  |
| --- |
| **You are invited to participate in the public consultation on the Fairtrade Standard for Small Producer Organizations** |

* Please complete the questions in this document and send them by **July 10, 2013 to** [**standards@fairtrade.net**](mailto:standards@fairtrade.net)
* You will find the questions on page 5 through 18
* If you have any questions or require assistance in answer this questionnaire, please contact Ruth Audera at [standards@fairtrade.net](mailto:standards@fairtrade.net)
* Thank you in advance for your contribution, we value your opinions

Areas to be touched with this review:

1. Inclusion of requirements for 2nd and 3rd grade organizations
2. Non-members on SPO boards
3. SPOs signing contracts with buyers
4. Regulating the situation where farmers are members of more than one Fairtrade certified organization
5. Requirement stating that audit results have to be shared with members and presented to the AGM
6. Labour conditions
   1. Revise requirements on forced labour
   2. Clarify requirements on child labour and child protection

6.3 Conditions of employment – legal recruitment of migrant workers

1. Clarification of wording for following clauses
   1. 2.1.2: Product flow to members
   2. 2.1.7: Mark Fairtrade product as Fairtrade. Not applicable for non-physically traceable products
   3. 2.4.1 Labelling requirement
   4. 3.2.9: Central storage of hazardous chemicals must be safe if it exists
   5. 4.2.11: Better wording for training on internal control.

# PART I Introduction

1. General Introduction

Fairtrade Standards support the sustainable development of small-scale producers and workers in the Global South. Producers and traders must meet applicable Fairtrade Standards for their products to be certified as Fairtrade. Within Fairtrade International, the Standard Unit (SU) is responsible for developing Fairtrade Standards. The procedure for this is designed in compliance with all requirements of the ISEAL Code of Good Practice for Setting Social and Environmental Standards. This involves wide consultation with stakeholders to ensure that new and revised standards reflect Fairtrade International’s strategic objectives, are based on producers’ and traders’ realities and meet consumers’ expectations.

You are kindly invited to participate in this consultation on the limited review of the Standard for Small Producer Organizations. For this purpose, we ask you to comment on the standards suggested in this document and encourage you to give explanations, analysis and examples underlying your statements. All information we receive from respondents will be treated with care and kept confidential.

**Please submit your comments to standards@fairtrade.net by 10.07.2013.** If you have any questions regarding the draft requirements or the consultation process, please contact Ruth Audera at [standards@fairtrade.net](mailto:standards@fairtrade.net)

Following the consultation round we will prepare a paper compiling the comments made. Taking into account all the comments received, the draft standards will be amended and presented to the Standards Committee for approval in September 2013.

1. Background

A revised version of the SPO Standard was published in May 2011. The Standards Unit at Fairtrade International collects all feedback after the publication of a new or revised Standard and follows a specific procedure for how and when this feedback should be taken into account for changes to the Standard. A first update of the Standard was made available in July 2012, incorporating minor changes for clarification purposes that did not require stakeholder consultation.

A number of pending issues remained on the monitoring list which require consultation as they are about potential changes in the content of the Standard. Most of these issues have been taken up in this limited review of the SPO Standard and are now consulted upon. All remaining issues will be considered in the next full review of the Standard as it affects topics that need more extensive research and consultation with stakeholders.

1. Objectives

Main objectives of this limited review are:

* Implementing stakeholder feedback into the SPO Standard
* Improve the SPO Standard in terms of clarity and adapt to producer reality

1. Project details and process

For complete details on the limited review of the SPO Standard, please see the project assignment available on-line at:

<http://www.fairtrade.net/fileadmin/user_upload/content/2009/standards/documents/2013-01-16_limited_SPO_review_PA_external_final.pdf>

The scope of the project was decided based on feedback received from stakeholders such as FLO-CERT and internal units (PSR especially LOs, GPM). This includes feedback from producers as most comments emerge based on experiences with the implementation of the Standard requirements. The draft of the revised Standard was developed in consultation with FLO-CERT, Fairtrade’s Senior Expert for Social Compliance and other internal staff. Comments about unclear requirements were mostly raised internally and could be clarified in a way that the intention of the requirement is better reflected.

1. Progress to date and next steps

|  |  |
| --- | --- |
| Nov 2012 | Define scope and project planning |
| Nov 2012 - Jan 2013 | Project Assignment for feedback |
| Nov 2012 - Feb 2013 | Research |
| June 2013 | Consultation of stakeholders |
| July - August 2013 | Analysis of responses from the consultation process  Preparation of a final proposal for SC decision |
| September 2013 | Final proposal presented to Fairtrade International Standards Committee for approval |
| October 2013 | Publication of the revised SPO Standard |

1. Confidentiality

All information we receive from respondents will be treated with care and kept confidential. Results of this consultation will only be communicated in aggregated form. All feedback will be analyzed and used to draw up the final proposal. However, when analyzing the data we need to know which responses are from producers, traders, licensees, etc. so we kindly ask you to also record the name of your company below.

1. Acronyms

SPO Small Producer Organization

LO/RC Liaison Officer/Regional Coordinator, Fairtrade International staff working to assist producers in the producing countries

LI Labelling initiative, Fairtrade country organizations in the consumer markets

PN Producer networks, regional Fairtrade organizations in the producer markets

PSR Producer Services and Relations Unit at Fairtrade International

GPM Global Product Management Unit at Fairtrade International

# PART II Fairtrade Standard Consultation on the Standard for Small Producer Organizations

## **Questions on the draft Standard and your comments**

**What we would like you to do**

Changes to the SPO Standard are presented below with the relevant requirement. Changes are indicated in red.

We first ask that you provide some basic information about your organization. Then, you will find questions on the changes for your consideration. At the end of this consultation document there is space provided for you to include comments to any requirement in the Standard. When doing so, please make sure that you provide the requirement number in the box indicated and a clear analysis of the identified issue and possible solutions.

For each question please provide as much reasoning behind your answer, your rationale, explanation, analysis, specific experience and any suggested alternatives where possible. When providing your feedback, we encourage you to consider how an alternative proposal may benefit the system as a whole, to check that it is supported by your organization, and to make sure that any alternative proposal presented by you is as detailed as possible.

This questionnaire should take approximately 40 minutes for you to complete. We regard your input as essential to the process of developing a high quality standard.

Finally, when you have completed this questionnaire, please send it to [standards@fairtrade.net](mailto:standards@fairtrade.net) no later than June 30, 2013.

Details about your Organization

Please complete the information below:

|  |
| --- |
| Name and contact details Click here to enter text. |
| Name of your organization Click here to enter text. |
| Country and region Click here to enter text. |
| Your responsibility in the supply chain:  Producer  Processor  Exporter  Importer  Retailer  Other (please explain) Click here to enter text. |
| FLO ID (if applicable) Click here to enter text.. |
| Please describe the consultation you carried out with member of your organization, with partners or with external sources of information in order to complete this document  Click here to enter text. |

If you need some more information before commenting on this document do not hesitate to contact Ruth Fernández Audera at  [r.audera-external@fairtrade.net](mailto:%20r.audera-external@fairtrade.net).

1. **Requirements for 2nd and 3rd grade organizations in the SPO Standard**

2nd and 3rd grade organizations are small producer organizations whose legal members are exclusively **1st/2nd-grade organization** affiliates. This can mean reduced financial and administrative burden if several smaller organizations use the structure of a larger organization for certification and administration purposes.

The certification body has defined additional compliance criteria for this kind of organizations, but so far these are not reflected in the SPO Standard. The intention in this review is to align standard requirements and compliance criteria in this regard and make the requirements for such organizations transparent in the SPO Standard.

The approach was to either

* clarify what certain requirements mean for 2nd and 3rd grade organizations in the guidance of certain requirements
* make clear what is required from 2nd and 3rd grade organizations in existing requirements, where needed
* include additional requirements that apply to 2nd and 3rd grade organizations only, where necessary

Below you can find a list of additional requirements for 2nd/3rd grade organizations and an overview of existing requirements that were changed in order to clarify what is expected from 2nd and 3rd grade organizations.

Please note that these additional requirements do not lead to an increased compliance effort as they are solely reflecting already existing compliance criteria.

You can enter your opinion in the right column:

|  |  |
| --- | --- |
| Included as a separate requirement (Dev 3) in 3.1 Management of Production Practices:  3.1.5 2nd and 3rd grade organizations **must implement** an Internal Control System on the 2nd/3rd grade level which enables them to control compliance with Fairtrade requirements on all levels of the organization.  ***Guidance***: General principles for a functioning ICS are:   * A documented description of the ICS * A documented management structure * One person responsible * An internal regulation * Identified internal inspectors * Training of personnel, internal inspector * Annual inspection protocols * Use of internal sanctions * Regularly updated Growers List * Use of risk assessment to address risks, threats to integrity | **1.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |
| Included as one separate requirement in 4.1 Development Potential:  **4.1.11** For 2nd and 3rd organizations: To distribute Fairtrade income received to the different member organizations, **you must have** one of the following systems in place:   * a quota system that specifies how much every member organization delivers under Fairtrade conditions or * an allocation system with distribution keys for the different member organizations for the Fairtrade income received by the 2nd or 3rd grade organization.   The system **must be part** of the written internal regulations of your organization and **monitored** by a control committee. (Core Year 1) | **1.2 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |
| Included in requirement **4.1.3:**  For 2nd and 3rd grade organizations: The General Assembly of members (or if delegate system, then of delegates) at the 2nd/3rd grade level **must decide** on the use of the Fairtrade Premium. Delegates **must consult** with the members from their first grade organizations.  If Fairtrade Premium is channelled to the member organisations directly, the General Assemblies of the member organisations **must decide** on the use of the distributed Fairtrade Premium share. You **must ensure** that the Fairtrade Premium received is channelled to the member organisations without delay according to the distribution key agreed. | **1.3 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |
| Included in requirement 4.1.1:  For 2nd/3rd grade organizations: You **must have** an Fairtrade Development Plan that includes all Fairtrade member organizations and total Fairtrade Premium income, the allocation keys to the member organizations (if applicable) and Fairtrade Premium decisions taken.  If Fairtrade Premium is channelled to the member organisation directly, the member organisations **must provide** individual Fairtrade Development Plans. | **1.4 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

1. **Non-members on SPO board**

In some cases, external persons (non members) were elected on the board of a Fairtrade certified SPO. This might lead to situations where external persons have a big influence in organizations where they are not members. The SPO Standard is so far silent on the composition of the board. FLO-CERT carefully checks election processes to ensure democratic elections procedures. However, it should be ensured that members keep the control over their organization. Moreover, it is proposed to follow national legislation.

The following new requirement is proposed for inclusion into the Standard:

|  |  |  |
| --- | --- | --- |
| In case there are non-members on your board, this **must be approved** by your members and allowed by your constitution/statutes and national legislation. | Core | 0 |

|  |
| --- |
| **2.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

1. **Signing contracts with buyers**

It has led to problems in the past if producers did not have binding purchase contracts with buyers. Usually, the onus to provide and sign a contract is with the buyer. However in some specific cases, producers did not sign the contracts provided, although these contracts were not against Standard requirements or to the detriment of producers. As such, the idea that contracts are only valid if signed by both parties needs to be strengthened in Fairtrade Standards. In addition to the requirement for the buyer to provide and sign contracts (see Trade Standard), the following new requirement is suggested to be included in the SPO Standard:

|  |  |  |
| --- | --- | --- |
| You **must sign** binding purchase contracts with buyers.  Unless otherwise stated in the product standards, contracts **must** at minimum clearly **indicate** the: agreed volumes, quality, price (Fairtrade minimum price or market price, whichever is higher), payment terms, and delivery conditions. All contracts between producers and Fairtrade payers or conveyors **must stipulate** a mechanism to resolve conflicts separate from jurisdiction agreed by both parties.  ***Guidance***: It is the responsibility of your buyer to provide a contract that is in line with Fairtrade requirements. It is your responsibility to sign the contract, once you agreed with your trader. | Core | 0 |

|  |
| --- |
| **3.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

1. **Regulating the situation where farmers are members of more than one Fairtrade certified organization**

If farmers are members of more than one Fairtrade certified SPO, these farmers could declare their total product in more than one organization, and substitute Fairtrade products with non-Fairtrade products that they bought from non-members. In order to ensure traceability and integrity of Fairtrade produce, and reduce the risk for certified organizations, those cases should be declared to the certification body. In that way, it can be checked that duplication of products and mixing does not occur by making sure that members do not sell more than their total produce to different organizations. Therefore, the following requirement is suggested:

|  |  |  |
| --- | --- | --- |
| If your members are members of more than one Fairtrade certified organization, you **must identify** those members to the certification body. | Core | 0 |

|  |
| --- |
| **4.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

1. **Requirement stating that audit results have to be shared with members and presented to the AGM**

Internal comments suggested that it would be helpful if Fairtrade audit results as presented in the closing meeting would be openly discussed at the general assembly. This would include a summary of non-compliances and proposed corrective measures. In that way, members are aware of non-conformities and can question their Board and be more committed to solving them. This also ensures that critical issues are minuted at the general assembly for follow up action/responsibility of the Board or others. It also provides an opportunity to jointly generate ideas for improving compliance and enhances ownership by members. The following requirement is therefore suggested to be included into the SPO Standard as a development requirement applicable from the third year of certification.

|  |  |  |
| --- | --- | --- |
| You **must share** Fairtrade audit results with your members in the General Assembly.  ***Guidance***: This is an opportunity to discuss audit results with members and generate ideas for compliance actions. Audit results include a summary of non-compliances and proposed corrective measures. | Dev | Year 3 |

|  |
| --- |
| **5.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

1. **Labour conditions**

A reference was included in the Intent and Scope section of the Labour conditions chapter that Fairtrade certified operations are expected to comply with national law including ratified Human Rights Treaties also for operations that are not directly linked to the Fairtrade production. As this is in the Intent and Scope section only, it is not an additional requirement and does not change audit procedures.

|  |
| --- |
| It is your responsibility to ensure that other business operations that are not related to Fairtrade are conducted in a way that upholds national law, including international human rights treaties ratified by your government. |

|  |
| --- |
| **6.1 Do you have any comment about the proposed change:** Click here to enter text.  **Please note that the changes presented above do not mean any change in compliance effort.** |

For the sections on Freedom from discrimination, Freedom from unacceptable labour and Child labour and child protection, requirements now specify that they refer to direct and indirect employment, e.g. via subcontractors.

*Example*: You and the members of your organization must not directly or indirectly engage in, support, or tolerate the use of corporal punishment, or mental or physical coercion or verbal abuse.

|  |
| --- |
| **Do you have any comment about the proposed change:** Click here to enter text.  **Please note that the changes presented above do not mean any change in compliance effort.** |

**6.3 Revise requirements on forced labour**

Additional to the ILO Conventions 29 and 105 on Forced labour, reference is now made to the UN Trafficking Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children (Trafficking Protocol or UN TIP Protocol) in the Intent and Scope section. This instrument also defines trafficking as forced labour.

|  |
| --- |
| This section intends to prevent forced or bonded labour based on ILO Conventions 29 and 105 on Forced Labour and trafficking for forced labour or services, including sexual exploitation based on the UN Trafficking Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children (Trafficking Protocol or UN TIP Protocol). |

This change does not lead to any change in compliance effort.

The definition of forced labour was clarified by

* Adding some specific examples of forced labour
* Specifying the term bonded labour or debt bondage

|  |  |  |
| --- | --- | --- |
| You and the members of your organization **must not** directly or indirectly **engage** in forced labour, including bonded or involuntary prison labour. You **must explain** to all workers that they are free to leave at any time as long as they follow the due notice period in their contract.  ***Guidance:*** “Forced labour” includes work for which a person has not offered him or herself voluntarily and they are forced to perform under the threat of any penalty. Slavery, misuse of prison labour, forced recruitment, debt bondage, human trafficking for labour and/or sexual exploitation are some examples of forced labour. It is considered forced labour if you retain any part of the workers’ salary, benefits, property or documents in order to force them to remain in their employment. If you require or force workers to remain in employment against their will using any physical or psychological measure that is considered forced labour. 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. |  |  |

|  |
| --- |
| **6.3.1 Do you have any comment about the proposed change:** Click here to enter text.  **Please note that the changes presented above do not mean any change in compliance effort.** |

**6.4 Clarify requirements on child labour and child protection**

Based on the monitoring process of how child labour and child protection requirements are applied, some changes are suggested to the requirements on child labour and child protection

* Clarification of child-headed household
* If the age of the child is unknown, the child rights approach should be applied
* Specification that child labour includes situations where children indirectly support members’ farms
* Remediation policy and program reworded into Child Labour policy and clarified
* Child inclusive community based monitoring strengthened

|  |  |  |
| --- | --- | --- |
| * + 1. You and the members of your organization **must not** directly or indirectly **employ** children below the age of 15.   ***Guidance:*** In the case of child-headed households where all members of the house-hold are below the age of 18 years, a child’s right 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 must 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 effort should be given 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. If 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). | **Core** | **Year 0** |
| **3.3.8** Your members’ children below 15 years of age are allowed to help your members on their farms or indirectly support members’ farms under strict conditions: you **must make sure** that they only work after school or during holidays, the work they do is appropriate for their age, they do not work long hours and/or under dangerous or exploitative conditions and their parents supervise and guide them.  ***Guidance***: Indirectly supporting members’ farms refers to activities such as cooking, collecting fire wood or water or other chores. | **Core** | **Year 0** |
| **3.3.9** You and the members of your organization **must not** directly or indirectly **submit** workers less than 18 years of age 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 or morals and their school attendance.  ***Guidance:*** Examples of work that is potentially damaging includes work that takes place in an unhealthy environment, involves excessively long working 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. | **Core** | **Year 0** |
| **3.3.10** 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 **must ensure** that those children do not enter or are at risk of entering into even worse forms of labour including hazardous agricultural work slave-like practices, recruitment into armed conflict, sex work, trafficking for labour purposes; illicit activities and/or working long hours in domestic labour.  ***Guidance:*** You should develop a signed Child Labour Policy, including signed Child Protection Policy and Procedures, a clear statement against child labour and a clear statement that demonstrates a commitment to adopting a child rights’ approach to protecting impacted children. This includes remediation actions and preventive projects with expert partner organizations to ensure immediate and continued protection of children. You and your members should be trained on child rights methodologies, child labour and child protection. The Fairtrade contact within your organization or another representative from senior management should be responsible for the development, ratification, implementation, and evaluation of these Policies and Procedures ~~a remediation policy and program which includes a clear statement against child labour and defines projects with expert partner organizations to ensure the immediate and continued protection of children. One example of an appropriate remediation program might include implementing a community led child labour project aimed at improving social protection at household levels where impacted and at risk children live, with a provision to provide quality education.~~ | **Core** | **Year 1** |
| **3.3.11** If you have identified child labour as a risk in your organization (see requirement 3.1.2) you and the members of your organization **must implement** relevant 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 and exploitative work.  ***Guidance:*** Relevant procedures are child inclusive community based monitoring and remediation on child labour and they should be done on an on-going basis. Objectives of these procedures 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 employing a rights based framework for preventing and phasing out child labour; and * guaranteeing that children withdrawn from labour situations are not substituted by other.   Community based monitoring and remediation includes keeping records of all workers stating their age, gender, identification papers, migratory status and other relevant data. | **Dev** | **Year 3** |

|  |
| --- |
| **6.4.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

**6.5 Conditions of employment – decent hiring and working condition of seasonal and migrant workers**

Migrant and seasonal workers represent a particularly vulnerable group in the work context, especially when they are hired through contracting agency or person. They have to be protected from recruitment procedures and working conditions that are not in line with the standard even when they are not directly employed. In order to ensure decent conditions in these cases, the following requirement is proposed to be included in the Standard:

|  |
| --- |
| **3.3.25**   If you or your members employ migrant or seasonal workers through a contracting agency or person, you **must put** effective measures in place to ensure that their hiring and working conditions also comply with this Standard.  ***Guidance***: The standard covers all workers whether they are local, migrant, directly contracted or subcontracted. As subcontracted migrant or seasonal workers are in an especially vulnerable position the organisation needs to ensure that indeed the Fairtrade standards equally apply to them.  Effective measures can refer to guidelines to select contracting agencies or persons, and procedures to monitor the working conditions of migrant or seasonal subcontracted workers. |

|  |
| --- |
| **6.5.1 Do you agree with the proposed change?**  **Yes, I agree because** Click here to enter text.  **No, I disagree because** Click here to enter text.  **I don’t have an opinion because** Click here to enter text. |

1. **Clarification of wording**

**7.1) 2.1.2:** Guidance is added to make the requirement clearer:

|  |
| --- |
| You **must write down** the product flow from members to the first buyer.  ***Guidance***: The product flow should include a description of the collection process from your members to your organization and the transaction process from your organization to your first buyer. |

|  |
| --- |
| * 1. **Do you have any comment about the proposed change:** Click here to enter text.   **Please note that the changes presented above do not mean any change in compliance effort.** |

**7.2) 2.1.7:** This requirement does not apply for products where no physical traceability exists, such as cocoa, cane sugar, juice and tea. Therefore the following sentence is added:

|  |
| --- |
| When you sell a Fairtrade product you **must mark** the product clearly so that it can be identified as Fairtrade.  This requirement may not apply for cocoa, cane sugar, juice and tea. |

|  |
| --- |
| * 1. **Do you have any comment about the proposed change:** Click here to enter text.   **Please note that the changes presented above do not mean any change in compliance effort.** |

**7.3) 2.4.1 Labelling requirement**

In 2011, Fairtrade International introduced a requirement in the SPO Standard that producers have to ask for permission before they use the FAIRTRADE trademark on promotional material. This was a necessary step to ensure the integrity of the label and formalize all necessary legal procedures to protect the FAIRTRADE trademark. Since then, many producers have been in contact with the Artwork Unit in Fairtrade International and have been enabled to professionalize the use of the Fairtrade label on their brochures, websites, and wholesale packaging. However, feedback from Fairtrade field staff, auditors and other internal stakeholders also showed that this requirement is sometimes misperceived and producers are struggling to undertake the right actions in order to comply with this requirement and feel overburdened. As this was clearly not the intention of the requirement, but Fairtrade still needs to ensure the proper use of the FAIRTRADE trademark by all stakeholders, the intention in this review is to clarify what is exactly expected from producers in the guidance.

The proposal is as follows:

|  |
| --- |
| **2.4.1** If you want to use the FAIRTRADE trademark in your whole sale packaging or promotional material (such as brochures, websites, posters, wall paintings, information for members, or invoices for Fairtrade products) or on assets funded with Fairtrade Premium money to mark Fairtrade Premium projects, you **must first contact** Fairtrade International for approval at [artwork@fairtrade.net](mailto:artwork@fairtrade.net).  ***Guidance:*** Fairtrade International encourages the use of the FAIRTRADE trademark by producers. In order to protect the integrity of the Mark, Fairtrade International will make sure that the material complies with the “Trademark Use Guidelines" and will give you written permission once this has been confirmed. If use without prior permission is identified, your first step is to contact Fairtrade at [artwork@fairtrade.net](mailto:artwork@fairtrade.net) to find a joint solution. You do not have to remove the FAIRTRADE mark immediately from all material. Fairtrade’s Artwork Coordinator will discuss all necessary steps with you. Fairtrade International considers all Fairtrade producers as partners to protect the integrity of the FAIRTRADE trademark and is committed to always find a workable solution for all parties. It is good practice to start your request 5 to 6 weeks before a printing or publishing deadline, or before a scheduled audit, in order to avoid the risk of missing your deadline. Please allow between one and three weeks for illustrations to be approved.  For further explanation and guidance, you can consult the Explanatory Document for the Standard for Small Producer Organizations p.11-12:  <http://www.fairtrade.net/fileadmin/user_upload/content/2009/standards/documents/2013-02-12_EN_SPO_Explan_Doc_3_.pdf>  or contact the Fairtrade Artwork Coordinator directly: [artwork@fairtrade.net](mailto:artwork@fairtrade.net) |

|  |
| --- |
| * 1. **Do you have any comment about the proposed change:** Click here to enter text.   **Please note that the changes presented above do not mean any change in compliance effort.** |

**7.4) 3.2.9:** It is clarified that this requirement only applies if a central storage for pesticides and other hazardous chemicals exists. It is not an obligation to establish such a central storage.

|  |  |  |
| --- | --- | --- |
| If you have a central storage area for pesticides and other hazardous chemicals, you **must maintain** it in a way that minimizes risks | Core | Year 0 |

|  |
| --- |
| * 1. **Do you have any comment about the proposed change:** Click here to enter text.   **Please note that the changes presented above do not mean any change in compliance effort.** |

**7.5) 4.2.11:** The requirement is not changed, but a different wording is proposed so that the intention of the requirement becomes clearer.

|  |  |
| --- | --- |
| Current requirement | Proposed new requirement |
| You **must provide** training to your members on internal mechanisms to facilitate their control over your administration.  ***Guidance:*** This will increase members’ understanding and awareness of operations enabling them to participate more actively in your administration. | You **must explain** to your members about how your organization is run so that they can have a more active role in the administration of your organization.  **Guidance:** Members that want to have a more active role in the administration of your organization can be supported through training on business administration and accounting for example. |

|  |
| --- |
| * 1. **Do you have any comment about the proposed change:** Click here to enter text.   **Please note that the changes presented above do not mean any change in compliance effort.** |

**7.6)** Some Fairtrade crops are not grown in farms, but harvested/collected from uncultivated land. The organizations of gatherers/collectors can also be certified under the Fairtrade standard. This is already specified in some product specific standards but it is suggested to be moved to the Standard for Small Producer Organizations to make it clearer and applicable to wild harvesting of any category of products

Add to introduction: The term small producer includes gatherers / collectors of wild crops, therefore the standard for small producer organizations is applicable to associations of gatherers / collectors of wild crops such as shea tree nuts, Brazil nuts, argan oil, baobab fruits.

|  |
| --- |
| * 1. **Do you have any comment about the proposed change:** Click here to enter text.   **Please note that the changes presented above do not mean any change in compliance effort.** |

## **Additional comments to draft Standard**

In this section, you are welcome to comment on any requirement in the SPO Standard that is not mentioned above. You can find the current SPO Standard here: <http://www.fairtrade.net/small-producer-standards.html>. Make sure that you add the new requirement number for reference in the column provided. Please make your rationale and analysis as detailed as possible and suggest alternative solutions where appropriate.

|  |  |
| --- | --- |
| **New requirement Number** | **Your comments** |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text.. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |