

Fairtrade Standard or other Requirement	Applicable for:								CC No.	Fairtrade Compliance Criteria	Time	Criteria Type	Topic	
	Premium payer	Price payer	Price Conveyer	Premium Conveyer	Non-payer	ATC & FSP	FSP	Small Licensee						Additional Entity
									1	General				
									1.1	Right to Trade				
1.1.1	X	X	X	X	X		X		ALL	1.1.0.01	You have a valid Fairtrade permission to trade or a valid Fairtrade certificate for each product bought and sold as Fairtrade.	0	Major	
1.1.2	X	X	X	X	X		X		ALL	1.1.0.02	You accept announced and unannounced audits of your premises, including additional entities, by providing access to all the sites that are relevant for the audit, making available responsible staff for the audits and providing all information that is necessary to verify compliance.	0	Major	
1.1.2	X	X	X	X					ALL	1.1.0.03	You have submitted quarterly price and premium reports for all transactions for which the Fairtrade Price and/or Premium has been paid to Fairtrade. In case there are no transactions to be reported for a certain Quarter and Product Category, you submit a "No purchase declaration" through Mhdeclarations. The reports are submitted at the latest until: - April 30th for Q1 - July 30th for Q2 - October 30th for Q3 - January 30th for Q4 (Only completed transactions for each quarter should be reported. A transaction is considered completed when both the Price and the Premium have been paid. For further assistance with the submission of your reports, you may contact certification@fairtrade.ca)	0	Core	
1.1.2	X	X	X	X					ALL	1.1.0.04	You have provided reports requested by Fairtrade, related to compliance with the Fairtrade Standard.	0	Core	
1.1.3	X	X	X	X	X		X		ALL	1.1.0.05	Your additional entities where Fairtrade activities take place are registered with Fairtrade (does not apply to entities that do not fall into the scope of certification: see Scope of Certification on the Fairtrade website).	0	Major	
1.1.3	X	X	X	X	X		X		ALL	1.1.0.06	You have written agreements with each additional entity that is not 100 % owned by the master operator ensuring compliance with requirements as per the respective Fairtrade Standard, stating that Fairtrade is authorized to conduct on-site audits of the additional entity (does not apply to entities that do not fall into the scope of certification or have their own Fairtrade certification) and requiring regular reporting, when requested by Fairtrade.	0	Core	
1.1.4	X	X	X	X	X		X		ALL	1.1.0.07	You have purchased Fairtrade products only from Fairtrade producers or traders with a valid permission to trade or certification for the relevant product category.	0	Core	
1.1.4							X		Seed Cotton	1.1.0.08	You have purchased Fairtrade products only from Fairtrade producers or traders with a valid permission to trade or certification or verification.	0	Core	
1.1.5	X	X	X	X	X		X		ALL	1.1.0.09	Fairtrade products not in consumer-ready packaging are only sold to Fairtrade traders with a valid certification or permission to trade issued by Fairtrade or the responsible National Fairtrade Organization.	0	Core	NFOs that certify are: Canada, United Kingdom, Ireland, Netherlands, Belgium, Luxemburg, Japan, Australia and New Zealand
1.1.5							X		Seed Cotton	1.1.0.10	FSP products not in consumer-ready packaging are only sold to Fairtrade traders with a valid verification.	0	Core	
1.1.6	X	X	X	X					ALL	1.1.0.11	(First buyer) (Not applicable if you buy from a Hired Labour company) You purchase certified products from producer organizations and not from individual members of the organization OR you demonstrate the inability to buy from the producer organization by citing national/regional law(s) prohibiting this, or written request by the producer organization, citing the advantage to them on such an arrangement and this is accompanied by a framework contract between you and the producer organization, regulating the following: traceability, volume, price, delivery terms, payments terms and invoicing method.	0	Core	
1.1.7	X	X	X	X	X		X		ALL	1.1.0.12	(Only applicable you were suspended since the last audit and/or any of your suppliers/buyers was suspended) You do not sign new Fairtrade contracts if you are suspended OR sign new contracts with suspended trade partners. In case of an existing trade partner with whom you have had at least one business transaction in the previous 12 months and with whom you have no written contracts, you have only traded (in the suspension period) up to 50% of the total volume (of each product) traded in the previous 12 months (from date of suspension).	0	Core	
1.1.7	X	X	X	X	X		X		ALL	1.1.0.13	(Only applicable you were suspended since the last audit and/or any of your suppliers/buyers was suspended) You have fulfilled existing Fairtrade contracts during the suspension period.	0	Core	
1.1.8	X	X	X	X	X		X		ALL	1.1.0.14	(Only applicable if you were decertified in the past or any of your trading partners were/are decertified) You stopped trading all Fairtrade products from the date of decertification even if there is a signed Fairtrade contract, but you accept Fairtrade products that were traded (delivered as per agreed INCOTERM) before the date of decertification.	0	Core	
1.1.9	X	X	X	X	X		X		ALL	1.1.0.15	You designate one official contact for Fairtrade-related matters.	0	Core	Guidance: The key contact (the Fairtrade officer) acts as the main contact person for certification and auditing issues. This person is responsible for ensuring your compliance with all requirements and for keeping the certification body updated with contact details and other relevant information
									1.2	Use of the Fairtrade trademark				
1.2.1, 1.2.2	X	X	X	X	X		X		ALL	1.2.0.01	(Only applicable if you have used any FAIRTRADE Mark or any other reference to Fairtrade as defined in the Fairtrade Standard on a finished or unfinished product, on any packaging or in any other communications.) You have a valid written contract with a Fairtrade Canada with details on the use of the Mark and you have written artwork approval (prior to use) for any use of the FAIRTRADE Mark or reference to Fairtrade on all product and promotional artwork.	0	Core	
1.2.2	X	X	X	X	X		X		ALL	1.2.0.02	(Applicable if you are packing for a licensee) You have a copy of the applicable artwork approval.	0	Core	
1.2.3						X	X		Cane Sugar, Cocoa, Seed Cotton	1.2.0.03	(Only applicable if you make claims on sourcing for FSP) All claims made on the sourcing of Fairtrade commodities (for example, as covered by the Fairtrade Sourcing Programs (FSP) model) are verified by Fairtrade Canada or a designated agent before these claims are communicated publicly.	0	Core	In case you are packing for a licensee, you have a copy of the approval of the label. Alternatively, in case you have entrusted the packaging to another entity, you have made sure that you have given a copy of the approval to the packing unit.
Gold 2.4.3	X	X	X	X	X		X		Gold	1.2.0.04	The label and/or stamp on the final consumer product clearly indicates that the precious metal is certified as Fairtrade Gold, Silver or Platinum, as defined in the Fairtrade International labelling rules for precious metals.	0	Core	
Gold 2.2.2	X	X	X	X	X		X		Gold	1.2.0.05	(Applicable if you sell final consumer products) You only use the Fairtrade Mark on a final product for which you have authorization by Fairtrade Canada.	0	Core	

Gold 2.4.2	X	X	X	X	X			X	Gold	1.2.0.06	(Applicable if you purchase Fairtrade Precious Metal under the Gold Sourcing Program) You conform with the labelling and communications policies stipulated in any contractual agreement with Fairtrade Canada.	0	Core	
										1.3	Fairtrade requirement			
Fairtrade requirement	X	X	X	X	X			X	ALL	1.3.0.01	All non-conformities of the previous audit have been corrected.	1	Major	
Fairtrade requirement	X	X	X	X	X			X	ALL	1.3.0.02	(Only applicable if you are benefiting from an exception allowed by the Fairtrade Standard) You have applied for an exception and the conditions of granted exceptions are met.	1	Core	
Fairtrade requirement	X	X	X	X	X			X	ALL	1.3.0.03	(Only applicable if you have received a complaint related to compliance with requirements of the applicable Fairtrade Standards or a Fairtrade product) You handle and document all complaints and follow-up actions relating to compliance with requirements of the applicable Fairtrade Standards. These records are made available to the auditor.	1	Core	
Fairtrade Requirement	X	X	X	X	X			X	ALL	1.3.0.04	(Applicable if the customer has been suspended since the last audit) Upon suspension of Fairtrade certification, the customer has discontinued its use of all advertising matter that contains any reference to its certified status.	1	Core	
Fairtrade Requirement								X	ALL	1.3.0.05	You comply with the definition of small licensees according to the Fairtrade Small Licensee definition.	0	Core	
Fairtrade Requirement								X	ALL	1.3.0.06	Every 3rd year of Fairtrade activity, you have provided an activity report covering a 3 year period indicating all purchases, sales, stocks and yields/recipes of Fairtrade products, to Fairtrade	0	Core	
Fairtrade Requirement	X	X	X	X	X			X	ALL	1.3.0.07	You have a countersigned copy of the valid Fairtrade certification contract.	0	Core	
Fairtrade Requirement	X	X	X	X	X				ALL	1.3.0.08	The customer complies with the definition of Small Customers according to the Fairtrade Small Customer Definition as outlined in the public TC Fee document.	0	Core	
										2	Trade			
										2.1.	2.1. Traceability			
										2.1.1	Documentary Traceability Requirement			
2.1.1.	X	X	X	X	X			X	ALL	2.1.1.01	You clearly identify all Fairtrade products as Fairtrade in all trade documentation (e.g. invoices, delivery notes and purchase orders), including all relevant documentation sent to and received from the additional entity.	0	Major	
2.1.1.	X	X	X	X	X			X	ALL	2.1.1.02	Your Fairtrade related documents allow tracing the following information: <ul style="list-style-type: none"> • the name and FLO-ID of the traders involved in a Fairtrade transaction (FLO-ID of the supplier and FLO-ID of the buyer) • the applicable dates of the transaction; • the quantities and physical form of the product when transacted (purchase and sale); • the details of Fairtrade Price and Fairtrade Premium and pre-financing (where applicable) 	0	Core	
Gold 2.1.3	X	X	X	X	X			X	Gold	2.1.1.03	You additionally indicate the following in the trade documents <ul style="list-style-type: none"> • alterations performed and relevant yields • disposals 	0	Core	
2.1.1.	X	X	X	X					ALL	2.1.1.04	When mixing and selling product from more than one producer organization, conveyors clearly indicate in written format to the buyer the percentage composition of the product from each producer organization.	0	Core	
2.1.1./Fairtrade requirement	X	X	X	X	X			X	ALL	2.1.1.05	You ensure that Fairtrade certified products sold as non-Fairtrade clearly indicate that the product is not Fairtrade by removing any existing reference to Fairtrade on product, packaging or documents or where not possible by clearly indicating to your customer that the product is not Fairtrade.	0	Major	
2.1.1./Fairtrade requirement	X	X	X	X	X			X	ALL	2.1.1.06	You do not imply, directly or indirectly, that an ordinary sale is in any way associated with sales of Fairtrade certified products.	0	Core	
Fresh Fruit 2.1.1	X	X	X	X					Oranges for juice	2.1.1.07	The processor/trader keeps records of the volumes of oranges for juice bought and processed from each producer organization, the date of delivery, and the quantity of orange juice sold.	0	Core	
Cane Sugar 2.1	X	X	X	X					Cane Sugar	2.1.1.08	(Applicable to traders exporters and mills buying directly from individual farmers and if no national scheme exists) You keep delivery notes/tickets with the name of the individual cane producer, the producer organization of the individual cane producer, the volume, and the date of the delivery. The trader (mill/exporter) has requested confirmation of the volume of cane supplied by each producer (i.e. producer organization).	0	Core	
Seed Cotton 2.1.1					X	X			Seed Cotton	2.1.1.09	(Applicable if the trader operates under the FSP model) You report information about your purchases and sales of equivalent volumes of Fairtrade cotton to the Fairtrade tracking system (Fair Trace).	0	Core	
Seed Cotton 2.1.2					X	X			Seed Cotton	2.1.1.10	(Applicable to spinners for their activities under the FSP model) A purchase contract for the corresponding Fairtrade cotton lint has been signed with the ginner before the Fairtrade equivalent yarn is sent out for delivery.	0	Core	
Seed Cotton 2.1.3					X	X			Seed Cotton	2.1.1.11	(Applicable to spinners for their activities under the FSP model) The physical receipt of the Fairtrade cotton lint takes place at the latest within 6 months after the Fairtrade equivalent yarn has been sent out for delivery.	0	Core	
2.1.2.	X	X	X	X	X			X	ALL	2.1.1.12	You keep records of all entries, processing and sales of Fairtrade products. Records allow the certification body to trace back from any given Fairtrade output to the Fairtrade inputs.	0	Core	Guidance: 'Trace back' means that you and the certification body will be able to trace the alterations performed and the relevant recipes and yields.
2.1.2	X	X	X	X	X	X	X	X	ALL	2.1.1.13	The additional entity keeps records of all volumes of Fairtrade products received from and sent to the certified customer to which they are sub-contracted. Records allow the certification body to trace back from any given certified output to the certified inputs.	0	Core	Guidance: 'Trace back' means that you and the certification body will be able to trace the alterations performed and the relevant recipes and yields.
2.1.2	X	X	X	X	X			X	ALL	2.1.1.14	The operator must submit quarterly reports for all Fairtrade transactions: - For licensees, the realised Fairtrade sales are reported to calculate the license fees - For Price/Premium payers, purchases and sales are reported and Price/Premium are included in the reports	0	Major	
										2.1.2	Physical Traceability Requirements			
2.1.3	X	X	X	X	X	X	X	X	ALL	2.1.2.01	(If you trade and/or process cocoa, cane sugar, juice or tea and for activities carried out under FSP cotton model after ginning this requirement only applies if you wish to implement physical traceability) You physically segregate Fairtrade products from non-Fairtrade products at all stages of the supply chain. You do not mix Fairtrade products with non-Fairtrade products. Fairtrade products are transported, stored processed/manufactured and delivered separately from non-Fairtrade products.	0	Major	Guidance: Physical traceability is advisable but not compulsory in cocoa, cane sugar, fruit juices and tea (camellia sinensis) and for traders from spinner onwards working under the FSP cotton model. Physical traceability is compulsory for all other Fairtrade products.
2.1.4; 2.1.5	X	X	X	X	X	X	X	X	ALL	2.1.2.02	(If you trade and/or process cocoa, cane sugar, juice or tea and for activities carried out under FSP cotton model after ginning this requirement only applies if you wish to implement physical traceability) You identify Fairtrade products as Fairtrade at all stages (e.g. storage, transport, processing, packaging, labelling and handling) AND when selling, as well as in all related records and documents through on-product lot numbers and/or identification marks.	0	Core	
2.1.6	X	X	X	X	X	X	X	X	ALL	2.1.2.03	(If you trade and/or process cocoa, cane sugar, juice or tea and for activities carried out under FSP cotton model after ginning this requirement only applies if you wish to implement physical traceability) You buy from a Fairtrade trader successfully certified against the physical traceability requirements. These products, when purchased, are identified as a Fairtrade product with physical traceability.	0	Core	

2.1.7	X	X	X	X	X	X	X	X	All except: Gold, Flowers and Plants, Seed Cotton, Sports balls	2.1.2.04	If you combine physically and non-physically traceable ingredients in Fairtrade composite products, you ensure that the Fairtrade physically traceable ingredients comply with the physical traceability requirements. If for technical reasons this is not possible, you have applied for an exception with the certification body.	0	Core		
2.1.3								X	ALL	2.1.2.05	(Additional Entity) (If you process cocoa, cane sugar, juice or tea and for activities carried out under FSP cotton model after ginning this requirement only applies if your operator implements physical traceability) You physically segregate Fairtrade products from non-Fairtrade products at all stages of the supply chain. You do not mix Fairtrade products with non-Fairtrade products. Fairtrade products are transported, stored processed/manufactured and delivered separately from non-Fairtrade products.	0	Major		
2.1.4								X	ALL	2.1.2.06	(Additional Entity) (If you process cocoa, cane sugar, juice or tea and for activities carried out under FSP cotton model after ginning this requirement only applies if your operator implements physical traceability) You identify Fairtrade products as Fairtrade at all stages (e.g. storage, transport, processing, packaging, labelling and handling) as well as in all related records and documents through on-product lot numbers and/or identification marks.	0	Core		
2.1.6								X	ALL	2.1.2.07	(Additional Entity) (If you process cocoa, cane sugar, juice or tea and for activities carried out under FSP cotton model after ginning this requirement only applies if your operator implements physical traceability) When delivering Fairtrade products, you clearly identify the product as Fairtrade (e.g. "FLO/Fairtrade" on the packaging and documentation).	0	Core		
2.1.7								X	All except: Gold, Flowers and Plants, Seed Cotton, Sports balls	2.1.2.08	(Additional Entity) (Not applicable for FSP) If you combine physically and non-physically traceable ingredients in Fairtrade composite products, you ensure that the Fairtrade physically traceable ingredients comply with the physical traceability requirements. If for technical reasons this is not possible, the trader has applied for an exception with the certification body.	0	Core		
2.1.13						X	X		Cocoa, Cane Sugar, Seed Cotton	2.1.2.09	Traders working under the FSP model (excluding ginners in cotton supply chains) that apply physical traceability requirements make claims based on the sourced volumes or scale or sourcing. Claims are in accordance with physically traceable physical volumes previously sourced.	0	Core		
Gold 2.1.7, Gold 2.1.8, Gold 2.1.9	X	X	X	X	X			X	Gold	2.1.2.10	(Not applicable to traders sourcing under the Gold Sourcing Program after the stage of refining) For any process of further enrichment or manufacturing that leads to a consumer labelled product you ensure physical traceability by segregating Fairtrade precious metals from non-Fairtrade precious metals.	0	Core		
											2.1.3	Mass Balance Requirements			
2.1.8	X	X	X	X	X			X	Cane Sugar, Cocoa, Fruit Juice, Tea, FSP Seed Cotton, FSP Gold	2.1.3.01	You ensure that the amount of outputs sold as Fairtrade is not more than the amount of inputs sourced as Fairtrade taking into account the processing yields and all losses (decreases in weight).	0	Major	Guidance: Losses is understood as all decreases in weight that the product might incur from its purchase (input) until its sale (output) e.g. during storage, repackaging, processing and transport.	
2.1.9	X	X	X	X	X			X	Cane Sugar, Cocoa, Fruit Juice, Tea, FSP Seed Cotton, FSP Gold	2.1.3.02	You ensure that Fairtrade inputs are purchased before the sale of the Fairtrade outputs.	0	Core		
2.1.10	X	X	X	X	X			X	Cane Sugar, Cocoa, Fruit Juice, Tea, FSP Seed Cotton, FSP Gold	2.1.3.03	(Single Site Mass Balance) You receive and process Fairtrade inputs at the same site where the Fairtrade output is processed.	0	Core	Guidance: Single site mass balance applies to cocoa, cane sugar, fruit juices and tea (camellia sinensis), as well as FSP cotton and Gold Sourcing Programme.	
2.1.11	X	X	X	X	X			X	Cane Sugar, Cocoa, Fruit Juice, Tea, FSP Seed Cotton, FSP Gold	2.1.3.04	You ensure that Fairtrade inputs are of the same kind and quality as the inputs used to process the Fairtrade output (like for like). Purchase of Fairtrade inputs should be comparable to the inputs used in the actual Fairtrade products.	0	Core	Guidance: The intent of this requirement is to ensure the correct and intended use of mass balance. For this purpose, purchases of Fairtrade inputs should be comparable to the inputs used in the actual Fairtrade products. The exchange of inputs should not be to the disadvantage of the producer. The same kind and quality includes, but is not limited to, other certifications, specialty commodities, price, and quality. E.g. If you sell Fairtrade chocolate made with high quality cocoa then the Fairtrade ingredient purchased cannot be low quality cocoa beans; if you sell Fairtrade organic sugar then the ingredient purchased cannot be non-organic Fairtrade sugar.	
2.1.12	X	X	X	X	X			X	Cane Sugar	2.1.3.05	(Applicable to Single Site and Group Mass Balance) If you process Fairtrade cane sugar in processing facilities used for processing beet sugar, you have ensured that products exclusively made of beet sugar are not in any way sold or delivered as Fairtrade sugar.	0	Core		

2.1.12	X	X	X	X	X				X	Cane Sugar, Cocoa	2.1.3.06	(Until December 31st 2017) (except first buyer in country of origin) You have notified Fairtrade of the interest to have Group Mass Balance before implementing it and you keep the Fairtrade informed of all the sites involved as well as of the products and volumes processed at these sites.	0	Core	Guidance: Fairtrade differentiates between two types of mass balance practices: Single site mass balance is audited per site: Fairtrade inputs must be delivered to and processed at the same site where the Fairtrade output is processed. Traders should aim to use Fairtrade inputs to process Fairtrade outputs. Single site mass balance is applicable to cocoa, cane sugar, fruit juice and tea (camellia sinensis). Group mass balance is audited per group of sites: Fairtrade inputs do not need to be delivered to the same site that the Fairtrade output is processed. Group mass balance is allowed in cocoa and cane sugar. The aim of Fairtrade is to achieve single site mass balance in the mid-term and to achieve physical traceability in all its products in the long term. Accordingly, it is foreseen to phase out group mass balance by end of 2017. The impact of group mass balance on Fairtrade producers will be monitored by Fairtrade International. Data will be collected to assess the benefits to Fairtrade producers. In 2015 the collected data will be evaluated to take a decision on the future applicability of group mass balance and the planned shift to single site mass balance. The results of the evaluation will define the best approach to phase out group mass balance by the end of 2017. Please note that this time limitation does not apply to Fairtrade cane sugar and cocoa producers and their first buyers in countries of origin.
2.1.10									X	Cane Sugar, Cocoa, Fruit Juice, Tea, FSP Seed Cotton, FSP Gold	2.1.3.07	(Additional Entity) (Single Site Mass Balance) You ensure that Fairtrade inputs are delivered to and processed at the same site where the Fairtrade output is processed.	0	Core	
2.1.11									X	Cane Sugar, Cocoa, Fruit Juice, Tea, FSP Seed Cotton, FSP Gold	2.1.3.08	(Additional Entity) You ensure that Fairtrade inputs are of the same kind and quality as the inputs used to process the Fairtrade output (like for like). Fairtrade inputs are comparable to the inputs used in the actual Fairtrade products.	0	Core	
2.1.12									X	Cane Sugar	2.1.3.09	(Additional Entity) If the additional entity processes Fairtrade cane sugar in processing facilities used for processing beet sugar, the additional entity has ensured that Fairtrade products are not exclusively made of beet sugar.	0	Core	
Cocoa 2.1.1	X	X	X	X	X	X	X	X		Cocoa	2.1.3.10	You apply following conversion rates for mass balance cocoa: : Liquor 1.25 : Butter only 2.66 : Powder only 2.36 Butter and Powder (to the ratio 100:113) 1.25 only if used over a period of up to 12 months.	0	Core	
2.2 Product composition															
2.2.1 and 2.2.4	X	X	X	X	X				X	All except: gold, seed cotton, flowers and plants	2.2.0.01	(Food composite products) You ensure that food composite ingredients and food composite products contain as many Fairtrade ingredients as available unless you have been granted a valid exception.	0	Core	Guidance: This applies to: • composite ingredients (ingredients made of several components, e.g. chocolate chips) and • derivatives (an ingredient derived from a single component e.g. soya lecithin) A regularly updated Unavailable Fairtrade Ingredients List is available on the Fairtrade International website: http://www.fairtrade.net/generic_trade_standards.0.html
2.2.2	X	X	X	X	X				X	All except: gold, seed cotton, flowers and plants	2.2.0.02	(Food composite products) Food composite products contain at least 20% Fairtrade content. You express the percentages of the Fairtrade ingredient/s in weight (or volume) relative to the total weight (or volume) of all the initial ingredients before processing. For products with >50% added water or dairy, you are allowed to exclude all added water and/or dairy from the percentage calculations. This also applies to juices from concentrate but not fresh juices.	0	Core	Guidance: This requirement only applies to food composite products (consumer ready product composed of more than one ingredient) and not to food composite ingredients (ingredient made of several components not intended for consumer purchase). The total concentration of Fairtrade ingredients must be calculated using the Fairtrade content of each ingredient. For example if an ice cream contains 20% Fairtrade sugar, 10% Fairtrade cocoa, 7% blueberries (25% sourced as Fairtrade), 5% walnuts (50% sourced as Fairtrade) and 2% Fairtrade vanilla, the total Fairtrade content is 20% sugar +10% cocoa + 1.75% blueberries +2.5% walnuts +2% vanilla = 36.25%.
2.2.3	X	X	X	X	X				X	All except: gold, seed cotton, flowers and plants	2.2.0.03	(Finished food composite products) You declare the minimum percentage of Fairtrade content on the back of the pack, unless this contradicts national law.	0	Core	Guidance: It is the responsibility of the licensee to ensure that product packaging complies with all relevant labelling laws within the jurisdiction of the area(s) where the product is being sold.
Cotton 2.2.1	X	X	X	X	X				X	Seed Cotton	2.2.0.04	All cotton in Fairtrade Cotton products is sourced originally from certified producers. Where there is insufficient availability of Fairtrade cotton combers, it is permitted to make cotton wool pads out of up to 20% non-Fairtrade cotton combers, provided that the manufacturer subsequently purchases an equivalent volume of Fairtrade cotton and uses it in the manufacture of a non-Fairtrade product. Any such substitution is clearly reported in the quarterly flow of goods report.	0	Core	
Fairtrade requirement	X	X	X	X	X				X	Seed Cotton	2.2.0.05	All cotton composite products that are for certification contain at least 50% of its content as Cotton unless an exception has been granted by any of the National Fairtrade Organizations.	0	Core	
2.2.5						X	X			Cane Sugar, Cocoa, Seed Cotton	2.2.0.06	Finished products carrying the FAIRTRADE Program Mark are composite products and 100% of the relevant commodity in the product or an equivalent volume is Fairtrade certified.	0	Core	Guidance: There are no minimum thresholds for product composition or minimum percentages for the sourced commodity under the FSP model.
Gold 2.2.1	X	X	X	X	X				X	Gold	2.2.0.07	The final consumer products you sell labelled as Fairtrade and/or Fairtrade Ecological Gold, Silver or Platinum are one of the following: • jewellery and semi-finished jewellery components; • coins, ingots and bullion products of commemorative and/ or financial nature; • medals and trophies; • religious artefacts	0	Core	

Gold 2.2.3	X	X	X	X	X			X	Gold	2.2.0.08	You prove that the minimum caratage of Fairtrade certified precious metal used in your Fairtrade products complies with the national legislation of the country in which they are being sold and with the internationally recognised product description of the World Jewellery Confederation (BLUE Book - Precious Metals Book - terminology and classification).	0	Core	
Gold 2.2.4	X	X	X	X	X			X	Gold	2.2.0.09	(Applicable only in case you cannot fully source jewellery components from a certified precious metal source) You use non-certified metals only in the below listed components of the final piece of jewellery: • earring scrolls; • catches (bolt rings, trigger clasps, swivels, bayonets); • chain (as long as it does not exceed fifteen per cent of the total precious content on the finished jewellery items); • brooch backs, catches, joints and pins; • solder and alloys	0	Core	
Gold 2.2.5	X	X	X	X	X			X	Gold	2.2.0.10	You ensure that certified precious metals constitute 100 % of the metal used in commemorative coins, ingots, medals, trophies and religious artefacts.	0	Core	
										3	3 Production			
										3.1	3.1 Labour Rights			
3.1.1	X	X	X	X	X			X	ALL	3.1.0.01	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) You are aware of the applicable labour laws in your country and of the fundamental ILO conventions and there are no indications that you violate any of the local labour laws or the fundamental ILO conventions.	0	Core	
										3.2	environmental protection			
3.2.1	X	X	X	X	X			X	ALL	3.2.0.01	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) You are aware of the applicable environmental laws in your country and there are no indications that you violate any applicable environmental laws on your country.	0	Core	
3.2.2	X	X	X	X	X			X	ALL	3.2.0.02	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) You do not use materials on the Fairtrade International Prohibited Material's List part 1 (Red List) on Fairtrade products (given in Annex 2 of the Trader Standard).	0	Core	
3.2.3	X	X	X	X	X			X	ALL	3.2.0.03	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) (Only applicable if you use certain materials from the Fairtrade International PML Part 1 (Red List), as a derogation from Standard requirement 3.2.2) Prior to use of these products, you have obtained permission for determined materials and scope according to the PML part 1 (Red List).	0	Core	TO EXCEPTION ED / WI: 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. The conditions of grant of permission, (credibility of the evidence on 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 records in place for substitution of these materials) is being enforced.
3.2.4	X	X	X	X	X			X	ALL	3.2.0.04	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) You understand and act to minimize your direct negative environmental impacts related to Fairtrade products with regards to land use and biodiversity, water use, energy use (including carbon footprint), wastewater effluents, emissions to air, waste, nuisances and incident prevention.	0	VBP	
3.2.5	X	X	X	X	X			X	ALL	3.2.0.05	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) You use recycled or easily biodegradable materials for packaging as much as possible.	0	VBP	
3.2.6	X	X	X	X	X			X	ALL	3.2.0.06	(Applicable as of 01/01/2017) (Not applicable to FSP cotton after ginning stage) You take actions to reduce your carbon footprint within your Fairtrade supply chain(s).	0	VBP	
										4	Business and Development			
										4.1	Contracts			
4.1.1	X	X	X	X					ALL	4.1.0.01	You fulfil your role as Fairtrade price and/or Fairtrade Premium payer and/or conveyor as defined in Annex 1 of the Fairtrade Trader Standard or in an alternative arrangement that is agreed between all affected parties.	0	Major	
4.1.2; 4.1.3	X	X	X	X					All except: Banana, Dried Fruit, Dried Vegetables, Fresh Fruit (but wine grapes), Fresh Vegetables (but pulses), Dried Banana	4.1.0.02	You sign a purchase contract for Fairtrade products with the producer (or with the conveyor, if applicable). Contracts follow industry regulations, and as a minimum clearly indicate: -agreed volumes -quality specifications -price, defined according to the requirements of the pricing section - a transparent breakdown of the price and premium adjustment calculations -amount of Fairtrade Premium to be paid (indicated separately from the price) -who is responsible for paying the Fairtrade price and the Fairtrade Premium -the form of payment, which must be transparent, and traceable -the date of the exchange rate to be used in case the payment of the price and the premium is made in a different currency than the one defined in the Fairtrade price table -the terms and the amount of pre-finance, if applicable -procedures in case of quality problems -terms of delivery using international commercial terms (Incoterms) -terms of payment according to the product standards -definition or mentioning of 'Force Majeure' -agreement on applicable jurisdiction, and -an alternative dispute resolution mechanism to resolve conflicts. Both contracting parties have equal contract termination rights.	0	Major	Guidance: For contracts signed with a producer, responsibility for drawing up the contract should be mutually agreed on. Where no agreement can be reached, the responsibility to draw up the contract rests with the buyer, who should ensure that the contract reaches the producer in an agreed language. Mediation is recommended as the form of alternative dispute resolution. Contracts with the producer should be signed as soon as the negotiations are over and an agreement is reached.

Prepared and preserved Fruit and Vegetables, Fresh Fruit, Fresh Vegetables 2.3.1, 5.5	X	X	X	X						Banana, Dried Fruit, Dried Vegetables, Fresh Fruit (but not wine grapes), Fresh Vegetables (but not pulses), Dried Banana	4.1.0.03	You ensure that the contract with the producer includes: - the date of the contract - operator's FLO ID number - reference to Fairtrade as an integral part of the contract - duration of the contract - product description - quality specifications of the product - specific Fairtrade Price and Premium for each product - terms of delivery using Inco terms - volumes of Fairtrade products (minimum and maximum or fixed volume) - reference to sourcing plans - description about how the system of orders will function - description about the liability of each party and quality check procedure - definition of Force Majeure - description of mechanisms to resolve conflicts separate from jurisdiction and - description of pre-finance mechanism.	0	Core	
Fresh Fruit 2.3.1	X	X	X	X						Banana	4.1.0.04	The contract with the producer additionally includes - reference to additional or special packing material and services and related costs not included in FMP (if applicable) - required minimum weight with dehydration - quality claim procedure - non Fairtrade payment terms and price mechanisms in case of short falling sales and quality problems - rules for dead freight and responsible party for product labelling.	0	Core	
Coffee 2.3.3	X	X	X	X						Coffee	4.1.0.05	Only applicable if you have requested an extension of shipping schedule beyond the timings of normal commercial practices) You ensure that the costs of storage, interest and insurance are paid by you and are detailed in the contract.	0	Core	
Coffee 2.3.1	X	X	X	X						Coffee	4.1.0.06	(Only applicable for Price to be fixed contract) You have ensured that for Price to be fixed Contracts, the price fixation was set at the seller's call.	0	Core	
Coffee 2.3.1	X	X	X	X						Coffee	4.1.0.07	(Only applicable for Outright Priced Contract) You have used an Outright Priced Contract only if: a) buying via the auction a Price to be fixed contract is considered invalid b) at the time of signing the contract the seller has Fairtrade coffee in stock c) You and the seller have jointly agreed in writing to have such a contract and also commonly agreed upon a risk management strategy.	0	Core	
Coffee 2.3.2	X	X	X	X						Coffee	4.1.0.08	(Only applicable if a broker has been used) The use of a broker has been made explicit in the contract between the seller and the buyer.	0	Core	
Coffee 2.3.2	X	X	X	X						Coffee	4.1.0.09	(Only applicable if a broker has been used) You, (who is requiring the services of the broker mentioned in the contract) have paid the broker's commission.	0	Core	
Coffee 2.3.2	X	X	X	X						Coffee	4.1.0.10	(Only applicable if a broker has been used) You have not deducted the broker's commission, from the Fairtrade price.	0	Core	
Flowers 5.3.2	X	X	X	X						Flowers and Plants	4.1.0.11	Final purchase orders are confirmed in writing.	0	Core	
Oil Seeds and Oleaginous fruit 2.3.1	X	X	X	X						Soybeans	4.1.0.12	Contracts with producers indicate that unavoidable GMO contamination is only tolerated up to the levels defined by the applicable national or international regulations (whichever is stricter) and specify which regulation(s) apply.	0	Core	
Fresh Fruit 2.3.1	X	X	X	X						Oranges for juice	4.1.0.13	Contracts between producers and buyers additionally include price to be paid and calculation used for defining price for orange juice equivalent. The contract mentions that the price calculation for oranges for juice will be defined according to the yield, as identified in the preliminary analysis report, and the name of the responsible party paying the Fairtrade Premium to producers.	0	Core	
Fresh Fruit 2.3.1	X	X	X	X						Oranges for juice	4.1.0.14	Once available, the preliminary analysis reports from each delivery of oranges for juice is attached to the contract. In addition, this report is given to the producer within 7 days after the delivery of fruit.	0	Core	
Gold 2.3.14	X	X	X	X						Gold	4.1.0.15	Shipment orders specify the Fairtrade volume and purity of metal per shipment.	0	Core	
Gold 4.5.8	X	X	X	X						Gold	4.1.0.16	(Applicable if you act as pro bono intermediary for Fairtrade price and/or premium payments in case the ASMO does not have a trade function or export permit) The contract between the ASMO and trader/exporter specifies the trader's/exporter's function as pro-bono intermediary for Premium payments.	0	Core	
Gold 2.3.11	X	X	X	X						Gold	4.1.0.17	Purchase contracts with suppliers additionally define the precious metals content determination and arbitration procedures in line with existing practice in the sector.	0	Core	
Fresh Fruits 4.3.3	X	X	X	X						Wine Grapes	4.1.0.18	Certification status of Fairtrade wine grapes has been established at the time of purchase from the certified producer and is clearly reflected in contracts, unless the buyer demonstrates that the purchase is made in order to submit a tender.	0	Core	
Fresh Fruits 4.3.3	X	X	X	X						Wine Grapes	4.1.0.19	(Applicable if the purchase is made in order to submit a tender) The product has been defined as Fairtrade only after the tender was successful. This is specifically agreed and reflected in the purchase contract.	0	Core	
Sugar 2.3	X	X	X	X						Cane Sugar	4.1.0.20	The exporter/mill has offered contracts to producers prior to or as soon as possible during the harvest.	0	Core	
Herbs & herbal teas (HL) 5.3.1	X	X	X	X						Dried Herbs	4.1.0.21	(Only applicable if you sell or buy dried herbs grown by Hired Labour companies) The purchase contracts for these herbs clearly indicate that the product is only eligible for tea products.	0	Core	
4.1.4	X	X	X	X						ALL	4.1.0.22	You sign a Fairtrade purchase contract with the producer which includes all elements mentioned in Standard requirement 4.1.2., and additionally the modalities of payment of the price differential (if applicable) and Fairtrade Premium, including the timelines, and the system of reporting.	0	Major	
4.1.5	X	X	X	X						ALL	4.1.0.23	On quarterly basis (unless other timelines are agreed between both parties) you send the producer a report for each purchase contract, including the exact volumes that have been sold, the price differential (if applicable) and premium due, and FLO ID of the buyer it was sold to.	0	Core	Guidance: The intent of this requirement is to improve the transparency of Fairtrade sales, to enable the producer to know better when and to whom its products have been sold and when to expect a premium payment. The frequency of reporting can also be defined differently, upon mutual agreement between producer and buyer.
4.1.7	X	X	X	X						ALL	4.1.0.24	You ensure that all elements of the transaction fixed in the contract are honored, unless you and the other party agree to a change.	0	Major	Guidance: In cases one party is not able to fulfil the contract due to exceptional and unforeseen circumstances the producer and buyer need to both demonstrate to the certification body that they are actively seeking to reach contract resolution.
4.1.7	X	X	X	X						ALL	4.1.0.25	(First buyer) (Applicable if exceptional and unforeseen circumstances prevent you from buying the volume stated in the contract) You promptly notify the supplier and actively seek a solution.	0	Core	Guidance: In cases one party is not able to fulfil the contract due to exceptional and unforeseen circumstances the producer and buyer need to both demonstrate to the certification body that they are actively seeking to reach contract resolution.

4.1.8	X	X	X	X					X		ALL	4.1.0.26	You have a long term commitment with the producer or with your suppliers (which in turn results in a long term contract with producers).	0	VBP	Guidance: The intent is to promote long-term relationships and to enable producers to plan. In this context long term means 2 years or more.
4.1.9	X	X	X	X							ALL	4.1.0.27	You sign a tripartite contract between the producer, the price and premium payer, and yourself, or you share with the producer the contract that you have with the Fairtrade payer.	0	VBP	Guidance: This provides better transparency of Fairtrade operations and allows the producer to know the conditions under which the Fairtrade product is sold.
4.2 Price and Fairtrade Premium																
4.2.1, 4.2.2	X	X	X	X							ALL	4.2.0.01	You pay at least the relevant market price or the Fairtrade Minimum Price (as defined in the Fairtrade pricing database) to the producer (or the conveyor if applicable) - whichever is higher.	0	Major	Guidance: Sources of information for the market price can be, for example, official prices set by the national government, international market price references, a publication by a neutral source of market price averages, or agreements/contracts with other clients/suppliers for a similar time period (if and when required).
4.2.1	X	X	X	X							ALL	4.2.0.02	You agree with the producer on the source of information for the market price. If available, you use the market price reference indicated in the product standard.	0	Core	Guidance: Sources of information for the market price can be, for example, official prices set by the national government, international market price references, a publication by a neutral source of market price averages, or agreements/contracts with other clients/suppliers for a similar time period (if and when required).
4.2.1	X	X	X	X							ALL	4.2.0.03	If the price you pay for the Fairtrade product significantly deviates from the relevant market price, you are able to provide a rationale/justification.	0	Core	Guidance: Sources of information for the market price can be, for example, official prices set by the national government, international market price references, a publication by a neutral source of market price averages, or agreements/contracts with other clients/suppliers for a similar time period (if and when required).
4.2.2	X	X	X	X							ALL	4.2.0.04	Discounts for quality cannot be made on the Fairtrade Minimum Price. The Fairtrade Minimum Price is an absolute minimum.	0	Major	Guidance: Fairtrade Minimum Prices are listed in the pricing database, which is published on the Fairtrade website (http://www.fairtrade.net/price-premium-info.html). Fairtrade Minimum Prices are set at the level of the producer organization, not at the level of individual producers (such as members of a small producer organization).
4.2.2	X	X	X	X							ALL	4.2.0.05	New Fairtrade Minimum Prices apply to contracts signed after the date of validity indicated in the Fairtrade pricing database. Contracts signed prior to that date are to be honoured at the price defined in the contract.	0	Core	Guidance: Fairtrade Minimum Prices are listed in the pricing database, which is published on the Fairtrade website (http://www.fairtrade.net/price-premium-info.html). Fairtrade Minimum Prices are set at the level of the producer organization, not at the level of individual producers (such as members of a small producer organization).
4.2.3, 4.1.3	X	X	X	X							ALL	4.2.0.06	In case the Fairtrade Minimum Price is set at a different level in the supply chain (different product form, different incoterm) than the one you are buying at, you adjust the Fairtrade Minimum Price accordingly. The calculations are transparent and reflect real costs.	0	Core	Guidance: For example, if you buy the Fairtrade product at EXW level and the price is set at FOB level, then you may only deduct real export costs. Likewise, if for example, a producer packs a product and the packing costs are not included in the Fairtrade Minimum Price, then you must add the packing costs to the Fairtrade Minimum Price.
4.2.3	X	X	X	X							ALL	4.2.0.07	In case the producer is responsible for some additional costs that are NOT included in the Fairtrade Minimum Price (e.g. packing), you take these costs into account when calculating the Fairtrade Minimum Price. Then the applicable Fairtrade Minimum Price is the Fairtrade Minimum Price plus the costs that the producer is responsible for.	0	Core	Guidance: For example, if you buy the Fairtrade product at EXW level and the price is set at FOB level, then you may only deduct real export costs. Likewise, if for example, a producer packs a product and the packing costs are not included in the Fairtrade Minimum Price, then you must add the packing costs to the Fairtrade Minimum Price.
4.2.4	X	X	X	X							ALL	4.2.0.08	(Applicable if you buy Fairtrade products from producers for sale within the producer country) You pay at least the Ex Works Fairtrade Minimum Price, if it exists. In case there is only a FOB Fairtrade Minimum Price available, you may deduct reasonable transport and export costs from the price to calculate the Fairtrade Minimum Price at the level at which the producer sells.	0	Core	
4.2.5	X	X	X	X							ALL	4.2.0.09	(Applicable if you are buying a processed product from a producer and a Fairtrade Minimum Price only exists for the raw product but not for the processed product) You take into account the producer's processing costs and processing ratio in the calculation of the price of the processed product. This price covers at least the Fairtrade Minimum Price of all Fairtrade inputs and the processing costs.	0	Core	
4.2.6	X	X	X	X							ALL	4.2.0.10	You pay the producer the price differential (difference between the Fairtrade Minimum Price and the price at which you initially bought the product from the producer) in case the Fairtrade Minimum Price (or the adjusted price if set at a different level) is higher.	0	Core	Guidance: The value of the Fairtrade Minimum Price might need to be adjusted if it is set at a different level to the one you are buying at.
Fairtrade Requirement, Gold 4.5.7	X	X	X	X							ALL	4.2.0.11	You have mentioned the price and the Fairtrade Premium as separate items on the sales invoices or this separation is communicated to the supplier.	0	Core	
Nuts 4.3.6	X	X	X	X							Cashew Nuts	4.2.0.12	(First buyer in producing country) (Applicable if the Fairtrade Minimum Price is higher than the Market Price) You pay the Fairtrade Minimum Price for at least 80% of the nuts purchased. The remaining volume (maximum 20% of the total volume purchased as Fairtrade) may be sourced at market prices. If you sell more than 80% of the nuts (or the kernels derived thereof) as Fairtrade, you pay difference between Minimum and paid market price to the producers on the volume sold on as Fairtrade.	0	Core	
Nuts 4.3.6	X	X	X	X							Cashew Nuts	4.2.0.13	If you import Raw Cashew Nuts you pay the Fairtrade Minimum Price or market price, whichever is higher and the Premium on the whole raw cashew nut quantity purchased. In case corresponding FOB prices for kernel outputs sold as Fairtrade minus transportation and processing costs lead to a figure higher than the paid raw cashew nut Fairtrade Minimum Price, you pay the producers the difference.	0	Core	
Fresh Fruit 4.3.1	X	X	X	X							Oranges for juice	4.2.0.14	You pay the producer the price for the equivalent quantity of juice that its oranges produce (FCOJ or NFC, depending on what is sold to the importer) according to the yield in the preliminary analysis report.	0	Core	
Fresh Fruit 4.3.1	X	X	X	X							Oranges for juice	4.2.0.15	The processor/exporter buying oranges for juice from a producer pays the defined percentage of the Fairtrade Minimum Price, or the market price of orange juice (whichever is higher), to the producer. The percentage defined varies according to the type of processor/export set-up and to the product variety (conventional/organic), as defined in the pricing database.	0	Core	

4.2.7; 4.1.3	X	X	X	X							ALL	4.2.0.16	You pay the relevant producer (or the conveyor, or Fairtrade Premium Committee if applicable) a Fairtrade Premium for the Fairtrade product, on top of the price of the Fairtrade product. No discounts are made to the Fairtrade Premium.	0	Major	Guidance: The premium value for each Fairtrade product is defined in the pricing table, on the Fairtrade website (http://www.fairtrade.net/price-premium-info.html). New Fairtrade Premiums apply to contracts signed after the date of validity indicated in the pricing database. Existing contracts are honoured at the Fairtrade Premium amount defined in the contract. Discounts cannot be made from the Fairtrade Premium payment. The Fairtrade Premium comes on top of the price of the Fairtrade product. Rules for payment apply differently to different types of Fairtrade producers and are as follows: • For small producer organizations the payment is made to the small producer organization. • For hired labour set-ups, the payment is made to the Fairtrade Premium Committee of the hired labour trader. • For contract production set-ups, the payment is made to a separate account for which the promoting body or its nominee is responsible. • By derogation for all producer set-ups, payment may also be made to another agreed third party with the written permission of the producer organization.
4.2.8	X	X	X	X							ALL	4.2.0.17	You pay the Fairtrade Premium to the producer (or Fairtrade Premium Committee if applicable), if the Fairtrade Premium is conveyed via your company. No discounts are made to the Fairtrade Premium payment.	0	Major	Guidance: When a conveyor is involved in a supply chain, the Fairtrade Premium is either paid directly by the Fairtrade payer to the producer, or via the Fairtrade conveyor. This requirement does not apply in case the Fairtrade payer pays the Fairtrade premium directly to the producer.
4.2.8	X	X	X	X							ALL	4.2.0.18	In case the Fairtrade Premium you receive from the Fairtrade payer was set for a different product form than the one you are buying, you apply a conversion ratio in order to calculate the premium due to the producer. Calculations made are fair, transparent and shared with the producer.	0	Core	Guidance: When a conveyor is involved in a supply chain, the Fairtrade Premium is either paid directly by the Fairtrade payer to the producer, or via the Fairtrade conveyor. This requirement does not apply in case the Fairtrade payer pays the Fairtrade premium directly to the producer.
4.2.9	X	X	X	X							ALL	4.2.0.19	If you are buying a processed product from a producer, and the premium is only defined for the raw product, then the applicable premium amounts to the premiums of all of the Fairtrade product inputs.	0	Core	
Nuts 4.3.6	X	X	X	X							Cashew Nuts	4.2.0.20	(First buyer in the producing country) You pay the Fairtrade Premium for at least 80% of the raw nuts purchased. If you sell more than 80% of the nuts (or the kernels derived thereof) as Fairtrade, you pay the producers the outstanding Fairtrade Premium based on the volume sold on as Fairtrade.	0	Core	
Fresh Fruit 4.3.1	X	X	X	X							Oranges for juice	4.2.0.21	The Fairtrade Premium defined for orange juice at FOB level applies as the Fairtrade Premium for producer organizations selling oranges for juice. The Fairtrade Premium is paid for orange juice at FOB level to producer organizations based on the total amount of orange juice sold by the processor/exporter.	0	Core	
Gold 4.5.2	X	X	X	X							Gold	4.2.0.22	You ensure that the price and Fairtrade premium is paid based on the estimation of purity no later than the next business day after confirmed shipment. The final liquidation is made no later than the next business day after the exact purity is known after refinement.	0	Core	
Gold 4.5.3	X	X	X	X							Gold (Silver and Platinum)	4.2.0.23	You ensure that the first price down payment of Fairtrade price and/or Premium - based on the least expected fine metal content before assay - is made no later than the next business day after confirmed shipment. The final payment of Fairtrade price and/or Premium is made no later than the next business day after all elements (price, assay results) have been verified by the parties.	0	Core	
Gold 4.5.5	X	X	X	X							Gold	4.2.0.24	Fairtrade Premium payments are made in full to the ASMO and not individual miners.	0	Core	
Gold 4.5.6	X	X	X	X							Gold	4.2.0.25	Transportation and insurance costs from point of export are paid by the importer (buyer), unless the ASMO (or the miner) and the importer agree on other arrangements that are not detrimental to the ASMO (or the miner).	0	Core	
Prepared and preserved Fruit and Vegetables (4.3.1)	X	X	X	X							Dried fruit (apricots)	4.2.0.26	(Only applies to organic and conventional dried apricots and conventional dried wild apricots sourced from Contract Production set-ups) The Price at Ex Works level includes the Certification Costs (GBP 0.01 per kg of conventional produce and GBP 0.03 per kg of organic produce) which are paid to the Promoting Body. The Certification Costs are deducted from the Price paid to the individual producers, i.e. from the Fairtrade Minimum Price or the market Price, whichever is higher.	0	Core	
Nuts 4.3.2	X	X	X	X							Nuts (almonds, apricot seeds and walnuts) from Pakistan	4.2.0.27	The price at Ex Works level includes the Certification Costs (GBP 0.01 per kg of conventional produce and GBP 0.03 per kg of organic produce) which are paid to the Promoting Body. The Certification Costs are deducted from the price paid to the individual producers, i.e. from the Fairtrade Minimum Price or the market price, whichever is higher.	0	Core	
Fresh fruit 4.3.1	X	X	X	X							Fresh Fruits (apples and pears sourced from South America)	4.2.0.28	The packing costs include the costs of palletization and refrigeration. Any cost occurred above the cost of a standard apple box / standard pear box has to be paid in addition to the Fairtrade Minimum Price.	0	Core	
Fresh fruit 4.3.1	X	X	X	X							Fresh Fruits (table grapes from Chile)	4.2.0.29	The packing costs include material and labour for standard packaging in bags and boxes. Any cost incurred above the cost of standard packaging has to be paid in addition to the Fairtrade Minimum Price.	0	Core	
Fresh fruit 4.3.1	X	X	X	X							Fresh Fruits (apples from Pakistan)	4.2.0.30	The price at Ex-Works level includes the Certification Costs (GBP 0.01 per kg of conventional produce and GBP 0.03 per kg of organic produce) which are paid to the Promoting Body. The Certification Costs are deducted from the price paid to the individual farmers, i.e. from the Fairtrade Minimum Price or the market price, whichever is higher.	0	Core	
													4.3	Timely payment		
4.3.1	X	X	X	X							All except: Gold	4.3.0.01	You pay the producer (or the conveyor, if applicable) the price and/or the Fairtrade Premium for the Fairtrade products in a timely manner but no later than 30 days after the date of invoice.	0	Core	
Cane Sugar 4.3.2, 4.1.2; Cocoa 4.3.6; Coffee 4.3.7	X	X	X	X							Cane Sugar, Cocoa, Coffee	4.3.0.02	You pay the producer (or the conveyor, if applicable) the price and/or the Fairtrade Premium for the Fairtrade products in a timely manner but no later than - (cane sugar) 30 days after the receipt of the documents transferring ownership - (retro-certified sugar) (Fairtrade Premium) 30 days after Fairtrade payer has informed the producer(s) of the retro-certification details unless quarterly payment is agreed with the producer - (cocoa, coffee) 15 days after the receipt of the documents transferring ownership.	0	Core	

Tea 4.3.3, 4.1.1	X	X	X	X							Tea	4.3.0.03	You pay the producer (or the conveyor, if applicable) the price and/or the Fairtrade Premium for the Fairtrade products in a timely manner but no later than - 30 days after the receipt of the documents transferring ownership - (tea purchased at auctions) Quarterly basis - (Fairtrade Premium) if agreed with the producer, by the end of the following month after receipt of the invoice or confirmation of Retro Advice Note	0	Core	
Fresh Veg (HL) 5.5.1; Fresh Veg (SPO) 4.3.2-4.3.4; Prep./Pres. Fruit/Vegetables 4.3.4-4.3.7 (SPO), 5.5.2-5.5.3 (HL)	X	X	X	X							Vegetables incl. Pulses and Potatoes, dried vegetables	4.3.0.04	You pay the producer (or the conveyor, if applicable) the price and/or the Fairtrade Premium for the Fairtrade products in a timely manner but no later than - (vegetables (SPO) at Farm Gate or ExWorks excl. pulses) 7 days after delivery of the product - (vegetables (HL) at Farm Gate or ExWorks) Upon receipt of products - (Pulses) Upon receipt of the product - (vegetables at FOB) 7 days after inspection in port of destination if accepted by the importer OR 15 days after the receipt of the documents transferring ownership as defined in the contract - (dried vegetables) 7 days if accepted by the importer after inspection in port of destination	0	Core	
Fresh Fruit 4.3.3 (SPO); 5.5.3, 5.5.11 (HL); Prep./Pres. Fruit/Vegetables 4.3.4-4.3.7 (SPO), 5.5.2-5.5.3 (HL)	X	X	X	X							Fresh Fruit, Banana, Wine Grapes, Dried Fruit, Fruit Juices,	4.3.0.05	You pay the producer (or the conveyor, if applicable) the price and/or the Fairtrade Premium for the Fairtrade products in a timely manner but no later than - (fresh fruit) 7 days if accepted by the importer after inspection in port of destination - (fresh fruit (excl. banana) at Farm Gate or ExWorks) upon receipt of product - (bananas at ExWorks) (price) 15 days after delivery of the product unless national legislation requires shorter payment terms - (bananas at ExWorks) (Fairtrade Premium) 7 days after the arrival of the product in port of destination - (bananas at FOB) 7 days after the arrival of the product in port of destination - (wine grapes) (price) within 6 months after purchase of processed or unprocessed wine grapes from producers in a frequency that follows the industry norm - (wine grapes) (Fairtrade Premium) within 30 days after purchase of unprocessed or processed wine grapes from producers - (Oranges for Juice) 30 days upon receipt of goods - (dried fruit) 7 days if accepted by the importer after inspection in port of destination - (fruit juice at Farm Gate or ExWorks) upon receipt of products - (fruit juice at FOB) 30 days after the receipt of the documents transferring ownership	0	Core	
Sports balls 5.5.6; Herbs & Spices 5.5.6, 5.5.7 (HL), 4.3.6-4.3.7 (SPO); Flowers 5.5.4; Cereals 4.3.2; Fiber Crops 4.3.3; Honey 4.3.1; Nuts 4.3.4-4.3.5	X	X	X	X							flowers and plants, herbs-herbal teas and spices, Honey, Nuts, oilseeds and oleaginous fruit, sports balls, seed cotton, Fonio, Quinoa, Rice	4.3.0.06	You pay the producer (or the conveyor, if applicable) the price and/or the Fairtrade Premium for the Fairtrade products in a timely manner but no later than - (Farm Gate, ExWorks: cereals, seed cotton, herbs, herbal teas and spices, nuts, oilseeds and oleaginous) Upon receipt of products - (FOB: nuts, oilseeds and oleaginous fruit, herbs, herbal teas and spices, flowers and plants) 15 days after the receipt of the documents transferring ownership - (honey, sport-balls)30 days after the receipt of the documents transferring ownership - (Raw Cashew Nuts from Africa) 30 days upon receipt of goods	0	Core	
4.3.2	X	X	X	X							All except: Gold	4.3.0.07	You pay the price differential (if applicable) and the Fairtrade Premium to the producer no later than 15 days after receipt of payment from the Fairtrade payer. A different timeframe can be agreed in writing between you and the producer, in which case the payment is not made by no later than 30 days after the end of each quarter.	0	Core	Guidance: A price differential might come into play in case the Fairtrade Minimum Price is higher than the price at which the conveyor initially bought the product from the producer. You then must convey to the producer the difference between the Fairtrade Minimum Price and the price paid, once the payment has been received from the Fairtrade payer.
Fresh fruits (SPO) 4.3.3 (Banana)	X	X	X	X							Banana	4.3.0.08	If the Fairtrade Premium is transferred to the exporter, it passes on the Fairtrade Premium to producers no later than 7 days after the money has been received.	0	Core	
Fresh Fruits (HL) 5.5.12	X	X	X	X							Oranges for juice	4.3.0.09	The processor/exporter pays at least the Fairtrade Minimum Price to the producer no later than 30 days upon receipt of goods. The processor/exporter conveys the Premium and price differential (additional payment in case there is a difference between Fairtrade Minimum Price and realized FOB orange juice price) to the producer no later than 15 days after receipt of payment from the Fairtrade payer. A different timeframe can be agreed in writing between the processor/exporter and the producer but payment is made no later than 30 days following the end of each quarter.	0	Core	
Coffee 4.3.8	X	X	X	X							Coffee	4.3.0.10	(Only applicable if you delay the payment date set in the Fairtrade Standard) You have notified the Fairtrade seller immediately, at the latest 1 week before the payment date, of a potential delay of payment of the Fairtrade price as set in the contract.	0	Core	
Fairtrade Requirement (Cereals and Fibre Crop)	X	X	X	X							Seed Cotton, Rice	4.3.0.11	(Only applicable if the price and premium are not paid within the timeline set in the Fairtrade Standard) You proof that if the price and premium payments are not made within 15 days of purchase, it was necessary and normal to buy the product in advance and store it for longer than 15 days.	0	Core	
Gold 4.5.2	X	X	X	X							Gold	4.3.0.12	You ensure that payment of Fairtrade price and/or Premium to the miners is made no later than 7 days after receipt of payment from the Fairtrade payer.	0	Core	
Fairtrade Requirement (Fresh Fruit, excluding banana and wine grapes)	X	X	X	X							Fresh Fruits, not applicable to: banana, wine grapes	4.3.0.13	If the Fairtrade payer buys a Fairtrade labelled fruit as non-Fairtrade and only after sales declare the amount of Fairtrade, this is clearly agreed between the producer, Fairtrade conveyor and the Fairtrade payer within their contract.	0	Core	
Fairtrade Requirement (Fresh Fruit, excluding banana and wine grapes)	X	X	X	X							Fresh Fruits, not applicable to: banana, wine grapes	4.3.0.14	In case seller and buyer agree to declare the Fairtrade volume after the fruit has been sold by the Fairtrade payer, the payment terms, payment timelines, deductions and the system of reporting is clearly defined in the contract.	0	Core	

Fairtrade Requirement (Fresh Fruit, excluding banana and wine grapes)	X	X	X	X						Fresh Fruits, not applicable to: banana, wine grapes	4.3.0.15	In case seller and buyer agree to declare the Fairtrade volume after the fruit has been sold by the Fairtrade payer, the Fairtrade payer submits a complete report of each shipment on the exact volumes that have been sold as Fairtrade to the producer including the information on outstanding price differential and premium.	0	Core		
Fairtrade Requirement (Fresh Fruit, excluding banana and wine grapes)	X	X	X	X						Fresh Fruits, not applicable to: banana, wine grapes	4.3.0.16	If the Fairtrade payer does not provide clear documentation and reporting to the producer, all Fairtrade eligible products (all fruit packed as Fairtrade) need to be paid as Fairtrade to the producer, regardless of how the product has been sold.	0	Core		
Fairtrade Requirement (Fresh Fruit, excluding banana and wine grapes)	X	X	X	X						Fresh Fruits, not applicable to: banana, wine grapes	4.3.0.17	In case seller and buyer agree to declare the Fairtrade volume after the fruit has been sold by the Fairtrade payer, the Fairtrade payer ensures that final payments on price differential and premium are made within eight weeks upon sale of the product.	0	Core		
Fairtrade Requirement (Fresh Fruit, excluding banana and wine grapes)	X	X	X	X						Fresh Fruits, not applicable to: banana, wine grapes	4.3.0.18	In case seller and buyer agree to declare the Fairtrade volume after the fruit has been sold by the Fairtrade payer, the Fairtrade conveyor ensures that final payments on price differential and premium are made within 30 days upon receipt of the payment from the Fairtrade payer.	0	Core		
Coffee 4.3.3	X	X	X	X						Coffee	4.3.0.19	(Applicable for price-to-be-fixed contracts) If the seller wishes to fix the price before the harvest starts, the fixation was made with the agreement of the buyer. Both the seller and the buyer have jointly agreed upon a risk management strategy. The mutual agreement and the details of the risk management strategy were confirmed in writing.	0	Core		
Coffee 4.3.4	X	X	X	X						Coffee	4.3.0.20	In the case of outright priced contracts, prices have not been fixed for a period longer than one crop period.	0	Core		
Coffee 4.3.9	X	X	X	X						Coffee	4.3.0.21	The Fairtrade Premium has been paid in addition to the price of the product ("C" Price plus or minus the prevailing differential, or the Fairtrade Minimum Price, whichever is higher). The Fairtrade Premium amount has not been incorporated into the agreed upon differential.	0	Core		
Tea 2.1.4 HL	X	X	X	X						Tea	4.3.0.22	(Only applicable for conventional teas from the camellia plant made using the CTC production method and to dust and fannings made using the orthodox production method sourced from Hired Labour set ups) You have split the Fairtrade Premium in two payments: 80 % to the Fairtrade Premium Committee and 20 % for the tea estate as sustainability margin. You have clearly documented the split.	0	Core		
Sports Balls 4.3.4	X	X	X	X						Sports Balls	4.3.0.23	You have paid a surcharge up to 5% of the negotiated price as Compliance Costs Compensation if invoiced by the producer.	0	Core		
4.4 Access to finance																
4.4.1	X	X	X	X						All except: banana, sports balls, vegetables incl. potatoes but excluding pulses, fresh fruit excluding wine grapes, fresh vegetables, flowers and plants, Gold	4.4.0.01	(First buyer) You pre-finance the payment of the Fairtrade contracts, or facilitate that this is done via a third party, to enable producer organizations to purchase the products from their members, unless - there is a proven high risk (e.g. risk of default of the contract, of non-repayment or of important quality problems); - the producer declines this pre-finance in a verifiable way; or - this is not legally allowed in the country you are operating in.	0	Major	Guidance: The pre-finance covers the period starting from payments by the producer organization to member-farmers for the crop received, up to the payment by the buyer to the producer organization for fulfillment of the contract. A third party can either be a third party lender or another trader in your supply chain.	
4.4.1	X	X	X	X						ALL	4.4.0.02	(First buyer) You do not put pressure on the producer to decline your offer of pre-finance, for instance, you do not make it a condition for signing a contract that the producer declines the pre-finance offer.	0	Major	Guidance: The pre-finance covers the period starting from payments by the producer organization to member-farmers for the crop received, up to the payment by the buyer to the producer organization for fulfillment of the contract. A third party can either be a third party lender or another trader in your supply chain.	
4.4.2	X	X	X	X						ALL	4.4.0.03	(First buyer) If you provide pre-finance directly, you and the producer agree in writing on the following: - Amount of the pre-finance, in line with the product standards (minimum of 60% of the contract value) - Duration of the pre-finance, in line with the product standards - Payment terms - Interest charges, if any - Other charges, if applicable - Consequences in case of quality problems and/or non-delivery of product	0	Core	Guidance: The timing of pre-finance should coincide with the expected cash payments to member-farmers, and may involve several payments following the harvest cycle. It is best practice to offer conditions that are more beneficial than those from local money lenders.	
4.4.2 and Product standard clauses on Prefinance	X	X	X	X						ALL	4.4.0.04	(First buyer) Pre-financing is made effectively available for use and is delivered to the producer as soon as possible upon signing the contract but at latest: - at any time after signing the contract (wine grapes) - (for coffee) eight weeks prior to the shipment of the product - (for pulses, honey, cocoa, nuts, cereal, prepared fruit and vegetables, fibre crop, herbs herbal teas and spices, oilseeds and oleaginous fruit, cane sugar, pulses and tea) six weeks prior to the shipment of the product - (for dried fruit open contracts) two weeks before the start of the quarter or month	0	Core		
4.4.3	X	X	X	X						ALL	4.4.0.05	(First buyer) If you facilitate pre-finance via a third party lender, you take all actions that are needed to achieve effective facilitation, such as: - act as a reference to the lender on behalf of the producer; - confirm that the Fairtrade contract is valid and can be used as collateral for providing pre-finance to the producer; and - agree with the producer on how payment of the contract will be made (either to the producer or the third party lender).	0	Core		

Gold 2.3.12	X	X	X	X							Gold	4.4.0.06	(First buyer) (Applicable for new trading relationships) If a trial period for pre-finance is agreed between buyers and the ASMO, the trial period does not exceed two consignments.	0	Core		
Gold 4.4.3	X	X	X	X							Gold	4.4.0.07	(First buyer) (Applicable in case of a filed "failed delivery report" or "non-conformity" filed by a buyer). If a new trial period for pre-finance is agreed between the buyer and the ASMO, the trial period does not exceed four consignments.	0	Core		
Gold 4.4.2	X	X	X	X							Gold	4.4.0.08	(First buyer) (Applicable after a successful trial period) On request of the ASMO, you provide at least 40 percent of the value of each consignment as pre-finance to the ASMO; unless the requested amount is lower.	0	Core		
4.4.4	X	X	X	X							ALL	4.4.0.09	(First buyer) You provide or facilitate pre-finance at zero interest rate.	0	VBP		
4.4.5	X	X	X	X							ALL	4.4.0.10	You provide or facilitate access, directly or through a third party, to credit (seasonal, harvest or in-kind or other types that are not the pre-finance of contracts) or loans for investment in order to respond to the financial needs of the producer, under the following conditions: -The financial need is defined by the producer. -You agree with the producer and document transparently the terms and conditions of the credit or loan (including the amount, duration, repayment instalments and interest charges).	0	VBP	Guidance: Facilitate is described in requirement 4.4.3. It is best practice to offer conditions that are more beneficial than local money lenders.	
													4.5	Sourcing and market information for planning			
4.5.1	X	X	X	X							All except: Sports balls	4.5.0.01	You provide a sourcing plan to each producer that you plan to buy from or at least realistic information on market prospects.	0	Core	Guidance: At minimum, the sourcing plan is a realistic estimation of future purchases. If these are difficult to plan this should be made clear in the sourcing plan but the requirement still applies. You are encouraged to contact your buyers to enable you to have a more realistic estimation.	
Product Standards 4.1.1	X	X	X	X							Cane sugar, Coffee, Cocoa, Fruit Juices, Fonio, Gold, Herbs herbal teas & spices, Honey, Nuts, Oilseeds & Oleaginous Fruit, Quinoa, Rice, Seed Cotton, Vegetables incl. Pulses and Potatoes, Wine Grapes	4.5.0.02	There is a sourcing plan in place to cover at least a period of 12 months (annual production / harvest / season).	0	Core		
Product Standards 4.1.1	X	X	X	X							Cane sugar, Cocoa, Coffee, Dried Fruit, Dried Vegetables, Fruit Juices, Flowers and Plants, Fonio, Herbs herbal teas & spices, Honey, Nuts, Oilseeds & Oleaginous Fruit, Quinoa, Rice, Seed Cotton, Vegetables incl. Pulses and Potatoes, Wine Grapes	4.5.0.03	Sourcing plans are renewed at least three months before the previous sourcing plan expires.	0	Core		
Fresh Fruit, Tea, Vegetables 4.1.1	X	X	X	X							Banana, Fresh Fruit, Tea, Vegetables incl. Pulses and Potatoes	4.5.0.04	There is a sourcing plan in place to cover at least 3 months.	0	Core		
Fresh Fruit, 4.1.1	X	X	X	X							Fresh Fruit excl. Banana and Wine Grapes	4.5.0.05	You provide a sourcing plan on either a seasonal (for seasonal fruit) or quarterly (for year round crops) basis.	0	Core		
Fresh Fruit, Vegetables, Tea 4.1.1	X	X	X	X							Banana, Fresh Fruit, Tea, Vegetables incl. Pulses and Potatoes	4.5.0.06	You ensure that sourcing plans are renewed at least 2 weeks before the previous sourcing plan expires.	0	Core		
Prepared and Preserved Fruit & Vegetables (SPO) 4.1.1 & Prepared and preserved fruit & vegetables (HL) 5.2.2	X	X	X	X							Dried fruit, Dried vegetables, Dried bananas	4.5.0.07	Sourcing plans cover a period agreed by both parties.	0	Core		

Flowers 5.2.1; 5.3.1	X	X	X	X							Flowers and Plants	4.5.0.08	There is sourcing plan in place to cover at least a period of 6 months that clearly states - agreed volumes - quality - price - Fairtrade premium, - payment terms and - delivery conditions.	0	Core	
Flowers 5.2.2, 5.2.3	X	X	X	X							Flowers and Plants	4.5.0.09	You ensure that at least 50 % (first year of trade relationship) or 75% (subsequent years) of the volumes indicated in the sourcing plan have been bought as Fairtrade or in the event that the Fairtrade payer purchases less and if this is due to non-fulfillment of orders by their clients, the Fairtrade payer informs Fairtrade of this in writing, providing evidence.	0	Core	
Fresh Fruits 4.1.1	X	X	X	X							Banana	4.5.0.10	Sourcing plans specify total expected purchases of Fairtrade bananas and the sources (producers) the buyer intends to obtain them from.	0	Core	
Fresh Fruits 4.1.1	X	X	X	X							Banana	4.5.0.11	The buyer has purchased at least the minimum volume specified during the quarter.	0	Core	
Fresh Fruits 4.1.1	X	X	X	X							Banana	4.5.0.12	Volumes to be shipped are ordered in writing at least 5-10 working days prior to the loading of the ship.	0	Core	
Tea 5.2.1	X	X	X	X							Tea	4.5.0.13	(First Buyer) (Applicable if Fairtrade tea is sold through auctions) The buyer communicates to the producer their intention to buy at auction using a Quarterly Sourcing Plan. Within one week of the auction the buyer reports comprehensive information relating to the sale to the producer, including an indication of all outstanding Fairtrade-related payments. All outstanding Fairtrade-related payments are made on a regular quarterly basis.	0	Core	
4.5.2	X	X	X	X					X		ALL	4.5.0.14	You provide a sourcing plan to your immediate supplier.	0	VBP	Guidance: this requirement applies to traders who do not buy directly from producers, but further down the supply chain. For traders buying directly from producers, the requirement 4.5.1 applies.
4.5.3	X	X	X	X							ALL	4.5.0.15	You provide relevant market information to the producer on a regular basis, to enable the producer to better understand the market context and make informed business decisions.	0	VBP	Guidance: Market information can be, for example: market trends, quality specification, supply and demand, customer expectations, information about the final producer and its destination market, or any information requested by the producer. You are encouraged to contact your buyers to enable you to provide better information.
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.16	(Applicable in case of retro-certification) You have informed Fairtrade in writing of the intent to retro-certify tea prior to converting a Fairtrade eligible tea to Fairtrade tea.	0	Core	
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.17	(Applicable in case of retro-certification) On retro-certifying the Fairtrade premiums and any Fairtrade Price adjustments are paid.	0	Core	
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.18	(Applicable in case of retro-certification) Prior to retro-certifying tea, you have sent a signed and coded Retro Advice Note to the tea producer that includes: - a copy of the original invoice(s) and contract(s) - Buyer name and FLO ID - Producer name FLO ID - Year and transaction number - volume of tea being retro-certified - premium amount due - price adjustment (where applicable if original price paid is below applicable Fairtrade Minimum price) - The date the producer countersigns the retro advice note is the date the buyer can convert the tea to Fairtrade tea.	0	Core	
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.19	(Applicable in case of retro-certification) You have sent a copy of the counter signed Retro Advice Note to retro.tea@fairtrade.net within 5 working days of the declaration date.	0	Core	
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.20	(Applicable in case of retro-certification) For CTC African teas, you have retro-certified a maximum of 30% of the volume purchased on the original invoice from the producer(s) not later than 3 months of the original purchase invoice.	0	Core	
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.21	(Applicable in case of retro-certification) For orthodox and non-African CTC teas, you have retro-certified a maximum of 100% of volume purchased on the original invoice from the producer(s) not later than 6 months of the original purchase invoice.	0	Core	
Tea 1.1.1-1.1.3	X	X	X	X							Tea	4.5.0.22	If you have bought tea via a conveyor, either: i. You agreed with the conveyor that the additional price and/or premium shall be paid directly to the producer and applied the usual retroactive certification procedure or ii. you agreed to work with the conveyor requiring the conveyor to arrange the Retro Advice Note to be approved by the producer ensuring to apply the retroactive certification procedure.	0	Core	
Sugar 4.1.2	X	X	X	X							Cane sugar	4.5.0.23	(Applicable in case of retro-certification) You have informed Fairtrade of the intent to retro-certify sugar prior to commencing initial retro-certification.	0	Core	
Sugar 4.1.2	X	X	X	X							Cane sugar	4.5.0.24	(Applicable in case of retro-certification) You have received approval from the seller confirming that there is Fairtrade eligible sugar prior to retro-certifying volumes in question.	0	Core	
Sugar 4.1.2	X	X	X	X							Cane sugar	4.5.0.25	(Applicable in case of retro-certification) (Applicable if premium is directly paid to the producers) You have informed the Fairtrade payer within but not later than 10 days after receipt of written approval from the producers which producer must receive which proportion of the Fairtrade Premium. This can be one producer or multiple producers. In case of multiple producers, each receives a share of the Fairtrade Premium according to stipulations in existing national schemes (e.g. sucrose content), or if no national scheme exists, proportionate to the volume of cane supplied.	0	Core	
Sugar 4.1.2	X	X	X	X							Cane sugar	4.5.0.26	(Applicable in case of retro-certification) Within 10 days of the exporter identifying the Fairtrade Premium recipient(s) to the Fairtrade payer, the Fairtrade payer informs the producer(s) in writing about the harvest year, the volume of cane sugar that was retro-certified, the Fairtrade Premium amount and the expected date of transfer of the Fairtrade Premium, and whether or not the exporter is the premium conveyor.	0	Core	
Sugar 4.1.2	X	X	X	X							Cane sugar	4.5.0.27	(Applicable in case of retro-certification) If it was agreed between the Fairtrade payer and the exporter that the exporter will convey Fairtrade Premium in the case of multiple producers, this has been agreed in writing.	0	Core	
Sugar 2.1	X	X	X	X							Cane sugar	4.5.0.28	For multiple producers selling Fairtrade cane to one mill/exporter, the mill/exporter keeps delivery notes/tickets with the name of the individual cane producer, the producer organization of the individual cane producer, the volume, and the date of the delivery. The mill/exporter seeks confirmation of the volume of cane supplied by each producer (i.e. producer organization).	0	Core	

Fibre crops 4.1.2	X	X	X	X						Seed Cotton	4.5.0.29	You have bought seed cotton as Fairtrade eligible and sold the lint or derived products as Fairtrade only if the conditions below are met: - The seed cotton has been produced as Fairtrade. - The buyer has notified the supplying producers (SPO or PEB) within 15 days of the sales. - The buyer has informed each of the supplying producers of the volumes of their Fairtrade eligible seed cotton sold as Fairtrade, the corresponding Fairtrade price adjustment (the difference between the market price and the Fairtrade price, if applicable) and of the Fairtrade Premium due. - You have transferred the corresponding Fairtrade Premium and price adjustment to producers according to Fibre Crops Standard requirement 4.3.4 - If you only sell a certain percentage of the total Fairtrade eligible seed cotton as Fairtrade, this percentage is applied to each producer's supplied volume, and the Premium and price adjustment (if applicable) are calculated pro rata. - If the second buyer (the buyer of the cotton lint or derived product) requests in writing for cotton from a specific producer, the Fairtrade price adjustment and Premium is to be paid to that specific producer.	0	Core	
Fairtrade Requirement	X	X	X	X						Cocoa from Ghana	4.5.0.30	You have notified Fairtrade in writing of the intent to source Fairtrade cocoa beans from (the COCOBOD in) Ghana.	0	Core	
Fairtrade Requirement	X	X	X	X						Cocoa from Ghana	4.5.0.31	You sign a Memorandum of Understanding / purchase contract for Fairtrade products with the producer organization supplying cocoa beans through the COCOBOD / CMC. Contracts / MoU follow industry regulations, and as a minimum clearly indicate: - agreed volumes - quality specifications - price, defined according to the requirements of the pricing section - amount of Fairtrade Premium to be paid (indicated separately from the price) - who is responsible for paying the Fairtrade price and the Fairtrade Premium - the form of payment, which must be transparent, and traceable - the date of the exchange rate to be used in case the payment of the price and the premium is made in a different currency than the one defined in the Fairtrade price table - the terms and the amount of pre-financing, if applicable - procedures in case of quality problems - terms of delivery using international commercial terms (Incoterms) - terms of payment according to the product standards - definition or mentioning of 'Force Majeure' - agreement on applicable jurisdiction, and - an alternative dispute resolution mechanism to resolve conflicts. Both contracting parties have equal contract termination rights.	0	Core	
Fairtrade Requirement	X	X	X	X						Cane sugar	4.5.0.32	(Applicable in case of retro-certification) Secondary products and their derivatives are only retro-certified if the Fairtrade payer and/or exporter has documentary evidence confirming the origin of the product.	0	Core	
Banana-Peru policy	X	X	X	X						Banana	4.5.0.33	In case you buy fruit on plant from an SPO, you counter-sign the SPO's transition plan to reach Farm Gate prices specifying objectives, indicators, activities, deadlines, responsible person(s) or entity, and budget showing how the SPO will take control over principle factors such as the organic certificate, internal control system, quality control, harvesting, packing, etc.	1	Core	
										4.6	Sharing risks				
4.6.1	X	X	X	X						ALL	4.6.0.01	(First buyer) Quality claims are documented in full detail and communicated to the producer as soon as they are identified.	0	Core	
4.6.1	X	X	X	X						ALL	4.6.0.02	(First buyer) You do not make quality claims for quality problems generated beyond the responsibility of the producer.	0	Core	
										4.7	Capacity building				
4.7.1	X	X	X	X	X					ALL	4.7.0.01	You support the producers' or workers' Fairtrade development plan or Premium plan, or provide support for other operational, production or organizational capacity building activities that producers or workers chose.	0	VBP	Guidance: This contribution must be in addition to the Fairtrade Premium paid to the producer or to the workers. Areas of support must be chosen by producers/workers. They can include, but are not limited to, production techniques, product quality, productivity, storage techniques, value-addition, income diversification, market diversification, business and financial management, risk management, farming practices, internal management systems, business development, or training for workers or the Premium Committee. It can also be the payment of a higher Fairtrade Premium. Your support can either be direct or through a partnership. It can be in the form of funding, training, facilitation of partnerships or other ways. The support is for activities that are not already covered in 4.4.5.
4.7.2	X	X	X	X	X					ALL	4.7.0.02	(Applies to both buyers making sourcing requests to their suppliers and buyers who directly source from producers) You source Fairtrade products from vulnerable producer organizations.	0	VBP	Guidance: Vulnerable producer organizations are understood as those with limited market access because, amongst other reasons, they are producers in the early stages of development/organization, belong to an ethnic minority or women's groups, they are very small organizations, or producers in post-conflict/catastrophe affected areas or in least developed countries (LDCs).
4.7.3	X	X	X	X	X					ALL	4.7.0.03	You act as a market liaison for the producer.	0	VBP	Guidance: Being a market liaison could mean, but is not limited to, offering market and commercial development services for the benefit of the producer, facilitating contact between the producer and another trader for the benefit of a new market opportunity for the producer, or facilitating the producer's participation at a trade fair.
										4.8	Trading with integrity				

4.8.1	X	X	X	X	X		X	ALL	4.8.0.01	There are no indications that you engage in unfair practices that clearly damage the producers' or other traders' capacity to compete or in the imposition of trading conditions on suppliers that would make it difficult for them to comply with Fairtrade Standards.	0	Core	Guidance: The EU Green Paper on unfair trading practices describe them as "practices that grossly deviate from good commercial conduct, are contrary to good faith and fair dealing and are unilaterally imposed by one trading partner on another". Unfair trading practices refer to situations of abuse of a relative dominant position and/or abuse of economic dependency, when a stronger party imposes unfair conditions to an economically dependent (and thus weaker) party. Some examples of such practices are: • Abusive contract terms such as bonded contracts or exclusivity contracts (unless clearly beneficial to the other party) and non-competition clauses. • Generally disadvantageous contracts imposed by abusing the position of creditor. • Excessive transfer of costs or risks to its counterpart such as demanding prices below costs or charging fees for services that are not demanded or are above value. • Misuse of unspecified, ambiguous or incomplete contract terms. • Sudden unfair termination or disruption of a commercial relationship, used as a means to bully a contracting party. • Misuse of confidential information. • Interfering with partner's business such as poaching members from producer organizations or otherwise attempting to weaken existing organizations.
Gold 2.3.15	X	X	X	X	X		X	Gold	4.8.0.02	You do not make the purchase of certified precious metals conditional to the sale of a quantity of non-certified product under terms that are distinctly disadvantageous to the miners.	0	C	
Gold 2.3.1	X	X	X	X	X		X	Gold	4.8.0.03	You do not provide direct or indirect support to armed groups or their affiliates, neither in your own Fairtrade operations nor the ones of your suppliers.	0	M	
Gold 2.3.1	X	X	X	X	X		X	Gold	4.8.0.04	You do not directly or indirectly cause, tolerate or benefit from any acts of armed violence or of serious human right abuses such as human trafficking and slavery, neither in your own operations nor the ones of your suppliers.	0	M	
Gold 2.3.2, Gold 2.3.3	X	X	X	X	X		X	Gold	4.8.0.05	The trader has a conflict mineral and human rights policy in place, covering a) information about the due diligence measures to be conducted, to ensure its application; b) a procedure (or reference to it) regulating control of the gold and precious metal during transport; c) and the following aspects: • No abuses, torture, cruel or inhumane treatment • No forced or compulsory labour • No worst forms of child labour • No human rights abuses and violations such as sexual violence • No war crimes, crimes against humanity, genocide or other serious violations of international humanitarian law, • No direct or indirect or indirect support of non-state armed groups • No direct or indirect support of private or public security forces illegally controlling the mines sites • No bribery, or money laundering • No fraudulent misrepresentation of origin of minerals	0	C	
Gold 2.3.4	X	X	X	X	X		X	Gold	4.8.0.06	You have identified and assessed - whether you purchase Fairtrade gold or precious metal from a supplier located in a conflict-affected or high risk area - whether there are risks regarding the direct or indirect financing or support to armed groups or of illegal activities within their own operations.	0	C	
Gold 2.3.5	X	X	X	X	X		X	Gold	4.8.0.07	(Applicable in case any risks were identified in the assessment) You have put in place a risk management system including • assignment of a senior staff member responsible for managing the due diligence on direct or indirect support of conflicts and of human rights abuses • conducting regular risk assessments (see Standard requirement 2.3.4, CC 4.8.0.06) • conducting of unannounced spot-checks of all areas and facilities their supply chains • conducting regular awareness-raising sessions with staff on how to report on potential conflict- related issues or human rights abuses	1	C	
Gold 2.3.6	X	X	X	X	X		X	Gold	4.8.0.08	(Applicable in case any risks were identified in the assessment) You have reported to interested stakeholders and commercial partners on the due diligence and risk management measures taken. The report does not contain commercially sensitive or confidential business information and is in line with any non-disclosure agreement signed (if applicable)	1	C	
Gold 2.3.7	X	X	X	X	X		X	Gold	4.8.0.09	You support the ASMO in setting up preventive measures or appropriate remediation projects related to conflict areas and human rights violations (see Standard requirement 1.3.12).	3	VBP	
5. Follow up Audit													
5.1 Follow up audit information - generic													
Follow up audit	x	x	x	x	x		x	ALL	5.1.0.01	As a result of the evaluation decision on non-conformities and corrective measures for the last Fairtrade audit, a follow up audit is conducted in order to verify implementation of the corrective measures (objective evidences) onsite. The audit order number (AO-xxxx) of the original Fairtrade audit is noted in the NC text field for reference.	0	F	
Follow up audit	x	x	x	x	x		x	ALL	5.1.0.02	All objective evidences (OEs) (to be verified during the Follow up audit) have been reviewed. In the contrary case mark the missing NCs in the Follow up xls and note the reason in the start tab of the Ecert audit order, field: "Deviation from audit procedure / Tors"	0	F	
5.2 Status of CM/OE- result of follow up audit													
Follow up audit	x	x	x	x	x		x	ALL	5.2.0.01	All corrective measures (CMs) were implemented successfully / status of all required objective evidences (OEs) is 'fulfilled' (click 'N.a.' for not applicable).	0	F	
Follow up audit	x	x	x	x	x		x	ALL	5.2.0.02	The Excel list of all corrective measures (CMs) / objective evidence (OEs) to be verified during this follow up audit is attached to the Ecert audit order. It includes the individual result for each OE as assessed during the Follow up audit and was explained to the customer during the closing meeting. (If 'No' state reason / explanation in NC text field)	0	F	
5.3 Reason for Follow up audit													
Follow up audit	x	x	x	x	x		x	ALL	5.3.0.01	Reason for follow up audit	0	F	
6. Combined Audit													
	x	x	x	x	x		x	ALL	6.0.0.01	The Fairtrade audit was a combined audit with another certification/verification scope. (if yes, please document the scope in the comment field).	0		