

Fairtrade Standard

for

Hired Labour

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For further information and Standards downloads:
www.fairtrade.net/standards.html

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Table of Contents

Beneficiaries	3
References	3
Structure.....	3
Scope.....	4
Application	5
Monitoring of amendments	5
Definitions	5
1 Social Development	6
1.1 Development Potential and Capacity Building.....	6
1.2 Freedom from Discrimination	11
1.3 Freedom of Labour.....	12
1.4 Freedom of Association and Collective Bargaining	13
1.5 Conditions of Employment.....	16
1.6 Occupational Health and Safety.....	21
2 Economic Development.....	27
3 Environmental Development.....	33
3.1 Environmental management	33
3.2 Pest management.....	33
3.3 Soil and Water	37
3.4 Waste	38
3.5 Genetically Modified Organisms (GMO).....	38
3.6 Biodiversity	38
3.7 Energy and Greenhouse Gas Emissions	38
Annex 1 Geographical Scope.....	38
Annex 2 Prohibited Materials List.....	38

Fairtrade: an Alternative for Small Farmers and Workers

Fairtrade is a strategy that aims to promote sustainable development and to reduce poverty through fairer trade. Its purpose is to create opportunities for producers and workers who have been economically disadvantaged or marginalized by the conventional trading system. If fair access to markets under better trade conditions would help them to overcome barriers to development, they can join Fairtrade.

Beneficiaries

Small farmers can participate in Fairtrade if they have formed organizations (co-operatives, associations or other types of organization) that are able to contribute to the social and economic development of their members and of their communities and which are democratically controlled by their members. Producer organizations can be certified if they comply with the requirements of the Generic Fairtrade Standards for Small Farmers' Organizations. These Generic Fairtrade Standards for Hired Labour therefore do not apply to such producer organizations.

Workers can participate in Fairtrade if they are organized (normally into unions) and if the company that they work for is prepared to promote its workers' development and to share with them the additional revenues generated by Fairtrade. Companies of this sort working with hired labour (farms and plantations, factories, manufacturing industries, etc.) can gain certification if they comply with the requirements of the Generic Fairtrade Standards for Hired Labour.

References

When setting the Standards Fairtrade International (FLO) follows certain **internationally recognised standards and conventions**, particularly those of the International Labour Organization (ILO) as they form the most internationally accepted basic labour rights. In this document the Generic Fairtrade Standards are worded in their own terms but, where applicable, references are also given to any other external standards that Fairtrade International follows.

Fairtrade International also requires that producer organizations and companies always abide by **national legislation** unless that legislation conflicts with internationally recognized standards and conventions, in which case the higher standards prevail. However, if national legislation sets higher standards on an issue than FLO, it supersedes Fairtrade Standards. The same applies to regional and sector-specific practices.

Generic Fairtrade Standards apply to all situations within the FLO geographical scope regardless of the product to be certified, unless stated differently in the standards specific to a particular Fairtrade product. **Product-specific Fairtrade Standards** also apply. However, if Generic Fairtrade Standards set higher requirements than Product-specific Fairtrade Standards, they supersede in all cases unless stated differently.

As laid out in ILO Convention 110, all workers and their representatives shall be afforded every facility for communicating freely with any auditing party. The certification body should determine the details assuring access to all relevant information and all workers and their representatives in its **certification contract** with applicants.

Structure

This Standard is composed of **requirements** against which companies will be inspected. These requirements are divided into:

- **minimum requirements**, which all companies must meet from the moment they join Fairtrade.
- **progress requirements**, against which companies must demonstrate efforts towards long-term improvement and which should be developed according to a plan agreed by the company's management, some within a specified period of time. A report on the achievement of progress requirements should be made available to the certification body each year.

Minimum requirements are defined as those which ensure that:

The benefits of Fairtrade reach the workers.

The company and its workers have the potential for development.

Fairtrade instruments can take effect and lead to developments that cannot otherwise be achieved.

The degree of progress against the progress requirements required from a company depends on the level of economic benefits that it receives from Fairtrade and on its specific context.

The Standard is presented in table format. Each section begins with an introductory statement that describes the objective of that section and provides references to the relevant ILO conventions. Underneath are two columns. The **left-hand column sets out the requirement itself in its exact terms and the right-hand column explains the objectives of each clause within it and provides guidance for correct interpretation** where necessary. When undertaking inspections and certification decisions the certification body will closely follow the exact wording of the requirement and the objectives given. In cases where there is doubt over whether a company has correctly applied a requirement, the certification body shall make its assessment according to the objectives. Fairtrade International issues guidance papers on specific items. These guidance papers are part of the Standards to which they refer.

Scope

The standards laid out in this document **apply to hired labour situations ONLY**. For standards related to small farmers' organizations, even if partially using hired labour, please see the Generic Fairtrade Standard for Small Farmers' Organizations.

The requirements laid out in this document apply to **all companies** working with hired labour (farms, plantations, factories, manufacturing industries, etc.) provided that a product-specific Fairtrade Standard exists for the goods that they produce. However, the degree of organization, management and documentation required by these Standards depends on the size (i.e. number of hired labourers) of the company. Some of the critical standard clauses are accompanied by guidance notes in this respect.

The certification body may introduce further guidance and compliance criteria for other clauses if required, particularly for smaller farms. As Fairtrade International's main aim is to enable disadvantaged producers to access the benefits of the Fairtrade market, it is not the intention of these Standards to prevent the certification of producers because of their lack of capacity at the start of their relationship with Fairtrade International and some flexibility of interpretation is required. However, some aspects of the Standards must be regarded as fundamental in the sense that they are necessary to ensure transparency, progress towards wider performance improvement and the protection of human rights and consumers. Subsequent revisions of these standards will clarify more specifically a minimum set of standards to be met at initial certification by all producers, irrespective of their capacity.

At this stage, scope is left for the certification body to allow smaller employers or those who, for other demonstrable reasons, lack the capacity to meet the minimum requirements at the first

inspection to be certified on the basis of a clear, programmed and monitored commitment to do so within a reasonable period of time. It is also left to the judgement of the certification body to determine the areas in which such flexibility cannot be sustained without undermining the fundamental principles described in the previous paragraph.

Application

From 1 July 2011 an amended version of the environmental section of the Generic Fairtrade Standard for Hired Labour became applicable following its approval by Fairtrade International's respective standard-setting bodies. It supersedes all previous versions. New requirements are identified in this Standard by the words "New 2011".

Companies that start their certification from 1 July 2011 will need to comply with all applicable requirements. When timelines are indicated in requirements, these refer to the number of years after first certification.

Companies that were certified before 1 July 2011 will need to comply with all applicable requirements following their regular certification cycle, however there will be transition periods for complying with the "New 2011" requirements as defined by the certification body in the compliance criteria.

Monitoring of amendments

Fairtrade International (FLO) e.V. reserves the right to amend Fairtrade Standards in accordance with Fairtrade International's Standard Operating Procedures (http://www.fairtrade.net/setting_the_standards.html). Requirements of Fairtrade Standards may be added, deleted, or otherwise modified. Those who have to meet Fairtrade Standards are required to monitor pending and finalized revisions on Fairtrade International's website.

Fairtrade Certification ensures the compliance with Fairtrade Standards. Revision of Fairtrade Standards may lead to a change in the requirements of Fairtrade Certification. Those who wish to be certified or have already undergone certification are required to monitor pending and finalized certification policies and compliance criteria on FLO-CERT's website <http://www.flo-cert.net>.

Definitions

Definitions for all terms used in this Standard will be introduced at a later stage. In the meantime, the explanations given below apply in addition to other official Fairtrade International documents or documents released by the certification body. The certification body may also provide additional explanation in the case of doubt.

Explanation of terms:

Workers: The term 'workers' **refers to all workers** including migrant, temporary, seasonal, sub-contracted and permanent workers. 'Workers' is not limited to field workers but includes all other hired labour personnel, e.g. employees working in the company's administration. However, the term is limited to personnel that can be unionized and therefore normally excludes middle and senior management.

Requirements	Objectives and Guidance
<p>1 Social Development</p>	
<p>1.1 Development Potential and Capacity Building</p> <p>Fairtrade should contribute to the social welfare and empowerment of workers. The company must have the logistical, administrative and technical means to bring a quality product to the market.</p>	
<p>1.1.1 Minimum Requirements</p>	
<p>1.1.1.1 Corporate social responsibility is an integral part of the company's mission or policy statement(s). The company can demonstrate its implementation with concrete evidence.</p>	<p>In addition to its economic and financial goals, the company acknowledges and abides by its social responsibilities and specifically aims to enhance the empowerment and well-being of its workers as well as to protect the environment, thus adding a new quality dimension to the product, by the following means:</p> <ul style="list-style-type: none"> • owners share the aims and values of Fairtrade and its underlying philosophy and make it part of their corporate mission • senior management incorporates the Fairtrade concept into its strategic business plan • management applies Fairtrade to its daily activities in a suitable manner <p>Fairtrade certification can enhance and further enable this mission. Applicants shall be asked to demonstrate the way in which they are currently disadvantaged by market and trading conditions. Certification may only be granted to companies whose workers have been economically disadvantaged or marginalized by the conventional trading system.</p>
<p>1.1.1.2 Senior management holds overall accountability for the implementation of this Standard. Management appoints a person responsible for Fairtrade matters (Fairtrade Officer) who reports to the Executive Manager. He/she is responsible for the overall co-ordination of the Fairtrade programme in the company and for ensuring all necessary communications.</p>	<p>Actions such as these lead to greater 'internal control' and self-monitoring, which is more sustainable in the long-term.</p> <p>The Fairtrade Officer is of sufficiently senior status in the company to ensure that Fairtrade has an adequate profile within it. The person is not necessarily hired exclusively to carry out this task but may have other duties and responsibilities within the company. The tasks of the appointed person are to:</p> <ul style="list-style-type: none"> • act as a liaison between Fairtrade International (both head office and liaison staff), the certification body, workers and managers regarding Fairtrade matters • ensure the development, implementation and monitoring of the company work plan and the

	<p>progress requirements</p> <ul style="list-style-type: none"> co-ordinate effective complaint mechanisms for workers, workers' representatives, management and the certification body <p>His/her hours are paid for by the company and not through the Fairtrade Premium. He/she should be a management representative on the Joint Body (JB) and hold a voting right (see 2.1.1).</p>
<p>1.1.1.3 The employer must demonstrate that any Fairtrade revenues will promote the social and economic development of the workers.</p>	<p>This clause refers to the additional revenue that the company will earn through the Fairtrade Minimum Price system but not to the Fairtrade Premium (see 2.1.7). Companies are expected to steadily improve their social performance, using the progress requirements as guidance. Enhanced performance is expected from companies that earn considerable additional revenue through high Fairtrade sales volumes and/or an established Minimum Price.</p> <p>The company's annual reports and work plans are management tools for ensuring steady progress in this respect. These reports must be made available to the certification body annually.</p>
<p>1.1.1.4 The employer has taken all possible measures to inform all levels of the company about the Fairtrade concept.</p>	<p>'All levels' should include senior and middle management, supervisors, workers and their representatives (e.g. unions, committees). This is to ensure that workers understand the benefits of Fairtrade, in particular:</p> <ul style="list-style-type: none"> their 'rights and duties,' derived from the social standards the benefits of the Fairtrade Premium and its administration (the Joint Body concept; the composition, role and functions of the JB) <p>It is also to ensure that the management at all levels, including supervisors, understands the implications of Fairtrade for the company's operations (e.g. time needed for meetings during working hours).</p> <p>Depending on the size of the company, the certification body may establish indicators for relevant training.</p> <p>The difference between this criteria and 1.1.2.3 is that efforts must have been made at the beginning to inform the workforce about Fairtrade. However, realistically, workers' awareness of Fairtrade issues may not be fully developed until some time after certification and not before they have seen some of the concrete benefits of Fairtrade.</p>
<p>1.1.1.5 The employer has taken all reasonable measures to inform all levels of the company on the</p>	<p>'All levels' should include senior and middle management, supervisors, workers and their</p>

<p>different functions, duties and positions of the 'Joint Body' (JB) and workers' organizations.</p>	<p>representatives (e.g. unions, committees). The objective is to reduce potential conflict between trade unions/workers' committees and the Joint Body and to ensure that responsibilities do not get confused.</p> <p>'Workers' organizations' refers to the organizations of workers that defend their rights and interests (see relevant ILO conventions indicated below).</p> <p>Depending on the size of the company, the certification body may establish indicators for relevant training.</p>
<p>1.1.1.6 Management allocates time during regular working hours and provides other resources that are necessary for or conducive to the successful implementation of the Fairtrade programme.</p>	<p>These resources should include:</p> <ul style="list-style-type: none"> • time for regular meetings of the JB, the union or workers' committee (WC) and other committees involved in the implementation of the Fairtrade programme • time for regular meetings of the JB and the union/WC with the workers • time for officers and workers (especially members of the JB and union/WC) to perform their duties related to the Fairtrade programme. • office space for meetings and space for the JB and the union/WC to keep equipment and files • other resources such as facilities, equipment, know-how, etc. • compensation for pieceworkers for time spent on the Fairtrade programme (see also 2.1.11) <p>Depending on the size of the company, the certification body may establish indicators for the frequency of relevant training and resources dedicated to it.</p>
<p>1.1.1.7. The company has access to adequate administration and communication equipment and to all necessary logistical systems.</p>	<p>Such logistics and equipment should be appropriate to whatever the chosen targeted market is and the requirements and demands that this brings. Examples would include internet and telephone facilities, an export licence, processing facilities, storage, and transportation. The producer is allowed to lease some of these services from third parties as long as traceability can be guaranteed.</p>
<p>1.1.2 Progress Requirements</p>	

<p>1.1.2.1 Within one year of certification the company has adopted an annual work plan for social improvement, taking the progress requirements as reference.</p>	<p>The company's annual work plan is different from the Premium work plan adopted by the JB (see 2.1.1.8). The elaboration of the company work plan is a duty of the management and can be coordinated by the Fairtrade Officer (see 1.1.1.2) in consultation with the elected workers' representatives (union or workers' committee). It is expected that over time the workers' representatives will be increasingly able to provide input to the content of the work plan. The work plan must be approved by senior management and is expected to include verifiable objectives on issues such as:</p> <ul style="list-style-type: none"> • management goals • how to achieve the goals • how to measure achievement • timeframes • budgets • other necessary resources (people, training, investment, infrastructure, etc.) • coherence with the Premium work plan if applicable (e.g. in case of joint projects between company and Premium funds)
<p>1.1.2.2 Within one year of certification management ensures access to primary education for the children of all permanent resident workers. Management should also pay special attention to the education of workers' children in general.</p>	<p>'Access' means either suitable facilities and qualified teachers on-site or transportation that enables children to reach schools provided by the government.</p> <p>The company work plan explores and implements steps towards ensuring access to primary education for the children of its seasonal workers, and towards securing secondary education for all of its workers and their children.</p> <p>Support from the company for crèche facilities either inside or outside its premises is highly recommended.</p> <p>A different level of attention to this requirement is required from small companies.</p>
<p>1.1.2.3 Within one year of certification all levels of the company are aware of Fairtrade matters.</p> <p>To this purpose, the management ensures that adequate independent training has been provided to all levels. The management also encourages and supports training for all workers and their representatives in order to increase their capacity to participate in and take responsibility for the implementation of Fairtrade.</p>	<p>'All levels' should include senior and middle management, supervisors, workers and their representatives. They should be aware of the implications of Fairtrade for the company's operations, the benefit of Fairtrade for the workers, the Fairtrade Premium, the Joint Body concept and the composition, role and functions of the JB and of Fairtrade in general.</p> <p>Training for workers is essential in order to achieve empowerment. The management undertakes all efforts necessary to provide independent training</p>

	<p>for:</p> <ul style="list-style-type: none"> • the JB in participatory project planning and financial management • the union or workers' committee in labour legislation and negotiation skills • all workers in Fairtrade and workers' rights and duties, through awareness programmes <p>All training activities must be recorded. Records should include information on topics, time, duration, names of attendees and trainers.</p> <p>Depending on the size of the company, the certification body may establish indicators for relevant training.</p>
<p>1.1.2.4. An effective and appropriate quality management system is in place within a year of certification.</p>	<p>In order to try and ensure success of Fairtrade sales a quality management system is a useful tool.</p> <p>Small companies may not be required to put a formal quality management system in place.</p>
<p>1.1.2.5. The company has an appropriate human resources management system that is charged with implementing good industrial relations, training programmes and the development of its employees.</p>	<p>Depending on the size of the company, this may be a Personnel Manager or a Human Resources Department staffed with trained/experienced professionals. In small companies the Chief Executive may perform the tasks of a personnel manager. In this case it is highly recommended that the person is trained in human resources management.</p> <p>The mission of the human resources management shall include:</p> <ul style="list-style-type: none"> • creating a friendly and enabling working environment • encouraging and promoting the employees' participation and responsibility, increasing their skills and capabilities through training • practicing and encouraging open communication throughout the company • ensuring that a transparent and effective grievance procedure is in place • ensuring compliance with labour laws and standards • establishing and continuously updating individual personnel files

1.2 Freedom from Discrimination	
Fairtrade International follows ILO Convention 111 on ending discrimination of workers. The Convention rejects “any distinction, exclusion or preference made on the basis of race, colour, sex, religion, political opinion, national extraction or social origin, which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation” (Art. 1).	
1.2.1 Minimum requirements	
1.2.1.1 There is no discrimination, particularly on the basis of race, colour, sex, sexual orientation, disability, marital status, age, religion, political opinion, union or workers’ representative bodies or Joint Body membership, national extraction or social origin in recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement or other activities.	<p>Discrimination is making an unfair distinction in the treatment of one person over another on grounds that are not related to ability or merit.</p> <p>Where discrimination is endemic within a sector or region, the company is expected to show progress towards removing it.</p> <p>During recruitment, pregnancy, HIV and genetic tests are prohibited.</p>
1.2.1.2 Management does not engage in, support or tolerate the use of corporal punishment, mental or physical coercion or verbal abuse.	Management is expected to establish and implement a clear policy and system to prevent improper disciplinary practice. The policy shall be in line with the principle of non-discrimination. Workers should be aware of this policy. The management should have in place an adequate system of records.
1.2.1.3 Management does not engage in, support or tolerate behaviour, including gestures, language, and physical contact, that is sexually intimidating, abusive or exploitative.	<p>An appropriate policy and system should be put in place to prevent any behaviour that is not in line with this requirement.</p> <p>The management should have in place an adequate system of records.</p>
1.2.1.4 Management does not discipline, dismiss or discriminate against workers for using any grievance procedure.	<p>An appropriate policy and system should be put in place to prevent any behaviour that is not in line with this requirement.</p> <p>The management should have in place an adequate system of records.</p>
1.2.2 Progress requirements	
1.2.2.1 Within one year of certification, the management puts in place a policy regarding staff/worker qualifications. In particular, the needs of disadvantaged and minority groups in the workforce should be targeted with training and other programmes.	<p>The programmes should aim to upgrade the qualifications of current workers and ensure that newly employed workers receive adequate training in a timely manner. They should be based on the results of a survey of training needs.</p> <p>Programmes should also focus on improving the position of disadvantaged and minority groups within the workforce, particularly with regard to further internal recruitment and to committee membership.</p>
1.2.2.2 Management ensures that women have equal opportunities in the company and equal	Special attention is given to the empowerment of women by means of adequate training, capacity building, guidance, encouragement and assistance

access to the benefits of Fairtrade.	as necessary.
1.2.2.3 A special grievance procedure is in place for cases of sexual harassment. Cases of grievance should be designated to specially appointed women or women's committees (linked to a high-ranking woman in management) with direct access to the Chief Executive.	<p>One way of preventing sexual harassment is to have female supervisors. The proportion of female supervisors should be gradually increased to at least match the proportion of female workers in their respective departments.</p> <p>The grievance procedure in case of sexual harassment should allow the worker to complain directly to a senior manager directly responsible for the policy.</p> <p>Special awareness training on what constitutes sexual harassment and on the right to oppose sexual harassment should take place.</p> <p>The same principles apply in case of sexual harassment of groups other than women.</p>
<p>1.3 Freedom of Labour</p> <p>Fairtrade International follows ILO Conventions 29, 105, 138 and 182 on child labour and forced labour. Forced or bonded labour must not occur. Bonded labour can be the result of different forms of debt owed by the workers to the company or to middlemen. Children may only work if their education is not jeopardised by them doing so. If children work, they shall not execute tasks that are particularly hazardous for them because of their age.</p>	
<p>1.3.1 Minimum requirements</p>	
1.3.1.1 Forced labour, including bonded or involuntary prison labour does not occur.	<p>As defined by ILO conventions 29 and 105, forced labour includes work that is exacted from any person under the menace of any penalty and for which the said person has not offered him or herself voluntarily.</p> <p>The company must not retain any part of the workers' salary, benefits, property or documents in order to force them to remain. The company must also refrain from any form of physical or psychological measures requiring workers to remain employed by the company.</p> <p>The company must explain to all workers that each worker is free to leave at any time, with a due notice period as per his or her contract.</p> <p>The term 'bonded labour' includes all loans from a company to a worker with unreasonably high interest rates.</p>
1.3.1.2 Child labour does not occur.	<p>Children below the age of 15 are not employed. No further recruitment of children is allowed.</p> <p>Where children have worked or been employed in the past it is expected that the company has put in place a remediation policy to fully comply with the Standard requirement within one year of certification. The objectives of the remediation policy are to ensure that any children who once</p>

	<p>worked for the employer and who no longer do so not enter into worse forms of work. It is expected that there is a register of all workers under the age of 15 indicating their age and their work. Their conditions of work should be compliant with ILO conventions for work given to children below the age of 15. 'Work' also relates to adults bringing children to the workplace, either in order to assist them or to do other work.</p> <p>It is also expected that such a policy would include how to ensure and enable access to education for the said child until he/she is no longer a child. This means that the company ensures that the child can afford to go to school. The company covers the costs of education, and/or hires members of the family so that the family can cover the cost of education, and/or pays to the family the equivalent in lost income (See also 1.1.2.2).</p>
1.3.1.3 Working does not jeopardise the schooling or the social, moral or physical development of the young person.	See also 1.1.2.2 and 1.3.1.4.
1.3.1.4 The minimum age of admission to any type of work which, by its nature or the circumstances under which it is carried out is likely to jeopardise the health, safety or morals of young people, shall not be less than 18 years.	Young persons under 18 shall not handle chemicals or perform other duties that imply a health hazard. Young persons under 18 shall not be allowed to do night work.
1.3.1.5 Employment is not conditional on the employment of the spouse. Spouses have the right to work elsewhere.	This also applies if housing is provided to the worker and his/her family.
<p>1.4 Freedom of Association and Collective Bargaining</p> <p>Fairtrade International follows ILO Conventions 87 and 98, and Recommendation 143 (protecting the rights of workers' representatives) on freedom of association and collective bargaining. Workers and employers shall have the right to establish and legalise and/or to join organizations of their own choosing and to draw up their constitutions and rules, to elect their representatives and to formulate their programmes. Workers shall enjoy adequate protection against acts of anti-union discrimination in respect of their employment. The term 'workers' organization' as used below refers to any organization of workers for furthering and defending the rights and interests of workers. Fairtrade International enshrines the rights of freedom of association and collective bargaining and considers independent trade unions the best means for achieving this. Workers shall be trained to understand their legal rights and duties.</p>	
<p>1.4.1 Minimum requirements</p>	
1.4.1.1 Management recognises in writing and in practice the right of all workers to establish and to join workers' organizations of their own choosing and to collectively negotiate their working conditions.	<p>The term 'workers' organizations' is used in reference to ILO Convention 110. The ILO defines the term as any organization of workers for furthering and defending the rights and interests of workers.</p> <p>Workers are free to legally incorporate their organization.</p> <p>It is expected that there has not been any</p>

	<p>opposition from the company to workers organizing themselves within two years prior to application for certification, or, if this has been the case, circumstances have changed substantially (e.g. change of ownership or top management).</p> <p>It is expected that there is some form of workers' representation at the time of certification, even if this is at a very basic level.</p>
<p>1.4.1.2 Management allows trade unions not based at the company to share information with the workforce at an agreed time and place without the interference of management.</p>	<p>Such events should take place on request from the workers or from external union officials if the union they represent is involved in a Collective Bargaining Agreement (CBA) on the relevant industry or at national level.</p> <p>In countries where a union is active in the sector and the workers within the company are not represented by a union, the management is expected to invite the union to hold an information meeting.</p>
<p>1.4.1.3 If no active and recognized union is able to work in the area, all the workers shall democratically elect a workers' committee that represents them and negotiates with management to defend their rights and interests.</p>	<p>Fairtrade International upholds the rights to freedom of association and collective bargaining and considers independent trade unions the best means for achieving this. However, in some countries free and independent trade unions are prohibited by law, in other countries the trade union is run by the government rather than independently by its members, and in other cases a representative trade union may not be actively present in the area where the company operates.</p> <p>Companies and their workers may ask Fairtrade International for assistance in contacting representative trade unions if such unions are not active on the company's site.</p> <p>An active workers' organization is needed to ensure that the Fairtrade standards are adhered to. In the same way that the Joint Body ensures that the Premium benefits the workers, the workers' organization must help to ensure that the Fairtrade standards benefit the workers.</p> <p>The term 'recognized' means that the union is a member or affiliate of a national or International Trade Secretariat (e.g. Global Union Federation).</p>
<p>1.4.1.4 Management ensures that neither workers nor their representatives are discriminated against or suffer other repercussions because of freely exercising their right to organize or because of their membership or participation in legal activities in their workers' organization.</p>	<p>It is expected that management does not move or close production or deny access to workers for the direct purpose of retaliating against those who have formed or are attempting to form a workers' organization.</p> <p>Other indicators of discrimination might be longer working hours, difficulty with transport (for themselves and colleagues) and dismissal.</p> <p>The company is requested to report all cases of</p>

	<p>dismissals of union or workers' committee leaders and of JB members to the certification body immediately, giving reasons for dismissal.</p> <p>Each company maintains a register of all terminated contracts with details on circumstances/reasons for termination.</p>
1.4.1.5 Management does not undertake any activity that interferes with the right to freedom of association by controlling or obstructing workers' organizations or supporting one workers' organization over another.	<p>This interference could include supporting workers' organizations by financial or other means.</p> <p>Supporting one organization over another could include negotiating with one while excluding another or providing facilities for one and not for another.</p>
1.4.1.6 Management allows freely elected representatives to meet and have access to all the workers in the workplace, and allows workers to hold meetings and organize themselves without interference. Facilities are provided on request to enable the representatives to carry out their functions.	<p>Meetings can be held during working time within reasonable limits. The certification body may establish indicators for time and resource allocation and for frequency of meetings.</p> <p>Facilities include meeting spaces, independent access to communication facilities as well as the possibility of keeping files in lockable cupboards to which only worker representatives have access.</p>
1.4.1.7 Regular meetings for workers' representatives to organize themselves are scheduled. Within reasonable limits, meetings can be held during working hours at the request of the workers' representatives.	<p>Time constraints (e.g. suffered by women with children or those who travel long distances between home and workplace) should not jeopardise exercising the right to organize.</p> <p>Whilst regular meetings can be held during work time, this should be within reasonable limits and not be abused. The certification body may establish guidance on time and resource allocation and on frequency of meetings.</p> <p>During agreed meeting times workers should be relieved of their regular duties or allowed to finish their tasks after working hours with paid overtime.</p>
1.4.1.8 Regular meetings between senior management and the workers' organization are held during working hours.	<p>Senior management means those empowered to take decisions. These meetings serve to discuss workers' grievances (e.g. company's lack of compliance with legal or contractual obligations) and the management's concerns. It is expected that conclusions/agreements of these meetings are documented by signed minutes.</p> <p>It is important that these meetings are scheduled on a regular basis and that a culture of interaction is developed. It is not useful to meet in case of emergency situations only, since this is generally too late to be able to take all possible preventive actions.</p>
1.4.2 Progress requirements	
1.4.2.1 Management ensures that all workers are	This is to ensure that workers are able to freely

<p>provided with information on their rights to freedom of association and on all available options from an independent source. This must occur within one year of certification.</p>	<p>join or form a workers' organization and choose their own representatives.</p> <p>An 'independent source' is one that is free of management interference or control. This can be a union, an NGO, a consultant who is not dependent on the company, a government officer, etc.</p>
<p>1.4.2.2, In countries where a Collective Bargaining Agreement (CBA) is agreed for the sector the company signs and adheres to this agreement within one year of certification.</p>	
<p>1.4.2.3. If no CBA is in place the workers' organization is encouraged by the management to negotiate an agreement on conditions of employment with management. If no union is present, management and the workers' committee get into a process of consultation with the national union federation(s) for the respective sector and the Global Union Federation (or appropriate International Trade secretariat) about improvement of the workers' representation and implementing a CBA.</p>	<p>The management must make efforts to engage with trade unions where they exist for the sector.</p> <p>Until such efforts have been successful, the mentioned agreement should cover the topics normally covered by a CBA. A starting point for this would be likely to include salary levels, an employment manual, work time, vacation regulations and overtime.</p>
<p>1.4.2.4 The representation and participation of the workers is improved through training activities for all employees, workers and management staff alike. Management provides adequate resources for this to take place.</p>	<p>Management and workers alike may initiate training and select training institutions or individuals.</p> <p>Training topics should include:</p> <ul style="list-style-type: none"> • workers' rights and duties • industrial relations • negotiation and conflict resolution <p>Training activities are undertaken during paid work time. Depending on the size of the company, the certification body may establish indicators for such training (see also 1.1.2.4).</p>
<p>1.4.2.5 A grievance procedure is established which ensures that workers have the right to be heard and the right to appeal.</p>	<p>Workers should be aware of this procedure and workers' representatives should play an active role in putting the procedure in place. Any grievances submitted are investigated and followed up.</p> <p>The company should in addition establish an internal employee suggestion system, e.g. through a collecting box or an appointed person.</p>
<p>1.5 Conditions of Employment</p> <p>Fairtrade International follows ILO Conventions 100 on equal remuneration and 111 on discrimination as well as ILO Convention 110 in the case of plantations. All workers must work under fair conditions of employment. The company must pay wages in line with or exceeding national laws and agreements on minimum wages or the regional average. Fairtrade International expects that the progress requirements where applicable will be dealt with annually in the collective bargaining process.</p>	
<p>1.5.1 Minimum requirements</p>	

<p>1.5.1.1 Conditions of employment and in particular salaries are in line with or exceed sector CBA regulations, the regional average and official minimum wages for similar occupations. The employer shall specify wages for all functions.</p>	<p>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.</p> <p>For remuneration based on production, quotas, or piecework, the pay rate allows the worker to earn the proportionate minimum wage or relevant industry average (whichever is higher) during normal working hours. This pay rate is made public. Such remuneration should not occur as a means to avoid time-bound contracts. Where rates for piecework are applied workers should agree that these rates are fair and the method of calculation is transparent and obtained through suitable means.</p> <p>Remuneration shall exclude any discrimination (see clause 1.2.1.1.).</p>
<p>1.5.1.2 All workers are aware of their rights and duties, responsibilities, salaries, and work schedules.</p>	<p>See the definition of ‘workers’ mentioned on page 4 of this Standard.</p> <p>Rights and duties, responsibilities, salaries and work schedules are part of a legal labour contract.</p>
<p>1.5.1.3 Payment is made regularly and in a timely manner, in legal tender and is properly documented.</p>	<p>Documentation should consist of pay slips bearing all necessary information or some other suitable format.</p>
<p>1.5.1.4 Deductions from salaries are only permitted as agreed by national laws, as fixed by a Collective Bargaining Agreement or if the employee has given his/her written consent.</p>	<p>It is expected that the amounts deducted are fair, proportionate to the costs incurred by the employer and not used for disciplinary purposes. Workers should know and understand such conditions regarding any deductions. An example of deductions for services provided includes housing.</p> <p>In some cases Premium loan repayments are deducted from the payroll. This should be allowed only if a written consent from workers exists.</p>
<p>1.5.1.5 An adequate regulation on sick leave is put in place.</p>	<p>The regulation refers to sick leave directly caused by the work (e.g. accident during work). Other cases (e.g. illness) are expected to be covered by clause 1.5.1.1. The regulation stipulates that sick leave is not taken from annual leave.</p>
<p>1.5.1.6 All permanent workers must have a legally binding written contract of employment with a job description, signed by worker and employer.</p>	<p>The contract shall include all necessary items related to the position of the worker. If applicable, sector specific contracts may be used as guidance.</p> <p>The contract safeguards the worker from loss of pay in the case of illness, disability and accident. In case of dissolution of the contract, the notice period must be identical for employer and worker. The worker must be provided with a copy of the signed contract.</p>

<p>1.5.1.7 Working hours and overtime must comply with applicable law and industry standards. Workers are not required to work in excess of 48 hours per week on a regular basis.</p>	<p>Exceptions from the 48 hour requirement are possible in the case of 'duty work' or when workers are 'on call.'</p> <p>Agreed and legally stipulated lunch and work breaks should be observed.</p> <p>Premium rates apply for overtime (see 1.5.1.9).</p>
<p>1.5.1.8 Workers should have at least 24 consecutive hours of rest every 7 days, unless exceptional circumstances apply.</p>	<p>Exceptional circumstances are, for example, peak production periods. The company must request the certification body for exceptions, which will only be granted for a limited time period. Future exceptions may also be granted based on notification and description of recurring circumstances.</p> <p>In no case are more than 18 continuous working days allowed without rest. Any free days lost during this period shall be granted to the worker within a reasonable period of time.</p>
<p>1.5.1.9 Overtime shall be voluntary and shall not exceed 12 hours per week, unless exceptional circumstances apply. It cannot be required on a regular basis and shall always be compensated at a Premium rate.</p>	<p>Exceptional circumstances are for example peak production periods. The company must request the certification body for exceptions, which will only be granted for a limited time period. Future exceptions may also be granted based on notification and description of recurring circumstances.</p> <p>12 hours of overtime per week is not allowed for a period longer than 3 weeks.</p> <p>In time-bound contracts overtime must always be recorded and paid on the basis of the time worked, not on the basis of performance. Overtime payment is not to be combined with or substituted by bonus payment.</p> <p>Guidance for Premium rate factors for overtime is as follows: if applicable, the national law, CBA or agreements with unions need to be complied with if such laws do not exist, regular overtime shall be paid at a factor of 1.5. Sundays, public holidays and night working hours shall be paid at a factor of 2</p> <p>If overtime is partly or entirely compensated by the allocation of time-off work, the Premium factor must be applied as extra pay in addition to the time compensation.</p>
<p>1.5.1.10 Annual leave, not including sick and casual leave, shall be at least 2 weeks of paid leave per year.</p>	<p>Week means 'calendar week'. Otherwise, periods of annual leave must be in line with either governmental regulations or with agreements specified in a specific or sectoral CBA.</p>
<p>1.5.1.11 Maternity leave shall not be shorter than 8 weeks on full pay, not including annual leave. After returning to work, breastfeeding breaks during work time must be granted.</p>	<p>Week means 'calendar week'.</p> <p>Maternity leave must be compliant with national law. During maternity leave the worker will not incur any loss or privilege on account of such a leave.</p> <p>The certification body may establish guidance for maternity leave. For progress see clause 1.5.2.2.</p>

1.5.1.12 Legal social security provision must be paid by the management to all workers.	
1.5.1.13 All regular work is undertaken by permanent workers.	<p>The objective is that as often as possible, work is undertaken by permanent workers. Only work that is added to usual work levels during peak seasons may be undertaken by seasonal workers. Regular work excludes all seasonal work. Time-limited contracts and any subcontracting are permitted only during peak periods, in the case of special tasks and under special circumstances. An overview of the need for workforce for the whole year is submitted by the company. Country-specific situations (for example, national employment laws) can be taken into account in exceptional circumstances. In such cases the management must ensure that workers who would otherwise be employed under a permanent contract receive similar benefits to permanent workers in other countries.</p>
1.5.2 Progress requirements	
1.5.2.1 The employer works towards all permanent workers having the benefits of a provident fund or pension scheme.	
1.5.2.2 Maternity leave, if less than 12 weeks, must be increased each year by one week until 12 weeks is reached.	<p>The period of compulsory leave after giving birth shall be prescribed by national laws or regulations, but shall in no case be less than 6 weeks out of the total of 12 weeks.</p> <p>The certification body may establish guidance and indicators for maternity leave.</p>
<p>1.5.2.3 Within one year of certification, the company's management undertakes all contracting of seasonal workers directly rather than through a contractor (see 1.5.1.13).</p> <p>Exceptions for specified products may be indicated in product-specific Standards if applicable. In all cases, subcontracting only takes place where the contractor can provide services that comply with national law, ILO convention C181 and with certain criteria specified in this Standard regarding conditions of work, working hours, wages, contracts, Freedom of Association, forced and bonded labour, child labour, and Health and Safety.</p> <p>In such cases, the contractor must declare in writing that it adheres to these criteria, and that the company is responsible for ensuring that such conditions are met and maintaining reasonable evidence of this. In addition, the contractor commits in writing to adhere to the same standards as the certified company and agrees to be subject of inspection if found appropriate by the certification</p>	<p>Management must not contract workers through a contractor to purposefully avoid fulfilling its obligations under national legislation and this Standard.</p> <p>In cases where subcontracting does take place the guidance below should be followed as closely as possible:</p> <p>Where a contractor is to be used management will develop appropriate selection criteria to help decide on appointment. Prior to any signing of a contract with a contractor, management must have seen and approved its credentials. The selection criteria are likely to include the questions below:</p> <ul style="list-style-type: none"> • is the contractor registered as an employer (registered = registered with national/local bodies as a legitimate establishment)? • does the contractor have the required expertise for the work? • are contactable references available? • has the contractor worked for the company

<p>body.</p>	<p>in the past and what is its record?</p> <ul style="list-style-type: none"> • what is the minimum wage structure of the contractor? • what does the contractor do to ensure that its workers are working under stable and secure conditions? <p>Management can demonstrate its efforts to ensure that the contractor recognises the rights of its workers to associate freely and bargain collectively.</p> <p>Work is subcontracted to a contractor that has committed itself by contract (between management and the contractor) to comply with these requirements, to participate in auditing activities if required, implement corrective actions and inform management of any other business relationships with other subcontractors.</p> <p>At any time the management is able to clearly identify which part of its labour is subcontracted, giving full names and details of the subcontracted workers involved.</p> <p>Records of contracted workers (from the contractor) indicate the number of workers and their payment and working hours.</p>
<p>1.5.2.4 Within one year of certification temporary workers who are employed for a period of 3 months or more of uninterrupted service must have a legally binding written contract of employment with a job description, signed by employee and employer.</p>	<p>The contract safeguards the workers from loss of pay in the case of illness, disability and accident. In the case of dissolution of the contract, the notice period must be identical for employer and employee. The employee must be provided with a copy of the signed contract.</p> <p>There may be some flexibility over the period of uninterrupted service on the part of the certification body in some specific circumstances.</p>
<p>1.5.2.5 Salaries are gradually increased to 'living wage' levels above the regional average and official minimum.</p>	<p>It is expected that salaries will be negotiated between management and the workers' organization through a benchmarking system (taking into account salaries and other benefits of comparable businesses) and in relation to the additional income a company realises through Fairtrade.</p> <p>The role of the inspector is not necessarily to assess the level of 'living wage', but to evaluate the process by which wage increases are decided upon. The certification body may take into account the different levels of means at the company's disposal for this exercise according to its size.</p>
<p>1.5.2.6 Local and migrant, seasonal and permanent workers receive equivalent benefits and employment conditions for equal work performed.</p>	<p>Equivalent benefits take into account situations when, for example, a pension scheme or social security cannot be made available to a set of</p>

	<p>workers. In these cases workers should receive the equivalent/an alternative through other means.</p> <p>The annual company work plan specifies measurable objectives with regard to this.</p>
<p>1.5.2.7 If the company provides the workers with housing, the conditions and the infrastructure of the house must be such as to ensure decency, privacy and security. Housing must be provided at reasonable cost.</p>	<p>Decency means hygienic and healthy (dry, access to daylight, ventilation) conditions. If sanitary facilities are shared, an acceptable number of users per toilet and shower should be defined. Drinking water facilities should be made available at an acceptable proximity to the houses.</p> <p>With regard to privacy, worker representatives and management shall agree on how the exact requirements of workers need to be realised in order to meet workers' privacy needs.</p> <p>The company should specify in its work plan how it will phase out any shortcomings as soon as possible. Time and resources spent should be in fair relation to the resources and position of the company itself. The annual investment in housing improvement should be at least the equivalent of what would have been paid if workers lived off-site, i.e. for housing and transport allowances.</p> <p>Workers who do not receive housing should be compensated otherwise.</p>
<p>1.6 Occupational Health and Safety</p> <p>Fairtrade International follows ILO Convention 155 which aims “to prevent accidents and injury to health arising out of, linked with or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.”</p>	
<p>1.6.1 Minimum requirements</p>	
<p>1.6.1.1 Work processes, workplaces, machinery and equipment on the production site are as safe as possible and any inherent risk to health is minimized by adequate control.</p> <p>A Health and Safety (H&S) policy is in place and covers all the above-mentioned items.</p>	<p>A formal H&S policy shall address all necessary measures, means and control points. The policy is based on a risk analysis that has been established jointly with the workers and their representatives. The policy is documented, signed by the management and communicated to the workers. As a result of this policy (see also 1.6.1.8.):</p> <ul style="list-style-type: none"> • risk areas and potential hazards must be clearly identified by warning signs in local languages and include pictograms if possible • safety instructions and procedures including accident prevention and response must be in place and communicated to staff • all hazardous machinery and equipment must be equipped with adequate safety devices. Protective guards must be placed over moving parts • safety equipment must be provided to all

	<p>workers who must be instructed and monitored in its proper use</p> <ul style="list-style-type: none"> • equipment for chemical spraying must be stored safely <p>In accordance with the regulation of subcontractors the management is responsible for the safety of the machinery of all subcontractors.</p>
<p>1.6.1.2 A person (Health and Safety Officer) is nominated to be in charge of occupational health and safety matters.</p>	<p>The H&S (Health and Safety) Officer is not necessarily hired exclusively for this task but may have other duties and responsibilities within the company. The H&S Officer is adequately trained for the job and has a job description. He/she is accountable to the company's management and responsible for implementing the H&S policy, suggesting, planning and monitoring measures to improve health and safety on the site and for informing and training workers on H&S. He/she must be given sufficient authority, time and resources for this duty. Resources may include a group of adequately trained persons that carries out the necessary tasks under the management of the H&S Officer.</p>
<p>1.6.1.3 An officer responsible for healthcare and protection (Medical Officer) should be appointed and identified to the workforce.</p>	<p>The Medical Officer is not necessarily hired exclusively for this task but may have other duties and responsibilities within the company. The medical officer is qualified for the job, e.g. a trained health worker, nurse or physician. He/she is accountable to the company's management and responsible for suggesting, planning and monitoring measures to improve medical care and protection of health within the company and for workers families. Occupational healthcare should be freely available to the workforce in regard to clearly identifiable occupational healthcare matters.</p> <p>He/she must maintain full, continuously updated documentation on sickness and accidents and regularly undertake action to ensure improvements are made.</p> <p>For small plantations, as defined by the certification body, this is a progress requirement.</p>
<p>1.6.1.4 Workers and their representatives are trained in the basic requirements of occupational health and safety, relevant health protection and first aid.</p> <p>Special measures are taken to identify and avoid reoccurring health risks to vulnerable workers operating in high risk areas.</p>	<p>The H&S Officer is responsible for the basic training of any new and reassigned members of the workforce and for repeat training for the existing workforce.</p> <p>Workers have the right to remove themselves from unsafe situations.</p> <p>In particular, persons under the age of 18, disabled people and pregnant and nursing women should only perform work that is appropriate to their</p>

	<p>physical capacity and that does not imply a health hazard.</p> <p>Nursing mothers shall be given time for breastfeeding for up to 9 months after the birth and shall not be requested to work overtime.</p>
1.6.1.5 Workers engaged in any potentially hazardous work are adequately trained.	<p>The workers are aware of the health and environmental risks of the products they are handling and are able to take correct emergency actions in the case of accident.</p> <p>All information, safety instructions, re-entry intervals and hygiene recommendations should be displayed clearly in a visible place in the workplace in the local language(s) and with pictograms.</p>
<p>1.6.1.6 The company provides adequate emergency first aid facilities, equipment and appropriately trained first aid staff to meet all reasonably foreseeable emergency first aid situations. Work accidents and related first aid measures are subject to H&S reporting.</p> <p>The company assures access to appropriate secondary healthcare.</p>	<p>Suitably stocked first aid boxes must be present in the workplace and be quickly accessible at all times.</p> <p>A reasonable number of workers (in relation to the size of the company) are given regular training in first aid.</p> <p>Access to secondary healthcare means guaranteeing free transportation to the nearest hospital during working hours, or providing free on-site permanent medical support during working hours, which is able and equipped to deal with accidents and acute poisoning.</p> <p>The certification body may establish indicators for appropriate emergency measures and access to health care based on the size of the company.</p>
1.6.1.7 All workers must have access to potable water and clean sanitary facilities.	<p>Drinking water shall be analyzed at least every six months if water purity has been identified as a risk. Drinking water facilities must be clearly labelled as such and be placed at reasonable proximity to the workplace.</p> <p>The number of sanitary facilities (toilets, washing facilities and showers), separate for men and women, must be in proportion to the number of workers. Sanitary facilities must be cleaned regularly and be equipped with suitably covered drains and pipes.</p> <p>Hand washing facilities must be close to toilets and canteen.</p>
1.6.1.8 The company provides all workers with necessary working clothes appropriate to their tasks free of charge. Such working clothes are replaced regularly.	<p>This requirement particularly applies to any tasks related to the treatment of hazardous chemicals. In those cases adequate protective working clothes must be provided by the company. See also 1.6.1.1.</p> <p>For small plantations, as defined by the certification body, this is a progress requirement.</p>

<p>1.6.1.9 The company premises and its environs will be free of obvious defect and maintained in a safe, clean and, where necessary, hygienically clean condition at all times.</p>	<p>The company will establish a viable system of planned maintenance and necessary repair in order to prevent and remedy any threats to health, safety, welfare and the environment in which it works that may arise out of the enterprise.</p> <p>In particular, all finished goods, inventory and storage materials are kept in a clean and hazard-proof state, uncluttered and easily accessible.</p>
<p>1.6.1.10 All indoor workplaces have adequate lighting, heating and ventilation for the work to be carried out in the context of local weather conditions.</p>	
<p>1.6.1.11 Fire exits, escape routes, firefighting equipment and fire alarms are provided for every indoor workplace. They are properly marked and kept clear of obstructions, allowing swift and safe exit during emergencies.</p>	<p>Workers are given regular training in evacuation procedures.</p>
<p>1.6.1.12 Electrical equipment, wiring and outlets are properly placed, grounded and inspected for overloading and leakage by a professional on a regular basis.</p>	
<p>1.6.1.13 The following persons are not allowed to be engaged in any potentially hazardous work: persons younger than 18 years; pregnant or nursing women; persons with incapacitating mental conditions; persons with chronic, hepatic or renal diseases; and persons with respiratory diseases.</p>	
<p>1.6.1.14 Workers handling hazardous chemicals are provided with adequate personal protective equipment of good quality and in good condition at the company's expense. Workers must always use such equipment and must never take it to their homes.</p>	<p>This applies to all workers, including temporary workers.</p> <p>Management implements the necessary measures and control systems to assure that the protective equipment is used without exception and that replacements are ordered and distributed in due time.</p>
<p>1.6.1.15 Workers engaged in handling any potentially hazardous chemicals are given medical examinations at regular intervals by a physician.</p>	<p>This health surveillance will be freely available and confidential to the workers involved, with adequate and frequent liaison with a medical officer of their choice.</p> <p>The frequency of examinations depends on the level of exposure.</p>
<p>1.6.1.16 Chemical, physical, and biological substances and agents on the production site are stored, issued, handled and used in such a way that health risks are minimized.</p>	<p>Hazardous chemicals must be stored in a separate, safe and locked room and issued by a qualified person.</p> <p>The dispensing and mixing of pesticides and chemicals is undertaken in a separate, well-ventilated room or area with accurate and clean measuring equipment. A container collecting</p>

	<p>spillage is installed that does not drain to sewers or open water courses. Provision is made for the safe disposal of the contents of the container.</p> <p>All workplaces where open chemicals or inflammable materials are kept and used are adequately ventilated to ensure that acceptable air-quality levels are maintained.</p>
<p>1.6.1.17 Any spraying operation is undertaken in a safe manner.</p>	<p>All spray operators:</p> <p>are thoroughly instructed and trained at regular intervals by a recognised institution or by specialists in the safe application and the risks of pesticides and chemicals</p> <ul style="list-style-type: none"> • do not spray for more than 4 hours per day • are relieved periodically from spraying according to a job rotation scheme • must rinse off all equipment after spraying and wash their personal protective equipment before undressing • must shower themselves after spraying • control and change regularly the filters of their respirators. A check-list shall be used to carry out this task <p>Suitable and properly calibrated spray equipment is used for the application of pesticides. Equipment receives regular maintenance and is cleaned after each application.</p>
<p>1.6.1.18 After spraying pesticides on the production site, minimum re-entry intervals as specified in the user instruction and/or the Fairtrade product-specific Standard are strictly observed.</p> <p>Above all, the foliage must be completely dry before harvesting or other work is undertaken.</p>	<p>Safety instructions, re-entry intervals and hygiene recommendations should be displayed clearly in a visible place in the workplace. Local language(s) and pictographs should be used.</p>
<p>1.6.2 Progress requirements</p>	
<p>1.6.2.1 Workers and their representatives' capabilities and awareness of occupational health and safety, relevant health protection and first aid are improved through continuous training.</p>	<p>All workers will be formally inducted and given refresher training on all aspects of their tasks. In the case of certain key hazardous tasks, including spraying, working with hazardous chemicals, substances and materials and other potentially hazardous tasks such as operating vehicles, reach trucks and hydraulic presses, workers will receive formal recorded training to allow them to work safely in the context of the hazards that they are presented with.</p> <p>Information and training courses are held periodically during working hours, at least every 12 months. Training should particularly be given and</p>

	<p>regularly repeated to new and reassigned workers and seasonal and subcontracted workers.</p> <p>All training activities must be recorded. Records should include information on topics, time, duration, names of attendees and trainers. See also 1.1.2.3.</p>
<p>1.6.2.2 Within one year of certification an occupational Health & Safety Committee with workers' representation is established.</p>	<p>The H&S Officer performs his/her duties in close co-operation with this committee and evaluates its complaints and suggestions for improvements.</p> <p>He/she meets the Health & Safety Committee regularly to discuss health and safety in the workplace.</p> <p>This clause is applicable only when appropriate to the size of the company.</p>
<p>1.6.2.3 All workers are medically examined on a voluntary basis and individual health records are opened at the beginning of their employment. Records must be established within one year of certification.</p>	<p>Regular examinations and check-ups are carried out by a physician.</p> <p>Any findings should be communicated to the person in a readily understandable form.</p> <p>Records must be kept confidential and management does not have access to them.</p> <p>The certification body will establish the basic parameters for medical examinations.</p> <p>This clause is applicable only when appropriate to the size of the company.</p>
<p>1.6.2.4 Workers are provided with free and regular medical care and advice, which is offered at the workplace at fixed times during working hours.</p>	<p>Workers are suitably trained, advised, guided and where necessary instructed in the hazards of the workplace, potential symptoms of ill health and how to report these.</p> <p>The management is responsible for ensuring:</p> <ul style="list-style-type: none"> • the establishment of an on-site dispensary with adequate equipment and a stock of basic medicines for the treatment of most common diseases and acute intoxication/poisoning • the presence of professional health personnel (e.g. doctor, nurse, health worker) according to a timetable displayed at the dispensary. • that if a doctor is not in regular attendance at the dispensary, the company shall sign a contract with a doctor to whom patients are referred. The doctor carries out mandatory medical check-ups and advises and supervises the company nurse or health worker. Consultations for primary health care and mandatory check-ups are at the cost of the company <p>This clause is applicable only where appropriate to the size of the company.</p>

<p>1.6.2.5. A policy to prevent and deal with major contagious diseases is in place, as is a reporting structure for the incidence of epidemics.</p>	<p>This policy takes the local context (e.g. regarding HIV/AIDS) into particular account.</p> <p>The medical work plan should aim to address prevention and treatment of these diseases.</p>
<p>1.6.2.6 There is a dedicated area with separate facilities for men and women at the workplace for undressing and for washing personal spraying protection equipment.</p> <p>There is a dedicated area for washing equipment that is used for applying agrochemicals.</p>	
<p>1.6.2.7 Separate changing rooms for men and women are provided and individual lockable storage facilities are available to all workers.</p>	<p>The number of changing rooms and storage facilities required are dependent on the size of the company.</p>
<p>1.6.2.8 Suitable rooms in which to rest and, if considered necessary and requested by the workers, canteens with cooking facilities are provided for all workers.</p>	<p>Separate rooms in which to rest for men and women should be provided at the request of the workforce.</p> <p>If applicable, the canteen should be located at a safe distance and protected from sites where chemicals are handled and applied.</p>
<p>1.6.2.9 H&S risk assessments are carried out regularly and integrated into the H&S work plan.</p>	<p>This clause is applicable only where appropriate to the size of the company. Only the initial assessment detailed in 1.6.1.1 is required for all operations.</p>
<p>1.6.2.10 The Medical Officer prepares an annual work plan/report, which is approved by management.</p>	<p>The first work plan is presented within a year of certification.</p> <p>The medical work plan is part of the company work plan. It addresses issues of occupational health, medical care and prevention.</p>
<p>1.6.2.11 The H&S Officer prepares an annual work plan/report, which is approved by management.</p>	<p>The first work plan is presented within a year of certification.</p> <p>The H&S work plan is part of the company work plan. It addresses progress requirements of the H&S section of the Standard. The work plan makes reference to the establishment of an H&S Committee.</p>
<p>2 Economic Development</p> <p>The money paid for Fairtrade products includes a Premium. This Fairtrade Premium is to be used for improvement of the socio-economic situation of the workers, their families and communities. Workers and management decide jointly about the use of the Premium. Procedures, roles and responsibilities are laid down in a separate guidance document available at Fairtrade International. The employer and Joint Body (JB) must have the commitment and capacity to administer the Fairtrade Premium in a way that is transparent for workers and the certification body.</p> <p>Guidance for procedures related to the Joint Body and the Premium is provided in the Explanatory Document for the Fairtrade Premium and Joint Body in Hired Labour Situations.</p>	

2.1 Minimum requirements	
<p>2.1.1. A Joint Body (JB), with representatives of the management and representatives of the workers, has been created, with the purpose of deciding about the use of the Fairtrade Premium.</p>	<p>The Joint Body acts as 'trustee' and administrator of the Premium for the benefit of the workers. It must be integrated into a legal formal body recognized by law and registered by a public entity. It must be able to own property, enter into legal contracts, have a bank account and must be independent. Main purposes are:</p> <ul style="list-style-type: none"> • receive the Fairtrade Premium in a separate bank account • be the owner of the Fairtrade Premium and any other asset bought with the Fairtrade Premium • ensure that the Fairtrade Premium is used for the benefit of all workers. <p>Guidance can be found in the Explanatory Document for the Fairtrade Premium and Joint Body in Hired Labour Situations.</p>
<p>2.1.2 A legal body is established before any assets are acquired using the Fairtrade Premium. This body comprises and represents all employees of the company as the owner of any property acquired with the Fairtrade Premium.</p>	<p>Neither the company nor the JB as a group of people owns the FP and the assets acquired with FP money. In order to have a clear ownership structure, which ensures that the FP is for the benefit of all workers, a form of legal body must be found that:</p> <ul style="list-style-type: none"> • can function as the official owner (relevant for example in the case of real estate ownership) and can take legal actions • secures the funds and ensures that FP money is used for the benefits of the workers • secures assets • ensures that tax is reduced as far as possible <p>Without this officially constituted body there is a void, which contains the risk of appropriation of assets by individuals or interest groups.</p> <p>Requirements for complying with this clause may be established by the certification body according to the legal situation in the various countries and according to the use of the FP (e.g. acquired assets would need an owner).</p>
<p>2.1.3 All groups of workers are able to participate in the election of and to be nominated to the Joint Body. The composition of the Joint Body should reflect the composition of the workforce.</p>	<p>With regard to the composition of the JB the following aspects must be taken into account: gender, work areas, community membership, union membership, and where applicable, temporary workers, migrant workers, subcontracted workers, etc.</p> <p>A fair gender representation and fair representation of the different interest groups is</p>

	<p>crucial in order to manage the Fairtrade Premium in a way that benefits all workers without discrimination. 'Fair' shall be understood to mean proportional, if practicable.</p>
<p>2.1.4 The workers' representatives are chosen through a democratic process that is properly documented. The management representatives are appointed by management.</p>	<p>Workers' representatives can at any time invite external support persons (including union representatives) to assist in the election process and in the meetings of the JB.</p>
<p>2.1.5 Management participates actively and responsibly in the Joint Body through its representatives and assists and supports the workers in the management of the Premium.</p>	<p>The active participation of management in the JB is an integral part of the Fairtrade programme and is crucial for its success. Active participation means:</p> <ul style="list-style-type: none"> • The management appoints in writing its representatives to the JB (1 to 3 persons, according to the size of JB). • If the management appoints more than 1 representative, senior as well as middle management should be represented. The Fairtrade Officer should normally be one of these. • The management representatives attend the meetings regularly. • The management representatives should not play a leading role and impose their views, but should facilitate the process and guide, assist, and support the workers, by sharing their know-how, experience and connections.
<p>2.1.6 All expenditure of the Fairtrade Premium and related issues are decided exclusively by the Joint Body, after consultation with the workers.</p>	<p>The JB meets and consults with the workers, per sections, groups and/or general assemblies to gather and discuss project ideas.</p> <p>These information and consultation meetings are expected to be held during working hours and according to a meeting schedule approved by the management.</p> <p>The certification body may establish indicators for the allocation of time and resources.</p> <p>Guidance on Fairtrade Premium expenditure can be found in Section 4.5 of the Explanatory Document for the Fairtrade Premium and Joint Body in Hired Labour Situations.</p>

<p>2.1.7 The Joint Body, including the management representatives, is accountable to the workers and certification body for the administration and use of the Fairtrade Premium.</p>	<p>The JB ensures that the workers and certification body are regularly informed about the administration and use of the Fairtrade Premium by presenting, at the end of each business year at least:</p> <ul style="list-style-type: none"> • a report on its activities and especially on the progress of existing FP projects • a financial report on FP income, expenditure and balance • the FP work plan for the next year <p>Reports to workers shall be given in a way that is easily understandable.</p> <p>An external financial audit should be conducted in years when high FP volumes are generated or expended. For all other years an external financial audit is recommended.</p> <p>High FP balances should be invested in interest-earning financial instruments. Management should advise on proper and safe investment decisions.</p>
<p>2.1.8 The Joint Body, in consultation with the workers, prepares a yearly Fairtrade Premium work plan that takes into account the needs of all the various groups of workers.</p>	<p>The needs of all groups (e.g. including migrant workers) should be taken into account as far as possible, although the Joint Body must determine the best use for the Fairtrade Premium.</p> <p>The JB Fairtrade work plan contains a reasonable budget based on expected Fairtrade Premium income, which sets priorities for Fairtrade Premium use. In the course of the year the work plan can be adjusted if the Fairtrade Premium earnings are higher/lower than expected.</p> <p>The first work plan must be adopted within a year of certification. Training shall be sought amongst others from the Fairtrade International Producer Services and Relations Unit. Guidance on training for the Joint Body can be found in the Explanatory Document for the Fairtrade Premium and Joint Body in Hired Labour Situations.</p> <p>Note: The JB Fairtrade Premium work plan is different to the company work plans set up by the management and mentioned in previous clauses.</p>
<p>2.1.9 All requests/suggestions for Fairtrade Premium use are documented. Decisions by the Joint Body are also recorded.</p>	<p>All resolutions on FP project proposals whether denied or accepted must be taken in JB meetings and recorded in the minutes.</p>
<p>2.1.10 The Joint Body should strive to reach decisions by consensus. Failing this, no decision can be approved if the majority of the workers' representatives do not consent. Management and workers' representatives have equal voting rights.</p>	<p>Priority is given to workers to decide on the use of the Fairtrade Premium. Management representatives have no right to veto, unless the JB's decision will clearly damage the interests of the company (in particular the Fairtrade mission) or is clearly illegal.</p>

	This clause implies that an odd number of workers in the Joint Body is preferable to an even number.
2.1.11 The Joint Body meets regularly and during working hours.	Depending on the regularity of FP flow, levels of self-organization, FP amount and number of projects, regular meetings are held. The certification body may establish indicators for time allocation and frequency of meetings. Pieceworkers must be compensated for attending the meeting as far as is reasonable (see 1.1.1.6).
2.1.12 The Fairtrade Premium may not be used <ul style="list-style-type: none"> • to meet any expenditure for which the company is legally responsible (e.g. health and safety requirements) • to cover the running costs of the company • for costs of compliance with the minimum requirements of this Standard or associated product-specific Standards unless stated differently • to give individual workers payments in cash or kind (except Joint-Body-agreed micro-financing schemes or education bursary schemes) • to be involved in any activity which is illegal or could jeopardize the business or certification of the company • to undertake any activity or project which was not democratically agreed by the Joint Body 	
2.1.13 Information about the Fairtrade Premium amount is reported to all Joint Body members.	Information on the current FP balance is a mandatory agenda point at Joint Body meetings, which should be reflected in the minutes. High volume receipts shall be reported to JB members without delay in between meetings. JB members are made aware of commissions or other charges for the use of any bank accounts or trusts.
2.1.14 A separate Fairtrade Premium account is established and worker representatives from the Joint Body, together with management are joint signatories.	'Joint signatories' means that at least one workers' representative and one manager have to sign jointly. The JB constitution can establish further requirements, e.g. 2 workers and 1 manager. It is recommended that the manager who is a signatory is also a member of the JB.
2.1.15 The certification body, Joint Body members and, if it exists, the internal audit committee have the right to check the relevant books of the Fairtrade Premium account.	An internal audit committee, elected according to the same rules as the JB may monitor the JB's financial administration.
2.1.16 Regular capacity building for workers'	Training for the JB should start if possible in the

<p>representatives on the Joint Body is undertaken in order to ensure that they can carry out their functions. Management allows and supports this training to take place, partly during work time.</p>	<p>pre-certification process, in order to prepare members to work with the (considerable) volume of Fairtrade Premium flow that may be produced soon after certification. A time lag in the use of the FP after certification can rapidly create tensions and frustrations among workers. Training shall be sought among others from the Fairtrade International Producer Services and Relations Unit.</p> <p>The division of time and costs of capacity building for JB members is negotiated between the management and the JB. Where worker representatives are paid on a piece-rate basis they receive compensation.</p> <p>The certification body may establish guidance indicators for training requirements.</p>
<p>2.2 Progress requirements</p>	
<p>2.2.1 Within one year of certification the internally approved Joint Body rules and regulations are in place.</p>	<p>The Joint Body rules and regulations provide clarity on the role and operation of the JB. Workers shall be able to consult those documents.</p>
<p>2.2.2 Within two years of certification, the Joint Body prepares the Premium work plan by applying the following instruments:</p> <ul style="list-style-type: none"> • consultation • budgeting • rules for project selection • planning • monitoring and evaluation 	<p>Reference is made to clause 2.1.8.</p> <p>Consultation means that the Joint Body must collect project ideas and find out what needs the workers have.</p> <p>The budget should reflect the predicted Fairtrade Premium income for the year based on Fairtrade sales and predicted expenses based on planned Fairtrade Premium projects and other Joint Body activities</p> <p>Tools to select projects include needs assessments, setting of priorities, feasibility studies and cost analysis</p> <p>Planning should include the aim of the project, the beneficiaries of the project, the necessary activities, timelines, roles and responsibilities and costs.</p> <p>Monitoring must be done on a regular basis. Fairtrade Premium projects must be evaluated at least once during the implementation, after completion of the project, or on a yearly basis for ongoing projects.</p> <p>Guidance can be found in the Explanatory Document for the Fairtrade Premium and Joint Body in Hired Labour Situations.</p>
<p>2.2.3 The Joint Body has access to communication tools – telephone, email and/or fax – and has its own independent email account where infrastructure allows it.</p>	<p>These tools shall enable JB members to communicate both internally and externally.</p> <p>These facilities, as all operational costs of the JB are financed by the Fairtrade Premium, unless the</p>

	management decides to absorb the costs.
<h3>3 Environmental Development</h3> <p>By improving agricultural and environmental practices a company can achieve a more sustainable production system that will contribute to a safer working place. Working on the farm should be safe from production risks as far as possible. All efforts should focus on this basic priority first.</p> <p>By improving practices companies gain more knowledge and understanding of their processes, gain more control and make responsible use of the natural resources they need thus contributing to the sustainability of the farm. By increasing biodiversity on the farm and connecting with regional ecosystems, companies support the sustainability of natural habitats and benefit from environmental services.</p> <p>Fairtrade first aims to enhance environmentally sustainable production systems that are safe for workers (sections 1 to 5). A second aim is that the company increases biodiversity and connects its agricultural areas to natural habitats, thus increasing sustainability (section 6). Thirdly, through additional measures, the company can enhance its positive role to the global environment (section 7).</p>	
<h4>3.1 Environmental management</h4> <p>Coordinated action is required in order to achieve a more sustainable production system.</p> <p>The requirements in this section apply to the company producing Fairtrade crops.</p>	
<h5>3.1.1 Minimum Requirements</h5>	
3.1.1.1 A person within the company is given responsibility to lead the operational steps required to comply with the requirements in section 3 Environmental Development.	
3.1.1.2 <i>(New 2011)</i> The company has defined and implemented a procedure to raise awareness among its workers in relation to the requirements in section 3 Environmental Development as applicable.	
<h4>3.2 Pest management</h4> <p>In conventional agriculture pesticides use should be managed in such a way that risks are minimized. Reducing amounts of pesticides to minimal and necessary amounts in an integrated management system is an important way of reducing health risks. Monitoring pests and pesticides used and introducing alternatives should lead to reductions of the amounts of pesticides used. The types of pesticides used should be the least toxic as economically and technically feasible.</p> <p>The requirements in this section apply to the Fairtrade crops and fields where they are grown.</p>	
<h5>3.2.1 Minimum requirements</h5>	
<h5>Integrated Pest Management</h5>	
3.2.1.1 <i>(New 2011)</i> The company must have access to and receive guidance from an expert in integrated pest management (IPM) strategy.	The advisor does not have to be employed by the company, but the company must have the available knowledge to be able to implement the elements of integrated pest management. This can include alternative controls other than pesticides, preventive measures and monitoring pests and

	diseases.
3.2.1.2 <i>(New 2011)</i> At least one alternative control other than pesticide application and at least one preventive measure to avoid pest development must be implemented in order to demonstrate control against pest and disease in the Fairtrade crop.	<p>Alternative controls refer to methods other than the use of chemical pesticides. These can include biological controls such as the introduction of natural enemies or physical controls such as sticky traps to capture pests, as well as other means that serve to reduce and/or control the population of the pest.</p> <p>Preventive measures refer to the use of cultivation techniques that may inhibit the presence or the effects of pests. These can include crop rotation, use of groundcover, application of compost to the soil, removing plant parts infected with pests, removing plants that may host pests and intercropping.</p>
3.2.1.3 <i>(New 2011)</i> The company must monitor the main pests and diseases of the Fairtrade crop, and must establish a level of damage beyond which the need to use chemical pesticides is justified. The company avoids the build-up of resistance to pesticides.	<p>The company knows and understands the characteristics of the main pests of the Fairtrade crop in order to improve decisions on methods of control. This includes knowing how the pest affects the crop, conditions that may put the crop at risk, which parts of the plant are affected, where the pest develops and possible host plants.</p> <p>The company records the presence of the pest in the fields in order to concentrate efforts in pesticide applications with spot treatments. Pesticide application decisions are based on pest monitoring.</p> <p>Avoiding build up of resistance to pesticides may include an appropriate pesticide application program where modes of action are rotated. It is a good practice to document action mechanisms of pesticides used against a specific pest or disease.</p>
Safe use and handling of pesticides and other hazardous chemicals	
3.2.1.4 All workers handling pesticides and other hazardous chemicals must be trained in hazards related to handling these materials and must use personal protective equipment (PPE). PPE must be cleaned after use and stored separately in order to avoid contamination from pesticides.	<p>Handling refers to transport, use, preparation, application, storage and disposal.</p> <p>PPE is protective clothing that limits exposure to hazardous chemicals. The pesticide product labels provide guidance on the type of PPE that should be used when mixing, applying, and spraying chemicals. Exposure may also be reduced by choosing certain formulations and modes of application. Further advice can be sought from the pesticide supplier or manufacturer.</p> <p>Periodic trainings on safe handling should be planned and implemented in order to provide updated information and to cover new workers.</p>
3.2.1.5 <i>(New 2011)</i> All people not directly handling pesticides or other hazardous chemicals must be made aware of the hazards related to these	

materials.	
3.2.1.6 (New 2011) Any application of pesticides or other hazardous chemicals must not be made near areas where there is <u>ongoing</u> human activity (housing, canteens, offices, warehouses or the like). A buffer zone of at least 10 meters must be kept unless there is a barrier that reduces pesticide drift effectively.	The size of reduced buffer zones may depend on the density of the barrier or methods of application.
3.2.1.7 Aerial application of pesticides or other hazardous chemicals must not take place above and around areas of ongoing human activity or water sources. If spraying is outsourced to subcontractors the company must make sure that this requirement is met.	When spraying is done from the air, buffer zones need to be larger than when spraying from the ground. To guarantee that buffer zones are respected, the company should identify places with human activity, rivers and other water sources on maps for pilots responsible for the spraying. If it is not possible to avoid spraying over small rivers or irrigation channels that flow within fields, these can protect by planting protective vegetation.
3.2.1.8 The company maintains safe storage of pesticides and other hazardous chemicals. The safe storage area must: <ul style="list-style-type: none"> • be locked and accessible only to trained and authorised personnel • be ventilated to avoid a concentration of toxic vapours • have equipment, such as absorbent materials, to handle accidents and spills • be adequately illuminated to allow the responsible person to read product labels properly • be made of fireproof material • not allow the storage of pesticides to be mixed with food, personal protection equipment or any other equipment or machinery • have containers that are clearly labelled indicating contents, warnings, and intended uses, preferably in the original container when possible; and • contain information on the safe handling of pesticides (safety sheets). 	To further reduce risks the company is encouraged to store the least amount of stocks as practical depending on need, season, and distance to suppliers. It is good practice to keep the obsolete materials in the safe storage area until they can be disposed of safely.
3.2.1.9 The company must be equipped to handle accidents, spills and possible accidents effectively in areas where pesticides or other hazardous chemicals are prepared or mixed for use. In case a spill occurs, seepage into the soil or water supply must be avoided. The company must plan spraying in such a way as to have no or very little spray	Equipment to handle spills may be simple, such as absorbent material. Soil contaminated by the spill must be collected. This should be stored until the proper disposal method is found. The company should aim to involve chemical suppliers and/or local authorities in providing support on how to best handle this

solution remaining.	soil.
<p>3.2.1.10 The company must not reuse empty pesticide containers for water or food storage. Empty pesticide containers must be triple rinsed and the rinse water must be used in the mix of pesticides to be applied. Once triple rinsed, empty containers must be punctured and stored while awaiting disposal. All waste equipment that has been in contact with pesticides must be cleaned and stored safely.</p>	<p>Store safely means to reduce risk of hazards by keeping away from people, animals and water sources. Waste equipment refers to other waste material that has been in contact with pesticides, such as personal protection equipment (PPE), filters, measuring and application equipment. The company is encouraged to contact chemical suppliers and/or local authorities for disposing of these materials</p> <p>Pesticide and other hazardous material remnants are covered under requirements related to storage.</p>
Choice of pesticides	
<p>3.2.1.11 Materials on the Fairtrade International PML part 1 (Red List) must not be used by the company on the Fairtrade crop(s) (see annex 2). Only pesticides registered for use in the country can be used on the Fairtrade crops.</p> <p>Pesticides prohibited in the PML must be clearly marked not for use on Fairtrade crops.</p>	<p>The company may use materials listed on the PML on crops that are not Fairtrade crops, but will be asked by auditors for which crops and pests they are being used. The company is encouraged not to use these materials on any of the crops as they are dangerous for health and the environment.</p>
<p>3.2.1.12 By derogation from 3.2.1.11, the company may apply certain materials from the Fairtrade International PML Part 1 (Red List) only if use has been previously requested to the certification body and permission has been granted. This requirement only applies when the certification body allows the use of a material specified in the Fairtrade International Red List of Materials by derogation. The certification body may only grant permission for materials and their scope in the Fairtrade International PML Part 1 (Red List).</p> <p>The permission is subject to the company having demonstrated, on the basis of credible evidence the need to use the materials, how the use is minimized and undertaken under appropriate health and safety conditions, and that an appropriate plan and record is in place to substitute these materials.</p>	
<p>3.2.1.13 (<i>New 2011</i>) There must be a procedure in place to ensure that materials on the Fairtrade International Prohibited Materials List part 1 (Red List) are not used on the Fairtrade crop.</p>	<p>The procedure describes any series of measures that are effective for your company.</p>
<p>3.2.1.14 (<i>New 2011</i>) The decision to use herbicides must be based on the presence of weeds and lack of alternative controls. If used, herbicides should only be one element of an integrated strategy</p>	<p>In case herbicides are used in the production of Fairtrade crops, this use has to be justified by the company.</p> <p>Strategies may include activities to avoid</p>

<p>against weeds and used in spot applications.</p>	<p>favourable growing conditions for weeds, to bring competition to weeds or to promote alternative control measures such as mechanical weeding, manual weeding, using herbivores or biological control.</p>
<p>3.2.2 Progress requirements</p>	
<p>3.2.2.1 The company must record pesticides used. The company must indicate which of those materials are on the Fairtrade International Prohibited Materials List PML (Part 1 Red List and Part 2 Amber List; see annex 2). To be included at minimum is the name of person who applied the pesticides, name and amount of pesticide used, method of application, name of target pest or disease, date and site. There must be records for at least the last 12 months and based on this, goals of pesticide reduction or of maximum amounts used must be defined.</p>	<p>Recording pesticides will increase the company's awareness of the relationship between the amounts of pesticides used and the resulting impact it has on controlling pests by cross referencing this information with pest monitoring. The company will be able to analyse trends and establish goals on reduction and maximum amounts.</p> <p>It is good practice to record the commercial name as well as the active ingredient. It is suggested that the amount of pesticide used be recorded as amount of active ingredient used per unit of area. "Method of application" is the type of equipment or type of formulation used. For "target pest or disease" the common name may be recorded. It is suggested to include the plot</p> <p>The Fairtrade International PML has two parts, Part 1 or Red List which includes a list of prohibited materials and Part 2 or Amber List which includes a list of materials which will be monitored and by 2014 decided whether or not they will be included in the Red List. You are encouraged to abandon the use of materials in the Amber List.</p>
<p>3.3 Soil and Water</p> <p>Soil and water are non renewable resources. Fertile soils and clean and available water are important for the sustainability of the production system. Because agriculture requires significant amounts of water, a vital responsibility lies in the conservation of water sources. Good practices in water sourcing, water use, water recycling and waste water treatment are all related to local and sustainable production systems. Good practices in the handling of fertilizers can reduce pollution in water sources and the wasting of resources. Improving fertility is a relevant activity to improve sustainability in agriculture.</p> <p>The requirements in this section apply to the Fairtrade crops and fields where they are grown.</p>	
<p>3.3.1 Minimum requirements</p>	
<p>3.3.1.1 (<i>New 2011</i>) Fertilizing with untreated human sewage sludge is prohibited.</p>	<p>Untreated human sewage sludge poses health risks for people working with it.</p>
<p>3.3.1.2 The company stores fertilizers (inorganic and organic) in a way that minimizes the risk of polluting water. Fertilizers and pesticides should be stored separately.</p>	<p>Fertilizers, especially nitrogen, can pollute water sources. Cross contamination between fertilizers and pesticides may lead to crop damage, therefore they should not be stored in proximity of each other. This does not mean that they must be stored in separate storage rooms. If the label or the instructions allows mixing, they can be stored together.</p>

3.3.1.3 <i>(New 2011)</i> The company must not use untreated sewage water for irrigation and processing of Fairtrade crops.	Untreated human sewage water poses health risks to people working with or near it.
3.3.2 Progress requirements	
3.3.2.1 <i>(New 2011)</i> Within one year of certification the company must apply fertilizers (organic and inorganic) in amounts that respond to the nutrient need of the crop.	The company fertilizes based on a nutrient analysis of the plots. Frequency of analysis is defined by the company.
3.3.2.2 The company must identify land at risk of soil erosion and land that is already eroded and undertake practices that reduce and/or prevent soil erosion caused by wind, water, and/or human or animal impact.	Practices to reduce or prevent soil erosion include prevention measures to avoid erosive conditions, remedial actions, implementing groundcovers or other kinds of vegetation.
3.3.2.3 <i>(New 2011)</i> The company must identify areas where ground cover is needed and must have a plan with a maximum timeline to establish groundcover in all identified areas in order to avoid bare soil.	Groundcover should be planted in order to prevent soil erosion, increase water availability and control weeds. If soil erosion conditions do not exist, it is still a good practice to avoid bare soil and to introduce groundcover. For perennial systems, the management of the perennial groundcover protects soil, builds fertility, and conserves natural resources and biodiversity. In non permanent crops the use of groundcover should be explored. Implementing groundcover may not be applicable for certain crops.
3.3.2.4 The company must implement practices designed to enhance soil fertility.	<p>The company should establish its own internal guidelines for minimum requirements to ensure soil fertility and improved soil structure. These requirements shall be based on techniques and practices known to be effective in the long term.</p> <p>The company should evaluate the possible causes of reduced fertility or poor soil structure and implement remedial actions.</p> <p>Practices may include crop rotation, intercropping, agroforestry, the use of ground covers or incorporating compost or green manures into the soil.</p>
3.3.2.5 <i>(New 2011)</i> Within one year of certification the company must evaluate possible health risks from irrigation water, and if deemed appropriate make an analysis and act upon the results of the analysis.	In cases where water sources may be suspected to be harboring disease causing agents (for example if a village is located upstream) the company should analyze water, identify health risks for workers and find possible solutions.
3.3.2.6 <i>(New 2011)</i> Within one year of certification the company must know where water used in irrigation and processing of Fairtrade crops comes from. An inventory of sources must be available.	The company should have a map or sketch illustrating the location of the water sources.
3.3.2.7 <i>(New 2011)</i> Within one year of certification the company must implement procedures to make	Methods to predict water needs should take into account the amount of water lost by evaporation

<p>efficient and rational use of water sources. These procedures include prediction of volumes of water needed to irrigate the crop, measuring (or estimating) volumes of water extracted from sources and volumes actually used in irrigation and processing, providing maintenance to the water distribution system and adopting, as applicable, methods to recirculate, reuse and/or recycle water.</p>	<p>and transpiration. The amounts may be estimated through simple methodologies or very accurately measured through more sophisticated technology. The company may explore more efficient ways of using water in processing facilities.</p>
<p>3.3.2.8 <i>(New 2011)</i> The company must keep informed about the situation of the water sources in the area. In case local environmental authorities or other entities consider that water sources are being depleted, or are in a critical situation or under excessive pressure, the company must engage in a dialogue with the authorities or local existing initiatives in order to identify possible ways to be involved in research or solution finding.</p>	<p>It may be difficult to know if a water source is sustainable or if it has replenishing capacity, but the existing knowledge about the sustainability of the water sources can be monitored for related information and/or claims with local authorities, universities or organizations that are working in the region.</p>
<p>3.3.2.9 <i>(New 2011)</i> The company must make use of the best accessible (or locally available) technology for irrigation and processing in order to optimize quantities of water applied.</p>	<p>Companies shall aim at optimizing the efficiency of their current system or change it to a more efficient one.</p>
<p>3.3.2.10 The company must handle waste water from processing facilities in a manner that does not have a negative impact on water quality, soil health and structure or food safety.</p>	<p>Waste water from processing facilities includes water contaminated by the process itself and also refers to waste water from sanitary facilities.</p> <p>A plan may be defined to monitor the water quality of the waste water discharged from processing facilities. Such a plan may include: baseline levels of acceptability for waste water quality, method(s) of analysis of water quality and a specified frequency of monitoring and means to correct any incidence of contaminants down to adequate levels</p> <p>Water filtration or other treatment systems may be installed in the processing facilities.</p>
<p>3.4 Waste</p> <p>Reducing, reusing, handling and recycling waste in a manner that is appropriate to the respective materials reduces risks from hazardous waste and leads to an improved environment and work place.</p> <p>The requirements in this section apply to the fields where Fairtrade crops are grown.</p>	
<p>3.4.1 Minimum requirements</p>	
<p><i>No minimum requirements applicable</i></p>	
<p>3.4.2 Progress Requirements</p>	
<p>3.4.2.1 Within one year of certification the company must keep the production site free of hazardous waste. Designated areas for the storage and disposal of hazardous waste exist and are used regularly.</p>	<p>The company can implement a training program by which all of its workers are made aware of where hazardous waste exists on the production site and how it can be handled and stored safely. The risk of pollution from areas for storage and disposal of</p>

<p>Hazardous waste must not be burned. In the absence of appropriate disposal facilities, small amounts of hazardous farm waste can be burned in a well-ventilated area away from people, animals or crops. The company may only burn hazardous waste if it is allowed by local regulation and all safety recommendations are followed.</p>	<p>hazardous waste should be minimized or eliminated.</p> <p>The company may also contact suppliers and local authorities for help with identifying hazardous materials and better practices to handle and dispose of them.</p>
<p>3.4.2.2 Within one year of certification the company must have a waste management plan that includes strategies in waste reduction, recycling, reuse and disposal alternatives. This plan should establish timelines by when the company will identify the main wastes, ways to reduce and reuse them if applicable, and to dispose of them in the best available way.</p>	<p>The company is encouraged to participate in a regional program for waste management and to update its strategies based on changes in regional alternatives.</p> <p>All potential sources of waste should be identified. Prioritization within the management plan shall be based on toxicity of wastes and estimated volumes and other applicable criteria.</p> <p>Alternatives depend on availability in the region. The plan should include collection and disposal alternatives for hazardous and non hazardous waste and for any materials that can be effectively recycled.</p>
<p>3.4.2.3 The company must use organic waste in a sustainable way through the implementation of practices that allow nutrients to be recycled.</p> <p>Feeding animals organic waste contaminated with pesticides is not allowed.</p> <p>Burning organic waste is only allowed if required by applicable legislation for sanitary purposes, or it is evidently a more sustainable practice.</p>	<p>Examples of sustainable practices are composting, mulching and using green manures.</p> <p>If burning organic waste for sanitary reasons is undertaken, it should be done in a strictly controlled manner to minimize risk of wildfires and smoke production.</p> <p>Using organic waste as fuel could be considered a more sustainable practice.</p>
<p>3.5 Genetically Modified Organisms (GMO)</p> <p>Genetically Modified (GM) crops do not contribute to sustainability in the long run. GM crops increase dependencies on external inputs and discourage an integrated approach in the production system thus inhibiting resiliency. GM crops may also have potential negative impacts on human health and to the environment. Fairtrade adopts a precautionary approach.</p> <p>The requirements of this section apply to the fields where Fairtrade crops are grown.</p>	
<p>3.5.1 Minimum requirements</p>	
<p>3.5.1.1 The company must not intentionally use genetically engineered seed or planting stock for the Fairtrade crop(s). Practices to avoid GM contamination in seed stocks must be implemented.</p>	<p>The company should evaluate the potential risk of use of genetically modified seed stock and/or planting material and should be aware of the species and varieties which are registered in the country or region and are to be sold as Fairtrade. For species identified as at risk, the company should establish additional measures to avoid use of these seed lots.</p>

3.6 Biodiversity

The loss of natural ecosystems is a threat to the sustainability of the production system because the benefits provided by biodiversity can be lost. These benefits include enhanced water conservation, soil fertility, potential alternative crops, hosting of natural enemies, and a reserve of products important to local communities. Biodiversity and natural habitats can also provide a buffer to mitigate and adapt to the effects of climate change. The company is encouraged to participate in a regional or national initiative.

The requirements in this section apply to the whole farm where a Fairtrade crop is grown.

3.6.1 Minimum requirements

3.6.1.1 The company must avoid negative impacts on protected areas and in areas with high conservation value, within or outside the farm or production areas, from the date of application for certification. The areas used or converted to production of the Fairtrade crop must comply with national legislation in relation to agricultural land use.

“Protected areas” refer to areas of land or sea especially dedicated to the protection and maintenance of biological diversity, and of natural and associated cultural resources, and managed through legal or other effective means (IUCN 1994). Protected areas can be public or private biological conservation areas.

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

“Areas with high conservation value” refer to areas that are worth conserving because they are important on a local, regional or global scale and which may include social value such as the benefits that an area provides to a community in terms of its cultural importance or economic resource. Biological value includes ecosystems or habitats of an endangered species. These areas can usually be identified through natural vegetation with low disturbance from agriculture, forestry, industry, urbanism or other. The company may initially identify areas with high conservation value based on available knowledge within company and neighbouring community. The company may wish to consult with elders and people in the community who may have knowledge of the evolution of the natural vegetation in the region.

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

3.6.1.2 (*New 2011*) The company must maintain buffer zones around bodies of water and watershed recharge areas and between production and areas of high conservation value, either protected or not. Pesticides, other hazardous chemicals and fertilizers must not be applied in buffer zones.

Buffer zones in this requirement are intended to protect biodiversity. Clusters of small farms can be considered a single production site with buffer zones at its perimeters only. It is recommended that total use of land for crop production be avoided. It is also recommended that buffer zones where feasible are connected in order to create ecological corridors.

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

	distance.
3.6.1.3 (<i>New 2011</i>) Any wild harvesting of Fairtrade products from uncultivated areas must be done in a manner that assures the sustainability and survivability of the collected species in its native habitat.	<p>Wild harvesting implies that the only productive activity in the uncultivated area is the harvest itself. Any other activities (e.g. clearing paths, maintaining camps) should be done in a way that minimizes human impact.</p> <p>Assuring sustainability refers to harvesting done in a manner that:</p> <ul style="list-style-type: none"> • maintains the viability of the species and allows it to continue to perpetuate itself, • ensures that the product is still available to other species in the ecosystem that depend on it, • ensures that the subsequent harvest cycle will provide a comparable quantity.
3.6.2 Progress requirements	
3.6.2.1 (<i>New 2011</i>) Within one year of certification the company must ensure that no collecting or hunting of rare or endangered species is undertaken and that no alien invasive species is introduced.	<p>Initial classification of rare and endangered species is made by the company based on its own knowledge. With time the company is expected to contact a local expert on biodiversity who would provide support in identifying rare and endangered species and in adjusting the initial classification.</p> <p>Identification of alien invasive species is made by the company based on its own knowledge. With time the company is expected to contact a local expert who could provide support in identifying alien species and ways in which their introduction and propagation may be avoided.</p>
3.6.2.2 (<i>New 2011</i>) The company must participate actively in local or regional environmental projects or have a biodiversity plan.	<p>The plan must first aim at identifying key biodiversity issues in the region and then propose how the company could contribute to improving those issues.</p> <p>A biodiversity plan does not require the hiring of an external consultant for its elaboration or implementation. Local knowledge from workers and the community is valuable and can be considered. With time the company may benefit from advice by local experts such as authorities, universities or NGOs.</p>
3.6.2.3 (<i>New 2011</i>) The company must evaluate the implementation of agro-forestry systems as well as agricultural diversification, as applicable.	<p>Agro-forestry crops or crops from species originally living under shade or forest ecosystems may benefit from being produced under their original conditions. This may improve soil conditions and the local environment, as long as it is economically feasible.</p> <p>Agricultural diversification refers to growing different crops that will enable the company to have alternative income sources. This may be</p>

	preferred, as long as it is economically feasible.
<p>3.7 Energy and Greenhouse Gas Emissions</p> <p>Agriculture is vulnerable to climate change. It also has the potential to reduce climate change by reducing emissions, increasing carbon sinks, enhancing biodiversity and maintaining natural habitats. Strengthening the sustainability of local production systems by lowering dependencies on external inputs may be an important way of adapting to climate change.</p> <p>The requirements of this section apply to the whole farm where the Fairtrade crop is grown.</p>	
<p>3.7.1 Minimum requirements</p>	
<p><i>No minimum requirements applicable</i></p>	
<p>3.7.2 Progress requirements</p>	
<p>3.7.2.1 (New 2011) In processing facilities where non-renewable energy is used the company must keep records of energy consumption, take measures to use energy more efficiently and replace non-renewable sources by renewable ones as far as possible.</p>	<p>Records shall help to identify measures and make informed decisions on how to reduce energy consumption.</p> <p>A possible measure to use energy more efficiently is the adequate maintenance of processing equipment.</p>
<p>3.7.2.2 (New 2011) The company must research and implement practices that reduce Green House Gas (GHG) emissions and increase carbon sequestration.</p>	<p>Incorporating green manure in the fields and increasing organic matter in the soil contribute to the increase in carbon sequestration.</p>

Annex 1 Geographical Scope

Geographical Scope policy of Producer Certification for Fairtrade International

Fairtrade International Standards are applicable to producers in the following countries:

AFRICA				
<i>Eastern Africa</i> Burundi Comoros Djibouti Eritrea Ethiopia Kenya Madagascar Malawi Mauritius Mayotte Mozambique Rwanda Seychelles Somalia Uganda United Republic of Tanzania Zambia Zimbabwe	<i>Middle Africa</i> Angola Cameroon Central African Republic Chad Congo Congo, Democratic Republic Equatorial Guinea Gabon Sao Tome and Principe	<i>Northern Africa</i> Algeria Egypt Libyan Arab Jamahiriya Morocco Sudan Tunisia	<i>Southern Africa</i> Botswana Lesotho Namibia South Africa Swaziland	<i>Western Africa</i> Benin Burkina Faso Cape Verde Cote d'Ivoire Gambia Ghana Guinea Guinea-Bissau Liberia Mali Mauritania Niger Nigeria Saint Helena Senegal Sierra Leone Togo

AMERICAS (Latin America and the Caribbean)			
<i>Caribbean</i> Anguilla Antigua and Barbuda Barbados Cuba Dominica Dominican Republic Grenada Haiti Jamaica Montserrat Saint Lucia Saint Kitts and Nevis Saint Vincent and the Grenadines Trinidad and Tobago Turks and Caicos Islands	<i>Central America</i> Belize Costa Rica El Salvador Guatemala Honduras Mexico Nicaragua Panama	<i>South</i> Argentina Bolivia Brazil Chile Colombia Ecuador Guyana Paraguay Peru Suriname Uruguay Venezuela (Bolivarian Republic of)	<i>America</i>

ASIA					
Central Asia	Eastern Asia	Southern Asia	South-Eastern Asia	Western Asia	
Kazakhstan Kyrgyzstan Tajikistan Turkmenistan Uzbekistan	China* Democratic People's Republic of Korea Mongolia	Afghanistan Bangladesh Bhutan India Iran, Islamic Republic of Maldives Nepal Pakistan Sri Lanka	Cambodia Indonesia Lao People's Democratic Republic Malaysia Myanmar Philippines Thailand Timor-Leste Viet Nam	Armenia Azerbaijan Georgia Iraq Jordan Lebanon Occupied Palestinian Territory Oman Saudi Arabia Syrian Arab Republic Yemen	

OCEANIA		
Melanesia	Micronesia	Polynesia
Fiji Papua New Guinea Solomon Islands Vanuatu	Kiribati Marshall Islands Micronesia, Federated States of Nauru Palau	Cook Islands Niue Samoa Tonga Tuvalu Tokelau Wallis and Futuna Islands

* The scope of Fairtrade certification in China is limited to the certification against the Generic Fairtrade Standard for Small Producers' Organizations and the Generic Fairtrade Trade Standard (with the exception of Seed Cotton). The Generic Fairtrade Standard for Hired Labour, the Fairtrade Standard for Contract Production and the Product Specific Fairtrade Trade Standard for Seed Cotton are not applicable in China.

Definition of Fairtrade International's geographical scope

Fairtrade International defines the countries in which it certifies producers as those countries with low and medium development status. The definition is based on the OECD-DAC (Development Assistance Committee) list of recipient countries of Official Development Assistance. The list includes countries with low and middle per capita income as defined by the World Bank¹.

Fairtrade International's geographical scope encompasses almost all countries in Africa, Latin America and the Caribbean, Oceania, and the poorest countries in Asia. Countries and territories are divided into regions based on the UN classification of macro geographical regions.

Excluded from Fairtrade International's geographical scope are European Countries (including Eastern European countries and Turkey²) and all G8-countries (thus Russian Federation as an upper-middle income economy).

Review of Fairtrade International's geographical scope

The review of the Fairtrade geographical scope follows the Standard Operating Procedures which determine a 5 years routine review cycle and provide for more frequent reviews in case of need. A review of the OECD DAC list may trigger an earlier review,

¹ The World Bank classifies member countries and all other economies with populations of more than 30,000 according to the gross national income (GNI) per capita. Economies are divided using the World Bank **Atlas method**. The low and middle income groups are: **low income**, \$875 or less; **lower middle income**, \$876 - \$3,465; **upper middle income**, \$3,466 - \$10,725.

² Turkey is considered as West Asia according to the UN classification, but is official candidate for membership to the European Union.

Annex 2 Prohibited Materials List

The Prohibited Materials List (PML) is divided in two lists: the Red List and the Amber List.

Red List

The Red List includes materials that must not be used by producers while handling Fairtrade products. Handling means all activities that producers are involved in, such as production, post-harvest treatment, processing, storage and transportation.

Amber List

The Amber List includes materials which are being evaluated by Fairtrade International as candidates to be prohibited by inclusion into the Red List. Materials from the Amber List can still be used by producers for Fairtrade crops. Producers must report their use for monitoring purposes. Monitoring will last for 3 years until June 2014, by which date a revision of the Red and Amber lists will be made. Producers should be aware that these materials may eventually be prohibited and are encouraged to abandon their use.

Structure of the Red and Amber List

The lists contain the following information:

Substance: specifies the name of the material

Reference list: shows in 7 columns the international list or regulation from where Fairtrade International has taken the material. The reference lists are:

- POP: The Stockholm Convention on Persistent Organic Pollutants
- PIC: The Rotterdam Convention on the Prior Information Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade
- PAN 12: Pesticide Action Network's "dirty dozen" list (currently 18 pesticides)
- WHO 1a and 1b: World Health Organization Acute toxicity classification 1a and 1b
- EU: Banned or severely restricted in the European Union according to PAN List of Lists
- US: Banned or severely restricted pesticide EPA according to PAN List of Lists

Specific regulations in the Red List

These provide information for specific use of materials and include:

Derogation possible and required prior to use: The material must not be used unless a derogation is granted by the certification body. The possible product scope and timeline for derogations is indicated.

Prohibition only for specified crops and use: The material must not be used other than for the specific crop and purpose.

Prohibition introduced with current revision: The material was previously allowed and is not anymore with publication of this list. A derogation may or may not be possible. The certification body will define a transition period for certified producers to eliminate this material or may grant a derogation upon request, as applicable.

Part 1: Fairtrade International Red List of prohibited materials

Substance	Reference list							Specific regulations
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US	
1,2 dibromethane (ethylene dibromide) (EDB)		X	X			X	X	
1,2-dichloroethane (ethylene dichloride)		X				X	X	
2,4,5-T (2,4,5-trichlorophenoxyacetic acid) and its salts and esters (dioxin contamination)		X	X			X	X	
3-Chloro-1,2-propanediol (Alpha-chlorohydrin)					X			
acrolein					X			
aldicarb			X	X		X		
aldrin	X	X	X			X	X	
allyl alcohol					X			
alpha HCH (alpha-hexachlorocyclohexane)	X							
amoxicillin								Prohibited in bananas postharvest
asbestos (such as crocidolite, actinolite, anthophyllite, amosite and tremolite)		X						
azinphos-ethyl					X	X		
azinphos-methyl	X				X	X		Derogations upon request possible only for citrus and deciduous crops until June 1st, 2014
beta – cyfluthrin					X			<i>Prohibited since 2011</i> Derogations upon request possible until June 1st, 2014
beta HCH (beta-hexachlorocyclohexane)	X							
binapacryl		X				X	X	
blasticidin (blasticidin-S)					X			
brodifacoum				X				
bromadiolone				X				
bromethalin				X				
butocarboxim					X			
butoxycarboxim					X			

Substance	Reference list							Specific regulations
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US	
cadusafos (ebufos)					X	X		Derogations upon request possible only for citrus and deciduous crops and for flowers and plants until June 1st, 2014
calcium arsenate					X		X	
calcium cyanide				X				
captafol		X		X		X	X	
carbofuran					X	X	X	Derogations upon request possible only for flowers and plants until June 1st, 2014
chlordane	X	X	X			X	X	
chlordecone (kepone)	X					X	X	
chlordimeform		X	X			X	X	
chlorethoxyfos				X				
chlorfenvinphos					X	X		
chlormephos				X		X		
chlorobenzilate		X				X	X	
chlorophacinone				X				
copper acetoarsenite (Paris Green)					X			
coumaphos					X			
coumatetralyl					X			Derogations upon request possible until June 1st, 2014
DBCP (dibromocloropropane)			X					
Cyfluthrin					X			<i>Prohibited since 2011</i> Derogations upon request possible until June 1st, 2014
DDT (Dichlorodiphenyl-dichloroethylene)	X	X	X			X	X	
demeton-S-methyl					X			
dichlorvos					X	X		Derogations upon request possible only for citrus and deciduous crops until June 1st, 2014
dicrotophos					X			
dieldrin	X	X	X			X	X	
difenacoum				X				

Substance	Reference list							Specific regulations
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US	
difethialone				X				
dinoseb, its acetate and dinoseb salts		X				X		
dinoterb					X	X		
diphacinone				X				
disulfoton				X				
DNOC (dinitro-ortho-cresol) and its salts (ammonium, potassium, sodium)		X			X	X		
Dustable powder formulations containing a combination of: - benomyl at or above 7%, - carbofuran at or above 10%, - thiram at or above 5% (PIC: 15%)		X				X		
edifenphos (EDDP)					X			
endosulfan	X					X		
endrin	X		X			X	X	Prohibited since 2011
EPN				X			X	
ethiofencarb					X			
ethoprophos (ethoprop)				X				
ethylene oxide (oxirane)		X				X	X	
famphur					X			
fenamiphos					X			Derogations upon request possible until June 1st, 2014
flocoumafen				X				
flucythrinate					X			
fluoroacetamide		X			X	X	X	
formaldehyde								Prohibited in flowers and plants
formetanate					X			
furathiocarb					X	X		
HCH mixed isomers (containing less than 99.0% of the gamma isomer)		X				X		
heptachlor	X	X	X			X	X	
heptenophos					X			
hexachlorobenzene (HCB) (benzene hexachloride)	X	X		X		X	X	
hexachlorocyclohexane HCH/BCH - (mixed isomers)	X		X					
isoxathion					X	X		

Substance	Reference list							Specific regulations
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US	
lead arsenate					X		X	
lindane (gamma-HCH)	X	X	X					
mecarbam					X			
mercury chloride		X		X		X		
mercury compounds (including mercuric oxide, mercurous chloride (calomel), phenylmercury acetate (PMA), phenylmercuric oleate (PMO) other inorganic mercury compounds: alkyl mercury, alkyloxyalkyl and aryl mercury compounds)		X				X		
mercury oxide		X			X	X		
methamidophos		X			X	X	X	
methidathion					X	X		Derogations upon request possible only for citrus and deciduous crops until June 1st, 2014
methiocarb (mercaptodimethur)					X			Derogations upon request possible until June 1st, 2014
methomyl					X			Derogations upon request possible until June 1st, 2014
methyl parathion (parathion methyl)		X	X	X		X	X	
mevinphos				X			X	
mirex	X					X	X	Prohibited since 2011
monocrotophos		X			X	X		
nicotine					X			
omethoate					X	X		
oxamyl					X			Derogations upon request possible until June 1st, 2014
oxydemeton-methyl					X	X		
paraquat (all forms)			X					
parathion		X	X	X		X	X	
pentachlorobenzene	X							Prohibited since 2011

Substance	Reference list							Specific regulations
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US	
pentachlorophenol (PCP), its salts and esters		X	X		X	X	X	
phenylmercury acetate (PMA)				X				
phorate				X				
phosphamidon (fosfamidon)		X		X		X	X	
phostebupirim (tebupirimfos)				X				
polybrominated biphenyl mixture (PBB)		X						
polychlorinated biphenyls PCB (except mono-and dichlorinated) (Aroclor)	X	X						
polychlorinated terphenyls (PCT)		X						
propramphos					X			
sodium arsenite					X		X	
sodium cyanide					X			
sodium fluoroacetate (1080)				X				
strychnine					X	X		
sulfotep				X				
tebupirimifos (phostebupirim)				X				
tefluthrin					X			
terbufos				X		X		
tetraethyl lead		X						
tetramethyl lead		X						
thallium sulphate					X	X	X	
thiofanox					X			
thiometon					X			
toxaphene (camphechlor)	X	X	X			X	X	
triazophos					X	X		
tris (2,3-dibromopropyl) phosphate		X						
vamidotion					X	X		
warfarin (coumaphene)					X			
zeta-cypermethrin					X			
zinc phosphide					X			

Part 2: Fairtrade International Amber List or monitored materials

Substance	Reference list						
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US
2,3,4,5-bis(2-butylene) tetrahydro-2-furaldehyde [repellent-11]							X
2,4,5-TCP (potassium 2,4,5-trichlorophenate)							X
acephate						X	
alachlor						X	
amitraz						X	
arsenic compounds (EPA: arsenic trioxide: calcium, copper, lead and sodium arsenate sodium arsenite)						X	
atrazine						X	
bromoxynil							X
bromoxynil butyrate							X
butylate							X
cadmium and its compounds							X
carbaryl						X	
carbon tetrachloride							X
carbosulfan						X	
chloranil							X
chlorfenapyr						X	
chloromethoxypropyl-mercuric-acetate (CPMA)							X
chlozolate						X	
copper arsenate							X
cyhalothrine (but not lambda isomers of cyhalothrin)						X	

Substance	Reference list						
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US
daminozide (alar)							X
DDD (dichlororodiphenyl-dichloroethan) [TDE]							X
di (phenylmercury) dodecenylsuccinate (PMDS)							X
dicofol						X	
dicofol containing less than 78% p,p -Dicofol or >1 g/kg of DDT and DDT related compounds						X	
dimethenamid						X	
ethyl hexylene glycol							X
fenthion						X	
fentin acetate						X	
fentin hydroxide						X	
fenvalerate						X	
ferbam						X	
haloxyfop-R (haloxyfop-P-methyl-ester)						X	
leptophos							X
malathion						X	

Substance	Reference list						
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US
maleic hydrazide and its salts, other than choline, potassium and sodium salts ; choline, potassium and sodium salts; maleic hydrazide containing more than 1 mg/kg of free hydrazine expressed on the basis of the acid equivalent						X	
monolinuron						X	
monuron						X	
nitrofen (TOK)						X	X
nonylphenol ethoxylates						X	
OMPA (octamethylpyrophosphoramidate)							X
permethrin						X	
phosalone						X	
propham						X	
pyrazophos						X	
pyriminil (vacor)							X
quintozene						X	
safrole							X
silvex							X
simazine						X	

Substance	Reference list						
	POP	PIC	PAN 12	WHO 1a	WHO 1b	EU	US
technazene						X	
terpene polychlorinates (strobane)							X
thiodicarb						X	
triazamate							
trichlorfon						X	
triorganostannic compounds (tributyltin compounds)						X	
vinyl chloride							X
zineb						X	