



Fairtrade Textile Standard

Current version: 25.03.2026_v1.0

Expected date of next review: 2031

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<https://www.fairtrade.net/en/why-fairtrade/how-we-do-it/standards.html>



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Introduction

Purpose

Fairtrade is a strategy that aims to promote sustainable development and to reduce poverty through fairer trade. The purpose of the Fairtrade Textile Standard is to set the requirements that determine participation in the Fairtrade system that applies to Workers in Tier-1 Factories, supporting them to have a decent living. This Standard obliges the employer / the certified Factory to move towards paying Living Wages, with support from brands. Furthermore, the employers have to agree with the right of Workers to join Trade Unions; and make certain that health, safety and environmental principles are adhered to.

The Fairtrade Textile Standard is one component of the Fairtrade approach to facilitating change in the textile Tier-1 Factories. The standard engages Factories, brands, and Workers, while Fairtrade engages brands to commit to fair terms of trade through license Contracts. Fairtrade International's Theory of Change can be read [here](#).

The Fairtrade standards also apply to the terms of trade through the [Fairtrade Trader Standard](#) and through licensing Contracts between Fairtrade International and brands and partners trading in textile products.



References

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

Fairtrade International requires that Factories always abide by national legislation on the topics covered by this standard whenever the legislation sets higher requirements than this standard. The same applies to regional and sector-specific practices. Fairtrade International promotes the rights of freedom of association and collective bargaining as the foundation of ensuring Workers' rights and considers independent and democratic Trade Unions the best means for achieving this.

How to use this Standard

Scope and assurance

This standard is the Fairtrade Textile Standard, and your Factory must comply with it to produce and buy Fairtrade textiles.

This standard applies to Factories employing hired Workers in the textile supply chain processing Fairtrade certified cotton and other Responsible Fibres. This standard is applicable in countries and regions where freedom of association is possible¹. Non-Essential Elements and accessories are not included in the scope of this standard.

This standard also applies to Brand Owners purchasing finished textiles. The Brand Owner must have a Contract with the relevant National Fairtrade Organization or Fairtrade International and the Tier-1 Factories where they purchase finished goods.

The method of assurance that is chosen to assess compliance with this standard is related to the role of the Factory in the supply chain and therefore the number and kind of requirements to be complied with:

- Factories employing hired Workers must be certified and are therefore subject to physical audits.
- Brand Owners purchasing finished textile products (buyers) must be verified and are therefore exempted from physical audits, unless deemed necessary, and are monitored through effective reporting tools.

All certified Factories must also comply with requirements in sections 1.2 and 2.1 the [Fairtrade Trader Standard](#). In cases where the Textile Standard differs from the Trader Standard, the requirements presented in this standard apply.

The requirements of this standard are addressed to “you” and “your Factory” as the Fairtrade certificate owner and responsible party for compliance with the standard.

Chapters

The Fairtrade Textile Standard is comprised of 6 chapters:

¹ Details on the Fairtrade Geographical Scope Policy for the Fairtrade Textile Standard are available on our [website](#).



- The **General Requirements and Commitment to Fairtrade** chapter sets the requirements related to the certification process and to the scope of the standard, including commitment to Fairtrade.
- The **Social Development / Capacity Building of Workers** chapter consists of requirements intended to lay the foundations for empowerment and development, focussing on Worker capacity building.
- The requirements in **Labour Conditions** are intended to ensure decent working conditions.
- The **Environmental Responsibility** chapter requirements intend to make certain that Factory practices and operations contribute to a more sustainable production system.
- The requirements in the **Trade** chapter define composition of products and include requirements for Brand Owners.
- Requirements in the chapter on **HREDD** embed the due diligence cycle into the management of a certified Operator.

Structure

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

- The **intent** which introduces and describes the objective and defines the scope of application of that chapter or section.
- The **requirements** specify the rules that your Factory must adhere to. Your Factory 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 requirements. It also gives you further explanation on the requirements with the rationale and/or intention behind them. Your Factory will not be audited against guidance.

Requirements

In this Standard you will find two different types of requirements:

- **Core requirements** which reflect Fairtrade principles and all of which 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 you must make on average against a scoring system (and which set 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 Textile Standard if your Factory fulfils all core requirements and reaches the minimum score on the development requirements as defined by the certification body. Each requirement is assigned a number (0, 1, 3 or 6). This number represents the number of years your Factory has until it is audited against the requirement.

Implementation

The certification body develops technical compliance criteria for use during audits and for making certification decisions. These compliance criteria follow the wording and objectives of the requirements in this standard. Fairtrade International provides explanatory documents which contain further information related to this standard. These documents can be found on the Fairtrade International website: www.fairtrade.net. Your Factory will not be audited against the explanatory documents. Senior management of the Factory is responsible for implementation of this standard.



Application

This version of the Fairtrade Textile Standard is published 25 March 2026 and applicable from 1 September 2026. The timelines indicated in requirements refer to the number of years after first certification.

Definitions

Definitions for key terms are listed below. These include current definitions of industry terms as used by Fairtrade and the certification body. Additional trade-related terms are found in the Fairtrade Trader Standard.

The **Brand Owner** is the company that markets and sells the finished certified textile products under its name for retail or wholesale sales. The brand may or may not be the owner of the production units.

A **Collective Bargaining Agreement** is a written, legally enforceable Contract for a specified period, between the management of a Factory and its employees represented by an independent Trade Union. It sets down and defines conditions of employment (e.g., wages, working hours, overtime payments, holidays, vacations, benefits, etc.) and procedures for dispute resolution.

CMT stands for Cut, Make, and Trim, a common manufacturing process in the textile and apparel sector where factories handle cutting fabric to patterns, sewing the pieces into garments, and finishing by trimming threads, cleaning imperfections, and packing.

A **Composite Textile Product** is a product composed of two or more different Fibre components.

A **Contract** is a written agreement between two or more parties.

Contract Worker is a person who is not hired directly by the Factory or production unit the person is working for, but by a contractor and third-party service provider of the Factory.

Delegate System is a method of selecting Worker representatives intended to ensure representation of all Workers, particularly used with a large workforce.

Elected Worker Representatives are Workers who are democratically elected to represent and defend the rights of the Workers in the Factory.

Essential Elements of a textile product are all parts that constitute the main product or garment. Accessories, decoration, trim, edging, lining, stitching and inserts such as buttons, buckles, collars, filling and panels are considered **Non-Essential Elements**.

Factory or Operator is defined as all production units (enterprises) and premises involved in the certified textile supply chain.

Fairtrade Eligible means a product is produced in compliance with Fairtrade Standards, but the buyer buys it under normal conditions. The Fairtrade price adjustment and Premium are only paid if the buyer sells the product as Fairtrade.

Fibre is a natural or manmade substance that can be spun into filament, thread or rope and in a next step be woven, knitted, matted or bound.



Force Majeure is a clause used in Contracts to release a party from a contractual obligation in the event of a situation occurring that is not under its control, such as an act of war, civil commotion, strike and exceptionally severe weather.

Forced Labour - Forced or compulsory labour is any 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.

General Assembly is a gathering of all Workers in a workplace generally for the purpose of disseminating information or voting.

GOTS is the Global Organic Textile Standard.

Human Rights and Environmental Due Diligence is about managing the risks and adverse impacts that business may have on people and the planet. Child labour, gender-based violence, deforestation and water pollution are examples of problems that may be caused or deepened by business. To reduce such problems, the HREDD process entails five basic steps: Commit, identify, address and remediate, track, communicate.

Labour Cost per Minute (LCM) is the cost of one minute of labour, commonly used in garment manufacturing to assess labour input for costing and pricing.

Lead Time is the total amount of time required for completing a product, beginning from the date of receiving the order to the shipment of the goods to customer.

Licensee is a company/ brand licensed by a National Fairtrade Organization or Fairtrade International to use the Fairtrade Mark.

Licensing Body is the agent which draws up and signs a licence Contract with a Licensee. In countries where a National Fairtrade Organization is located, the National Fairtrade Organization serves as the Licensing Body. In countries without National Fairtrade Organizations, Fairtrade Labelling Organizations International e.V. serves as the Licensing Body.

Living Wage is the remuneration received for a standard work week by a Worker in a particular place sufficient to afford a decent standard of living for the Worker and her or his family. Elements of a decent standard of living include food, water, housing, education, health care, transport, clothing, and other essential needs including provision for unexpected events.

Living Wage differential is the difference between Living Wage as defined as per Global Living Wage Coalition and the minimum wage paid at the Factory level, in a particular region.

A **Medium Factory** has from 51-250 workers/staff and either a turnover of up to 50 million Euro or a balance sheet of up to 43 million Euro.

Migrant Worker is a person who moves from one area within their 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 in the region 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.



Non-Regular Work is sporadic work that is outside of the core functions necessary for regular operations of the Factory.

Piece-Work is any type of employment for which a Worker is paid a fixed *piece rate* for each unit produced or action performed regardless of time.

Regular Work refers to tasks that are stable and ongoing in industrial production, excluding all seasonal work.

Responsible Fibres are fibres certified by other schemes based on objective and verifiable criteria, approved within the Fairtrade framework (see annex 6).

Secondary Product is a product that comes out of a production process in addition to the main product. A secondary product can be a by-product, a co-product or a residue.

A **Small Factory** is defined as having fewer than 50 full time Workers and turnover not exceeding 10 million Euro.

Standard Minute Value (SMV) is the number of minutes allocated to produce one unit of a task or garment, based on standard methods, conditions, and worker performance.

Standard Allowance Minute is the Standard Minute Value plus allowances given for breaks, fatigue etc.

Subcontractor/Subcontracted Unit is an individual or Factory that provides processing and/or manufacturing services on behalf of an Operator but does not take legal ownership of the product.

Temporary Worker is a person who works at the Factory on a non-regular, short-term basis. The work by its character is performed only during part of the year and is dependent on textile peak seasons, temporary high demand, and other non-regular or exceptional circumstances.

Textile Suppliers are Factories that deliver textile products through the textile supply chain.

Tier-1 Factory, or Tier-1 Supplier, is the direct manufacturing facility closest to the brand in the textile supply chain, performing final assembly like cutting, sewing, and finishing of garments. Brands maintain direct relationships with these factories, often disclosing them for transparency. They differ from deeper tiers, which handle raw materials or components upstream.

Trade Union is a permanent organization established to represent Workers, including through collective bargaining over the terms and conditions of their work. The legitimacy of a Trade Union is determined by the extent that it is independent and controlled by its members.

Workers are defined as all Workers including migrant, temporary, sub-contracted and permanent Workers. 'Workers' includes all hired labour personnel, such as employees working in the Factory's administration. However, the term is restricted to personnel that can be unionised and therefore normally excludes middle and senior management.

Monitoring of changes

Fairtrade International may amend Fairtrade Standards as explained in Fairtrade International's Standard Operating Procedures, see [here](#). 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 <http://www.flocert.net/>.

Change history

Version number	Date of publication	Changes
22.03.2016_v1.0	22.03.2016	First publication of standard
25.03.2026_v1.0	25.03.2026	Fully revised Standard. Applicability to only Tier-1 Factories, simplification of wording, reorganisation, deletion of redundancies, added or improved guidance; addition of Fairtrade Base Wage for Textile and HREDD section.



1. General requirements and commitment to Fairtrade

Intent: This chapter outlines the requirements that relate to certification, determines the conditions for participation in the Fairtrade system under this standard and sets out the necessary framework for its effective implementation. This includes commitment to Fairtrade values and to a transparent process and management system for evaluating the complete textile supply chain.

1.1 Commitment to Fairtrade

Intent: To ensure all Operators producing Fairtrade products are committed to Fairtrade values and have transparent processes and management systems for evaluating their complete textile supply chain.

1.1.1 Commitment to Fairtrade displayed

Core	Your Factory displays its commitment to Fairtrade in a public workplace and ensures that all Workers are aware of this commitment by posting it in languages or pictograms understandable to all Workers.
Year 0	
Guidance: This includes Workers who speak languages other than the main languages of the workplace and illiterate Workers.	

1.1.2 Fairtrade Officer

Core	Your Factory appoints a person responsible for Fairtrade matters, called the Fairtrade Officer, who is responsible for overall co-ordination of Fairtrade matters in your Factory and for handling all necessary Fairtrade related communications. The Fairtrade Officer reports directly to or is part of the senior management. The tasks of the Fairtrade Officer are included in the job description and employment Contract and include: <ul style="list-style-type: none"> • acting as a liaison between Fairtrade International, the certification body, Workers and managers regarding Fairtrade matters; • ensuring compliance, implementation and monitoring of the Factory's performance regarding the Fairtrade requirements; • acting as the management representative on the Fairtrade Compliance Committee (1.2.2). The Fairtrade Officer has the relevant knowledge and experience to perform these tasks.
Year 0	
Guidance: The Fairtrade Officer does not have to be hired exclusively to carry out these tasks and may have other duties and responsibilities within the Factory.	

1.1.3 Mission statement and performance indicators

Dev	
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Year 3	<p>To demonstrate commitment to Fairtrade, your Factory’s mission statement or policy includes:</p> <ul style="list-style-type: none"> • measures on how continuous improvement of social and sustainable production practices is implemented in your Factory; • a statement on your commitment to achieve the aims and values of Fairtrade; • how Workers are informed about commitment to Fairtrade; • Fairtrade goals which are included in measurable key performance indicators for the CEO and senior management of your Factory.
<p>Guidance: Your Factory is expected to make positive social and economic contributions beyond legal obligations. Key performance indicators can be included in your corporate social responsibility (CSR) action plan if you have one.</p>	

1.1.4 NEW Adherence to national, regional, and local laws

Core	There are no indications that your Factory violates 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.

1.2 Compliance Committee

1.2.1 Compliance Committee (CC) purpose

Core	A CC is created with the purpose of engaging the Workers in the implementation of the requirements in this standard.
Year 1	<p>The tasks of the CC include, but are not limited to:</p> <ul style="list-style-type: none"> • facilitating quarterly internal audits by meeting and consulting with Workers to identify and prioritize areas of potential and actual non-conformance with this standard; • conducting annual risk assessments; • reporting on internal audits and risk assessments to senior management for internal audit policies and procedures; • disseminating internal audit results and results of the risk assessments to Workers through written communication and at an annual General Assembly of Workers; • supporting Workers in understanding the grievance mechanism and using it when necessary. Anonymity is necessary when supporting Workers with the grievance mechanism; • designating one or more member(s) as Health and Safety representative(s); • recommending and prioritizing actions with timelines to senior management to address these risks; • makes a proposal about distribution of Living Wage differential payment by brands among all Workers including that of Contract Workers on their order basis; • calls a General Assembly of Workers for information regarding the distribution of Living Wage differential to all Workers, including that of Contract Workers half yearly;



	<ul style="list-style-type: none"> assist in annual risk assessments (see HREDD chapter 6).
<p>Guidance: The CC tasks may be undertaken by already established committees present in the workplace. Input from Workers can be collected through meetings or in written form.</p>	

1.2.2 CC composition

Core	<p>The CC consists of at least 4 members. At least three quarters of the members are Trade Union/democratically-Elected Worker Representatives and maximum one quarter are appointed management representatives (see also: ToR in 1.2.4 and CC meetings defined in 1.2.7 – 1.2.8).</p> <p>The composition of the CC reflects the composition of the workforce, considering gender as well as type of work and rank. A current list of CC members is posted and accessible to all Workers in the workplace. Worker members shall be chosen by the Factory’s Trade Union, if present, and by democratic election among the Workers where there is no Trade Union present.</p>
Year 1	
<p>Guidance: In case a workplace is unionized (over half the workforce belongs to Trade Unions), the Trade Union representatives may take on all or some of the responsibilities outlined for the CC. Trade Union representatives in the CC are working in the same facility where they represent Workers. Where there is more than one Trade Union representing Workers, this role is shared by the unions representing the majority of Workers.</p> <p>In cases where the union(s) does not appoint a representative or the organization is not unionized, Workers may freely elect Worker representatives for this committee. Non-Trade Union Elected Worker Representatives do not in any way substitute for a Trade Union representative.</p>	

1.2.3 CC role in relationship to trade

Core	<p>The CC provides input on workplace challenges in an annual meeting with Factory management and brands. Management invites to the meeting brands that have sourced for more than one year from the Factory.</p>
Year 1	
<p>Guidance: Some examples of workplace challenges could be unrealistic production targets, leading to overtime and non-payment of overtime, stress, verbal abuse etc. Fairtrade International will provide support through the Fairtrade Textile Programme to CC Trade Union/Worker representatives towards the fulfilment of this requirement. Management is expected to make buyer details available to the CC to facilitate the process.</p>	

1.2.4 CC terms of reference (ToR)

Core	<p>The CC has and follows terms of reference defining:</p> <ul style="list-style-type: none"> the aims of the CC; the composition (who are the members); how Worker members of the Committee are elected or appointed if members of a Trade Union; procedures of the committee determining at least: terms of office, frequency and dates of meetings (see req. 1.2.7), documentation, and which reports should be delivered; internal regulations, and responsibilities; a Delegate System for the General Assembly (GA) of Workers where applicable; how the interests of migrant and seasonal/Temporary Workers are considered.
Year 1	



Guidance: The CC will strive to reach decision by consensus, but in the absence of consensus, decisions will be made by majority vote.

1.2.5 CC training

Core	Your Factory arranges and ensures that all CC members and/or Trade Union/Worker representatives are trained to carry out their duties, including how to conduct internal audits and basic risk assessments in compliance with this standard. Trainings take place by Fairtrade International approved trainers or Fairtrade field staff or affiliates.
Year 1	
Guidance: A help desk for new CC members where current and/or former members offer support and training is recommended.	

1.2.6 CC designates Health and Safety (H&S) representatives

Core	If there is no elected union representative on the H&S committee, the CC designates one or more members as the H&S representative(s). Their duties are to liaise between the H&S Officer, the CC, Trade Union representatives and Workers on-site, acting as a point of contact for Workers on H&S matters (see requirement 3.6.3). The management provides the H&S representatives with the necessary training and information to undertake their tasks.
Year 0	

1.2.7 CC meetings

Core	The CC meets regularly, at least every 3 months during working hours.
Year 0	Minutes are taken at these meetings and approved by all meeting participants and posted publicly in the workplace in a format and language accessible to all Workers.
Guidance: These meetings should be integrated with other relevant certification and compliance processes that the Factory has.	

1.2.8 CC time and resources

Core	Your Factory allocates time during regular working hours and provides necessary resources for the CC to successfully carry out its work. Resources may include but are not limited to private facilities to meet, and office space to keep equipment and lockable files. Compensation is made for piece-rate Workers and other similarly compensated work for time spent on Fairtrade implementation.
Year 0	
Guidance: CC meetings may be held off-site if agreed by all members.	

1.3 Audit access and transparency

1.3.1 Accepting audits

Core	
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Year 0	<p>Your Factory accepts announced and unannounced audits of your premises, including all certified production units, and contractually requires Subcontracted premises to accept audits of their premises.</p> <p>You provide all necessary information in relation to Fairtrade Standards as requested by the certification body.</p>
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1.3.2 Subcontractors registered

Core	<p>You register all Subcontractors used to produce the Fairtrade certified goods with the certification body. Outsourcing any portion of the work for Fairtrade production is not permitted without informing the certification body.</p> <p>When you start working with a new Subcontractor, you register the new Subcontractor with the certification body.</p>
Year 0	
<p>Guidance: A Subcontractor or Subcontracted unit is an individual or Factory that provides processing and/or manufacturing services on behalf of an Operator but does not take legal ownership of the product. Second-tier Subcontracting by the prime Subcontractor is not permitted.</p>	

1.3.3 Participation of Worker representatives in audits

Core	<p>At least one Trade Union/Elected Worker Representative(s) or CC Worker member participates in the audits, as well as opening and closing the meetings to increase Worker involvement and understanding in the process of compliance.</p> <p>Worker participation in audits takes place during working time and it is ensured that Workers do not lose income.</p>
Year 1	
<p>Guidance: Management enables participation of Workers in audits.</p>	

1.3.4 Sharing audit results with Workers

Core	<p>Your factory shares audit results with Workers through Trade Union/Elected Worker Representatives (or CC members) following each audit in a way that Workers understand these results.</p> <p>Time is allowed for Trade Union/Elected Worker Representatives to be able to understand the audit report and to inform and explain the results to all Workers. This takes place during working time, and it is ensured that Workers do not lose income.</p>
Year 1	

1.3.5 Workers involved in closing compliance gaps

Core	<p>Trade Union/elected Worker representative(s) or CC Worker members participate in finding solutions to correcting any non-compliance.</p>
Year 1	
<p>Guidance: Management is encouraged to take suggestions on board, and if suggestions are rejected there should be understandable rationale that is communicated to Worker representatives.</p>	

1.3.6 Fairtrade International allowed to interact with Workers



Core	Your Factory allows Fairtrade International representatives to interact with Workers to train and discuss matters related to Fairtrade as needed, without interference or presence of management representatives, whether on the premises or off-site.
Year 0	Meetings with Workers and Fairtrade International representatives take place during regular working time and for piece-workers, respective reimbursement is made to ensure that Workers do not lose income.
Guidance: Fairtrade International representatives include Fairtrade liaison officers, representatives of producer networks and national Fairtrade organizations. These representatives should be able to convene with Workers at their and/or at Workers' request and in coordination with management. Regular Work should not be disrupted.	

1.4 Management systems

1.4.1 Performance monitoring procedures

Core	Your Factory has internal auditing policies and procedures in place designed to monitor compliance and assess the Factory's performance with the requirements in this standard.
Year 1	The responsibilities and role of the management and CC representatives are defined in your internal auditing procedures. Your Factory makes these policies and procedures publicly available.
Guidance: The Fairtrade Officer will act as CC management representative and is responsible for carrying out internal audit procedures with the Trade Union/Elected Worker Representatives (see 1.2.1).	

Social and environmental risk management – subcontractors and other entities

1.4.2 NEW Social indicator

Core	Your Factory ensures that every Operator in the supply chain/Subcontractor you engage fulfils the social indicators as indicated in annex-1 and you can demonstrate compliance through a valid certificate and audit report.
Year 1	

1.4.3 NEW Wet process compliance

Core	Your Factory ensures that every Factory and Subcontractors carrying out wet processing in your supply chain has a relevant valid certification proving wet process compliance as in annex-2. These include e.g. managing wastewater, air pollution, emission control, periodicity of tests to measure adverse impacts etc.
Year 1	If the fabric's wet processing source cannot be named, traced, and verified (through audit, certification, or declaration), it cannot be used in a garment carrying the Fairtrade label.
Guidance: Your Factory is expected to align with international due diligence frameworks, such as the OECD Guidance, by identifying, managing, and documenting environmental risks in the wet processing supply chain. GOTS and OEKO-Tex are examples of certifications that cover the risk arising out of wet processes. Reference is made to the criteria for recognition of wet processing from Green Button, see annex 2.	

1.4.4 Improved planning to reduce Subcontracting



Dev	Improved planning methods, such as critical path planning to reduce reliance on Subcontracting, are developed in collaboration with your buyers.
Year 3	

2. Social Development

Intent: This section intends to ensure the support of Workers through the strengthening of their individual skills, competencies and abilities. Additionally, this section intends that Workers at all levels in the Factory are aware of the benefits of Fairtrade, and of the commitment that is required by your Factory to engage in Fairtrade.

Benefits of Fairtrade include measurable wage increases, Worker empowerment through active involvement in compliance and monitoring of the workplace against this standard and committed trade partners.

2.1 Capacity Building of Workers

2.1.1 Workers' awareness about labour rights

Core	Your Factory ensures that all Workers know their labour rights and duties.
Year 1	
Guidance: Information can be displayed publicly in the workplace, through meetings in a General Assembly of Workers or in smaller sessions led by Trade Union/Worker representatives or other implementation partners.	

2.1.2 Worker awareness of Fairtrade

Core	Your Factory raises awareness about Fairtrade at all levels, that is senior and middle management, supervisors, and skilled and unskilled Workers, including permanent, Migrant and Temporary Workers, ensuring that all Workers understand the benefits of Fairtrade, and the different functions, duties and positions of Fairtrade related committees and Elected Worker Representatives. Your Factory ensures that the management, including supervisors, understands the implications of Fairtrade for the Factory's operations (e.g., time needed for meetings during working hours).
Year 1	
Guidance: 'All levels' includes senior and middle management, supervisors, Workers including Migrant and Temporary Workers and their representatives (e.g., unions, committees).	

2.1.3 Training on labour legislation and negotiation

Core	Your Factory ensures that Trade Union/Elected Worker Representatives are trained on labour legislation and negotiation skills. Training takes place during working hours and on an annual basis.
Year 3	



	Your Factory records all training activities. Records include information on topics, time, duration, names of attendees and trainers.
Guidance: Training for Workers is essential to achieve empowerment. Training can be provided by Trade Unions, Fairtrade International, or other relevant external organizations.	

2.1.4 Skill development

Dev	Your Factory provides opportunities to Workers and staff to develop appropriate personal skills and/or professional qualifications.
Year 3	
Guidance: Trainings and other employee development programmes should focus on improving conditions of work and/or the position of all groups in the workforce.	

2.1.5 Women focussed training and capacity building

Core	Your Factory provides training, capacity building, guidance, encouragement and assistance to and for women employees to ensure their professional development.
Year 1	

2.1.6 Achieving equity

Dev	Your Factory undertakes activities to achieve equity in the workplace. This includes specifically addressing the employment and promotion of suitably qualified people from disadvantaged and minority groups.
Year 3	
<p>Guidance: 'Equity' means fairness or justice in the way people are treated. The aim of this requirement is to eliminate employment barriers for disadvantaged people such as persons with disabilities and members of minority groups.</p> <p>Disadvantaged or minority groups include people who are discriminated against because of their ability, religion, gender, race, age, class, sexual orientation or anything similar, and who have little or no means of influence in matters affecting them, the community at large and/or the employment place. This can include religious minorities, people who cannot read or write, people with disabilities, youth, women, migrants, people of colour, gay, lesbian, or transgender people.</p> <p>Examples of activities to support an equitable workplace include education and professional training for women, other disadvantaged people and minority groups, to help qualify them to take up more advanced positions; policies and practices to ensure that barriers are eliminated; appropriate representation of all groups in the workforce at all levels.</p>	

2.1.7 Crèche facilities

Dev	Your Factory provides adequate crèche facilities for your Workers' children up to 6 years of age either on or off your premises where needed.
Year 3	
Guidance: Adequate facilities means that they are structurally safe, secure and hygienic according to national standards, and that the ratio of care providers to children is in accordance with national legislation.	

3. Labour Conditions



Intent: This section intends to ensure decent working conditions in your Factory. Fairtrade International regards the 1998 ILO Declaration on Fundamental Principles and Rights at Work, as well as all other applicable ILO Conventions as references for decent working conditions. Guidelines for responsible business conduct and a Factory’s duty to ensure decent working conditions are outlined in the OECD Guidelines for Multinational Enterprises and the UN Guiding Principles on Business and Human Rights, respectively.

If your Factory has a separate business unrelated to Fairtrade production, then the requirements in this section do not apply to that business. Nevertheless, Fairtrade International expects that all your operations unrelated to Fairtrade are also conducted in a way that upholds national law, 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 that include reporting to relevant national protection bodies.

3.1 Freedom from Discrimination

Intent: This section intends to prevent discrimination against all Workers, permanent, temporary or Migrant, and Sub-contracted, on all aspects of employment. Freedom from discrimination is based on the ILO Declaration on Fundamental Principles and Rights at work, ILO Conventions C100 (Equal Remuneration), C111 (Employment and Occupation Convention) C183 (Maternity Protection Convention) and ILO Recommendation R111 (Discrimination (Employment and Occupation) Recommendation); and to ensure the fair treatment of Migrant Workers based on the ILO Conventions C97 (Migration for Employment Convention) and C143 Migrant Workers (Supplementary Provisions Convention).

Freedom from inhumane disciplinary practices in this section is founded in the following UN declarations and instruments: Universal Declaration of Human Rights (1948), International Covenant on Civil and Political Rights (1966), Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (1975).

3.1.1 No discrimination

Core	Your Factory does not discriminate, support or tolerate discrimination on the basis of race, colour, gender, sexual orientation, disability, marital status, pregnancy, childbirth, disease, age, religion, political opinion, membership in Trade Union or Workers’ representative bodies, national extraction or social origin, or any other condition in recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement, general treatment in the workplace, or other activities.
Year 0	
Guidance: This means for example, that testing for pregnancy, virginity, HIV/AIDS or genetic disorders is not allowed under any circumstances. Women cannot be forced to use contraception or ingest it in any form against their will, and employees cannot be prevented from marrying. Where discrimination is endemic within a sector or region, the Factory is expected to address it in policy and practice.	

3.1.2 No abuse of any kind

Core	Your Factory does not directly or indirectly engage in, support or tolerate the use of corporal punishment, mental or physical coercion, bullying, abuse, or other harassment of any kind.
Year 0	

3.1.3 Policy and procedure on disciplinary measures



Core	Your Factory establishes and implements a policy that clearly outlines fair and appropriate disciplinary measures and ensures that Workers are aware of this policy. The policy is in line with the principle of non-discrimination (3.1.1) and includes procedures to carry it out.
Year 0	
Guidance: A clear policy with procedures can prevent improper disciplinary practice.	

3.1.4 No tolerance of sexual harassment

Core	Your Factory does not directly or indirectly tolerate behaviour, including gestures, language, and physical contact that is sexually intimidating, abusive or exploitative. This applies to management and Workers alike.
Year 0	

3.1.5 Sexual harassment policy

Core	Your Factory establishes and implements a policy that clearly prohibits sexual harassment. Workers are aware of this policy and its contents.
Year 0	
Guidance: See requirement 6.5 on grievances mechanism about sexual harassment.	

3.1.6 Disciplinary measures motivated and recorded

Core	All disciplinary measures are properly motivated and recorded so that the employee is informed of the reasons for the decision and has opportunity to file a grievance and seek representation.
Year 1	

3.1.7 Record of terminated Contracts

Core	Your Factory keeps a record of all terminated Contracts. These records include the Factory's reason for termination.
Year 1	



3.2 Freedom from Forced and Compulsory Labour

Intent: This section intends to prevent forced or bonded labour, including trafficking and sexual exploitation based on ILO [Conventions C29](#) (Forced Labour Convention) and [C105](#) (Abolition of Forced Labour Convention) and [Protocol 029](#) (Trafficking in persons).

3.2.1 No Forced Labour

Core	Your Factory does not directly or indirectly engage in, support or tolerate Forced Labour, including bonded or involuntary prison labour. You explain this to all Workers.
Year 0	
<p>Guidance: “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” (C29 Article 2).</p> <p>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 the Factory retains any part of the Workers’ salary, benefits, property or documents in order to force them to remain in your employment. If your Factory requires or forces Workers to remain in employment against their will using any physical or psychological measure this is considered Forced Labour. If you demand unreasonable notice period for the termination of the Contract of employment or retain Workers’ documents so they cannot leave it is also considered Forced Labour. If Workers are not free to leave premises after their shift this is considered Forced Labour. The term ‘bonded labour’ or “debt bondage” includes all loans from a Factory to a Worker of excessive amounts and/or with 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.</p>	

3.2.2 No retention of Workers’ salary or property

Core	Your Factory does not retain any part of the Workers’ salary, benefits, property or documents (e.g. passports) nor require a financial deposit to force them to remain in your employment.
Year 0	

3.3 Child Labour and Child Protection

Intent and Scope: This section intends to prevent labour that is damaging to children based on [ILO Convention C182](#) (Worst Forms of Child Labour Convention) and on [ILO Convention C138](#) (Minimum Age Convention). [R146](#) (Minimum Age Recommendation), [R190](#) (Worst Forms Labour Recommendation).

3.3.1 No children under 15 employed

Core	Your Factory does not directly or indirectly (through Sub-contracting) employ children under the age of 15 or under the age defined by local law, whichever is higher.
Year 0	
<p>Guidance: If the age of a child is unknown, all efforts shall be made to identify the age following the UN Rights of the Child guidelines.</p>	

3.3.2 No dangerous or exploitative work for children under 18

Core	Your Factory does not submit Workers directly or indirectly (though Subcontracting) less than 18 years of age to any type of work which puts their health, safety or morals, or their school attendance at risk.
Year 0	



	Under no circumstances shall any young Worker’s school, work and transportation time exceed a combined total of 10 hours per day.
Guidance: Examples of work that is potentially damaging includes work that takes place in an unhealthy environment, involves excessively long working hours, night work, the handling or any exposure to hazardous chemicals and operation of dangerous equipment.	

3.3.3 Youth employment and apprentice programmes

Dev	Your Factory encourages decent youth employment and offers apprentice/trainee programmes for young Workers where possible.
Year 3	The length of the programme, wages and terms are in accordance with national legislation where applicable or otherwise agreed between management and youth Worker representatives. The Worker is free to leave the programmes at any time.
Guidance: The apprentice/trainee programme allows young Workers to build skills related to the textile industry and allows management to build a trained work force. National legislation determines the age for Workers participating in apprentice programmes. The employer can determine the age range for apprentice programme participants.	

3.3.4 Monitoring apprentice programmes

Dev	A mechanism for monitoring programme achievements and schemes for professional development (req. 3.3.3) is established by your Factory and monitored by CC members and management.
Year 3	

3.3.5 Apprentice program completion certificate

Core	A certificate of completion is issued to participants in the youth apprentice programme upon completion. The certificate includes details about the programme, skills learned, and length of participation and is signed by a senior manager. Certificate details follow applicable national legislation where it exists.
Year 3	

3.3.6 Child labour policy

Core	Your Factory establishes and implements a Child Labour Policy, which includes a clear statement against child labour and a commitment to adopting a child rights approach to protecting impacted children and remediating their situation. The Child Labour Policy is visibly posted for all Workers and communicated to all suppliers and Subcontractors as a mandatory component of Contract.
Year 0	

3.3.7 Child Labour remediation policy

Core	If the certification body detects that, in the past, your Factory or Subcontracted Operators employed children under 15 years for any type of work, or children under 18 years were engaged in dangerous and exploitative work, your Factory ensures that those children neither enter nor are at risk of entering into even worse forms of labour, including hazardous work,
Year 0	



	<p>slave-like practices, recruitment into armed conflict, sex work, trafficking for labour purposes, and/or illicit activities.</p> <p>Your Factory develops a rights-based remediation policy and programme within a UN Convention on the Rights of the Child (UNCRC) protective framework that covers how to withdraw the children and how to prevent that they enter worse forms of labour. This programme should include remediation projects to ensure the immediate and continued protection of children. These projects can include expert partner organizations, preferably locally based.</p>
<p>Guidance: A UNCRC protective framework means that the best interests of the child are always the top priority, that their rights to survival and development are respected, that you apply these to all children without discrimination, that the views of the child are heard and respected, and children are always protected from violence. The Fairtrade Officer or another representative from senior management should be responsible for the development, ratification, implementation, and evaluation of this Child Protection Policy and Programme and any related actions.</p>	

3.3.8 Procedures to prevent child labour

Core	If there is a risk of child labour in any part of your production, you 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.
Year 1	
<p>Guidance: Relevant procedures can include keeping records of all Workers, noting their age, gender, identification papers, migratory status, and other relevant data.</p>	

3.4 Freedom of Association and Collective Bargaining

Intent: This section intends to enable Workers to exercise their human rights to organize and to bargain their working conditions collectively, based on ILO [Conventions C87](#) (Freedom of Association and Protection of the Right to Organize Convention), [C98](#) (Right to Organize and Collective Bargaining Convention), [C154](#) (Collective Bargaining Convention), [C135](#) (Workers' Representatives Convention), [C141](#) (Rural Workers' Organisations Conventions) and ILO Recommendation [R143](#) (Workers' Representatives Recommendation).

Factories are expected to fulfil their responsibilities to respect these human rights even where the state does not protect them.

Fairtrade International promotes the rights of freedom of association and collective bargaining and considers independent and democratic Trade Unions that represent the interests of the Workers and that are affiliated with an international Trade Union federation the best means for achieving this.

3.4.1 Trade Union or independent Workers' organization on site

Core	There is some form of democratically elected and independent Trade Union or Workers' organization established to represent Workers in the Factory and negotiate with management.
Year 0	
<p>Your Factory respects the self-organization of Workers by engaging with representatives of these organizations through regular constructive and supportive dialogue recognizing the imbalance of power whilst Workers are strengthening their union and building their capacity to negotiate.</p>	



Guidance: 'Democratically elected' means that elections are free from management interference, anonymous and results are documented. If Workers wish to establish a Trade Union in the workplace, the Factory is expected to provide the necessary support to help further the capacity of those Workers wishing to do so. Those Workers will be afforded, within reason, paid time off to attend those capacity building activities. The local point of contact can support Workers to organize and enter a process of collective bargaining.

3.4.2 Guaranteeing Workers' labour rights

Core	All Workers have the right to join or form Trade Unions and to bargain collectively.
Year 0	<p>Your Factory</p> <ul style="list-style-type: none"> • respects the right of all Workers to form or join Trade Unions; • respects the right of Workers to bargain collectively in practice; • accepts that it has a duty to bargain in good faith with unions. <p>Workers take the initiative to organize themselves and are allowed to do so independently of management.</p> <p>Management does not interfere in the process, nor directly or indirectly conduct elections related to the formation, recognition or governance of this organization. Your Factory has not opposed any of these rights in the last 2 years prior to application for certification.</p>
Guidance: If there has been any opposition to these rights within two years prior to application for certification, your Factory will not qualify for certification unless you can demonstrate that the circumstances have changed substantially; for example, a change of management responsible for prior violations and a full remediation of violations committed.	

3.4.3 No interference in Workers' self-organization

Core	Your Factory does not punish, threaten, intimidate, harass or bribe union members or representatives, nor discriminate against Workers for their past or present union membership or activities, and does not base their hiring on not joining or giving up their union membership.
Year 0	Your Factory does not make any statements or take any actions which interfere with (or seek to influence) any Worker's choice to form or join a Trade Union.
Guidance: Examples of punishment include terminating, transferring, relocating, downgrading or demoting Workers, denying them the opportunity to work overtime, reducing their wages, benefits, or opportunities for vocational training, or changing their conditions of work. Further, employers shall not offer Workers incentives to refrain from joining a union or engaging in union activities.	

3.4.4 Freedom of Association protocol

Core	Your Factory actively accepts and promotes the conditions in requirement 3.4.3 by signing the Freedom of Association protocol provided by Fairtrade International in annex 3 to this standard.
Year 1	In case the ownership or senior management of a Factory changes, the Freedom of Association protocol is signed by the new owners/management within 3 months of de facto change.
Guidance: The protocol is signed and sent to the certification body prior to certification.	



3.4.5 Communicating Freedom of Association rights to Workers and legally registered local Trade Unions

Core	<p>Workers’ right to unionize, as outlined in the Freedom of Association protocol, is communicated in writing by a senior management representative to both Trade Unions and Workers. This communication is carried out through the following measures:</p> <ul style="list-style-type: none"> • Translating the information into all relevant languages spoken by the workforce; • Displaying the information publicly in the workplace in locations accessible to all Workers; • Ensuring that illiterate Workers fully understand their rights through appropriate means. <p>For communication with legally registered Trade Unions, Factories are required to use the official template provided by Fairtrade (see annex 4). Additionally, Fairtrade provides contact details of Trade Unions whom you notify.</p>
Year 1	
<p>Guidance: This requirement enables your Factory to ensure Workers’ Freedom of Association rights are clearly communicated and understood by all employees. This demonstrates your Factory’s commitment to adopting an open and positive attitude to Workers organizing themselves.</p>	

3.4.6 Local point of contact

Core	<p>If no union is present in the workplace, your Factory displays information and contact details for the local point of contact in the workplace in a way that all Workers have access to it and in the languages and pictograms understandable to Workers.</p>
Year 1	
<p>Guidance: The local point of contact is intended to support Workers in knowing and understanding their rights and can support Workers to establish and operate their Trade Unions. This contact point is established in textile producing regions as part of the textile support programme and communicated to Operators and Workers by Fairtrade International.</p>	

3.4.7 Allowing Trade Union representatives to meet with Workers

Core	<p>In situations where Workers are not represented by a Trade Union recognized for collective bargaining with the Factory, management allows representatives of Trade Union organizations that represent Workers in the textile sector or region to meet with Workers on Factory premises at agreed times. Trade Union representatives can inform the Workers about Trade Unions and carry out their duties. Such meetings take place without management interference or surveillance.</p> <p>Workers may choose to meet with Trade Union representatives at any location. Times and locations of these agreed meetings are reasonable, and management does not interfere in any way with, nor conduct any surveillance of these meetings.</p>
Year 0	
<p>Guidance: Where Workers are not included in a collective agreement or collective bargaining relationship, the certification body will determine whether there was any intimidation or coercion involved in this decision.</p>	

3.4.8 Trade Union access to Workers

Core	
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Year 0	Your Factory allows access to Trade Union representatives representing Workers in your workplace to communicate about unionisation and/or to carry out their representative functions at an agreed time and place. These meetings take place without management interference or surveillance.
Guidance: Time and place for these meetings have to be agreed upon in advance. Workers should always be allowed to attend union meetings during scheduled breaks and outside of working time.	

3.4.9 Worker representatives' duties

Core	Your Factory ensures that Trade Union/Elected Worker Representatives:
Year 0	<ul style="list-style-type: none"> • can carry out their functions in the workplace; • have access to all Workers in the workplace during working time without interference or the presence of management representatives and at agreed times, on average every three months; • can meet among themselves during regular working hours, at least once a month for one hour; • meet representatives of senior management during working hours at least once every 3 months. <p>Meetings schedules are agreed on between union representatives and management on a regular basis and are signed and documented.</p> <p>Workers that engage in such meetings are not dismissed for reasons connected to this engagement.</p>
Guidance: While regular meetings can be held during work time, this should be within reasonable limits and not be abused. Time constraints should not jeopardise exercising the right to organize. Time and place for these meetings have to be agreed in advance. Workers should always be allowed to attend union meetings during scheduled breaks and outside of working time.	

3.4.10 Sectoral Collective Bargaining Agreement (CBA)

Core	In countries where a CBA is agreed for the textile sector, your Factory signs and adheres to this agreement. Collective bargaining at the Factory level may take place even if a sector-wide collective agreement exists, however Factory level agreements does not provide lesser terms and conditions than the sector-wide agreement.
Year 1	

3.4.11 Negotiations in the absence of a CBA

Core	If there is no sectoral or Factory CBA in place, your Factory proactively engages in a process to enter into a collective agreement with Elected Worker Representatives. Your Factory does not refuse any genuine opportunity to bargain collectively with Workers.
Year 0	
Negotiations take place with a recognized Trade Union, or with Elected Worker Representatives in the absence of a Trade Union, but only where such Elected Worker Representatives are provided for by law and are legally authorized to bargain (see 3.4.1).	
In cases where Workers have freely and specifically decided to not form or join a Trade Union and are not otherwise legally authorized to collectively bargain, then the collective bargaining requirement is waived. In these situations, the certification body will determine whether there	



	was any intimidation or coercion involved in this decision. The decision cannot be the result of any vote in which management was in any way involved.
<p>Guidance: Trade Unions have the right, through collective bargaining or other lawful means, to seek to improve the living and working conditions of those members the Trade Unions represent. Employers shall respect this right by accepting that there is a 'duty to bargain' in good faith where Workers want to exercise this right.</p> <p>A negotiated agreement between a recognized Trade Union or Elected Worker Representatives and management should cover the topics normally covered by a CBA.</p> <p>If no union is present representing the majority of Workers in the workplace, management and the elected Workers' representatives can begin a dialogue with the national union federation(s) for the respective sector and the International Trade Union Global Union Federation (ITUC) or Global Union Federation (GUF) about improvement of the Workers' representation and implementing a CBA.</p>	

3.5 Conditions of Employment: wages, benefits and working hours

Intent: This section intends to ensure good practices regarding the payment of Workers and their conditions of employment based on ILO Conventions [C95](#) (Protection of Wages Convention), [C100](#) (Equal Remuneration Convention), and [C110](#) (Conditions of Employment of Plantation Workers Convention).

This section also intends to ensure good practices regarding sick leave, social security, maternity protection and Workers' housing based on ILO Conventions [C102](#) (Social Security (Minimum Standards) Convention), Part III, [C121](#) (Employment Injury Benefits Convention), [C130](#) (Medical Care and Sickness Benefits Convention), [C183](#) (Maternity Protection Convention) and ILO Recommendation [R115](#) (Workers' Housing Recommendation).

3.5.1 Wages and conditions of employment

Core	Your Factory sets wages for Workers and other conditions of employment according to legal or sectoral CBA regulations where they apply, or at regional average wages or at official minimum wages for similar occupations; whichever is the highest, with the intention of continually increasing salaries (see 3.5.6).
Year 0	
Your Factory specifies wages for all employee functions and employment terms, such as Piece-Work.	
Guidance: National laws and applicable CBA terms need to be complied with especially if they exceed this Standard. However, this Standard applies if it goes beyond those laws and terms.	

3.5.2 NEW Payment of Fairtrade Base Wage for Textiles

Core	As a Factory you ensure that all Workers are paid at least the Fairtrade Base Wage for Textiles. This is defined as whichever is higher of: <ul style="list-style-type: none"> • 55% of the Global Living Wage Coalition (GLWC) Living Wage applicable in the region, or • 10% above the state minimum wage, as per official notifications. No Worker, regardless of their role or pay grade, is paid less than this Fairtrade Base Wage for Textiles.
Year 0	



	<p>The Fairtrade Base Wage for Textiles includes the basic monthly wage and dearness allowance. Other allowances and benefits are not counted.</p> <p>If Workers have received any benefits such as subsidized canteen food at any time in the two years before initial Fairtrade certification, these cannot be reduced.</p>
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Guidance: See <https://www.globallivingwage.org/> for more information and benchmarks on GLWC in which Fairtrade International is an active member. For e.g. the Living Wage at Tirupur as of 2024 was worked out to be Rs 19,343.00. For subsequent years Consumer price index should be factored into account for rise in Living Wage commensurate with inflation. The above requirement applies even if only part of your production is Fairtrade certified.

3.5.3 NEW Brands support Factories to pay the Fairtrade Base Wage for Textiles (applies to brands)

Core	Brands support Factories in the following way (while the Factory maintains all the documentation):
Year 0	<ul style="list-style-type: none"> Support Factories in developing written cost breakdown showing wage increases. A documented agreement (e.g. purchase order with terms, MoU) outlining how the brand will engage with the Factory. Evidence that cost adjustments are reflected in pricing and Contracts.

Guidance: See <https://www.globallivingwage.org/> for more information and benchmarks on GLWC in which Fairtrade International is an active member. For e.g. the Living Wage at Tirupur as of 2024 was worked out to be Rs 19,343.00. For subsequent years Consumer price index should be factored into account for rise in Living Wage commensurate with inflation.

The above requirement applies even if only part of your production is Fairtrade certified.

3.5.4 NEW Payment of Living Wage differential (applies to brands)

Core	You entered into a legal agreement with the Factory concerned to support the payment of Living Wages and to pay the Living Wage differential to the Tier-1 Factory. This is calculated as a percentage (determined by the Living Wage differential calculator) of the FOB (Free on Board) price. To calculate the amount, you use the Living Wage differential calculator . The amount is to be paid in addition to the regular FOB price.
Year 0	Records of payment to the Factory are subject to verification at brand level.

Guidance: How Verification Works:

1. Random Sample Check

During an audit, a few representative orders are selected for review.

2. Standard Living Wage differential calculation

For each selected order, the factory calculates the Living Wage differential using the official calculator (provided above) and respective information is made available.

3. Establish the Benchmark

The resulting Living Wage differential (as a % of FOB price) becomes the minimum benchmark the brand meets.

4. Brand's Responsibility

The brand ensures that their payment method meets or exceeds this benchmark for those orders.

To help calculate the Living Wage differential, a calculator is provided. It's based on three key factors:

- The Labour Cost per Minute (LCM), and



- The Standard Minute Value (SMV) or the Standard Allocated Minutes (SAM) of the garment. SAM takes into account efficiency of production and is higher than SMV.
- The third factor is factory efficiency of production. If SAM is used then this factor will be 1. If SMV is used then use actual factory efficiency. E.g. if Factory efficiency is 75% then factor will be $(100/75)=1.33$

When calculating the labour cost per minute, it's important to use actual and accurate data wherever possible. For example, the total number of working days in a month should reflect statutory holidays applicable to the Workers. The SMV should be based on the standard times and measurements typically used by Factory managers.

If the Factory produces multiple types of garments, you can use the weighted average method (explained in the calculator) to calculate both the FOB and SMV.

Finally, since the Living Wage increases over time, the Consumer Price Index (CPI) should be factored into the annual Living Wage calculation.

See annex 5 on reporting.

A brand may use its own method to calculate the Living Wage differential for garment Workers, provided that an audit check confirms their payment is at least equal to or higher than the Living Wage differential calculated using the official method.

3.5.5 NEW Distribution of Living Wage differential at the Factory

Core	<p>You as a Factory ensure that the Living Wage differential paid by the brands are distributed in the way as described in the formula below to all Workers as cash/legal tender with the assistance of CC and informed to the General Assembly and recorded annually. The cash/legal tender is paid to Workers as brands pay up for their orders, at half-annual intervals. If the brand pays EURO X as the total Living Wage differential for a given month or year (period), then:</p> <p>Living Wage differential per Worker = $(\text{Worker's actual hours/days worked in period} \div \text{Total hours/days worked by all eligible Workers}) \times \text{EURO X}$.</p>
Year 0	
<p>Guidance: Example: Brands pay Living Wage differential 10000 Euros during a six-month period.</p> <ul style="list-style-type: none"> • Total days worked by all 100 Workers in six months = 13,200 days • One Worker worked 132 days • Each Worker's share = $(132/13200) \times \text{€}10000 = \text{€}100$ Euros <p>The Living Wage differential makes a valuable contribution to those Workers who earn closer to the minimum wage/Fairtrade Base Wage for Textiles. Hence cash/legal tender payment is chosen here.</p>	

3.5.6 NEW Wage level increase

Core	<p>If remuneration (wages and benefits) is below the Living Wage benchmarks as per GLWC, your Factory ensures that real wages are increased annually to continuously close the gap with Living Wage at the start of each financial year.</p> <p>The incremental steps and timeline toward the applicable Living Wage are negotiated with Trade Union/Elected Worker Representatives. At least the prevailing inflation rate as per Consumer Price Index (CPI) is to be covered in the annual increase.</p>
Year 1	
<p>Guidance: The Factory commits to annual real wage increases that at minimum account for inflation (CPI-based), and progressively close the gap through negotiated, time-bound steps with Trade Unions or duly Elected Worker Representatives.</p>	

3.5.7 NEW Records of payment of Living Wage differential

Core	
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Year 1	Factory management arranges for the distribution of Living Wage differential payments to the Workers and maintains verifiable records.
Guidance: See annex 5	

3.5.8 NEW Reporting on wages

Core	Factories report the wages paid in the format provided in annex 5 each year to the brand concerned.
Year 1	

3.5.9 Participation in sector-wide wage initiatives

Dev	Your Factory supports sector-wide initiatives on wages, such as industry bargaining and minimum wage processes, to raise wages across the industry, and advocating for wage increases up to a Living Wage.
Year 3	

3.5.10 Equal pay for equal work

Core	Your Factory offers equal pay for equal work to all Workers – permanent, temporary and Migrant, without discrimination based on gender or otherwise. This includes equivalent benefits and employment conditions for equal work.
Year 0	

3.5.11 Social security

Core	Your Factory provides legal social security, including contributions to a provident fund or pension scheme for all Workers, whether permanent, Migrant, temporary or seasonal.
Year 0	
Guidance: In cases where equivalent benefits, such as social security, cannot be made available to a set of Workers, e.g., Migrant or Temporary Workers, these Workers shall receive the equivalent or an alternative through other means.	

3.5.12 Wages specified for all functions

Core	To ensure transparency and fairness in wage rates, your Factory specifies wages for all employee functions.
Year 0	
Guidance: Job descriptions and function relating to the wage rate is included in employee Contracts (req. 3.5.36).	

3.5.13 No deductions from salaries

Core	Your Factory does not make deductions from salaries unless they are permitted by national laws, fixed by a CBA, and the employee has given written consent. If deductions are made from salaries for services provided by the Factory, the amounts are in line with the actual costs incurred. Salary deductions are not used for disciplinary purposes.
Year 0	
Guidance: Housing is an example of deductions for services provided.	

3.5.14 Wages paid regularly



Core	Your Factory makes payments to Workers at regularly scheduled intervals in a convenient way for Workers and documents the payments with a clear and understandable payslip containing all necessary information. Workers sign for payments received in cash. Payments are made in national currency.
Year 0	
Guidance: Frequency of regular payments can be daily, weekly or monthly.	

3.5.15 Quota and Piece-Work pay equivalent to hourly pay

Core	For work based on production, quotas and Piece-Work, during normal working hours, your Factory pays the equivalent to an average hourly waged work based on a manageable workload. This is not below the relevant industry average, or a proportionate wage based on the Living Wage benchmark provided for in requirement 3.5.6, whichever is higher. Piece rates are agreed upon by Trade Union/Worker representatives and calculation documented by technical documentation of the Factory. Information about this pay rate is transparent and available for all Workers and Worker organizations.
Year 0	
Guidance: As part of the overall Fairtrade Textile Program, and supported by industry experts, Fairtrade International will provide guidance for adopting best practice examples for Standard Allowed Minutes and labour minutes calculation and work together with Factories to implement it in their productions. This can be used to discover efficiency potentials and productivity gains.	

3.5.16 Working hours

Core	Your Factory complies with applicable national and local legislation and industry standards, and follows CBA agreements regarding working hours and overtime regulations. Your Factory does not require Workers to work in excess of 8 hours per day and 48 hours per week on a regular basis.
Year 0	

3.5.17 Overtime not required

Core	Your Factory does not require its Workers to work overtime. Overtime is allowable in exceptional circumstances if it is voluntary and not used on a regular basis and does not extend over a period of more than 3 consecutive months. It does not exceed 12 hours per week, or 3 months per year.
Year 0	
Guidance: Exceptional circumstances are for example peak production periods and must be agreed by Trade Unions/Worker representatives. If national legislation exceeds any part of requirements 3.5.15 and 3.5.16 (i.e. less than 48 hours per week), the 12 hours are added to the national legal working hours.	

3.5.18 Measures to avoid overtime

Core	Overtime for regular production periods are to be avoided by putting in place adequate measures to anticipate production peaks and other extraordinary situations.
Year 3	
Guidance: Other possible appropriate measures are an efficient management system to predict extraordinary situations, efficiency of production processes, the extension of time frame for 'seasonal production', stocks holding, the increase of production capacity and employment, etc.	



3.5.19 Day of rest

Core	Your Factory allows Workers at least one day of rest for every 6 consecutive days worked.
Year 0	For shift work common industry practices apply.

3.5.20 Overtime compensation

Core	Your Factory compensates overtime in all cases at a premium rate and informs Workers of these rates. The premium rate is paid at a factor (ratio) of 1.5 for work performed on regular workdays, and for work performed on the day of rest, public holidays and night work a premium at a factor of 2 is paid unless otherwise defined by or national legislation, by CBA or by agreements with unions; whichever is higher.
Year 0	If overtime is compensated by the allocation of time off work, your Factory applies the premium factor.
Guidance: Night work is defined as work between 8 pm and 8 am.	

3.5.21 Work breaks

Core	Your Factory grants and respects meal and work breaks according to national legislation.
Year 0	

3.5.22 Paid leave

Core	Your Factory follows national legislation regarding regular paid leave.
Year 0	

3.5.23 Increased paid leave

Dev	Your Factory grants all Workers at least 2 weeks of paid leave per year at minimum, not including sick and casual leave. Periods of annual leave are in line with national legislation and/or with agreements detailed in a specific or industry sector CBA, if either of these exceeds 2 weeks.
Year 3	
Guidance: 'Week' means a calendar week.	

3.5.24 Sick leave

Core	Your Factory follows national legislation regarding regular temporary (paid) sick leave.
Year 0	

3.5.25 Increased sick leave

Dev	Your Factory has a regulation granting at least 5 days regular (paid) sick leave. The regulation ensures that Workers are protected from being dismissed during temporary sick leave. It
Year 3	



	guarantees Worker income during sick leave, and this leave is not deducted from annual leave.
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3.5.26 Leave for injury

Core	Your Factory has a regulation granting at least 5 days paid leave caused by employment injury. The regulation ensures that Workers are protected from being dismissed during temporary leave. It does not deduct this leave from annual leave.
Year 0	
Guidance: Leave for injury is different from sick leave (3.5.24).	

3.5.27 Disability compensation

Core	Your Factory has a regulation on disability compensation that ensures that Workers sustaining long-term disabilities caused by employment injury are fairly compensated.
Year 1	

3.5.28 Survivor benefits

Core	Your Factory has a regulation on survivor benefits which ensures that the dependent family members of Workers who are killed in an employment-related accident are fairly compensated.
Year 1	

3.5.29 Maternity leave

Core	Your Factory grants its female Workers at least eight weeks of maternity leave with compensation consistent with national laws or not less than 2/3 regular pay, whichever is higher, not including annual leave and not incurring any loss or privilege on account of such leave.
Year 0	
Guidance: 'Week' means a calendar week. Not incurring any loss or privilege on account of such leave means that Workers may return to their same or equivalent position with at least the same remuneration.	

3.5.30 Increased maternity leave

Dev	If maternity leave is less than 12 weeks, your Factory increases it by one week each year until 12 weeks is reached, with compensation consistent with requirement 3.5.29.
Year 3	
	National legislation is complied with if it exceeds this requirement.

3.5.31 No termination for pregnancy

Core	Your Factory does not terminate the employment of a woman during her pregnancy or maternity leave, except on grounds unrelated to the pregnancy or birth of the child.
Year 0	

3.5.32 Safe work for pregnant and nursing women

Core	
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Year 0	Your Factory ensures that pregnant and nursing women do not perform work that may compromise the health of the mother or the child. This includes working during night hours.
Guidance: Night is defined as a period of at least 12 consecutive hours comprising the interval between 8 pm and 8 am.	

3.5.33 Nursing breaks

Core	Your Factory grants nursing mothers two or more daily breaks during paid working time, or a daily reduction of hours of work, to breastfeed her child for at least 6 months after the birth.
Year 0	

3.5.34 Increased nursing breaks

Dev	If the period granted for the nursing breaks is less than 12 months, your Factory increases the duration of the period for nursing breaks during working time to at least 12 months after the birth.
Year 3	

3.5.35 Regular Work done by permanent Workers

Core	All Regular Work is undertaken by permanent Workers. Time-limited Contracts and contract labour are permitted during peak periods and under special circumstances.
Year 0	
Guidance: Only temporary work that is added to usual work levels during textile production peaks or high demand situations may be undertaken by Temporary Workers. 'Regular Work' refers to tasks that are steady and predictable. 'Temporary work' refers to special tasks and orders that occur occasionally or seasonally.	

3.5.36 Employment Contracts

Core	Your Factory has a legally binding written Contract of employment for all Workers, including permanent, temporary, seasonal and migrant, signed by Worker and employer that includes at least the following: <ul style="list-style-type: none"> • job description; • working hours; • pay rate; • overtime regulation; • social benefits; • entitlements and deductions; • annual paid leave, sick leave, protection of the Worker from loss of pay in the case of illness, disability, accident, or loss of life; • a notice period for termination that is the same as the notice period for the employer; Workers in the Factory cannot be indirectly employed via labour brokers, recruitment agencies of employment agencies.
Year 0	
Guidance: As guidance to draft the Contracts, your Factory can use textile sector specific Contracts and details from CBAs.	

3.5.37 Workers have a copy of employment Contract and understand content



Core	Your Factory ensures 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. Your Factory ensures that all Workers are aware of their rights and duties, responsibilities, salaries, and work schedules as part of the legal labour Contract.
Year 0	

3.5.38 Records of all Workers

Core	Your Factory has records of all Workers, including Contracted Workers, that indicate the names of Workers, their payment and their working hours.
Year 0	

3.5.39 Recruitment practices

Core	If your Factory actively recruits Workers from other regions within your country or from other countries, your Factory pays any recruitment or agency and visa fees incurred. Your Factory pays travel costs for these Workers to and from their home country or region at the onset and end of their work period, if the work period is less than one year.
Year 0	

3.5.40 Worker housing

Core	<p>If your Factory provides accommodation (dormitories, housing) for Workers, it is such as to ensure structural safety and reasonable levels of decency, privacy, security and hygiene, and include regular upkeep and improvement to respond to the Workers' and their families' basic needs. If sanitary facilities are shared, a reasonable number of toilets and bathing facilities with clean water, per number of users, and according to regional practice, is available. Accommodation is located in separate buildings from production areas, storages and warehouses.</p> <p>Accommodation is optional for Workers and if rent is charged it does not exceed local average, or exceed any benchmark set by local government, if available.</p> <p>National or state regulation is complied with in all cases and regional norms are considered.</p>
Year 0	

Guidance: For family housing and dormitories

- Enough natural light during the daytime and access to sufficient artificial light, to be able to read by;
- Ventilation that ensures sufficient movement of air in all conditions of weather and climate, and in the case where there is an interior fire for heating or cooking;
- A supply of safe potable water that is enough for drinking and eating requirements;
- Sanitary facilities that provide privacy, hygiene, and that are sufficient in number;
- Drainage that ensures hygiene and avoids environmental pollution;
- Fire safety measures in place, maintained and operational at all times;
- Safe electrical installations where they exist.

For dormitories

- Separate accommodation of the sexes, including transgender people;
- A separate bed and bed sheets for each Worker;
- Adequate headroom, providing full and free movement;
- The minimum inside dimensions of a sleeping space should be at least 198 centimetres by 80 centimetres;
- Beds should not be arranged in tiers of more than two;
- Bedding and bedframe materials should be designed to deter vermin;
- Heating where appropriate;
- Adequate furniture for each Worker to secure his or her belongings.



To meet Workers' privacy needs, it is recommended management agrees with the Workers on how their privacy requirements can be realised.
For further details on housing conditions, please see *the ILO Helpdesk Factsheet No. 6, 2009 on Workers housing*.

3.6 Occupational Health and Safety

Intent: This section intends to promote a safe working environment and to prevent work-related accidents by minimizing hazards in the workplace. It is based on ILO Conventions C155 (Occupational Safety and Health Convention) and ILO Recommendation R164 (Occupational Safety and Health Recommendation).

This section also intends that the health and welfare of Workers is ensured based on ILO C077 and C078 (Medical Examination of Young Persons (Industry and Non-Industrial Occupations) Conventions), C183 (Maternity Protection Convention) and R102 (Welfare Facilities Recommendation).

3.6.1 Occupational Health & Safety

Core	Your Factory makes work processes, workplaces, buildings, machinery and equipment on the production site as safe as possible, minimizing any inherent risks by appropriate measures and adequate control.
Year 0	<p>To ensure safety:</p> <ul style="list-style-type: none"> • Systems to detect, avoid, or respond to potential threats to the health and safety of Workers are established; • Risk areas and potential hazards are clearly identified by warning signs in appropriate languages and include pictograms if possible; • Safety instructions and procedures including accident prevention and response are in place and communicated to staff; • All hazardous machinery and equipment is equipped with adequate safety devices; • Protective guards are placed over moving parts; • Safety equipment is provided to all Workers who are instructed and monitored in its proper use; • Equipment for chemical use is stored properly.

3.6.2 H&S Officer

Core	Your Factory appoints a H&S Officer to be in charge of occupational health and safety matters and who reports to senior management.
Year 0	<p>The H&S Officer is qualified and adequately trained for the job and equipped with adequate time and resources to carry out duties which include: implementing, suggesting, planning and monitoring measures to improve health and safety on the site and informing and training Workers on H&S.</p> <p>The H&S Officers' duties are included in their employment Contract.</p>
Guidance: The H&S Officer is not necessarily hired exclusively for this task and may have other duties and responsibilities within the Factory.	

3.6.3 Meetings between Health & Safety Officer & Worker representatives



Core	The H&S Officer in your Factory meets regularly with the Trade Union/Worker representative(s) of the CC to discuss health and safety in the workplace.
Year 1	The CC H&S representative actively communicates with all Workers on issues of health and safety and makes suggestions for improvements to the H&S Officer.
Guidance: The H&S Officer performs duties in close co-operation with the CC and evaluates complaints and suggestions for improvements.	

3.6.4 Health and Safety risk assessments

Core	Your Factory ensures that regular H&S risk assessments are carried out, and safety measures adapted accordingly.
Year 0	The appointed H&S member of the CC is provided with findings of the risk assessment and suggested measures to report back to the CC (see 1.2.1).
Guidance: Risk assessments are undertaken by relevant technical experts such as fire-fighting brigades, engineers, technical representatives of machinery suppliers, internal teams (after training and if the Factory has the capacity), local labour inspectors and in some cases a medical expert.	

3.6.5 Fire safety

Core	Properly marked fire exits, escape routes, firefighting equipment and appropriate fire alarms for each working area are required.
Year 0	Fire exits and escape routes are kept clear of obstacles, unlocked, and easily openable always when Workers are present, allowing for swift and safe exit in case of an emergency.

3.6.6 Training on evacuation procedures

Core	All staff is trained on evacuation procedures, and regular fire safety drills are conducted at least every 6 months and are documented.
Year 0	Evacuation procedures and fire safety drills are conducted according to national legislation where it exists.

3.6.7 H&S instructions in Factory

Core	All information, safety instructions, re-entry intervals and hygiene recommendations regarding hazardous work is displayed clearly in a visible place in the workplace in the language(s) understood by Workers and with pictograms.
Year 0	Instructions are in line with technical guidelines provided by machinery and production suppliers, Material Safety Data Sheets, and local authorities inspections, (e.g., firefighting brigade, labour inspector). Material Safety Data Sheets fulfil internationally recognised standards – Registration, Evaluation, Authorisation and Restriction of Chemicals Regulation (Annex I Requirements for the compilation of safety data sheets Directive European Union 453/2010).



3.6.8 Training on occupational health and safety

Core	Your Factory ensures that all Workers and their representatives are trained in the basic requirements of occupational health and safety, relevant health protection and first aid immediately before starting any new job.
Year 0	<p>Regular refresher trainings take place at least once a year. The training includes making Workers aware of their right to remove themselves from unsafe situations without being penalized for doing so.</p> <p>Records are kept of these training activities indicating information on topics, time, duration, names of attendees and trainers.</p>
Guidance: The H&S officer is responsible that these trainings take place (see requirement 3.6.2).	

3.6.9 Trainings on Health & Safety for specific tasks

Core	Your Factory ensures that all Workers and their representatives are trained in health and safety matters appropriately for their specific job and task.
Year 0	All chemical handlers are thoroughly instructed and trained at regular intervals by a recognised institution or by specialists in the safe application and the risks of chemicals. Safety instructions on the label of chemical products are followed. Workers that are engaged in any potentially hazardous work are trained according to the tasks they carry out at least once every year. Records of these training activities are kept indicating information on topics, time, duration, names of attendees and trainers. Training includes proper handling and storing of hazardous waste.
Guidance: Hazardous work includes, but is not limited to working with hazardous chemicals, blasting, and cutting, as well as operating machinery. The training covers health and environmental risks of the products Workers handle, if applicable, and enables them to take correct emergency actions in case of accident.	

3.6.10 Health & Safety policy

Core	Your Factory implements an appropriate health and safety policy outlining measures for handling and storing hazardous chemicals.
Year 0	Material Safety Data Sheets are maintained for all chemical substances and preparations used.

3.6.11 Health & Safety procedures

Dev	Your Factory has procedures in place to comply with the Registration, Evaluation, Authorisation and Restriction of chemical regulation on the use of chemicals.
Year 3	

3.6.12 Hazardous work

Core	The following persons are not engaged in any potentially hazardous work:
Year 0	<ul style="list-style-type: none"> • People younger than 18 years • Pregnant or nursing women



	<ul style="list-style-type: none"> • People with incapacitated mental conditions; • People with chronic, hepatic or renal diseases, and • People with respiratory diseases are not allowed to handle or work with hazardous chemicals.
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3.6.13 Safe, clean and hygienic working areas

Core	All working areas are free of obvious defects and always maintained in a safe, clean and, where necessary, hygienic condition.
Year 0	

3.6.14 Electrical equipment

Core	All electrical equipment, wiring and outlets are properly placed, grounded and inspected for overloading and leakage by a professional on a regular basis. Inspection protocols are available on site and renewed annually.
Year 0	

3.6.15 Adequate lighting, heating, ventilation

Core	All workplaces have adequate lighting, heating, and ventilation and control systems in place for noise, dust and vibration according to legal requirements.
Year 0	

Guidance: Different activities require different levels of light. In general, the more detailed the task, the greater the light requirement. For example, a production room should be lit at an illuminance of 300 lux.

3.6.16 Personal protective equipment (PPE)

Core	Your Factory provides adequate quality PPE to all Workers free of charge and ensures that Workers are trained and use the equipment properly. Replacement stock of proper PPE is always available.
Year 0	
	Visible signs are posted in the workplace displaying appropriate PPE required for each workplace or working area.
	Workers always use such equipment and are monitored accordingly.

Guidance: This applies to all Workers, including Temporary Workers. Adequate quality protective equipment means items such as gloves, safety glasses and shoes, earplugs or muffs, hard hats, respiratory protection, etc. Equipment that is worn out or damaged is replaced free of charge.

3.6.17 First aid facilities, equipment, staff, boxes and training

Core	Your Factory provides adequate emergency first aid facilities, equipment and appropriately trained first aid staff to meet all reasonably foreseeable emergency first aid situations.
Year 0	
	The H&S Officer check and restock the first aid boxes at least every two months to ensure that all boxes are complete.
	A reasonable number of Workers (in relation to the total number of employees and the nature of their work), receive regular training in first aid.

Guidance: Adequate emergency first aid equipment includes suitably stocked first aid boxes which are always quickly accessible.

3.6.18 Reporting accidents and first aid measures

Core	The H&S Officer compiles reports on all accidents and subsequent first aid measures that occur in the workplace and in Factory-controlled residences and property. Reports are provided for risk assessments (1.2.1).
Year 1	

3.6.19 Medical Officer

Core	Your Factory appoints and identifies to the workforce a Medical Officer responsible for healthcare and protection. The Medical Officer is qualified for the job or trained by local medical authorities, such as a trained nurse or health Worker. They are responsible for suggesting, planning and monitoring measures to improve medical care and protection of health within the Factory. The Medical Officer's duties are included in their employment Contract.
Year 0	
Guidance: The Medical Officer is not necessarily hired exclusively for this task but may have other duties and responsibilities within the Factory.	

3.6.20 Medical Officer: documentation

Core	The Medical Officer maintains complete and updated documentation on work-related illness and accidents and propose actions to reduce these where possible.
Year 0	

3.6.21 Free and regular occupational medical care

Dev	Your Factory provides or enables access to free and regular occupational medical care and advice, offered at the workplace at fixed times during working hours, or at the local health centres/hospital.
Year 3	
Guidance: Fixed times are appropriate for allowing all Workers consult the Medical Officer. The frequency of the provision is to be agreed upon with Workers' representatives.	

3.6.22 Work-related illness or injury care

Core	Your Factory provides appropriate care in case of work-related illness or injury by providing free onsite permanent medical support adequately equipped to deal with accidents or guaranteeing free transportation to the nearest hospital, and follow-up medical treatment.
Year 0	
Guidance: Proposed actions should be based on H&S risk assessments and coordinated with the H&S officer.	

3.6.23 Examinations by medical doctor

Core	Your Factory offers regular examinations and check-ups by a medical doctor to all Workers on a voluntary basis at least every three years.
Year 0	



	Any findings are communicated to the Worker confidentially and in a readily understandable form.
Guidance: Medical records should be held confidential by the medical practitioner. Anonymised medical data are to be reported to the employer to be used in managing health and safety. Personal medical information is not to be disclosed to the employer without consent from the employee. Records will be released to the Worker or destroyed when the Worker leaves employment.	

3.6.24 Handling of hazardous chemicals and other hazardous work

Core	Workers engaged in handling any potentially hazardous chemicals or other hazardous work are examined regularly, at least once a year, by a medical doctor.
Year 0	These examinations are free and confidential to the respective Worker. The frequency of examinations depends on the level of exposure to chemicals. Individual health records are established for Workers at risk due the nature of their job. These records are kept confidential, and management does not have access to them.

3.6.25 Rest areas and canteens

Dev	Your Factory provides suitable rest areas and canteens, with clean and maintained cooking and food storage facilities where necessary and if requested by Workers.
Year 3	
Guidance: Rest areas that are separate for men and women should be provided where requested by Workers.	

3.6.26 Meals provided

Core	If meals are provided by the Factory, it is optional for Workers and are comparable in quality and cost to local conditions.
Year 0	

3.6.27 Clean drinking water

Core	Your Factory provides clean drinking water close to the working area of all Workers and clearly labelled drinking water facilities as such in the rest or canteen area.
Year 0	The water quality is monitored by the Factory and H&S CC representative.

3.6.28 Toilets, washing facilities & changing rooms

Core	Your Factory provides clean toilets with hand washing facilities close by, changing rooms for all Workers, and clean showers for Workers who handle hazardous chemicals. Lockable storage facilities are provided where requested. Toilets, changing rooms and showers are separate for women and men, and the number of toilets and hand-washing facilities are in proportion to the number of Workers (minimum proportion is 1:25). Your Factory also provides clean hand-washing facilities close to the canteen. All facilities are cleaned regularly and equipped with covered drains and pipes.
Year 0	
Guidance: You ensure that Workers can freely access these facilities at any time.	



4. Environmental Responsibility

Intent: The intent of this chapter is to ensure that Tier-1 Factories comply with requirements focussed on emission control, energy consumption, and waste management.

4.1.1 Emission control techniques

Core	Your Factory applies appropriate emissions control techniques for any of your company's manufacturing operations that generate air pollutants. Control techniques include: ventilation, absorption, physical and chemical scrubbing, closed-loop-systems for recovery of solvents, noise/odour and vibration reduction equipment. Significant sources of air pollutants are:
Year 1	<ul style="list-style-type: none"> • coating and dyeing operations; • printing; • drying (fabrics, yarns and prints); • Fibre processing generating dust (bale breakers, automatic feeders, separators and openers, mechanical conveyors, pickers, cards) and spinning; • combustion sources for power generation and process heating; • weaving.

4.2 Energy Consumption

4.2.1 Energy consumption

Dev	Your Factory measures energy consumption and develops a plan for reduction and recovery. Progress should be documented on indicators set by cross unit teams in the Factory.
Year 6	You have a system to measure achievements in place.

4.3 Waste

4.3.1 Waste collection and separation

Core	Your Factory collects and separates waste according to local requirements. Waste is properly disposed in municipal garbage collection systems where available.
Year 0	

4.3.2 Waste reduction measures

Dev	Your Factory develops measures for waste reduction and documents the reduction of the waste.
Year 3	

5. Trade



Intent: This chapter outlines the rules you need to comply with when you buy and sell Fairtrade certified textile products and Fairtrade cotton for use in a Fairtrade certified Factory.

5.1 Traceability

Intent: To ensure that finished textile product carrying the Fairtrade Production mark has been produced under Fairtrade terms in the Tier-1 Factories.

For documentary traceability requirements **2.1.1 and 2.1.2** in the **Fairtrade Trader Standard** apply to **all manufacturers under this standard**.

Additionally, for products with **physically traceable Fairtrade cotton, requirements 2.1.3- 2.1.5, and 2.1.7** in the **Fairtrade Trader Standard** apply. See below in section 5.2 on Product Composition for more details.

For products with cotton supplied through the Fairtrade Sourcing Ingredients (FSI), **requirements 2.1.8- 2.1.11 and 2.1.3** in the **Fairtrade Trader Standard** and **2.1.1-2.1.3 in the Fibre Crop Standard** apply.

5.2 Product Composition

Intent: The requirements in this section outline the product composition rules for textile goods produced under Fairtrade conditions. Goods produced in Fairtrade certified textile Factories may be made of 100% Fairtrade cotton, Fairtrade cotton blended with other non-cotton Fibres, or made with Responsible Fibres that meet applicable [Fairtrade Responsible Fibre criteria](#) (see annex 6). There are different rules regarding use of the Fairtrade Mark, claims, and references to Fairtrade depending on the composition of a product.

Requirements in this section apply to the essential parts of the textile product/garment and include fabric, lining, and filling.

5.2.1 Products with 100% Fairtrade cotton

Core	A 100% Fairtrade cotton product is made of pure cotton sourced solely from Fairtrade certified producer organisations.
Year 0	
<p>Guidance: The following exclusions apply for the following non-essential components:</p> <ul style="list-style-type: none"> • edgings and trimmings which are not an integral part of the product. Filling is an essential component rather than a trim and therefore not excluded; • buttons and buckles which are covered with textile materials; • accessories, decorations, ribbons, threads/bands added at specific/limited points of the product; • pocket linings and constructed waistbands; • stitching. <p>When the items are manufactured in Tier-1 Factories that are certified against the Fairtrade Textile Standard with 100 % Fairtrade cotton, the FAIRTRADE Textile Factory Mark and the FAIRTRADE Textile Factory Cotton Mark may be used.</p>	

5.2.2 Blended products containing Fairtrade cotton and other non-cotton Fibres

Core	
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Year 0	Blended products with Fairtrade cotton are made up of at least 50% Fairtrade cotton, and blended with Fibres other than cotton. For workwear and uniforms Fairtrade cotton constitutes at least 30% of the finished product. The cotton in the product is sourced solely from Fairtrade certified producer organizations.
<p>Guidance: Fibres “other than cotton” can include synthetic, man-made or natural Fibres. This requirement covers products made with Fairtrade cotton blended with other non-cotton Fibres or yarns, e.g., poly-cotton pillowcases and T-shirts, cotton-lycra jeans, cotton-wool socks.</p> <p>Fairtrade acknowledges that, for functional reasons, the composition of the finished product can be achieved in different ways, either by blending the Fibres and/or mixing the yarns of different composition and both methods are allowed under this requirement. This requirement is set based on the finished composition of the fabric.</p> <p>When the items are manufactured in Tier-1 Factories that are certified against the Fairtrade Textile Standard with Fairtrade cotton, the FAIRTRADE Textile Factory Mark and the FAIRTRADE Textile Factory Cotton Mark may be used.</p>	

5.2.3 Products containing Responsible Fibres other than Fairtrade cotton

Core	Products made with non-Fairtrade Fibres may be sold under Fairtrade terms as Fairtrade Textiles, provided the Fibres meet Fairtrade’s Responsible Fibre criteria and the scheme is included on the Fairtrade Responsible Fibre List. The Responsible Fibre content rules from the approved Fibre scheme apply in this category (see annex 6). Fairtrade claims about the Fibre can only be made when the Fibre itself is Fairtrade-certified.
Year 0	
<p>Guidance: Fibre content rules may differ from one scheme to another, therefore the rules from each approved scheme apply for products containing Responsible Fibres. A Fibre is a natural or man-made substance that can be spun into filament, thread, or rope and in a next step be woven, knitted, matted, or bound. The Fairtrade responsible Fibre criteria are provided in annex 6.</p> <p>When items made with Fairtrade approved Responsible Fibres are manufactured in Tier-1 Factories that are certified against the Fairtrade Textile Standard, the FAIRTRADE Textile Factory Mark may be used together with the applicable Responsible Fibre label.</p>	

5.2.4 Multi-component textiles and non-textile products with Fairtrade cotton

Core	For “Fairtrade cotton multi-component textiles and non-textile products” the cotton content of the product is 100% Fairtrade cotton. Blended cotton or other Responsible Fibres may not be used in a multi-component product when using the FAIRTRADE Cotton Mark. If multi-component textiles and non-textile products are produced using other Responsible Fibres, requirement 5.2.3 applies.
Year 0	
<p>Guidance: The category multi-component textiles and non-textile products covers products made of cotton fabrics with fabrics of other compositions and includes:</p> <ul style="list-style-type: none"> • filled products, e.g., pillows and duvets (with a 100% cotton cover and polyester filling); • non-filled products, for example, cotton T-shirts with silk panels/appliqués or a cotton jacket with silk lining; • products made up of cotton parts combined with non-textile parts such as leather, wood, feathers or metal. Examples of such products include cotton canvas trainers and garden parasols. <p>When the items are manufactured in Tier-1 Factories that are certified against the Fairtrade Textile Standard with Fairtrade cotton, the FAIRTRADE Textile Factory Mark and the FAIRTRADE Textile Factory Cotton Mark may be used.</p>	

Contract Use of Fairtrade trademarks and communication

Intent: To ensure that the Fairtrade Mark, claims, and reference to Fairtrade are used appropriately.



Requirements for use of the FAIRTRADE Textile Factory trademark or FAIRTRADE Textile Factory Cotton trademark are outlined in the Fairtrade Trader Standard section 1.2 (requirements 1.2.1 - 1.2.3), and applicable “Trademark use Guidelines”.

5.3 Requirements for Brand Owners

Intent: The following requirements apply to buyers of textiles produced under Fairtrade terms. The buyer is the Brand Owner that initiates a purchase order and is committed to fulfil the requirements in this section but is not certified against them. Verification is contractually agreed by a licensing agreement.

5.3.1 Contract with a National Fairtrade Organization or Fairtrade International

You have a contractual relationship with a National Fairtrade Organization or with Fairtrade International that communicates publicly on your commitment to Fairtrade.

5.3.2 Contract with Fairtrade certified Factory

You have a binding legal Contract with the certified Factory. The Contract includes as a minimum the following:

- Approximate volumes; for two years;
- quality; prices;
- a Living Wage differential that enables the payment of Living Wages in line with the requirements of this Standard, with paragraphs allocated to Living Wages clearly; see chapter 3 on Living Wage in the Standard;
- payment terms that are transparent and traceable;
- feasible lead times;
- procedures in case of quality problems;
- terms of delivery using international commercial terms (Incoterms);
- definition or mentioning of “Force Majeure”;
- agreement on applicable jurisdiction; and
- an alternative dispute resolution mechanism to resolve conflicts;
- extending support for Human Rights Environmental Due Diligence implementation;
- commitment of two years.

If you are represented by an agent, you are responsible for signing and fulfilling the Contract with the supplier.

You do not change the terms of the Contract once the Contract is executed.

Guidance: Ensure that every Contract is clear, fair, and binding for at least two years, with specified volumes, prices (including Living Wage differential), and transparent terms. Avoid unilateral changes after execution and support implementation of responsible purchasing and Human Rights Environmental Due Diligence.

5.3.3 Increasing Fairtrade cotton content

You set up a plan demonstrating how you increase the Fairtrade cotton content in your line.

5.3.4 NEW Action based on grievances shared



When the certified Factory shares grievances of Workers arising out of purchase practices you shall take necessary steps to rectify those practices by jointly working with the Factory.

Guidance: it is required on the part of Factories to share grievances of Workers arising out of purchase practices by buyers. See grievance mechanism requirements 6.5, 6.6.

6. Human Rights and Environmental Due Diligence (HREDD)

Intent and scope

The intent of this section is to ensure that textile Factories manage the risks and adverse impacts that their business may have on people and on environment when they carry out HREDD in their own operations and in supply chains. The scope is limited to all Factories at Tier-1 unless stated otherwise.

The HREDD includes five steps: to commit to respecting human rights and the environment, to identify the salient human rights and environmental issues linked to its operations and supply chains, to take action to address and remediate those issues, to track progress and to communicate to stakeholders about this work.

Fairtrade International regards UN Guiding Principles Business and Human Rights and OECD Due Diligence for the garment sector: <https://mneguidelines.oecd.org/responsible-supply-chains-textile-garment-sector.htm>

6.1 NEW Written commitment to respecting human rights and the environment

Core	You have a written commitment to respect human rights and environmental sustainability, to conduct due diligence, and to recognise the importance of:
Year 0	
<ul style="list-style-type: none"> • Collaboration with suppliers and brands in addressing human rights and environmental challenges; • Having legally enforceable agreements with brands which favour long-term business relationships; • Working towards Living Wages with agreement with brands and Workers' representatives; • Providing for or co-operating in the remediation of identified harms you cause or contribute to. 	



	Your written commitment refers to internationally recognized human rights, including environmental rights, and is signed off by senior management.
<p>Guidance: You appoint a responsible person or a team to develop the written commitment with support from senior management. The written commitment provides clarity on the goals and future work of your Factory and does not have to be extensive. It can be a short stand-alone statement or part of your value statement, sustainability policy or Environmental, Social and Governance (ESG) statement.</p> <p>For example, a commitment to the UN Guiding Principles on Business and Human Rights, or to the OECD Due Diligence guidance and to the four goals mentioned in the requirement could be recognized as equivalent.</p> <p>Internationally recognized human rights include those contained in the International Bill of Human Rights and the ILO Declaration on Fundamental Principles and Rights at Work and on the environmental rights covered in the UN Resolution (48/13)5 for the right to a clean, healthy and sustainable environment.</p>	

6.2 NEW Internal alignment with the commitment on human rights and environmental sustainability

Core	You align your operational policies and procedures with the commitment and embed the commitment into your existing management systems.
Year 1	
You assign a responsible person(s) for due diligence related functions.	
<p>Guidance: You may need to revise your pre-existing policies so that they align with and support the fulfilment of the human rights and environmental commitment.</p> <p>Relevant policies can include those on health and safety, human resources, environmental management and/or protection, legal compliance, procurement/contracting, risk management and project approval.</p>	

6.3 NEW Awareness raising

Core	You raise the awareness to your management, staff and Workers about your commitment to respecting human rights and the environment, and its implications for your operations.
Year 1	
Your commitment is publicly available, and you inform your immediate suppliers, brands and Subcontractors. Awareness-raising can be through presentations, discussions and meetings; posters and leaflets; training programmes, sketches and role play and other.	
<p>Guidance: Factories may publish in their website if maintained. Least would be to publicly display it in their premises. It is best practice that all employees are trained as per the relevance of their role for HREDD. The frequency of trainings is according to the needs and depends on the platform used. It is also best practice to make the commitment publicly available online. When informing all immediate suppliers is not possible then you inform at least all Fairtrade suppliers.</p> <p>The scope and content of awareness-raising activities, such as trainings, should be aligned with existing legislations on HREDD applicable to your Factory and about grievance mechanism.</p> <p>Awareness raising activities should be updated when changes are introduced. For example, when you are developing a new product or service line that varies significantly from existing lines; changing the inputs for a product or service; restructuring or engaging in new forms of business relationships (e.g. mergers, acquisitions, new clients and markets).</p>	

6.4 NEW Risk assessment



Core	You conduct a human rights and environmental risk assessment for your own operations including Sub-contractors and supply chains at least every three years, and you do the following:
Year 1	<ul style="list-style-type: none"> • Map the most common risks and challenges in your own operations and in the Fairtrade supply chains considering external data and research. • Assess which risks and challenges are most serious. • Engage with the CC in assessing the most serious risks that are specifically related to your organization and all points mentioned here. • Identify which of your Fairtrade suppliers may have environmental risks and assess their root causes • Identify the vulnerable groups of people who are or could be impacted more than others. • Identify which of your Factories’ practices cause or contribute to these issues. • Consult your staff, Workers and to prioritize which risks and challenges to be addressed first. <p>You strengthen your assessment methods over time.</p> <p>The results of your assessments cannot be used to put pressure on supplier(s) to immediately address identified risks, nor do you make it a condition of purchase.</p>

Guidance: Acknowledging your risks and challenges allows you to address them before they grow bigger and builds your credibility among business partners and other stakeholders.

Factories need to prioritize the risks and challenges that are most severe and likely. These are often called “salient issues.” Include child labour, forced labour as salient issues if Fairtrade or another reliable source has indicated that these are a high risk in your country or sector. Also, if your Sub-contractors are using wet processing there are environmental risks associated with it. See chapter 4. It is to be noted that a new regulation on Forced Labour will come into effect in EU countries from December, 2027. See <https://www.hrw.org/news/2024/11/19/eu-adopts-new-regulation-curtail-forced-labor>

In any organization or society, some groups of people are disadvantaged. These may include, for example, Migrant Workers, women and girls, young people, minorities, indigenous peoples, etc.

In addition to suppliers and staff, you can also engage, for example, community members, buyers, local authorities and Trade Unions.

The types of environmental and human rights risks that should be considered in the assessment include: Use of chemicals, water and air pollution, climate, deforestation, biodiversity loss, water, living incomes and Living Wages, working conditions, health, freedom of association and collective bargaining, forced labour, child protection and child rights, gender rights, non-discrimination, self-determination, freedom of speech, freedom of thought and public participation and privacy.

When you start the risk assessment you need to map your operations and supply chains. The effort you put into this risk assessment can be proportionate to your resources: A small factories’ risk assessment can be a simple and straightforward exercise.

Possible reasons for conducting an earlier risk assessment include the following: when you are developing a new product or service line that varies significantly from existing lines; changing the inputs of a product or service; restructuring or engaging in new forms of business relationships (e.g. mergers, acquisitions, new clients and markets). These could also be reasons to strengthen the assessment methods.

You strengthen the assessment methods by engaging a more varied or larger group of stakeholders; considering more external data and research; more detailed mapping of your supply chains; making deeper assessment of the risks, suppliers, vulnerable groups or practices; or documenting and publishing your findings more comprehensively.

The [Fairtrade Risk Map](#) can offer relevant data and research findings for the assessment.



6.5 NEW Human rights-based grievance mechanism for Medium and large Tier-1 Factories

Core	<p>You have a grievance mechanism in place which allows Workers and their representatives, suppliers and other individuals and groups to anonymously raise complaints of injustice, harm or fraud linked to your Factory, including environmental harms.</p> <p>The grievance mechanism:</p> <ul style="list-style-type: none"> • is accessible in the language(s) spoken in your operations and the language(s) most common in your supply chains • supports both written and verbal complaints • respects the anonymity of the complainants and protects them from retaliation, threats or harm • ensures issues are resolved, remediation is implemented in a timely manner, and complainants updated about the ongoing resolution • ensures that all parties are kept informed about progress • allows for an appeals process • includes documentation of all disputes • includes a procedure for cases of sexual harassment (see 3.1.4 and 3.1.5) <p>Your Factory does not discipline, dismiss or discriminate in any way against Workers for using any grievance procedure.</p> <p>Grievances regarding sexual harassment are designated to specially appointed women or women’s committees, linked to a female senior manager when possible, and with direct access to the Chief Executive. The same principles apply in case of sexual harassment of groups other than women. This grievance procedure is in accordance with national legislation where applicable.</p> <p>Where you are unable by yourself to remediate the harm in full, you seek to engage other private, public or civil society actors.</p>
Year 1	
<p>Guidance: A grievance mechanism is meant to help you hear about and address grievances early, before they grow bigger. It is best practice to review and update your grievance mechanism regularly, based on your analysis of the complaints and dialogue with key stakeholders.</p> <p>“The remediation implemented in a timely manner” means that it is according to the timelines and responsibilities set out in the grievance mechanism/procedure.</p> <p>If there is a shared grievance mechanism for your sector or country which fulfils this requirement, you can participate in that mechanism in addition to your own.</p> <p>See definition of a Medium Factory in section “Definitions”.</p>	

6.6 NEW Human rights-based grievance mechanism for Small Factories at Tier-1

Core	
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Year 1	<p>You have a written procedure for managing any complaints of injustice, harm or fraud relating to your Factory. The procedure specifies timeframes. You handle and document complaints in line with this procedure and communicate your follow-up actions to all parties involved.</p> <p>Your procedure includes appointing a specific person responsible for the complaints process in the Factory and includes provisions to prevent retaliation, threats or harm against people who file complaints. The written procedure is informed to all stakeholders and Workers in particular.</p>
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Guidance: If there is a shared grievance mechanism for your sector or country which fulfils this requirement, you can participate in that mechanism without establishing your own.
See definition of a Small Factory in section “Definitions”.

6.7 NEW Raising awareness about the grievance mechanism

Core	<p>You raise awareness to your staff/Workers, Trade Unions representing Workers in the Factory, and inform immediate suppliers about the grievance mechanism, and take annual measures to make the mechanism known and accessible to staff, Workers, suppliers and other stakeholders. Awareness-raising can be through presentations, discussions and meetings; posters and leaflets; training programmes, sketches and role play and other.</p>
Year 1	

Guidance: It is best practice to make information about your grievance mechanism available online. It is also best practice to conduct analysis of grievance cases every year.

6.8 NEW Human rights and environmental policies

Core	<p>You develop and implement or update existing policies:</p> <ul style="list-style-type: none"> • to prevent, mitigate and remediate at least three of the most salient issues identified through your risk assessment, and • on sustainable purchasing <p>You communicate the policies to your senior management, staff, Workers, suppliers and brands.</p> <p>You review and revise the policies at least every three years.</p>
Year 1	

Guidance: You may have several policies or just one policy that integrates these issues. How frequently you revise your policy or policies depends on the results of your risk assessment, but reviews should take place at least every three years.

It is also best practice to communicate the policy or policies to Subcontractors.

Your policy defines your objectives, principles and procedures related to HREDD risks, including sustainable purchasing practices. It may include, for example, objectives related to dialogue with suppliers; long-term business relationships; support to suppliers’ human rights and environmental measures, collaboration in remediation; selection of responsible suppliers; responsible disengagement; use of living income reference prices and/or Living Wage benchmarks; fair payment timelines; sourcing plans; pre-finance and traceability.

Your environmental objectives are in line with private sector climate targets, such as those followed by UNFCCC’s Race to Zero Campaign and, for example, SBTi, GHG Protocols, Accountability Framework or ISO 14067:2018 & 14064-1:2018 for assessing product’s footprint based on the product’s life cycle assessment.



6.9 NEW Action plan for Medium and large Factories at Tier-1

Core	<p>You consult your staff, Workers, internal experts to identify effective activities. You develop and implement an action plan to prevent and mitigate the identified salient risks, and to co-operate in remediation of cases found. You also have a dialogue with experts while developing an action plan.</p> <p>The plan is approved by senior management (Factory manager, general manager or their equivalent) and CC and revised annually to keep it up to date.</p>
Year 3	
<p>Guidance: Your activities can include provision of services; improvement of tools, facilities or processes; partnerships with local organizations, negotiations with local authorities, etc. Awareness-raising can be through presentations, discussions and meetings; posters and leaflets; training programmes, sketches and role play and other.</p> <p>In relation to environmental aspects, the scope of awareness raising activities could include Factory's direct and indirect greenhouse gas emissions (i.e. when Factory sets the target to incorporate Scope 1, Scope 2 and Scope 3 emissions). Companies need to prioritize the risks and challenges that are most severe and likely (see the requirement on Risk assessment). These are often called "salient issues."</p> <p>See definition of Medium Factory in section "Definitions".</p>	

6.10 NEW Action plan for Small Factories at Tier-1

Core	<p>You develop and implement an action plan to mitigate and prevent the 3 salient risks related to HREDD.</p> <p>The plan is revised annually to keep it up to date.</p>
Year 3	
<p>Guidance: Your action plan may include:</p> <ul style="list-style-type: none"> • dialogue with other companies, public authorities and/or civil society actors; • raising awareness and training your management, Workers and staff on the salient human rights and environmental issues; • Awareness-raising can be through presentations, discussions and meetings; posters and leaflets; and training programmes, sketches and role play. <p>See definition of Small Factory in section "Definitions".</p>	

6.11 NEW Dialogue on HREDD collaboration

Core	<p>You share information about your risk identification, prevention, mitigation and remediation activities with your Fairtrade buyer to reach a common agreement on collaboration and support. You will refer grievances aggregated to at least one of your Fairtrade buyers if they are related to workplace conditions.</p>
Year 1	
<p>Guidance: You may also find it useful to invite public authorities and/or civil society organizations to join the dialogue. Many human rights and environmental issues in supply chains are complex and systemic, and it takes co-investment and collaboration between buyers, suppliers and other stakeholders to address those issues and their root causes. Since HREDD is an ongoing process, your buyers' support would become relevant in addressing HREDD issues.</p>	

6.12 NEW Support for suppliers on HREDD (applicable to Medium and large Factories at Tier-1)



Core	<p>You support at least one entity in the supply chain with their efforts and the costs of prevention, mitigation and remediation. You agree on a mutually acceptable type of support.</p> <p>Your support is either direct or through a partnership.</p> <p>You do not put pressure on suppliers to accept the type of support, nor do you make this support a condition of purchase.</p>
Year 3	
<p>Guidance: Support can be in the form of funding or facilitating external funding or partnerships, etc., and does not affect pricing. You agree the terms and conditions in advance and in writing with the supplier.</p> <p>A mutually agreed type of support is when for example you incorporate interpretation of salient risks from your suppliers into your own action plan, and support in those areas that the supplier indicated as necessary.</p> <p>Suppliers may include costs of prevention, mitigation and remediation in their plan.</p> <p>Remember that where you have contributed to adverse human rights impacts – for example through low pricing – you have a responsibility to provide for or co-operate in remediating those adverse impacts.</p> <p><i>See definition of Medium Factory in section “Definitions”.</i></p>	

6.13 NEW Tracking due diligence activities

Core	<p>You define and implement annual measures to track the implementation and effectiveness of your due diligence activities.</p> <p>You amend and improve your HREDD policies, actions plans and activities according to results and lessons learned.</p> <p>You report key lessons learned to your senior management and CC annually.</p>
Year 3	
<p>Guidance: For implementation of tracking, you could use:</p> <ul style="list-style-type: none"> - the implementation report of your previous action plan - risk assessment indicators relating to your salient issues <p>It is best practice to draw on feedback from suppliers and other internal and external sources, and to pay particular attention to impacts on vulnerable groups or people. For small factories, it is sufficient to conduct tracking based on staff knowledge.</p>	



Annex-1 Social Indicators

Referred to in requirement 1.4.2 Social Indicator

ILO Conventions to be considered by the certification body

1. Hours of work [1919]
2. Forced Labour [1930]
3. Freedom of Association and Protection of the Right to Organize [1948]
4. Right to Organize and Collective Bargaining [1949]
5. Equal remuneration [1951]
6. Abolition of Forced Labour [1957]
7. Discrimination (Employment and Occupation) [1958]
8. Minimum wage fixing [1970]
9. Minimum Age Convention [1973]
10. Occupational Safety and Health [1981]
11. Elimination of the Worst Forms of Child Labour [1999]

The following indicators of compliance with requirement 1.4.2 Social Indicator in this document may be applied:

1. The Operator has provided a WFTO membership certificate.
2. The Operator has provided an SA 8000 certificate.
3. The Operator has provided documentary proof that the production unit involved participates in one of the following initiatives: Ethical Trading Initiative (ETI), Fair Wear Foundation, Fair Labour Association, Workers' Rights Consortium.
4. The Operator has provided a letter of endorsement of a union accredited by ICFTU.
5. The statutes of the applicant Operator prove that the applicant Operator is owned by the Workers.
6. The Operator has provided a report from a third party documenting a social audit conducted against the ETI Base Code (see below) or an equivalent code not more than one year old. The period between social audits shall not exceed two years, demonstrated by submission of a new audit report.

The following provisions apply:

- Minimum criteria are set (see below). If any non-conformity with these criteria is detected the application or continuation of approval will be refused.
- The auditor must be independent of the Operator audited and must be experienced in social auditing against the benchmarked code.



- If the audit was completed against a code other than the ETI Base Code, this Code of Conduct must match the requirements set out by the ETI Base Code. The certification body will conduct a comparative analysis to determine whether the code or standard is equivalent to the ETI Base Code.
- If the audit reports non-conformities, then the Operator must submit an undersigned corrective action plan at the same time. The corrective action plan must be signed by the auditor as well as the management of the Factory, mentioning a timeframe for the implementation of the corrective actions and a responsible person for this implementation.
- The audit methodology should be consistent and clearly explained in the report, which shall include amongst other things details on the audit team, agenda, number of days on site, number of interviews conducted and involvement of management and Worker’s representatives in the audit process. If required, the services of the certification body can be hired for the external inspection.

ETI base code

1. Employment is freely chosen
2. Freedom of association and the right to collective bargaining are respected
3. Working conditions are safe and hygienic
4. Child labour shall not be used
5. Living Wages are paid
6. Working hours are not excessive
7. No discrimination is practiced
8. Regular employment is provided No harsh or inhumane treatment is allowed
9. Model Code address the same subject, to apply that provision which affords the greater protection.

Criteria	Comment
Employment is freely chosen (ILO Convention 29 and 105; ETI Base Code 1)	Examples of conducts that would contravene the criteria: Not paid labour, traffic of persons, Workers not being allowed to leave their employer after reasonable notice, Workers being forced to sign a black letter, workforce required to lodge deposits.
Freedom of association and the right to collective bargaining are respected (ILO Convention 87	Examples of conducts that would contravene the criteria: Management of the Factory forbidding this right or putting barrier
&ILO Convention 98; ETI Base Code 2)	to the activities of the union



Elimination of the worst forms of child labour (ILO Convention 182)	Where child labour is detected, the management should commit to put in place a remediation scheme, such as giving access to education to the employed children in order to contribute to their development. Refusing to put in place the remediation scheme into the Factory will be considered as a non-conformity with the minimum criteria. ³
No harsh or inhumane treatment is allowed (ETI Base Code 9.1)	Examples of conducts that would contravene the criteria: Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation”
Working conditions are safe and hygienic (ETI Base Code 3.3; 3.4)	Examples of conducts that would contravene the criteria: limited access to food or drinking water, no access to acceptable sanitary facilities and no access to acceptable housing when provided.



Annex-2 Recognition Criteria for Wet Process Standards

Referred to in requirement 1.4.3 Wet process compliance

To ensure robust environmental and chemical management in wet processing, factories must meet the following criteria which are laid down and certified in a Standard:

1. Environmental Management System

The standard must require procedures to monitor and improve environmental performance within the operation.

2. Environmental Risk & Impact Assessment

The standard must mandate an environmental risk assessment that identifies, classifies, and prioritizes environmental risks and impacts.

3. Chemicals Management

The standard must designate at least one responsible person for chemical management.
Reference: ILO Convention C155 (1981)

4. Chemical Storage & Labelling

Safe storage and proper labelling of chemicals are required, at least for certified products.

5. Documented Chemical Use

All chemicals used in the production of certified products must be inventoried and documented.

6. Prohibited Hazardous Substances (Substances of Very High Concern, SVHC)

The use of substances listed in the latest European Chemicals Agency (ECHA) Candidate List of Substances of Very High Concern must be prohibited.

Standards using a Manufacturing Restricted Substances List (MRSL) based on risk assessment are also compliant.

Reference: REACH Article 59(10)

7. Environmentally Harmful Chemicals

Prohibition of input substances classified with environmental hazard statements per the UN's Globally Harmonized System of Classification and Labelling of Chemicals (GHS) is required.

8. Health-Hazardous Chemicals



The standard must prohibit substances classified with health hazard statements under the GHS.

9. Chemical Hazard Communication

Safety Data Sheets (SDS) must be available for all chemical inputs used in certified products.
Reference: ILO Convention C155 (1981)

10. Chemical Residue Limits

The standard must define limit values for residues of specific chemical groups.

11. Personal Protective Equipment (PPE)

Employers must provide Workers with adequate PPE.
References:

- ILO Convention C155 (1981)
- ILO Recommendation R164 (1981)
- ILO Recommendation R079 (1946)

12. Training on Chemical Handling

All personnel handling or exposed to chemicals must receive regular training on safe handling and storage. SDSs must be used as training references.
References:

- ILO Convention C155 (1981)
- ILO Recommendation R177 (1990)

13. Wastewater Treatment

Wastewater must be treated according to legal requirements, either through on-site facilities or municipal systems.

14. Wastewater Quality Parameters

Standards must require regular wastewater testing and meet legal limits for:

- pH
- Temperature
- Total Organic Carbon (TOC)
- Chemical Oxygen Demand (COD)

Other indicators such as BOD, colour, and residual pollutants may also apply.
Reference: ZDHC Wastewater Guidelines



15. Water Consumption Monitoring

Continuous monitoring of total water usage in production must be mandated.

16. Energy Consumption Monitoring

The standard must require continuous tracking of total energy used in production.

17. Waste Management

Monitoring and proper disposal of waste streams and discharges must be required.

18. Waste Reduction Measures

The standard must include strategies to reduce the total amount of waste generated.

19. Air Emissions Monitoring

Continuous monitoring of air pollutants, especially greenhouse gases (GHG), is mandatory.

20. Air Pollution Reduction

The standard must require measures to identify and reduce site-level air emissions.

21. Legal Compliance

Binding requirements for compliance with all applicable laws (national, regional, local) must be in place.

22. Permits and Approvals

The standard must require facilities to obtain all necessary environmental permits and approvals.

Annex-3 Freedom of Association Protocol

Referred to in requirement 3.4.4 Freedom of Association protocol

Agreed by the **[Fairtrade certified factory]** hereinafter referred as “**the Factory**”

1. The Factory agrees to respect the human rights of the Workers concerned and, in particular, the human right of all Workers to form or join Trade Unions and to collectively bargain the conditions under which their work is performed. The Fairtrade Standard includes requirements for how certified factories shall respect rights under the Freedom of Association.
2. The Factory will not do anything that would have the effect of discouraging Workers from forming or joining a Trade Union. The Factory will not refuse any genuine opportunity to bargain collectively with Workers even where it is not legally obligated to do so. The factory agrees to allow representatives of Trade Union organizations that represent Workers in the sector or in the region to meet with Workers on Factory premises at agreed times and for these meetings to be conducted without any interference or surveillance. The factory must not interfere in any way with the election by Workers of their representatives. This includes conducting or monitoring or certification of elections.
3. The Factory will offer the representatives necessary facilities and, within reason, time off to carry out their functions, without requiring them to work overtime. Representatives can be expected to balance these functions with operational requirements, but not to the extent that they are unable to adequately represent Workers.
4. The Factory agrees to promote labour relations based on mutual respect, frequent dialogue and procedural fairness between the employer, on the one hand, and Workers and their Trade Unions on the other.
5. The Factory agrees that capacity building of Workers is essential for them to exercise their rights. The Factory agrees to provide the facilities and the time off for Workers so that all Workers can be made aware of their rights. The Factory also agrees to provide facilities and time off for union representatives and other elected representatives to improve their negotiation skills and knowledge of labour legislation.
6. The Factory agrees to give due care to promote the empowerment of women by means of adequate training, capacity building, guidance, encouragement and assistance as necessary.
7. Given the importance of protecting Trade Union rights the factory agrees to communicate its commitment to Freedom of Association by posting a Right to Unionise Guarantee in the workplace in places that are visible for all Workers. The Right to Unionise Guarantee shall be communicated to all Workers, including temporary, seasonal and Sub-contracted Workers in their own language.
8. The Right to Unionise Guarantee shall be worded as follows:
[Factory], in accordance with international human rights and Fairtrade requirements governing freedom of association, hereby guarantees all employees of [Factory] the right to



join or to form a union of their choice for the purposes of bargaining collectively with [Factory] on working terms and conditions.

[Factory] will not discriminate against any employee nor victimise any employee for exercising this right. Furthermore, [Factory] will adopt a positive attitude towards any Trade Union organizers granted access for the purposes of talking about the benefits of Trade Union membership.

[Factory] also will ensure that the formation of an organizing committee in the workplace is free of hindrance or interference or victimisation of the members of such a committee.

[Managing Director's name], Managing Director, [Factory], Date

- 9. Fairtrade will designate one or more local points of contact that can inform Workers about their rights and provide them with support to establish and operate Trade Unions in the workplace. The point(s) of contact will include contact information of one or more established Trade Union organizations and will be made available by Fairtrade producer service teams. The Ministry of Labour or a Workers' rights advocacy organization may serve as a point of contact in addition to or instead of a Trade Union organization. By signing this protocol, factories commit to communicating the goal of the points of contact and posting relevant contact information in the workplace in a format and language accessible to Workers. The point of contact information is not required to be posted in workplaces where Workers have been given the choice to join a Trade Union and have chosen not to be unionised, or if the majority of Workers are already unionised.
- 10. Nothing in this Protocol shall set aside national legislation or the Fairtrade Standard for Hired Labour.

<p>This Protocol was signed</p> <p>Date:</p> <p>Name:</p>
<p>_____ On behalf of [Factory]</p>



Annex-4 Template for Communication with Trade Union

Referred to in requirement 3.4.5 Communicating Freedom of Association rights to Workers and legally registered local Trade Unions

(in Factory's letter head)

To: [Name of Trade Union]

[Union Address]

[City, Country]

Subject: Commitment to Freedom of Association & Right to Unionize

Dear [Trade Union Representative/Union Name],

As part of our commitment to upholding **Fairtrade Standards** and ensuring Workers' rights, we, **[Factory/Factory Name]**, formally reaffirm our adherence to:

1. **Freedom of Association Protocol (3.4.4)** – Respecting Workers' rights to associate freely.
2. **Right to Unionize Guarantee (3.4.5)** – Ensuring no retaliation against Workers who choose to unionize.
3. **Facilitation of Access (3.4.7)** – Providing Trade Unions with necessary access to Workers in compliance with local laws.

To facilitate communication, please find below our designated contact personnel

Yours truly

Name

Designation

Flo ID of Factory:



Annex-5 Factory Wage Reporting Template

Referred to in requirement 3.5.8 Reporting on wages

Factory Name: [Enter Factory Name]

Factory Location: [Enter Address]

Reporting Period: [Month/Quarter/Year]

Brand(s) Contributing to Wage Premium: [List Brands]

1. Worker Wage Summary

Category	No. of Workers	Minimum Wage (₹)	Wage with Living Wage differential (₹)	Increase (%)
Unskilled Workers [X]		₹[X]	₹[X]	[X]%
Semi-Skilled Workers [X]	[X]	₹[X]	₹[X]	[X]%
Skilled Workers [X]	[X]	₹[X]	₹[X]	[X]%
Supervisors [X]	[X]	₹[X]	₹[X]	[X]%
Total Workforce [X]		₹[X]	₹[X]	[X]%

2. Living Wage differential received from Brands

Brand Name	Order Volume (Units)	LIVING WAGE DIFFERENTIAL per Garment (₹)	Total LIVING WAGE DIFFERENTIAL received (₹)
[Brand A] [X]		₹[X]	₹[X]
[Brand B] [X]		₹[X]	₹[X]
Total [X]			₹[X]



Annex-6 Responsible Fibre Criteria

Referred to in requirement 5.2.3 Products containing Responsible Fibres other than Fairtrade cotton

The Fairtrade Textile Standard allows the use of “responsible Fibres”² in textile product composition (see [requirement 5.2.3](#) on products with responsible Fibres).



5.2.3 Products with Responsible Fibres (other than Fairtrade cotton)

Non-Fairtrade Responsible Fibre products may be sold under Fairtrade terms as long as the Fibre and scheme behind it are included on the Fairtrade Responsible Fibre list and processed in a Fairtrade certified Tier-1 Factory. The responsible Fibre content rules from the approved Fibre scheme apply in this category.

This annex defines what Fairtrade understands as Responsible Fibres, whether socioeconomically or environmentally responsible, or both and what the criteria are for considering them as such Only Fibres assured by the schemes which are approved by Fairtrade for Responsible Fibres, can be used in processing under the Fairtrade Textile Standard terms.

The list of approved schemes can be found on the [Fairtrade website](#) and is periodically reviewed and updated.

For information regarding the approval process for responsible Fibre schemes please contact standards-pricing@fairtrade.net.

The criteria for responsible Fibres that are recognized under the Fairtrade Textile Standard are guided by the following principle:

Sustainable Fibres are more environmentally friendly and/or socioeconomically beneficial than other comparable, common Fibres with same material composition.

The following environmental or socioeconomic criteria must be met by a programme or scheme, along with criteria for its management, to be considered a “responsible Fibre” under the Fairtrade Textile Standard:

Environmental criteria

The scheme includes criteria related to the production practices of the Fibre that guarantee improved management of water and other natural resources, a minimised harmful impact, protection and enhancement of biodiversity, and that avoids the use of genetically modified crops.

Socioeconomic criteria

The scheme includes criteria that guarantee the improvement of working and living conditions of the farmers and Workers involved in the Fibre production at farm level along the supply chain.

Management system of the scheme

² A fibre is a natural or man-made substance that can be spun into filament, thread or rope and in a next step be woven, knitted, matted or bound.



The scheme has a credible assurance system, in particular proper controls regarding its claims and product traceability. The scheme has good governance through multi-stakeholder processes and is a leading body in the sector.



The English version of the standard is the official version. Fairtrade offers translations into other languages for information purposes only. Although Fairtrade strives to ensure accuracy in translations, the English version of the standard is the basis for all certification decisions, particularly if conflicts on these decisions should arise.

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