



Fair Trade USA
 Compliance Criteria for the
 Capture Fisheries Standard
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In the following pages, each standard is followed by a table with its corresponding Compliance Criteria, against which fisheries and sites are audited. In the tables, the year by which the requirement must be met is listed in the "Year" column. Requirements marked with Year 0 must be fulfilled prior to initial certification unless otherwise stated. Criteria identified as "Major" requirements represent the core Fair Trade values and principles, and non-conformities with these requirements are considered to be especially severe. Each Fair Trade USA certificate applies to a single fishery, as defined in the Fair Trade Capture Fisheries Glossary. Throughout this Standard, "significant number of workers" is defined as more than five at any one time. It is the intent of this Standard to place the responsibility of managing the Fair Trade Premium and Fair Trade Premium Plan with the Fair Trade Committee and managing the natural resources with the Fisher Association and/or certificate holder. Please note, the Interpretation Guidance is intended to provide additional details about the compliance criteria. Information marked "Clarification" is mandatory and binding. Information marked "Guidance" is informative and intended to provide additional, relevant context. Guidance is not mandatory or binding. In any case of conflict or disagreement between the different language versions of this document, the English version prevails.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
STR	Structural Requirements					
CH	The Certificate Holder					
STR - CH 1	The certificate holder is responsible for ensuring compliance with the Capture Fisheries Standard, including related documentation.	STR - CH 1.1	The certificate holder, registered fishers, and subcontracted entities facilitate announced and unannounced audits, and provide all requested information needed to demonstrate compliance with the relevant Fair Trade Standards.	0		Clarification: The certificate holder and registered fishers are required to meet the Capture Fisheries Standard and applicable Trade Standard. Subcontracted entities must meet the Trade Standard.
		STR - CH 1.2	<i>Applicable if a third party implementation partner is involved:</i> An agreement of responsibilities (for instance a contract or a Memorandum of Understanding) is in place between the certificate holder and the third party that specifies which Fair Trade Standards requirements are to be managed and/or undertaken by which party.	0	M	Clarification: The certificate holder may contract a third party implementation partner to assist with implementing the Standard as long as the third party is vetted with the fishers and has appropriate experience. As the certificate holder is ultimately responsible for compliance with the Standard, it is the certificate holder's responsibility to ensure the implementation partner is fulfilling its duties and undertaking the agreed upon tasks. Guidance: The agreement can be as simple or as detailed as the parties wish and can include other activities unrelated to compliance with the Standard.
		STR - CH 1.3	A contact person has been appointed for all certification matters. The responsibilities of this person are documented. This person understands the scope of their responsibilities.	0		Clarification: Certification matters include all measures directed at social empowerment and economic development of the registered fishers, as well as the implementation of training and activities required by Fair Trade Standards and the necessary communication among all parties. This includes maintaining an updated list of registered fishers and other important information. More than one contact person may be appointed if desired; all parties must understand their responsibilities. Guidance: Where possible, the contact person should be an employee of the certificate holder. The responsibilities can be delegated to a third party, for example a support organization or implementation partner, as long as these are clearly outlined in an agreement. See STR - CH 1.2 for additional details.
		STR - CH 1.4	A list of Fair Trade registered fishers is kept up-to-date and is available to registered fishers.	0	M	Guidance: See Appendix A for additional details on adding registered fishers between scheduled audits.
		STR - CH 1.5	The registered fishers have basic knowledge of the Fair Trade concept and have indicated their commitment to participating in Fair Trade and to cooperating with the certificate holder through a signed agreement.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		STR - CH 1.6	A list of all vessels used by registered fishers to fish Fair Trade product is kept up-to-date.	0	M	Clarification: Vessel lists must include the following information (where applicable), per vessel: <ul style="list-style-type: none"> • Owner name • Vessel license • Vessel length • Vessel weight • Type/Classification of vessel • Last servicing(s) • Other key dimensions, for example, hold size and fuel capacity
		STR - CH 1.7	The location of all landing sites is documented.	0		Guidance: Landings sites should be geographically near fishing sites to reduce the necessity for transshipping or boat-to-boat transfer of catch.
		STR - CH 1.8	The certification body has been informed of all locations where Fair Trade products are handled (i.e., stored, processed, and packaged).	0		
		STR - CH 1.9	All locations that handle Fair Trade products have agreed to ensure compliance with the relevant Fair Trade Standards and facilitate Fair Trade audits. This is documented.	0		Clarification: The certificate holder and registered fishers are required to meet the Capture Fisheries Standard and applicable Trade Standard. Subcontracted entities must meet the Trade Standard.
STR - CH 2	Vessels used by registered fishers are legally registered and licensed.	STR - CH 2.1	Vessels used by registered fishers are legally registered and licensed.	0	M	Clarification: Vessels should be registered and licensed with the appropriate local, regional, and/or national government body. In exceptional circumstances, gear registration may be an alternative option if registering vessels proves abnormally difficult.
STR - CH 3	A plan and systems are in place to ensure implementation and continuity of the Fair Trade program.	STR - CH 3.1	If the Fair Trade program is dependent on outside project-based funding, the certificate holder's management has a clear strategy to ensure continuity of the project once the funding has ended. There is financial evidence of the ability to ensure continuity of the Fair Trade program, or clear financial projections tied to items in the strategy.	0		
STR - CH 4	The certificate holder deals fairly with the Fair Trade Committee, registered fishers, and Fisher Association and supports their empowerment.	STR - CH 4.1	Corporate social responsibility and the empowerment of the registered fishers is an integral part of the certificate holder's written mission or policy statement(s).	0		Clarification: The term "Corporate Social Responsibility" does not need to be a part of the mission statement, but it should be clear the objectives of the company are aligned with the objectives of the Standard. Guidance: Objectives or values associated with the Standard include, for example, fisher support and empowerment, fair treatment of workers, and social and environmental responsibility.
		STR - CH 4.2	There are regular meetings between the certificate holder and the Fisher Association(s) concerning the Fair Trade program and management of the fishery. Issues and concerns of the registered fishers and applicable workers are solicited and discussed. These meetings are documented.	0		Clarification: This is not applicable if the certificate holder and the Fisher Association are the same body. Guidance: A designated third party may represent the certificate holder during these meetings if appropriate.
		STR - CH 4.3	If the Fisher Association wants to take on additional responsibilities for the production and commercialization of the product and wants to become certified against the Capture Fishery Standard independent of the certificate holder, the certificate holder does not prevent this development.	0		Guidance: Additional responsibilities might include compliance with requirements within the Standard, internal control system administration, and product sales on behalf of the Fisher Association's members.
		STR - CH 4.4	<i>Applicable if the certificate holder charges the registered fishers for inputs and services:</i> Cost break downs of inputs and services are available, transparent, and coherent. Charges for inputs and services are agreed upon in advance. Costs of inputs and services are not higher than normal market prices.	0		Guidance: Inputs include ice, boat engines, bait, fishing gear, etc.
		STR - CH 4.5	At least one representative of the Fisher Association is present during meetings about corrective actions required by the Certification Body that relate to the management of the fishery.	1		Clarification: Applicable only where the Certification Body has issued non-conformities for which the certificate holder needs to submit a Corrective Action Plan.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		STR - CH 4.6	The certificate holder and Fisher Association take measures to improve the registered fishers' understanding of financial management and to increase their knowledge on pricing and international market mechanisms.	3		
STR - CH 5	There is a functioning internal control system to facilitate compliance of the Capture Fisheries Standard and improvements in the Fair Trade program.	STR - CH 5.1	An internal control system has been designed and implemented. The system monitors the implementation of practices mandated by the Standard.	1		Clarification: The certificate holder is responsible for the development and implementation of the internal control system and ensuring all registered fishers are in compliance with the requirements in the Standard. Guidance: The internal control system is intended to facilitate communication between the certificate holder and registered fishers and enable registered fishers to uniformly comply with the Standard.
		STR - CH 5.2	The certificate holder identifies requirements at risk of non-compliance. These requirements are identified in a written risk assessment.	1		Guidance: "Risks" refer to the probability of registered fishers not being able to comply with the requirements. The certificate holder should collect information on risks of non-compliance from, for example, within the community, meetings with the fishers, the fishers' experiences, or discussions at General Assembly meetings or trainings.
		STR - CH 5.3	The written risk assessment is updated every 3 years at a minimum.	3		Guidance: How often the risk assessment needs to be updated depends on the specific situation - any major changes the registered fishers or the certificate holder experience (e.g., starting to diversify production, hiring a large number of additional workers, adding a large number of new fishers with different production systems or in a different region, changing the established relationship between certificate holder and registered fishers, etc.) should lead to a renewed risk assessment.
FA		The Fisher Association				
STR - FA 1	Fishers are empowered through their membership in a Fisher Association.	STR - FA 1.1	The registered fishers are members of a Fisher Association in order to ensure democratic fisher input into decision-making about changes in the management of the fishery.	0		Clarification: The fishers may belong to different Fisher Associations. Where the certificate holder is already a fisher-managed organization, for example, a cooperative, in some cases the Fisher Association may consist of both Fair Trade registered fishers and non-Fair Trade registered fishers.
		STR - FA 1.2	The Fisher Association has adopted a mission statement and defined the internal rules of the organization (i.e., in the form of statutes, a constitution, or by-laws).	0		
		STR - FA 1.3	The internal rules of the Fisher Association (i.e., statutes, constitution, or by-laws) mandate that all members have decision-making voting rights.	0	M	Clarification: Delegate systems may be used where necessary. Guidance: See STR - FA 2.5 and STR - FA 3.3 for additional information.
		STR - FA 1.4	All major decisions of the Fisher Association are discussed and approved by members according to a free, fair, and transparent voting procedure.	0	M	
		STR - FA 1.5	The internal rules of the Fisher Association (i.e., statutes, constitution, or by-laws) include rules that determine who can become a member and provide details on: the application process, approval process, and timelines for public registration. These rules are followed.	3		
		STR - FA 1.6	Requests by fishers to join an existing Association are agreed to by the Association. If the Fisher Association is unable to incorporate new fishers, the Fisher Association justifies why it cannot do so.	3		Clarification: Admittance of new members to the Fisher Association cannot not be discriminatory. Guidance: See FHR - DAP 1 for additional information concerning non-discrimination.
STR - FA 2	Fisher Association meetings adhere to agreed-upon rules, and communication and management of those meetings is effective.	STR - FA 2.1	The Fisher Association holds a meeting of all members at least once a year.	0		Guidance: The intent of the meeting is to discuss implementation of the Capture Fisheries Standard. This meeting should be open to all members of the Fisher Association.
		STR - FA 2.2	The member list of the Fisher Association is updated regularly and is available to members.	0		
		STR - FA 2.3	Members are informed of when meetings will take place at least two weeks in advance. This includes effective communication to illiterate members.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		STR - FA 2.4	Procedures to call meetings and determine quorum are adhered to, as defined in the statutes/constitution of the Fisher Association.	0		
		STR - FA 2.5	Where delegate/representation systems are applied, these are clearly defined in the internal rules of the organization (i.e., statutes, constitution or by-laws), and offer representation to all members of the organization.	0		
		STR - FA 2.6	All records, books, and documentation are accessible to members of the Fisher Association. This includes effective communication to illiterate members.	1		
		STR - FA 2.7	Within the Fisher Association, at least one person or committee is responsible for managing the administration and book keeping.	6		
STR - FA 3	Fisher Associations are represented by a leadership team.	STR - FA 3.1	The leadership team (i.e., board of directors) is chosen in free, fair, and transparent elections and this election process is documented.	0	M	
		STR - FA 3.2	All members of the Fisher Association are eligible for nomination and are able to participate in the election of the leadership team (i.e., board of directors).	0		
		STR - FA 3.3	<i>Applicable when the registered fishers have formed multiple Fisher Associations:</i> If the Fisher Associations make decisions together, they have implemented statutes or internal regulations for a delegate system for the election of the leadership team (i.e., board of directors) and General Assemblies (if applicable). The system is based upon the principle that each Fisher Association has an equal or proportionate number of delegates.	6		
FTC	The Fair Trade Committee					Clarification: If the Fisher Association is democratically controlled and a majority of its members are Fair Trade registered fishers, the elected governance group of the Fisher Association may directly perform all of the functions of the Fair Trade Committee.
STR - FTC 1	The fishers form one or more Fair Trade Committees to ensure democratic and transparent decisions about Fair Trade.	STR - FTC 1.1	The Fair Trade Committee is elected at a General Assembly meeting prior to initial certification.	0	M	Clarification: The General Assembly meeting is a meeting of all Fair Trade program participants. Guidance: The role of the Fair Trade Committee is to ensure democratic and transparent decisions about Fair Trade issues.
		STR - FTC 1.2	The Fair Trade Committee is chosen in free, fair, and transparent elections and this election process is documented.	0	M	
		STR - FTC 1.3	All registered fishers are eligible for nomination, and are able to participate in the election of the Fair Trade Committee. The registered fishers strive to reflect the diversity of their group in those elected to the Fair Trade Committee.	0		
		STR - FTC 1.4	Each registered fisher is represented by only one Fair Trade Committee.	0		
		STR - FTC 1.5	All registered fishers understand the role and responsibilities of the Fair Trade Committee.	0		
		STR - FTC 1.6	The Fair Trade Committee has defined internal rules of the Committee and General Assembly meetings (i.e., in the form of statutes, a constitution, or by-laws).	0		
		STR - FTC 1.7	The internal rules of the Fair Trade Committee (i.e., statutes, constitution, or by-laws) mandate all members have decision-making voting rights.	0	M	
		STR - FTC 1.8	Where delegate/representation systems are applied, these are clearly defined and offer equitable representation to all members of the organization.	0		Clarification: This criterion is applicable where multiple Fair Trade Committees have formed one overarching Committee comprised of delegates. All registered fishers and applicable workers should know how they are represented within the delegate system and who their delegate is.
		STR - FTC 1.9	Before communal capital and assets are acquired with Premium money or Year 6 at the latest, the Fair Trade Committee is legally registered.	6		Guidance: Legal registration of the Fair Trade Committee ensures communal assets and capital are legally owned by the registered fishers.
STR - FTC 2	Fair Trade Committee meetings adhere to agreed-upon rules, and communication and management of those meetings is effective.	STR - FTC 2.1	An initial training is provided by the certificate holder to new Fair Trade Committee members on the functioning and responsibilities of the Fair Trade Committee.	0		
		STR - FTC 2.2	The minutes of Fair Trade Committee meetings clearly record all decisions made, as well as the consultation with registered fishers that took place prior to decision-making.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		STR - FTC 2.3	The minutes of Fair Trade Committee meetings are signed by all members of the Fair Trade Committee.	0		
		STR - FTC 2.4	The minutes of Fair Trade Committee meetings are shared with the registered fishers. This includes effective communication to illiterate members.	0		
STR - FTC 3	Registered fishers make democratic decisions concerning the Fair Trade Premium.	STR - FTC 3.1	Each Fair Trade Committee holds a General Assembly meeting at least once a year.	0	M	Clarification: The General Assembly meeting is a meeting of all Fair Trade program participants. If registered fishers have formed multiple Fair Trade Committees, each Committee must hold a General Assembly meeting. If a delegate/representation system is applied for General Assembly meetings, these are clearly defined and offer equitable representation to all members of the organization.
		STR - FTC 3.2	Procedures to call the General Assembly meeting and determine quorum are adhered to, as defined in the statutes/constitution of the Fair Trade Committee.	0		
		STR - FTC 3.3	Members are informed of when General Assembly meetings will take place at least two weeks in advance. This includes effective communication to illiterate members.	0		
		STR - FTC 3.4	Workers employed by the registered fishers or the certificate holder are invited to General Assembly meetings in order to observe and participate in the discussion of topics that relate to them.	1		
		STR - FTC 3.5	All major decisions of the Fair Trade Committee are discussed and approved at a General Assembly meeting according to a free, fair, and transparent voting procedure.	1		Clarification: This includes decisions about the Fair Trade Premium Plan (see EDC - DM 2).
		STR - FTC 3.6	The minutes of the General Assembly meeting clearly record all decisions made. The minutes are signed by the Fair Trade Committee leadership and at least one of the registered fishers.	1		
		STR - FTC 3.7	There is a list of participants at General Assembly meetings included in the minutes.	1		
		STR - FTC 3.8	<i>Applicable where the registered fishers have formed multiple Fair Trade Committees:</i> If the Fair Trade Committees make decisions together, and use one joint Fair Trade Premium Plan and one joint Premium accounting system (not several separate Fair Trade Premium Plans and Premium accounting systems), there is a democratically elected leadership team (i.e., board of directors) that represents all Fair Trade Committees.	6		Guidance: See ECD - DM 2 for additional details on the Fair Trade Premium Plan.
		STR - FTC 3.9	<i>Applicable where the registered fishers have formed multiple Fair Trade Committees:</i> If the Fair Trade Committees make decisions together, and use one joint Fair Trade Premium Plan and one joint Premium accounting system (not several separate Fair Trade Premium Plans and Premium accounting systems), they organize a General Assembly meeting of all Fair Trade Committees at least once a year. Decisions on the use of the Fair Trade Premium are made at this General Assembly meeting.	6		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance		
ECD	Empowerment & Community Development							
DM	Development & Management of the Fair Trade Premium Plan (This section is applicable at first use of the Fair Trade Premium or the year listed, whichever comes first.)							
ECD - DM 1	There is a written assessment that outlines the needs of the fishers, workers, community, and the environment.	ECD - DM 1.1	The certificate holder has conducted or financed a written needs assessment using surveys/input from fishers as the primary data source, identifying the social, economic and environmental development needs of the registered fishers, workers, community, and natural resources.	0		<p>Clarification: If new fishers representing 25% or more of the membership base have been registered since the existing needs assessment was undertaken, a revised needs assessment must be developed incorporating these fishers' views prior to the next audit. Alternatively, the existing needs assessment must be endorsed by a majority of the new producers in the same time frame.</p> <p>Surveys or other primary data sources must be representative of the entire population of registered fishers, community members, and workforce, including migrant and/or seasonal workers. Where a sample-based surveying method is used, the sample should be sufficiently large to ensure that as many viewpoints as possible are captured, and there is a representative number of registered fishers, workers, and community members included in the survey or data collection with regards to gender, age, ethnicity, religion, nationality, etc.</p> <p>Guidance: The certificate holder may choose to finance a third party to conduct the needs assessment.</p>		
			EDC - DM 1.2			The needs assessment analyzes how Fair Trade may help to address those needs and any potential obstacles.	0	Guidance: Where food security is a concern, the needs assessment should include an assessment of how Fair Trade can promote food security.
			EDC - DM 1.3			If there are workers under the scope of the certificate, their needs are taken into account in the needs assessment, focusing especially on those groups of workers that form a majority of the workforce.	0	Clarification: If migrant workers form the majority of the workforce, the needs assessment must focus on their needs.
ECD - DM 2	There is a Fair Trade Premium Plan which details how the Fair Trade Premium will be used to address the needs of the registered fishers, workers, community, and/or environment.	ECD - DM 2.1	The certificate holder and the Fair Trade Committee together develop a written Fair Trade Premium Plan based upon the needs assessment, with the objective to meet the needs of the registered fishers, workers, community, and/or environment. It includes both short-term and long-term goals for the use of the Premium.	1	M	<p>Clarification: The Fair Trade Premium Plan is designed to address the needs of the registered fishers, workers, community, and/or environment that were identified in the needs assessment (see ECD - DM 1). It outlines priorities for Premium spending and is regularly updated to reflect decisions made about how Premium funds will be spent. For each key need identified, the Fair Trade Premium Plan includes one or more objectives and activities designed to help meet those needs.</p> <p>Guidance: The Fair Trade Premium is an amount paid to the Fair Trade Committee, in addition to the payment for products, for the realization of common goals. The Fair Trade Premium will help members implement the objectives in the Fair Trade Premium Plan. Planning, implementing, and evaluating the Premium Plan will stimulate and increase the participation of the registered fishers. The Fair Trade Committee may choose any activities that its members agree upon and are important for their particular situation, aspirations, and priorities. Longer-term projects are encouraged. Any project can extend over the course of multiple years (e.g., building a school) or may be repeated in successive years (e.g., purchasing school supplies). Note that not all the Fair Trade Premium must be spent each year.</p> <p>Refer to guidance in ECD - DM 1.1 for updating the needs assessment based upon changes within membership.</p>		
			EDC - DM 2.2			The Fair Trade Premium Plan contains a reasonable budget based upon expected Fair Trade Premium income.	1	<p>Clarification: This is an overall projected Premium budget rather than a project-specific budget.</p> <p>Guidance: See ECD - DM 2.4 for additional details on project-specific budgets.</p>

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		ECD - DM 2.3	All activities that will be funded with the Fair Trade Premium are included in the Fair Trade Premium Plan.	1		Clarification: All the activities the Fair Trade Committee intends to fund with the Fair Trade Premium are included in the Fair Trade Premium Plan before they are implemented.
		ECD - DM 2.4	For each project, the Fair Trade Premium Plan outlines specific objectives, timelines, and a budget for Fair Trade Premium use.	1		
		ECD - DM 2.5	If there is more than one Fair Trade Committee, each Fair Trade Committee develops its own Fair Trade Premium Plan.	1		Guidance: Fair Trade Committees may create a single overarching Premium Plan comprised of multiple Premium Plans from each Committee.
		ECD - DM 2.6	There is a mechanism available for registered fishers to make suggestions to the Fair Trade Premium Plan.	1		
		ECD - DM 2.7	The Fair Trade Premium Plan and reports are accessible to registered fishers, workers, and the Fisher Association(s). This includes effective communication to illiterate members.	1		
		ECD - DM 2.8	The Fair Trade Premium Plan is updated annually.	1		
		ECD - DM 2.9	<i>Applicable where workers are employed by the registered fishers or the certificate holder:</i> The Fair Trade Premium Plan includes at least one project or activity intended to benefit workers.	3		Guidance: The activity should benefit all workers and focuses on those groups of workers that form majority of the workforce (i.e., if migrant workers form the majority of the work force, the Fair Trade Premium Plan should focus on their needs).
ECD - DM 3	The Fair Trade Premium Plan is approved at a General Assembly meeting.	ECD - DM 3.1	The Fair Trade Premium Plan is approved at a General Assembly meeting annually before it is implemented.	1	M	Clarification: The intention is to guarantee transparent and democratic decision making. Only participants at a General Assembly meeting are authorized to approve the content and form of the Fair Trade Premium Plan. It is possible the Fair Trade Premium Plan may need to be changed in between General Assembly meetings. This might be necessary in situations where, for example, there is more or less Fair Trade Premium money than planned, where registered fishers or the community are affected by an unexpected event and the Fair Trade Committee wishes to respond, or where a large number of new fishers are registered. If this happens, the Fair Trade Committee will need to document the decisions to make the changes, explain the changes, and get ratification at a General Assembly meeting retrospectively.
ECD - DM 4	The certificate holder supports implementation of the Fair Trade Premium Plan.	ECD - DM 4.1	If there is no significant progress towards achieving timelines and objectives in the Fair Trade Premium Plan, the certificate holder contracts a third party to support the Fair Trade Committee.	3		Clarification: The certificate holder is responsible for paying and contracting a third party for implementation support if the objectives and timelines in the Fair Trade Premium Plan are not met within three years. The third party must be vetted with the fishers and have the appropriate experience. An agreement of responsibilities (for instance a contract or a Memorandum of Understanding) should be in place between the certificate holder and the third party that specifies which Fair Trade Standards requirements are to be undertaken by which party. As the certificate holder is ultimately responsible for compliance with the Standard, it is the certificate holder's responsibility to ensure the third party is fulfilling its duties and undertaking the agreed upon tasks. Guidance: The agreement can be as simple or as detailed as the parties wish and can include other activities unrelated to compliance with the Standard.
		ECD - DM 4.2	The Fair Trade Committee vets the third party to ensure that it has the requisite experience.	3		Clarification: Applicable where a third party has been contracted, as per ECD - DM 4.1.
		ECD - DM 4.3	The certificate holder can demonstrate the third party has the qualifications necessary to support the registered fishers and Fair Trade Committee.	3		Clarification: Applicable where a third party has been contracted, as per ECD - DM 4.1.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
FTP	Fair Trade Payments & Premium (This section is applicable at first sale of Fair Trade product unless otherwise noted.)					
ECD - FTP 1	A bank account has been set up to hold the Fair Trade Premium.	ECD - FTP 1.1	The Fair Trade Committee has an active bank account with more than one signatory registered to its name.	0	M	Clarification: At the time of the audit, groups seeking certification must either have the account open or be able to demonstrate the Fair Trade Committee has taken steps to start the process (e.g., relevant paperwork has been submitted and the process of opening the bank account is actively underway, or the Fair Trade Committee has evaluated the options and chosen the bank and type of account they will open once Premium is transferred and have agreed upon which Committee members will be joint account signatories). Account signatories do not need to be trustees unless a trustee has been appointed (see ECD - FTP 1.2 through FTP 1.5 for additional details).
		ECD - FTP 1.2	If necessary, the Fair Trade Committee appoints a trustee (the certificate holder, a bank, credit union, or NGO) of the Fair Trade Premium funds.	0		Clarification: A trustee is not a member of the Fair Trade Committee. If the Fair Trade Committee does not appoint a trustee to manage the Premium, this criterion is considered non-applicable or compliant. Guidance: A trustee should be used when the Fair Trade Committee does not have capacity to open its own bank account and manage the Fair Trade Premium in a democratic and transparent manner.
		ECD - FTP 1.3	The trustee acknowledges in writing the registered fishers represented by the Fair Trade Committee are the rightful recipients of the Fair Trade Premium. This acknowledgement is sent to the Fair Trade Committee.	0		Clarification: If the Fair Trade Committee does not appoint a trustee to manage the Premium, this criterion is considered non-applicable or compliant.
		ECD - FTP 1.4	The trustee has established a separate bank account to receive the Fair Trade Premium on behalf of the registered fishers.	0		Clarification: If the Fair Trade Committee does not appoint a trustee to manage the Premium, this criterion is considered non-applicable or compliant.
		ECD - FTP 1.5	The trustee and at least one Fair Trade Committee member are joint signatories of the account.	0		Clarification: If the Fair Trade Committee does not appoint a trustee to manage the Premium, this criterion is considered non-applicable or compliant.
		ECD - FTP 1.6	<i>Applicable where the registered fishers have formed multiple Fair Trade Committees:</i> If the Fair Trade Committees decide on one joint Fair Trade Premium Plan (rather than several separate ones) they have a joint bank account in place.	1		
ECD - FTP 2		The Fair Trade Committee receives the correct amount of Fair Trade Premium in a timely manner.	ECD - FTP 2.1	The correct amount of Fair Trade Premium is paid to the Fair Trade Committee, as stipulated in the Fair Trade Price and Premium Database.	0	M
	ECD - FTP 2.2		The Premium is paid to the Premium bank account(s) no later than one month after receipt of Premium payment from the Premium payer.	0		Clarification: Where there is an intermediary handling Premium payment, it is conveyed no later than one month after receipt of the Premium from the Premium payer.
	ECD - FTP 2.3		The certificate holder ensures no deductions are made from Premium payments to the Fair Trade Committee.	0		Clarification: Where the certificate holder and Fair Trade Committee might be sharing costs of Premium projects, the full Premium payment must first go to the Fair Trade Committee's bank account before project expenses are deducted. The certificate holder cannot deduct project costs from the Fair Trade Premium.
	ECD - FTP 2.4		The certificate holder has a written contract with the Premium payer to ensure correct terms and transfer of Premium payments to the Premium bank account.	0		Clarification: This criterion is not applicable if the certificate holder and the Premium payer are the same entity.
	ECD - FTP 2.5		New Fair Trade Premiums announced by Fair Trade USA are applied to new contracts from the effective date as listed on the Premium announcement. All pricing Terms & Conditions are honored for existing contracts.	0		Clarification: Price and Premium terms found within the Price and Premium Database must always be followed. The Price and Premium Database can be accessed here: http://fairtradeusa.org/certification/standards/download-center
	ECD - FTP 2.6		The Fair Trade Committee acknowledges the receipt of the Fair Trade Premium in writing.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
ECD - FTP 3	The Fair Trade Premium is used according to the Fair Trade Premium Plan.	ECD - FTP 3.1	At least 30% of the Premium is used on environmental projects.	0		<p>Clarification: If the criteria within the Resource Management section of the Standard have not been met, at least 30% of the Premium must be used annually over the length of the certificate (three years) to meet the requirements of the Resource Management section. This use and/or allocation is documented as part of the Fair Trade Premium Plan. After these requirements have been met, 30% of the Premium shall be used for other environmental projects that contribute to the sustainability of the fishery and/or marine ecosystem. Criterion ECD - FTP 3.1 must be met regardless of who holds the Fair Trade certificate.</p> <p>Guidance: Environmental projects are those that positively impact natural ecosystems. Examples include developing or improving waste management systems and facilities, creating or enforcing a marine or terrestrial protected area, developing an environmental education program, or projects that help the fishery meet the requirements of the Resource Management section of the Standard.</p>
		ECD - FTP 3.2	<i>Applicable at first use of the Fair Trade Premium:</i> There is no evidence of misuse in the management of the Fair Trade Premium.	0	M	
		ECD - FTP 3.3	All expenditure of the Fair Trade Premium are made in the name of the Fair Trade Committee.	0		
		ECD - FTP 3.4	<i>Applicable at first payment of Fair Trade Premium:</i> Handling of the Fair Trade Premium is externally audited by an independent party in years when greater than \$75,000 USD Fair Trade Premium volumes are generated or spent over the course of one year.	0		<p>Clarification: In cases where this criterion is triggered, the certificate holder is responsible for arranging and covering the costs of the external audit. This audit is done by a third party financial auditor, separate from the Fair Trade audit. It is also acceptable if the certificate holder and the Fair Trade Committee agree the Committee should play a role in arranging the audit.</p> <p>The Fair Trade Premium may be used to cover the costs of the audit. If the audit is part of a broader financial audit, the Premium cannot be used to cover the entire cost of the audit, only an incremental part of the cost.</p>
		ECD - FTP 3.5	No part of the Premium is used for any means not agreed upon in the Fair Trade Premium Plan, including running costs of the certificate holder.	1		<p>Clarification: This criterion is applicable for all Premium spending, including Premium use that occurs prior to the Year 1 audit.</p> <p>The Fair Trade Premium cannot be used on projects that increase fishing effort beyond a sustainable level of harvest. See RM - SH 2 and SH 3 for additional details.</p>
ECD - FTP 4	Communication about Fair Trade sales and use of the Fair Trade Premium is thorough and consistent.	ECD - FTP 4.1	The certificate holder maintains records of all Fair Trade sales, including information on Fair Trade buyers, volumes sold as Fair Trade, Premium calculations, and prices received, and it shares this information regularly with the Fair Trade Committee(s).	0		
		ECD - FTP 4.2	The certificate holder, in collaboration with the Fair Trade Committee, provides a report and audited accounts of Fair Trade Premium use to registered fishers and their workers annually or upon request at any time.	0		
		ECD - FTP 4.3	The Fair Trade Committee or Fisher Association is responsible for communicating information on sales and the Fair Trade Premium to the registered fishers. This includes effective communication to illiterate members.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		ECD - FTP 4.4	<p><i>Applicable one year after the Premium Plan has been implemented:</i> The progress of the Fair Trade Premium Plan is documented and shared with the registered fishers in an annual progress report. This includes effective communication to illiterate members. The written report includes measurements of the success against the intended outcome of all actions, and the Fair Trade Committee/board of the Fisher Association answers the following questions:</p> <ul style="list-style-type: none"> • Were the projects proposed in the Fair Trade Premium Plan carried out? If not, why? • When were the projects carried out? • At what cost? • Was the objective achieved or is further action needed? 	1		Guidance: The Fair Trade Committee should self-monitor its performance against the original Premium Plan and evaluate the success of the Plan. There can be several reasons why a Plan was not carried out as originally intended or why it was not successful in reaching the objectives. The registered fishers need to be informed about this.
ECD - FTP 5	Registered fishers are trained and empowered to fulfill their duties regarding the use and management of the Fair Trade Premium.	ECD - FTP 5.1	The certificate holder has declared in writing it will not interfere with the independent decision-making of the Fair Trade Committee(s) concerning use of the Fair Trade Premium.	0		
		ECD - FTP 5.2	The registered fishers are aware of the purpose of the Fair Trade Premium and the system by which Fair Trade Premium receipts and expenses are accounted for.	0		
		ECD - FTP 5.3	The certificate holder supports the Fair Trade Committee in developing the Fair Trade Premium Plan, the annual progress report, and in making democratic and transparent decisions.	1		Clarification: It is the responsibility of the certificate holder to support the Fair Trade Committee in achieving the requirements set out in ECD - FTP 5.3. If needed, by Year 3 this means contracting a third party to assist with the process. Guidance: See ECD - DM 4 for additional details.
		ECD - FTP 5.4	The certificate holder provides trainings to the Fair Trade Committee covering administrative and organizational capacity-building and management of the Fair Trade Premium, including the accounting system. All trainings are documented. Records are kept on file.	3		Clarification: The certificate holder is responsible for providing (and covering the costs, if provided by a third party) this and all other training mentioned in the Standard. The Fair Trade Premium may not be used for any training that is required for compliance with the Standard. This does not apply if the Fisher Association is the certificate holder.
		ECD - FTP 5.5	The Fair Trade Committee takes on responsibility for maintaining the accounting system, accurately tracks the expenses and budget in the Fair Trade Premium Plan, and identifies the distribution of Fair Trade Premiums in a transparent manner.	6		Clarification: The Fair Trade Committee should be involved in, but does not need to be fully responsible for, maintaining the accounting system and tracking expenses, budget, and the distribution of the Fair Trade Premium prior to Year 6. By Year 6, the Committee must take full responsibility for the requirements laid out in criterion ECD - FTP 5.5.
		ECD - FTP 5.6	The Fair Trade Committee takes over responsibility for the Fair Trade Premium Plan progress reports.	6		Clarification: The leadership of the Fisher Association should be able to describe the evolution of the plan and the justification for the projects included in the Premium Plan.
ECD - FTP 6	An accounting system accurately tracks the Fair Trade Premium expenses and budget.	ECD - FTP 6.1	An accounting system accurately tracks the expenses and budget in the Fair Trade Premium Plan and identifies the distribution of Fair Trade Premiums in a transparent manner.			<p>Clarification: The certificate holder and the Fair Trade Committee must be able to demonstrate the Fair Trade Premium is used in line with applicable rules. The certificate holder may contract a third party to help with this as long as the third party is vetted with the fishers and has the appropriate experience. If a third party is contracted, an agreement of responsibilities (for instance a contract or a Memorandum of Understanding) should be in place between the certificate holder, the Fair Trade Committee, and the third party that specifies which Fair Trade Standards requirements are to be undertaken by which party.</p> <p>As the certificate holder is ultimately responsible for compliance with the Standard, it is the certificate holder's responsibility to ensure the third party is fulfilling its duties and undertaking the agreed upon tasks.</p> <p>Guidance: The agreement can be as simple or as detailed as the parties wish and can include other activities unrelated to compliance with the Standard.</p>

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		ECD - FTP 6.2	<i>Applicable where the registered fishers have formed multiple Fair Trade Committees:</i> If the Fair Trade Committees use separate Fair Trade Premium Plans and accounting systems (rather than one joint Fair Trade Premium Plan and accounting system), the Fair Trade Premium is channeled to each Fair Trade Committee. The total amount of Fair Trade Premium is split among the Fair Trade Committees according to the amount of product harvested by the registered fishers represented by that Fair Trade Committee. Each Fair Trade Committee ensures transparent administration of Fair Trade Premium use.	1		
FHR	Fundamental Human Rights					
DAP	Discrimination & Abuse Prevention (This section is applicable to registered fishers and workers employed by the registered fishers and/or the certificate holder.)					
FHR - DAP 1	There is no discrimination against registered fishers, potential new program participants, or workers.	FHR - DAP 1.1	There is no discrimination against registered fishers or potential new program participants, particularly on the basis of race, color, sex, gender, sexual orientation, disability, marital status, family obligations, age, religion, political opinion, language, property, nationality, ethnicity or social origin, or any other condition that could give rise to discrimination in relation to: participation, rules for program participation, voting rights, the right to be elected, access to markets, access to training, technical support, or any other benefits the program offers.	0	M	Guidance: Evidence of non-discrimination against new applicants could include, for example, participation rates among minority groups that are similar to their activity levels in the region of production from which the certificate holder draws its participants. For example, if 30% of the region's fishers are indigenous peoples, the certificate holder could be expected to have indigenous peoples make up a similar percentage of the registered fishers.
		FHR - DAP 1.2	There is no discrimination against workers, particularly on the basis of race, color, sex, gender, sexual orientation, disability, marital status, family obligations, age, religion, political opinion, language, property, nationality, ethnicity or social origin, membership of unions or other workers' representative bodies, or any other condition that could give rise to discrimination in: recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement, or other activities.	0		Clarification: Discrimination includes requiring testing, i.e., for pregnancy or HIV. Literacy/numeracy testing is only allowed in cases where these skills are required for the specific position, and may not be used as a means to discriminate against certain groups of workers. Guidance: This can be demonstrated, for example, by women having a similar promotion rate as men, similar employment rates of women in all departments in the organization (e.g., not limited to relatively lower wage positions), and/or women having similar pay rates as men.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		FHR - DAP 1.3	Where applicable, a program has been developed to improve the social and economic position of registered fishers who come from disadvantaged/minority groups.	3		<p>Clarification: A third party may be contracted to help with this as long as the third party is vetted with the fishers and has appropriate experience. If a third party is contracted, an agreement of responsibilities (for instance a contract or a Memorandum of Understanding) should be in place between the certificate holder and the third party that specifies which Fair Trade Standards requirements are to be undertaken by which party.</p> <p>As the certificate holder is ultimately responsible for compliance with the Standard, it is the certificate holder's responsibility to ensure the third party is fulfilling its duties and undertaking the agreed upon tasks.</p> <p>Guidance: The agreement can be as simple or as detailed as the parties wish and can include other activities unrelated to compliance with the Standard.</p> <p>Sample program activities could include:</p> <ul style="list-style-type: none"> • Encouraging the Fair Trade Committee to reserve seats for individuals from disadvantaged/minority groups. • Encouraging the Fair Trade Committee to adopt a constitutional clause requiring that one project per year is designed by traditionally disadvantaged (e.g., women, indigenous, minority) populations for their benefit. This would involve consulting them directly about their own needs. • Focusing on the needs of disadvantaged groups and communities when developing the Fair Trade Premium Plan, for instance mapping access to services or assessing quality of available services.
FHR - DAP 2	The use of corporal punishment, mental or physical coercion, verbal abuse, behavior, including gestures, language, and physical contact, that is sexually intimidating, abusive or exploitative, or any other form of harassment is not supported, engaged in, or tolerated.	FHR - DAP 2.1	The certificate holder and the registered fishers do not engage in, support, or tolerate the use of corporal punishment, mental or physical coercion, verbal abuse, or any other form of harassment.	0	M	
FHR - DAP 2.2		The certificate holder and registered fishers do not engage in, support, or tolerate behavior, including gestures, language, and physical contact that is sexually intimidating, abusive, or exploitative.	0	M		
FHR - DAP 2.3		Where a significant number of workers are employed, a written policy that clearly prohibits unwanted conduct of a sexual nature and includes a disciplinary procedure with the right to appeal is in place and communicated to workers both verbally and in writing.	3			
FHR - DAP 2.4		Where a significant number of workers are employed, a monitoring and record system is in place to prevent unwanted conduct of a sexual nature and improper disciplinary practices.	6		Clarification: The intent of a monitoring and record system is to ensure policies and procedures are effectively implemented.	

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
FL	Freedom from Forced Labor & Human Trafficking (This section is applicable to registered fishers and workers employed by the registered fishers and/or the certificate holder.)					
FHR - FL 1	Human trafficking and forced, bonded, and compulsory labor does not occur.	FHR - FL 1.1	Human trafficking and forced, bonded, and compulsory labor does not occur.	0	M	<p>Clarification: This section intends to prevent forced or bonded labor based upon ILO Conventions 29 and 105 on Forced Labor. "Forced or compulsory labour shall mean all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily" (ILO Convention No. 29, Article 2). Fair Trade USA also expects that boat practices are in line with UN Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, which requires the protection of victims of trafficking and the facilitation of the return of trafficked children, and the UN Protocol against the Smuggling of Migrants by Land, Sea and Air, which provides the legal framework for employing and protecting migrant workers.</p> <p>"Forced labor" includes work for which a person has not offered him or herself voluntarily and they are forced to perform under the threat of any penalty. It is considered forced labor if any part of the workers' salary, benefits, property or documents is retained in order to force them to remain in their employment. It is also considered forced labor if workers are required or forced to remain in employment against their will using any physical or psychological measure. The term "bonded labor" refers to workers that have received loans from employers, where these loans are subject to unreasonable terms and conditions such as excessively high interest rates.</p> <p>Fair Trade USA considers the following as elements of forced labor:</p> <ul style="list-style-type: none"> • Involuntary prison labor • Deception in recruitment and hiring • Fraudulent visa practices • Coercion in recruitment and hiring • Informality in recruitment and hiring • Use of a labor broker as an on-site manager • Confiscation of identity documents • Deductions, fines, withholdings and illegally-low pay • Employer control of bank account • Lack of freedom to terminate employment • Restrictions on freedom of movement • Isolation, threats and violence <p>If an employer or certificate holder provides advances and loans that will later be deducted from wages or payment for fish, there should be a clear, written agreement outlining repayment parameters. Such advances and loans, and the deductions from wages or payment for fish made for their repayment, should not exceed legal limits and should not be used as a means to bind fishers or workers to employment.</p> <p>In exceptional cases, the agreement need not be written if it is certain all parties understand the repayment parameters and the fisher is not entering into an unsustainable debt.</p> <p>This also applies where housing is provided to the worker and his or her family.</p>
		FHR - FL 1.2	Work is not exacted from any person under the threat of any penalty and for which the said person has not offered him or herself voluntarily.	0		
		FHR - FL 1.3	The employer does not retain any part of the workers' salary, benefits, property or documents in order to force them to remain.	0		
		FHR - FL 1.4	The employer does not use any form of physical or psychological measures in order to force workers to remain employed.	0		
		FHR - FL 1.5	Bonded labor caused by debts or loans does not occur.	0		
		FHR - FL 1.6	Workers' employment (including initial hiring) is not conditional on the employment of his or her spouse. Spouses are not required to work.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
FHR - FL 2	Workers are recruited through fair and transparent processes.	FHR - FL 2.1	If an agency is used to recruit or place fishers or workers, the certificate holder or employer has a copy of the certificate of accreditation or licensing permission for the agency.	0		
		FHR - FL 2.2	The levying of recruitment fees on individual fishers or workers for their employment or migration, whether internal or cross-border, is prohibited.	0		<p>Clarification: Under criterion FHL - FL 2.2, the levying of fees to pay for the opportunity to work is prohibited. This includes that:</p> <ul style="list-style-type: none"> • Fishers and workers are not charged administrative fees by a recruiter. • Fishers and workers are not charged for the costs of transportation for seasonal relocation if the employer or a recruiter have actively sought out or recruited the fisher or worker. • Other fees, such as costs related to visas and passports or costs of medical exams are clearly defined and agreed to before employment and/or migration. The intent of this criterion is that such fees do not lead to long-term indebtedness that would effectively lead to forced employment.
PC	Protection of Children & Young Persons (This section is applicable to registered fishers and workers employed by the registered fishers and/or the certificate holder.)					<p>Guidance: This section intends to protect children and is based upon ILO Convention 182 on the Worst Forms of Child Labour addressing “work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety or morals of children” and on ILO Convention 138 on Minimum Age: “The minimum age specified in pursuance of paragraph 1 of this Article shall not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 15 years.”</p>
FHR - PC 1	Children below the age of 15 (or below the working age defined by national law, if higher) are not employed anywhere in the operation. The minimum age for employment on fishing vessels is 16 or as defined in law, if higher.	FHR - PC 1.1	Children below the age of 15 (or below the working age defined by national law, if higher) are not employed by the certificate holder or registered fishers.	0	M	<p>Clarification: "Employed" is defined as working for payment of any kind. This includes self-employment. This compliance criterion also prohibits indirect employment of children, for example if the certificate holder or registered fishers hire workers, these workers' children are not allowed to work even alongside their relatives or legal guardian.</p> <p>Guidance: In all cases, including for child-headed households, a child's-rights approach as reflected in the guiding principles of the UN Convention of the Rights of the Child should be used to interpret these requirements, giving priority to the best interests of the child.</p>
		FHR - PC 1.2	Children below the age of 16 (or below the working age defined by national law, if higher) are not employed for work on board a fishing vessel.	0	M	<p>Clarification: "Employed" is defined as working for payment of any kind. This includes self-employment. This compliance criterion also prohibits indirect employment of children, for example if the certificate holder or registered fishers hire workers, these workers' children are not allowed to work in boats even alongside their relatives or legal guardian.</p> <p>Guidance: In all cases, including for child-headed households, a child's-rights approach as reflected in the guiding principles of the UN Convention of the Rights of the Child should be used to interpret these requirements, giving priority to the best interests of the child.</p>
		FHR - PC 1.3	Documentation is maintained for all workers legally classified as minors, including: name, date of birth, address, and a letter of consent authorizing the minor to work, signed by the parents or legal guardian.	0		

	Standard	Compliance Criteria	Year	Major	Interpretation Guidance
		<p>FHR - PC 1.4</p> <p>Where there is a history or a current occurrence of child labor as defined above, a remediation policy has been put in place to ensure the children do not enter into worse forms of employment. The employer has a register of all workers under the age of 18 (or below the age of legal adulthood as defined by national law, if higher) indicating their age, their work, and the relevant remediation policy that is in effect.</p>	1		<p>Clarification: Under criterion FHR - PC 1.4, if children have been employed in the past, it is the responsibility of the certificate holder to work with registered fishers to ensure those children do not enter into worse forms of employment. Records are required of any former child workers, including their age, a description of their work, and any actions taken with regards to the child (i.e., the relevant remediation policy that is in effect). Under this criterion, a remediation policy and program must be implemented.</p> <p>The intent of FHR - PC 1.4 is that remediation policies and processes include:</p> <ul style="list-style-type: none"> • Removing the child from all work immediately • Ensuring the child is in a safe place • Consulting with their family about how to pay for the child to continue schooling and provide an incentive for them to continue in school • Looking for employment opportunities for the adults in the family <p>Guidance: An effective remediation policy will include a clear statement against child labor and will define projects with expert partner organizations to ensure the immediate and continued protection of children. One example of an appropriate remediation program would be implementing a community-led project aimed at assisting households where impacted and at-risk children live, including the facilitating provision of education, for example, helping with basic school supplies.</p> <p>As a best practice, and where doing so would not endanger the child, the relevant government agency should be informed. Where there is an active NGO present with appropriate expertise, these may also be a suitable resource for reporting the finding.</p>
		<p>FHR - PC 1.5</p> <p>Policies and procedures are in place to ensure children below the age of 15 (or below the working age defined by national law, if higher) are not employed or allowed into processing facilities.</p>	3		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		FHR - PC 1.6	If the certificate holder has identified child labor as a risk, it has implemented procedures to prevent children below the age of 15 (or below the working age defined by national law, if higher) from being employed for any work and children below the age of 18 (or below the age of legal adulthood as defined by national law, if higher) from being employed in dangerous and exploitative work.	3		<p>Clarification: Under criterion FHR - PC 1.6 if child labor is identified as a risk, the certificate holder and registered fishers must implement procedures to prevent children below the age of 15 from being employed for any work and children below the age of 18 from being employed in dangerous and exploitative work.</p> <p>Guidance: Appropriate steps could include:</p> <ul style="list-style-type: none"> • Keeping records of all workers including their age, gender, migratory status, copies of identification papers, etc. • In areas where no schools are available, working with government and/or NGOs to build schools or provide safe transportation for children to the nearest available schools. This could be a project of the Fair Trade Premium Plan. • Seeking and providing temporary schooling alternatives for children migrating temporarily with their working families to areas where no schooling is available for them. <p>Examples of potentially high-risk situations include:</p> <ol style="list-style-type: none"> 1. There is no school in the area 2. The product or region is listed on the US Department of Labor's List of Goods Produced by Child Labor and Forced Labor 3. There is a predominantly migrant labor population for seasonal activities such as harvesting, or a high percentage of migrant labor in the local workforce 4. There is no legal framework to regulate schooling or legal working ages for youth 5. Prohibitive school fees or other barriers to entry exist 6. Gender stereotypes among local populations against schooling children of a particular gender (girls generally) exist
FHR - PC 2	If children of the registered fishers below the age of 15 (or below the working age defined by national law, if higher) help their relatives with work after school and/or during holidays, the work does not jeopardize the child's wellbeing.	FHR - PC 2.1	If children of the registered fishers below the age of 15 (or below the working age defined by national law, if higher) help their relatives with work after school and/or during holidays, the work does not jeopardize the child's social, moral, or physical development, constitute a hazard to the child's health, jeopardize schooling, and is within reasonable time limits after school or during holidays. A relative or legal guardian supervises and guides the child.	0		Clarification: Children of workers may not help their relatives with work, as specified in FHR - PC 1.1.
FHR - PC 3	Workers under the age of 18 have working conditions that are modified in consideration of their age and physiological needs.	FHR - PC 3.1	The working hours of children under the age of 18 (or below the age of legal adulthood as defined by national law, if higher) do not exceed eight hours per day and 40 hours per week, and they do not work overtime except where unavoidable for safety reasons.	0		
		FHR - PC 3.2	Workers under the age of 18 (or below the age of legal adulthood as defined by national law, if higher) are provided sufficient time for all meals and a break of at least one hour for the main meal of the day.	0		
		FHR - PC 3.3	Workers under the age of 18 (or below the age of legal adulthood as defined by national law, if higher) do not carry out work which, by its nature or the circumstances under which it is carried out (e.g., handling chemicals, working night shifts), is likely to jeopardize their health, safety, development or morals. This includes night work.	0		<p>Clarification: Examples of work considered to be unacceptable, regardless of the worker's age, include work that involves: slave-like practices such as the trafficking of children, debt bondage, and serfdom (being bound to live and labor on land belonging to another person); any forced or compulsory labor; and recruitment into armed conflict, sex work, prostitution, pornography, and/or illicit activities such as the production and trafficking of drugs.</p> <p>Examples of work that is potentially damaging to youth include work that takes place in an unhealthy environment, involves excessively long working hours, the handling of or any exposure to toxic chemicals, work at dangerous heights, and operation of dangerous equipment.</p>

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
FR	Freedom of Association					Guidance: This section intends to protect workers against discrimination when defending their rights to organize and to negotiate collectively based upon ILO Convention 87 on Freedom of Association and Protection of the Right to Organize, ILO Convention 98 on the Right to Organize and Collective Bargaining and ILO Recommendation 143 on Workers' Representatives. As stated in Convention 87, "Workers and employers, without distinction whatsoever, shall have the right to establish and, subject only to the rules of the organization concerned, to join organizations of their own choosing without previous authorization. Workers' and employers' organizations shall have the right to draw up their constitutions and rules, to elect their representatives in full freedom, to organize their administration and activities and to formulate their programmes."
FHR - FR 1	Freedom of association is respected and workers can freely organize.		The employer recognizes the right of all employees to establish or join an independent workers organization of their own choosing that is free from interference of the employer and the right to collective bargaining. Where a significant number of workers are employed, this must be done in writing.			Clarification: "Workers organization" is any organization of workers with the objective of "furthering and defending the interests of workers" (ILO Convention 110, Article 69). Guidance: Compliance with the "in writing" portion of this criterion can be achieved through a signed statement distributed to all workers and posted in a common area. This statement should be published in language(s) that is/are easily accessible to all workers, including effective communication to illiterate workers. This notice should inform workers of their rights as contained in ILO conventions 87 and 98, namely that: (a) Workers have the right to establish and to join organizations of their own choosing without previous authorization; (b) Workers' organizations have the right to draw up their constitutions and rules, to elect their representatives in full freedom, to organize their administration and activities and to formulate their programs; (c) Workers' organizations are not liable to be dissolved or suspended by administrative authority; (d) Workers' organizations have the right to establish and join federations and confederations, and any such organization shall have the right to affiliate with international organizations of workers and employers; (e) Workers and their respective organizations, like other persons or organized collectivities, must respect the law of the land; (f) Employers may not make the employment of a worker subject to the condition that he shall not join a union or shall relinquish trade union membership, or cause the dismissal of or otherwise prejudice a worker by reason of union membership or because of participation in union activities outside working hours or, with the consent of the employer, within working hours; (g) Workers' and employers' organizations are protected against any acts of interference by each other or each other's agents or members in their establishment, functioning or administration This could be achieved by simply posting the wording of these conventions in the relevant language(s).
		FHR - FR 1.1		0	M	
		FHR - FR 1.2	Workers have the right to democratically choose their representatives to take part in any negotiations, without external interference.	0		
		FHR - FR 1.3	The employer does not interfere with the right to freedom of association by attempting to influence or obstruct workers' organizations.	0		Clarification: Employer interference could include supporting workers' organizations by financial or other means, or by showing preference to one workers' organization over another, for example, negotiating with one while excluding another or providing facilities for one and not for another.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		FHR - FR 1.4	Management allows workers to hold meetings and organize themselves during working time without interference (without deductions or required payments) and within reasonable limits.	0		<p>Clarification: The time and place for these meetings must be agreed upon in advance. The certificate holder and the registered fishers are not required to allow these meetings if either party has not been informed beforehand.</p> <p>Workers are free to participate or not in these meetings. The meetings can be requested by the workers. External union officials can request the meetings if the union is involved in a Collective Bargaining Agreement (CBA) within the relevant industry or at the national level.</p> <p>Guidance: Reasonable time limits are defined by the certifier, for example, four hours per month.</p>
FHR - FR 2	Individuals do not suffer repercussions due to organizing.	FHR - FR 2.1	Neither workers nor their representatives are discriminated against or suffer any repercussions because of freely exercising their right to organize or because of their membership or participation in legal activities in their workers' organization.	0		<p>Clarification: "Discrimination" means that workers are treated differently or suffer negative repercussions. Some actions that could indicate discrimination against workers who form a workers' organization or who are trying to form one are: closing production, denying access, longer working hours, making transport difficult, or dismissals.</p> <p>Guidance: This is in accordance with ILO convention 135.</p>
		FHR - FR 2.2	Where a significant number of workers are employed, the employer keeps records for all cases of dismissals of union or workers' committee members.	3		Guidance: This is in accordance with ILO convention 135.
		FHR - FR 2.3	Where a significant number of workers are employed, the employer maintains a register of all terminated contracts with details on circumstances/reasons for termination.	3		
FHR - FR 3	Trainings are provided concerning freedom of association.	FHR - FR 3.1	Where a significant number of workers are employed, the employer ensures that all workers are provided with information from an independent source on their right to freedom of association and the options available for workers to organize.	6		<p>Clarification: Information on the right to freedom of association must be provided from a source other than the employer, such as a regional union, an academic institution, or an NGO.</p> <p>Guidance: Possible forms of association include unions, workers' committees, cooperatives or associations.</p>
		FHR - FR 3.2	Where a significant number of workers are employed, the employer provides working time (without deductions or required payments) and appropriate facilities and resources upon request and within reasonable limits for these training activities to take place.	6		Clarification: Where workers are not already members of an independent trade union or worker organization, the employer provides facilities for such trainings and allows them to happen during working time without interference (without deductions or required payments) and within reasonable limits as defined by the certifier, typically one half to one full day per year.
WWS	Wages, Working Conditions & Access to Services (This section is applicable to registered fishers and workers employed by the registered fishers and/or the certificate holder.)					
CE	Conditions of Employment					
WWS - CE 1	Workers have clear employment conditions, and all conditions are respected by the employer.	WWS - CE 1.1	<i>Applicable where an elected workers' organization exists:</i> The organization has negotiated the conditions of work with the employer. Workers have the right to choose their representatives to take part in any negotiations, without external interference.	0		
		WWS - CE 1.2	Workers are aware of their rights and duties, responsibilities, salaries/wages, payment schedules, and work schedules. Employment conditions have been verbally agreed upon.	1		Clarification: This criterion is applicable for all workers, regardless of whether they are directly hired or the length of employment.
		WWS - CE 1.3	<i>Applicable for vessels remaining at sea for more than three days which are (a) 24 meters in length or greater and/or (b) normally navigate more than 200 nautical miles offshore or beyond the continental shelf (whichever is greater):</i> A document from the competent authority exists demonstrating a passing inspection related to living and working conditions on board vessels. This information, or copies of this information, are compiled and stored by the certificate holder or the Fisher Association.	1		Guidance: This is based upon ILO 188, Article 41.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		WWS - CE 1.4	Where a significant number of workers are employed, all permanent workers have a legally binding written contract that clearly describes the terms of hire and safeguards workers from loss of pay in the case of illness, disability, or accident. The notice period for termination of the contract is identical for employer and worker. The contract is signed by the worker and employer.	3		
		WWS - CE 1.5	Where a significant number of workers are employed, all permanent workers have received a copy of the contract or at minimum, have free access to the original, signed contract.	3		Clarification: Management ensures workers understand the terms of the contract.
		WWS - CE 1.6	The written contract states the employer's commitments to worker safety with clauses explaining: <ul style="list-style-type: none"> • minimum level of manning for safe navigation by vessel type/size and associated numbers of workers and their qualifications • emergency equipment provided • medical on-board supplies provided • emergency evacuation procedures • electronic communication system provided • the right for fishers to refuse undertaking a voyage without losing employment should the commitment associated with these clauses not be honored in practice 	3		Clarification: This criterion applies where a significant number of workers are employed. Depending upon the working conditions and/or vessel type, the safety clauses may vary from those listed in criterion WWS - CE 1.6 due to applicability.
		WWS - CE 1.7	The written contract describes the employer's obligations in the case of work-related sickness, injury, or death.	3		Clarification: This criterion applies where a significant number of workers are employed.
WWS - CE 2	Salaries and wages are decent, and increasing towards a living wage.	WWS - CE 2.1	Conditions of employment, including wages, either meet or exceed sector regulations, Collective Bargaining Agreements (CBAs) in place with the employer, the regional average minimum wage, and legal minimum wages for similar occupations.	0	M	Clarification: If the wage specified in the Collective Bargaining Agreement is lower than the minimum wage, the minimum wage must still be paid unless there is legal precedent for paying the CBA wage, i.e., the law must always be followed. Guidance: Criterion WWS - CE 2.1 includes working conditions under share-catch agreements (see WWS - CE 4 for additional details). Where the minimum wage is directed at the urban population, in rural areas regional average wages can be used to determine compliance with the criterion.
		WWS - CE 2.2	The employer has specified wages for all functions.	0		
		WWS - CE 2.3	Where a significant number of workers are employed, workers receive pay slips with each pay check that provide a clear account of wages earned, allowances, bonuses, overtime payment, and all deductions in detail. This information is available upon request at any time.	0		
		WWS - CE 2.4	For remuneration based upon production, quotas, or piecework, the pay rate allows the worker to earn the proportionate minimum wage or relevant industry average (whichever is higher) during normal working hours.	0	M	
		WWS - CE 2.5	<i>Applicable where a workers' organization exists:</i> Rates for piecework are agreed upon under the Collective Bargaining Agreement or agreement on working conditions with the workers' committee, and their method of calculation is transparent and available to workers.	3		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		WWS - CE 2.6	The employer and worker representatives meet at least once a year to discuss how they can improve wages and productivity in mutually beneficial ways, including generating ideas for how to move towards living wages over time.	3		<p>Guidance: Fair Trade USA Standards are designed to encourage discussion on increasing wages and incremental steps forward, rather than focusing on debates on methodology. Fair Trade USA encourages workers and management to review work that is already being carried out, such as that by the Ethical Tea Partnership, World Banana Forum or the Asia Floor Wage. According to best practices, Fair Trade USA considers a living wage to include the following elements, based upon costs in the local community:</p> <ul style="list-style-type: none"> • Housing/Shelter • Energy/Fuel • Nutrition/Adequate food • Clothing, Healthcare • Education, Potable/Clean water • Child care, Transportation • Savings/Discretionary income • Worker and Family/Dependents <p>These discussions can also happen on an industry level, for example, with national unions and employer organizations.</p>
WWS - CE 3	Salaries and wages are paid directly, on time, and in legal tender.	WWS - CE 3.1	Payment is made in cash or cash equivalent (check, direct deposit) directly to the worker. Where payment is made by direct deposit, the employer does not have withdrawal access to workers' bank accounts.	0	M	<p>Clarification: Direct deposits must be directly accessible by the workers (e.g., payment should not be made to the spouses).</p> <p>Where share-catch systems are in place, fishers and applicable workers are paid in hard currency. Payment in fish or other marine species is not allowed. See WWS - CE 4 for additional details.</p> <p>Harvested fish may be shared among fishers and workers, however this must be in addition to monetary wage payment. All Resource Management compliance criteria within the Standard must still be met.</p>
		WWS - CE 3.2	Payments are made on time according to an appropriate payment schedule that is monthly or bi-weekly. The payment schedule has been communicated to workers. In-kind payments are not allowed, except in regions where they are legally permissible, agreed upon by both parties, and documented, including a definition of the value of the goods. In-kind payment cannot be made in fish or other marine species.	0		
		WWS - CE 3.3	Workers are provided with access to a proper appeal mechanism if discrepancies in payment are found.	0		
WWS - CE 4	If fishers are paid a portion of the market value of the landed catch, the share-catch system and working conditions on board are agreed upon in writing among all parties involved.	WWS - CE 4.1	Where share-catch systems are in place, fishers establish these in writing amongst themselves or directly between themselves and other fishers prior to fishing. The agreement is written in a language all parties understand. All parties sign this agreement, and all involved hold a copy.	0		<p>Clarification: If one or more signatories to the agreement are illiterate, the agreement should be read aloud or witnessed by a third party.</p> <p>In exceptional circumstances, a verbal agreement may be acceptable, providing all parties can independently, verbally verify the conditions within the agreement.</p> <p>Guidance: Registered fishers may for example, sign a framework agreement with the Fisher Association describing different payment methods. For each trip, the fisher could then sign the trip log referring to a specific share arrangement.</p>
		WWS - CE 4.2	The share-catch agreement is adhered to.	0		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
WWS - CE 5	The employer complies with local law regarding the provision of social security, pension, and health and disability insurance. In cases where permanent workers are not entitled to health insurance benefits, the employer provides equivalent benefits in the form of private health insurance or comparable health services.	WWS - CE 5.1	The employer complies with local law regarding the payment and provision of social services including social security, pension, and health and disability insurance.	0		<p>Clarification: If national law allows the company to provide its own private health insurance or health care services instead of paying social security (public health care) benefits to all permanent workers, the company must pay for the full cost of the alternative health care option.</p> <p>The alternative health care that is provided should be commensurate with legal minimums and ideally include workers' compensation, occupational health and safety, regular examinations and routine medical care. Best practices would include the family in the healthcare benefits.</p> <p>Guidance: Legal requirements vary by country and region and there may be significant differences in which classifications of workers receive benefits under law and the types of benefits they receive. In some countries, social security includes a range of medical, welfare, and family benefits.</p> <p>In some countries, workers can be ensured through a system of fishing vessel owners' liability, or compulsory insurance, workers' compensation, or other schemes.</p>
		WWS - CE 5.2	In cases where permanent workers are not entitled to health insurance benefits, the employer provides the equivalent benefits in the form of private health insurance or comparable health services.	0		
		WWS - CE 5.3	The employer provides workers with vacation, sick, and maternity leave that meets or exceeds local legal minimums and international standards.	0		
WWS - CE 6	Working hours are in line with local law and international standards, and workers receive adequate rest periods.	WWS - CE 6.1	Meal and work breaks are agreed upon and adhered to.	0		
		WWS - CE 6.2	<i>Applicable for all workers on fishing vessels regardless of size remaining at sea for more than three days:</i> Minimum hours of rest shall not be less than: (i) ten hours in any 24-hour period, and (ii) 77 hours in any seven-day period, unless exceptional circumstances apply.	0		Guidance: This criterion is based upon ILO C188, Article 14.
		WWS - CE 6.3	<i>Applicable for onshore workers:</i> Workers do not work longer than 48 hours of regular hours per week, the level agreed to in the Collective Bargaining Agreement, or the legal limit, whichever is less.	0		Clarification: This excludes overtime.
		WWS - CE 6.4	<i>Applicable for onshore workers:</i> Workers receive at least 24 consecutive hours of rest following every six consecutive work days, unless exceptional circumstances apply and workers have agreed in writing. Even under exceptional circumstances, workers receive at least 24 consecutive hours of rest after 18 days.	0		
		WWS - CE 6.5	Exceptional circumstances regarding working hours have been communicated to and agreed to by workers. Documentation of this agreement shall be kept in an auditable format. This applies to all workers, including temporary and seasonal workers.	0		Clarification: This criterion relates to "exceptional circumstances" in WWS - CE 6.2 and 6.4.
		WWS - CE 6.6	Rest periods lost during exceptional circumstances are offered to workers within three months. Workers may choose whether or not to take those rest days.	0		Clarification: This criterion relates to "exceptional circumstances" in WWS - CE 6.2 and 6.4.
		WWS - CE 6.7	<i>Applicable for onshore workers:</i> Workers are given one unpaid, 30-minute meal break for every five hours worked, and an additional 15 minutes of paid rest time for every four hours worked.	3		
WWS - CE 7	Overtime is voluntary and not excessive.	WWS - CE 7.1	All overtime is strictly voluntary.	0		<p>Clarification: "Voluntary" means it has been agreed to by workers ahead of time. This can happen via a freely-negotiated Collective Bargaining Agreement. Workers are not denied employment or discriminated against for not being able or willing to work overtime.</p> <p>Workers may be required to work non-voluntary overtime if required to ensure the safety of the workers or catch, or to rescue boats in distress.</p>

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
WWS - CE 8	The use of time-limited contracts and subcontractors is limited and justifiable.	WWS - CE 8.1	All positions that are of a regular nature are staffed with permanent workers, and legal obligations are not avoided through the excessive use of time-limited employment contracts.	3		<p>Clarification: The intention of this requirement is that employers do not avoid legal obligations by using continuous fixed-term employment contracts.</p> <p>Subcontractors cannot be used to fill permanent positions, even if they agree to undergo an audit. Where subcontracted workers are used, subcontractors are aware of the requirements of the Standard and agree to comply with all relevant requirements. At the discretion of the auditor or of Fair Trade USA, the subcontracting agency or individual may be included in the scope of the audit, including but not limited to review of documentation related to worker recruitment and payment, benefits for workers, health and safety, and any other topics, as relevant. Where subcontracted workers are present in the workforce, they must be included in the worker interview sample to confirm that the conditions of employment as defined in the Standard are met for the subcontracted workers, including health and safety training and minimum payments.</p> <p>Subcontractors may be used in what would normally be permanent positions in exceptional circumstances such as a very short term labor shortage. In such cases, the onus would be on the certificate holder to demonstrate that it and/or its members attempted to hire directly, but there was not any other viable option. Additionally, in some regional contexts, there are local requirements for subcontracting.</p> <p>An exception for subcontracting can be made for security personnel, as there is often background screening and training necessary when working with firearms or other types of security equipment.</p> <p>Guidance: Work positions of a regular nature exclude seasonal work, work that is added to usual work levels during peak periods, and periodic special tasks.</p>
		WWS - CE 8.2	Where a significant number of workers are employed, time-limited contracts or any subcontracting are only issued to non-permanent workers during peak periods, in the case of special tasks and under exceptional circumstances. This includes seasonal workers.			3
OH	Occupational Health & Safety					
WWS - OH 1	Workplace risks are minimized and employers take all appropriate measures to ensure they and their employees are safe from harm.	WWS - OH 1.1	Work processes, workplaces (including vessels, docks, landing sites), machinery and equipment, and worker transportation are as safe as possible, and equipped with adequate safety devices.	0	M	<p>Clarification: ILO C188, Article 26 requires that vessels shall be of sufficient size and quality and appropriately equipped for the service of the vessel and the length of time fishers live on board.</p> <p>Guidance: Considerations for procedures related to workplace occupational health and safety for fishing include, but are not limited to: (a) seaworthiness and stability of fishing vessels; (b) radio communications; (c) temperature, ventilation and lighting of working areas; (d) mitigation of the slipperiness of deck surfaces; (e) machinery safety, including guarding of machinery; (f) vessel familiarization for fishers and fisheries observers new to the vessel; (g) personal protective equipment; (h) firefighting and lifesaving; (i) loading and unloading of the vessel; (j) lifting gear; (k) anchoring and mooring equipment; (l) safety and health in living quarters; (m) noise and vibration in work areas; (n) ergonomics, including in relation to the layout of workstations and manual lifting and handling; (o) equipment and procedures for the catching, handling, storage and processing of fish and other marine resources; (p) vessel design, construction and modification relevant to occupational safety and health; (q) navigation and vessel handling; (r) hazardous materials used on board the vessel; (s) safe means of access to and exit from fishing vessels in port; (t) special safety and health requirements for young persons; (u) prevention of fatigue</p>

	Standard		Year	Major	Interpretation Guidance
		WWS - OH 1.2 The following persons are not allowed to be engaged in any potentially hazardous work: persons younger than 18 years, pregnant or nursing women, persons with incapacitating mental conditions, persons with chronic, hepatic or renal diseases, and persons with respiratory diseases. The employer provides an alternate job at the same pay and benefits if a change is needed due to this requirement.	0		
		WWS - OH 1.3 Registered fishers and applicable workers use Personal Protective Equipment (PPE) as appropriate to their tasks. The PPE is functional and properly maintained, and registered fishers and applicable workers have been trained on proper use. PPE is not taken home.	0	M	Clarification: Protection from chemicals and extreme temperatures must be taken into consideration. PPE includes life jackets. Exceptions to taking PPE home may be made in some cases (e.g., life jackets for fishers) where doing so does not present a risk to the individual, their family, or the PPE.
		WWS - OH 1.4 Workers are provided Personal Protective Equipment free of charge.	0		Guidance: Registered fishers should be provided life jackets free of charge.
		WWS - OH 1.5 Adequate first aid supplies and access to medical services are provided in the case of workplace accidents.	0	M	Clarification: Both registered fishers and workers should have access to first aid supplies and medical services. Guidance: The level of first aid equipment and supplies will vary according to the size of the workplace. As a best practice, the employer should also identify the types of emergencies that may affect their workforce (which may include political or civil unrest, chemical poisoning/contamination, fire, or extreme weather) and prepare appropriately.
		WWS - OH 1.6 Where a significant number of workers are employed, the employer provides all workers with necessary working clothes appropriate to their tasks and free of charge. These working clothes are replaced regularly.	0		Clarification: This criterion is applicable where uniforms or specialized work clothes are required.
		WWS - OH 1.7 The employer provides medical care for all workplace injuries and illnesses and pays for recovery to any work-related illnesses or injuries, as well as lost wages during recover time. Sick leave due to work-related accidents is not deducted from annual leave.	0		
		WWS - OH 1.8 A maintenance and repair system is put in place to ensure a safe, clean, and hygienic environment at all times.	3		Clarification: This criterion applies to all workplace sites, e.g., vessels, docks, landing sites, and processing locations.
WWS - OH 2	Individuals have access to drinking water and sanitary facilities.	WWS - OH 2.1 Potable drinking water is clearly labeled and accessible to all workers during their working period.	0	M	Guidance: Potable water is water that is safe for humans to drink. The best practice for determining whether the drinking water provided to workers is safe is to review the results of water quality analysis on the drinking water. Water quality analysis typically includes a variety of indicators, including general water characteristics (e.g., pH), as well as some measure of contaminants (microbial and chemical). The results of water quality analysis should be compared to regional or national guidelines published by the government ministry that is responsible for establishing water safety thresholds. In the absence of applicable regulations, the test results should be compared to the World Health Organization Guidelines for Drinking-Water Quality. In determining the quality of water given to workers, all possible sources of drinking water should be considered, including piped, delivered (e.g., by tanker truck), ground water (e.g., spring or wells), or surface sources (e.g., lakes, streams). For water quality analysis results to be considered, tests should have been done no more than one year prior to the audit. Potable water can also mean the same or better water quality than the employer or registered fisher drinks.
		WWS - OH 2.2 <i>Applicable for small-scale boats:</i> Sanitary facilities need not be provided, but if both women and men are on board, at a minimum a private area is provided for sanitary use.	0		Clarification: A "private area" is one obstructed from view by other fishers/workers when at sea.
		WWS - OH 2.3 <i>Not applicable for small-scale boats:</i> Sanitary facilities are provided; these are clean and there are hand washing facilities next to the sanitary facilities.	0		Clarification: Applicable to large boats and land-based facilities, including processing facilities within the scope of the certificate.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		WWS - OH 2.4	Where a significant number of workers are employed, sanitary facilities are provided separately for men and women (toilets, washing facilities and showers if needed) and are in proportion to the number of workers of that gender, with a minimum proportion of 1:25.	3		
		WWS - OH 2.5	<i>Applicable for boats with closed sleeping quarters:</i> If both women and men are on board, separate sleeping quarters are provided.	3		
WWS - OH 3	Individuals have the training and information they need to keep themselves safe.	WWS - OH 3.1	Training on the use of the protective equipment and the risks associated with hazardous materials is provided at least once a year to registered fishers and applicable workers. These trainings are documented, and records are kept on file.	0		Clarification: The training can be done by the certificate holder, Fisher Association, or a third party. If the training is done by a third party, this must be paid for by the certificate holder.
		WWS - OH 3.2	There are trained first aid personnel available to respond to emergency first aid situations.	0		Guidance: Fishing vessels should have at least one fisher on board who is qualified or trained in first aid and other forms of medical care and who has the necessary knowledge to use the medical equipment and supplies for the vessel concerned, taking into account the number of fishers on board, the area of operation and the length of the voyage. "Trained" includes having been trained in basic first aid skills and knowing emergency procedures and phone numbers. The employer has given a specific person the responsibility for choosing the types and amounts of first-aid supplies and for maintaining these supplies. Where appropriate, fishing vessels should be equipped for radio or satellite communication with persons or services ashore that can provide medical advice, taking into account the area of operation and the length of the voyage.
		WWS - OH 3.3	Where a significant number of workers are employed, the certificate holder has conducted training and simulation exercises on the health and safety policy.	3		Guidance: See WWS - OH 4.3 for additional details concerning the health and safety policy.
		WWS - OH 3.4	Risk areas and potential hazards are clearly identified by warning signs in all relevant languages, which include pictograms.	3		
		WWS - OH 3.5	Written safety instructions and procedures include details regarding accident prevention and response, including pictograms where appropriate, and are readily available to workers at their work place.	3		Guidance: These safety instructions and procedures are separate from the health and safety policy, which does not necessarily have to be made available to workers (see WWS - OH 4.3 for additional details).
WWS - OH 4	Policies and procedures are in place to promote health and safety in the workplace.	WWS - OH 4.1	Where a significant number of workers are employed, records are kept of all work accidents and related first aid response.	0		Guidance: An injury log for registered fishers is also recommended.
		WWS - OH 4.2	<i>Applicable only for workers on vessels >24m that stay at sea longer than three days:</i> Fishers have a medical certificate attesting to their fitness to work. For workers over the age of 18, the certificate is less than two years old. For workers younger than 18, the certificate is less than one year old.	3		Guidance: ILO Convention 188, Article 10 allows for the regulatory authority, in urgent cases, to permit a fisher to work on such a vessel for a period of a limited and specified duration until a medical certificate can be obtained, provided the fisher is in possession of an expired medical certificate of a recent date.
		WWS - OH 4.3	Where a significant number of workers are employed, there is a written health and safety policy to identify and minimize worker's occupational risks. The policy is based upon a risk assessment and updated annually.	3		Clarification: The health and safety policy gives due consideration or explicit omission to all applicable elements cited as guidance to WWS - OH 1.1. Guidance: ILO Convention 188 sets out requirements with regard to prevention of occupational accidents, occupational diseases and work-related risks on board fishing vessels. They include provisions on risk evaluation and management, the training of fishers in handling types of fishing gear, and on-board instruction of fishers. There are more stringent requirements for fishing vessels 24 meters in length and over.
		WWS - OH 4.4	Where a significant number of workers are employed, an individual is nominated to be in charge of occupational health and safety matters for the registered fishers and individual worksites. This person brings health and safety issues to the attention of the employer.	3		Clarification: The individual is responsible for implementing health and safety procedures and should fully understand appropriate policies and procedures and be able to effectively explain them to others. Management must give the individual sufficient authority, time, and resources. Guidance: It is not necessarily important who nominates the individual, as long as they are properly empowered by management. This person could be nominated by workers or management.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		WWS - OH 4.5	Incident reports are summarized annually and submitted to relevant authorities to provide notification/statistics on fatalities, injuries, and diseases.	3		Guidance: See WWS - OH 4.1 for additional details.
		WWS - OH 4.6	An electronic communications network for finding lost vessels and coordinating ship to shore communications is in place on all vessels.	6		
RM	Resource Management					Clarification: Fisheries that hold a valid certification from the Marine Stewardship Council (MSC) will be recognized as compliant with the Resource Management section of the Standard. A copy of the MSC certificate must be provided to the auditor.
FD	Fishery Documentation					
RM - FD 1	The fishery's primary, secondary, bycatch, and endangered, threatened, and protected species have been identified.	RM - FD 1.1	<p>There is a table defining all species that are considered:</p> <p>a) Primary species: Any non-bycatch, retained species proposed as a unit of assessment for certification. Primary species may not be classified as endangered, threatened, or protected.</p> <p>b) Secondary species: Any non-bycatch, retained species not proposed as a unit of assessment for certification. Includes all non-primary, retained species classified as endangered, threatened, or protected.</p> <p>c) Bycatch Species: Species caught incidental to the harvest of target species (i.e., primary and secondary species) and not retained (discarded). Includes mammals, seabirds, and reptiles, and all discarded species classified as endangered, threatened, or protected.</p> <p>The table shows the relationship between all naming conventions for all primary, secondary, and bycatch species. This document is updated annually.</p>	0	M	<p>Clarification: The table shall include and align for each species, at least:</p> <ol style="list-style-type: none"> 1. International common name (English/scientific, if available) e.g., Monterrey sardine 2. Local common name (local language) e.g., "Sardina" 3. Latin name (formal scientific name) e.g., <i>Sardinops sagax</i> 4. Alternative names (to be defined needed) e.g., "Falls within broader grouping "Crinuda" and may be called this when caught with other small pelagic species." 5. Notes (as needed)
		RM - FD 1.2	<p>There is a document showing all endangered, threatened, or protected (ETP) species that both:</p> <p>a) <i>May</i> be encountered by the fishery in any quantity, and</p> <p>b) <i>Have been</i> encountered by the fishery in any quantity.</p> <p>The table includes the IUCN Red List of Threatened Species, Appendix I of CITES, and/or national endangered species listing. This document is updated annually.</p>	0	M	<p>Clarification: If IUCN, CITES, or national designation is not available, list as n/a.</p> <p>Guidance: A list of ETP species that have been encountered by the fishery can be created either through catch records or interviewing the fishers. The list needs only include ETP species caught in recent memory/the collective memory of the community.</p> <p>This document can be held by the certificate holder and/or the Fisher Association.</p>
RM - FD 2	A Fishery Management Plan has been developed and implemented.	RM - FD 2.1	<p>There is a Fishery Management Plan which includes a strategy for meeting the Resource Management section of this Standard, including progress requirements over time. The strategy outlines:</p> <p>a) Fishery and ecosystem data that must be collected</p> <p>b) Actions that must be taken to ensure compliance with this standard</p> <p>c) The parties responsible for each activity</p> <p>d) The budget required for implementing progress toward Year 6 certification</p>	1		<p>Clarification: The Fishery Management Plan must be expanded over time, with some information included by Year 1 and additional data by Year 3 and beyond, as specified in the requirements under the Standard.</p> <p>Guidance: The Fishery Management Plan does not need to be a stand-alone document and may be part of other frameworks, such as a Marine Protected Area Management Plan.</p>
		RM - FD 2.2	All existing fishery management rules, as well as the species lists and information required under RM - FD 1, are compiled into a single document.	1		Guidance: This document can be included in the Fishery Management Plan if desired.

	Standard	Compliance Criteria	Year	Major	Interpretation Guidance
		<p>The Fishery Management Plan includes a data collection strategy that:</p> <ul style="list-style-type: none"> a) Incorporates both short-term and long-term data collection goals b) Lists the data required for appropriate stock assessment methods, reference points, and management actions c) Indicates how often each type of data shall be collected and the sample size, including justification d) Indicates where data are to be collected e) Identifies the trained individual(s) responsible for collecting each type of data, by location f) Includes procedures explaining how each type of data is measured g) Identifies emerging data collection needs and proposed responses to these needs 	1	M	<p>Guidance: Many documents are available online that provide guidance on data collection methods and best practices.</p> <p>Collecting a portion of the data at the dock or landing site may be beneficial in some fisheries to help minimize the amount of data fishers are required to record while at sea.</p>
		<p>The following are discussed during a General Assembly meeting and included in the Fishery Management Plan:</p> <ul style="list-style-type: none"> a) Incentives: Historical and current incentives that contribute to problematic fishing patterns to better understand the fishery. b) Behavioral solutions: Fishers suggest acceptable methods for improving fishery management. c) Innovations: Fishers propose innovations for improving fishery management. d) Examples: Alternative solutions from similar fisheries are researched if no suggestions are made on b or c. e) Action Plan: An action plan with timelines, activities and personnel assigned to each activity is created. Assignees agree to activities assigned. Numeric targets are identified. 	3		<p>Guidance: By discussing historical and/or current incentives that contribute to problematic fishing patterns, fishers can better understand how changes to management may reduce landings or increase costs, increase or decrease fishing effort, or produce inefficiencies.</p>
		<p>The Fishery Management Plan includes:</p> <ul style="list-style-type: none"> a) One or more controls on fishing mortality b) A means for tracking changes in stock status c) Details for how changes in stock status will lead to modifications in harvest practices d) A pre-agreement on how any decreases in landings associated with diminished stock abundance will be distributed amongst fishers 	3		<p>Guidance: Examples of fishing mortality controls include an allowable catch limit and/or effort restrictions such as gear, size, sex and/or season limits. Where possible, target reference points and limit reference points should also be defined.</p>
		<p>Controls on fishing mortality are determined using the precautionary approach to fisheries management. This approach is described in the Fishery Management Plan.</p>	3		<p>Clarification: Recommended scientific advice concerning controls on fishing mortality and other management actions should be followed where possible.</p> <p>Guidance: The precautionary approach incorporates inherent uncertainty in fishery data and stock assessment results. See the Fair Trade Capture Fisheries Glossary for additional details.</p>
		<p>A map depicting the fishing range of registered fishers has been developed using available information from local or national agencies and local fishers' knowledge. The map includes:</p> <ul style="list-style-type: none"> a) The fishing range of registered fishers b) The spatial distribution of different habitat types, both inside and outside fishing areas c) Benthic information, such as bathymetry (if available) 	3		
		<p>The Fishery Management Plan is reviewed annually and updated where necessary to ensure the management plan is effectively reaching the stated goals.</p>	3		<p>Guidance: Where possible, seek expert opinion from neutral fisheries management experts to ensure the Fishery Management Plan elements are likely to succeed.</p>

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
DC	Data Collection					
RM - DC 1	There is a system in place to collect fishery data necessary to comply with this Standard.	RM - DC 1.1	A data collection system is in place and accessible to all registered fishers and resource managers. This includes effective communication to illiterate members.	1		Guidance: The system can be logbooks or another type of data collection system. There is no obligation to use written logbooks if alternative or more sophisticated systems that achieve the same ends are in place. Collecting a portion of the data at the dock or landing site may be beneficial in some fisheries to help minimize the amount of data fishers are required to record while at sea.
		RM - DC 1.2	Consequences for incomplete data collection are agreed upon during a General Assembly meeting. The data collection system is reviewed annually and updated where necessary to ensure the system is effectively reaching the stated goals.	1		
		RM - DC 1.3	Vessels record fishing trip data with crew lists for each voyage. Records shall include: a) Date of trip b) Fishing location c) Time out/time in d) Port/Landing site e) Vessel name f) Captain(s)/skippers name(s) (part of crew list) g) Crew names, ages, and titles if relevant (part of crew list) h) Fishing licenses (license numbers) held by fishers in crew i) Whether fishing by share-catch agreement (see WWS - CE 4) j) Type of gear used	1	M	Clarification: If the fishery uses multiple gears, record fishing effort by gear type (i.e., soak time and number of traps or time and number of trawls). Guidance: This can be part of the electronic traceability system, if there is one.
		RM - DC 1.4	Fishing trips record catch data on primary and secondary species by: a) Species b) Cumulative landed weight for each species c) Number of individuals of each species d) The total length of individuals of each species e) ETP classification for each species, where appropriate Fishing trips record catch data on bycatch species by: a) Species b) Number of individuals of each species c) ETP classification for each species, where appropriate	1	M	Clarification: For primary and secondary species, measure to one standard weight unit and to one total length unit. Primary species may not be classified as endangered, threatened, or protected (ETP). Registered fishers may require educational training on appropriately documenting fishery data. The certificate holder is responsible for covering the training costs.
		RM - DC 1.5	Fishery data reflect at least 50% of total catch for primary species.	1		Clarification: A data collection system is in place that effectively documents data from at least 50% of the catch (data gathered either at sea and/or from the dock or landing site). The percentage of catch covered under the data collection system will increase over time (see RM - DC 1.8 and RM - DC 1.10).
		RM - DC 1.6	Catch data are reviewed every six months for accuracy. Where necessary, adjustments are made to the data collection strategy (both collection of data and data entry) to ensure the data are accurate.	1		Guidance: Such adjustments may include additional educational training for fishers on data collection and documentation.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		RM - DC 1.7	Basic life history information has been collected and documented for all primary species.	1	M	<p>Guidance: Examples of life history information include those required for a Productivity and Susceptibility Analysis, such as:</p> <ul style="list-style-type: none"> a) Size at 50% maturity b) Fecundity (mean brood size) c) Maximum length (Linf) d) Natural mortality (M) e) Intrinsic growth rate (K) <p>Information is assumed to be either available through local knowledge, or through existing gray, white or primary literature publications. Values can be downloaded via FishBase: www.fishbase.org or SeaLifeBase: www.sealifebase.org</p> <p>Basic life history information is usually included in formal stock assessments. If one exists for a primary species, such an assessment may be a good resource.</p> <p>If data are not available, information from similar species can be substituted. Similar species are those from the same genus, from the same location/waters, and/or with similar life history traits (e.g., similar number of young, matures at a similar age or size, grows at a similar speed).</p>
		RM - DC 1.8	Fishery data reflect at least 75% of total catch for primary species. These data are representative of the fishery.	3		<p>Clarification: Criterion RM - DC 1.8 replaces criterion RM - DC 1.5 at Year 3.</p> <p>Guidance: Elements to consider to ensure the catch data are representative include the range of the species, length composition of individuals in landings, how catch changes by landing sites, size of vessels, season, etc.</p>
		RM - DC 1.9	Basic life history information has been collected and documented for all secondary and bycatch species.	3		Guidance: See guidance for RM - DC 1.7.
		RM - DC 1.10	Fishery data reflect at least 90% of total catch for primary species. These data are representative of the fishery.	6	M	<p>Clarification: Criterion RM - DC 1.10 replaces criteria RM - DC 1.5 and RM - DC 1.8 at Year 6.</p> <p>Guidance: Elements to consider to ensure the catch data are representative include the range of the species, length composition of individuals in landings, how catch changes by landing sites, size of vessels, season, etc.</p>
		RM - DC 1.11	Fishery-independent data are collected annually for all primary species.	6		<p>Guidance: Conducting visual or capture surveys are two options to collect fishery-independent data.</p> <p>Collecting fishery-independent data for secondary species is recommended as well.</p>
RM - DC 2	Systems are in place to control the quality of fishery data.	RM - DC 2.1	At sites where data are collected, a system is in place via designated data collectors and data collection systems to control data quality.	1		Clarification: Data shall be both accurate and precise.
		RM - DC 2.2	A data management system is in place to facilitate easy analysis of fishery data necessary to comply with this Standard.	1		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		RM - DC 2.3	Data collectors, including fishers, are regularly trained in data collection, data safety (including backups), and data management. Written procedures are provided regarding the above topics.	3		<p>Guidance: Training includes, but is not limited to:</p> <ol style="list-style-type: none"> 1) methods for species identification 2) methods for size measurements 3) methods for weighing 4) unit conversion from local to international units if necessary 5) format and use of logbooks (including methods for those not literate or with low formal education) 6) effort metrics <p>Activities focused on skills benefitting from practice, participation or engagement (e.g., speed and accuracy for species ID, most complete logbooks, etc.) may be used in the training program. Additional options include games, competitions, or awards. Feedback on improvements to the training program should be solicited and incorporated.</p>
SH	Stock Health					
RM - SH 1	Protections are in place for endangered, threatened, or protected (ETP) species.	RM - SH 1.1	Primary species are not classified as endangered, threatened, or protected (ETP).	0	M	Guidance: See the Fair Trade Capture Fisheries Glossary for a definition of ETP species.
		RM - SH 1.2	Species classified as endangered, threatened, or protected are not intentionally caught or harvested.	0	M	
		RM - SH 1.3	A strategy is in place to ensure registered fishers adhere to all laws concerning endangered, threatened, and protected species.	1	M	
		RM - SH 1.4	In fisheries where ETP species are unintentionally caught, registered fishers demonstrate they are using industry-recognized best practices and available technology to avoid ETP species. This includes the use of selective fishing gear.	1	M	Guidance: Best practices include, but are not limited to, restrictions concerning fishing gear, method, location, and seasonal timing of fishing.
		RM - SH 1.5	A system is in place to ensure any ETP species caught by registered fishers do not have consumable value to registered fishers, defined as sold, eaten, or traded.	1		Guidance: Such a system may include educational training to discourage harvest and consumption of ETP species.
		RM - SH 1.6	There is an analysis that shows the fishery does not pose a risk of serious or irreversible harm to the population viability of ETP species.	3		Guidance: A population viability analysis is one assessment option.
RM - SH 2	If overfishing is occurring, there is a strategy in place, and clear progress is being made to eliminate overfishing.	RM - SH 2.1	<p>Overfishing status for all primary species has been determined through a peer-reviewed and tested assessment method based upon available data. If overfishing is occurring, the Fishery Management Plan includes a strategy with stated goals to reduce fishing pressure on this species and eliminate overfishing within two years (by Year 3 audit).</p> <p>If overfishing status cannot be determined due to lack of data, a Productivity and Susceptibility Analysis (PSA) is run to determine the vulnerability of the stock to fishing pressure. If the total PSA vulnerability score is ≥ 1.8, the Fishery Management Plan includes a strategy with stated goals to reduce fishing pressure on this species and eliminate overfishing within two years (by Year 3 audit). The strategy also includes a data collection methodology to better determine overfishing status by the Year 3 audit.</p>	1	M	<p>Clarification: Results of stock assessments should be included in the Fishery Management Plan.</p> <p>In fisheries where overfishing cannot be eliminated due to the fishing practices of non-Fair Trade registered fishers, the Fishery Management Plan must include a strategy to eliminate overfishing by registered fishers.</p> <p>Guidance: See the Fair Trade USA Productivity and Susceptibility Analysis Worksheet for additional details.</p> <p>It is possible for overfishing to be occurring but the fish stock is not yet overfished.</p>
		RM - SH 2.2	Overfishing is not occurring for any primary species, as determined through a peer-reviewed and tested assessment method based upon available data.	3		Clarification: In fisheries where overfishing cannot be eliminated due to the fishing practices of non-Fair Trade registered fishers, the analysis must show registered fishers are not participating in practices contributing to overfishing.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		RM - SH 2.3	<p>Overfishing status for all secondary and bycatch species has been determined through a peer-reviewed and tested assessment method based upon available data. If overfishing is occurring, the Fishery Management Plan includes a strategy with stated goals to reduce fishing pressure on this species and eliminate overfishing within three years (by Year 6 audit).</p> <p>If overfishing status cannot be determined due to lack of data, a Productivity and Susceptibility Analysis (PSA) is run to determine the vulnerability of the stock to fishing pressure. If the total PSA vulnerability score is ≥ 1.8, the Fishery Management Plan includes a strategy with stated goals to reduce fishing pressure on this species and eliminate overfishing within three years (by Year 6 audit). The strategy also includes a data collection methodology to better determine overfishing status by the Year 6 audit.</p>	3		<p>Clarification: Results of stock assessments should be included in the Fishery Management Plan.</p> <p>In fisheries where overfishing cannot be eliminated due to the fishing practices of non-Fair Trade registered fishers, the Fishery Management Plan must include a strategy to eliminate overfishing by registered fishers.</p> <p>Guidance: The intent of this criterion is that in addition to an analysis determining overfishing status for primary species (Year 1), by Year 3, there is an analysis determining overfishing status for secondary and bycatch species as well.</p> <p>See the Fair Trade USA Productivity and Susceptibility Analysis Worksheet for additional details.</p> <p>It is possible for overfishing to be occurring but the fish stock is not yet overfished.</p>
		RM - SH 2.4	Overfishing is not occurring for any secondary or bycatch species, as determined through a peer-reviewed and tested assessment method based upon available data.	6		Clarification: In fisheries where overfishing cannot be eliminated due to the fishing practices of non-Fair Trade registered fishers, the analysis must show registered fishers are not participating in practices contributing to overfishing.
RM - SH 3	Fish stocks are assessed.	RM - SH 3.1	Stock status has been determined for all primary species through a peer-reviewed and tested stock assessment method based upon available data. If a primary species stock is overfished, the Fishery Management Plan includes a rebuilding strategy with stated goals to allow the stock health to improve within a reasonable timeframe. The rebuilding strategy is reviewed annually and updated where necessary to ensure it is effectively reaching the stated goals.	3	M	<p>Clarification: Results of stock assessments should be included in the Fishery Management Plan.</p> <p>Reasonable timeframe (for rebuilding): Dependent on the species' biology and degree of depletion, but generally within 10 years, except in cases where the stock could not rebuild within 10 years even in the absence of fishing. In such cases, a reasonable timeframe is within the number of years it would take the stock to rebuild without fishing, plus one generation, as described in Restrepo et al. (1998). (Monterey Bay Aquarium. 2014. Seafood Watch Criteria for Fisheries, Glossary. Version March 31, 2014. Retrieved from http://www.seafoodwatch.org/cr/cr_seafoodwatch/content/media/MBA_SeafoodWatch_CaptureFisheriesMethodology.pdf)</p> <p>Guidance: For additional options for data-limited fisheries, see the Fair Trade USA Data-Limited Stock Assessment Decision Tree in the Appendices.</p> <p>It is possible for a fish stock to be overfished even though overfishing is no longer occurring.</p> <p>Reference: Restrepo, V.R., G.G. Thompson, P.M. Mace, W.L. Gabriel, L.L. Low, A.D. MacCall, R.D. Methot, J.E. Powers, B.L. Taylor, P.R. Wade and J.F. Witzig. 1998. Technical Guidance on the Use of Precautionary Approaches to Implementing National Standard 1 of the Magnuson-Stevens Fishery Conservation and Management Act. NOAA Technical Memorandum NMFS-F/SPO-137. 54pps.</p>
		RM - SH 3.2	Stock assessments are updated annually.	3		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		RM - SH 3.3	Stock status has been determined for all secondary species through a peer-reviewed and tested stock assessment method based upon available data. If a secondary species stock is overfished, the Fishery Management Plan includes a rebuilding strategy with stated goals to allow the stock health to improve within a reasonable timeframe. The rebuilding strategy is reviewed annually and updated where necessary to ensure it is effectively reaching the stated goals.	6		<p>Clarification: Results of stock assessments should be included in the Fishery Management Plan.</p> <p>Reasonable timeframe (for rebuilding): Dependent on the species' biology and degree of depletion, but generally within 10 years, except in cases where the stock could not rebuild within 10 years even in the absence of fishing. In such cases, a reasonable timeframe is within the number of years it would take the stock to rebuild without fishing, plus one generation, as described in Restrepo et al. (1998). (Monterey Bay Aquarium. 2014. Seafood Watch Criteria for Fisheries, Glossary. Version March 31, 2014. Retrieved from http://www.seafoodwatch.org/cr/cr_seafoodwatch/content/media/MBA_SeafoodWatch_CaptureFisheriesMethodology.pdf)</p> <p>Guidance: The intent of this criterion is that in addition to an analysis determining stock status for primary species (Year 3), by Year 6, there is an analysis determining stock status for secondary species as well.</p> <p>For additional options for data-limited fisheries, see the Fair Trade USA Data-Limited Stock Assessment Decision Tree in the Appendices.</p> <p>It is possible for a fish stock to be overfished even though overfishing is no longer occurring.</p> <p>Reference: Restrepo, V.R., G.G. Thompson, P.M. Mace, W.L. Gabriel, L.L. Low, A.D. MacCall, R.D. Methot, J.E. Powers, B.L. Taylor, P.R. Wade and J.F. Witzig. 1998. Technical Guidance on the Use of Precautionary Approaches to Implementing National Standard 1 of the Magnuson-Stevens Fishery Conservation and Management Act. NOAA Technical Memorandum NMFS-F/SPO-137. 54pps.</p>
BEP	Biodiversity & Ecosystem Protection					
RM - BEP 1	The fishing gear used does not cause harm to marine habitat.	RM - BEP 1.1	Explosives, cyanide, bleach, and/or all other poisons are not used.	0	M	
		RM - BEP 1.2	A total habitat impact score has been calculated using the tables provided in Appendix C.	0	M	
		RM - BEP 1.3	If the total habitat impact score is ≤ 2 , a strategy is in place to increase the total habitat impact score to > 2 within one year, either through mitigation efforts and/or switching to less harmful fishing gear.	0		Guidance: Identifying and protecting ecologically important and/or sensitive habitats or areas is one example of mitigation efforts and may be helpful.
		RM - BEP 1.4	The total habitat impact score is > 2 .	1	M	
		RM - BEP 1.5	If the total habitat impact score is > 2 and ≤ 3 , a strategy is in place to increase the total habitat impact score to > 3 within six years, either through mitigation efforts and/or switching to less harmful fishing gear.	1		Guidance: This strategy can be included in the Fishery Management Plan if desired.
		RM - BEP 1.6	If the total habitat impact score is > 3 , a strategy is in place to ensure the continued use of low-impact fishing gear. Additional ways to increase the total habitat impact score are considered.	1		Guidance: This strategy can be included in the Fishery Management Plan if desired.
		RM - BEP 1.7	A strategy has been developed and implemented to minimize, and where physically possible recover, fishing gear lost at sea.	1		Guidance: This strategy can be included in the Fishery Management Plan if desired.
		RM - BEP 1.8	The total habitat impact score is > 3 .	6		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
RM - BEP 2	Local ecosystems are monitored.	RM - BEP 2.1	An ecosystem monitoring strategy has been developed and implemented. Scientifically-justifiable ecosystem metrics have been identified that can be used as warning signs of changes occurring in the ecosystem at a scale larger than the fishery.	3		<p>Clarification: The fisheries management agency (preferably) or the certificate holder should work with the registered fishers to ensure they understand the intent of the strategy and metrics and the suggestions of no one stakeholder group (certificate holder, fishers, government agency) comprise >50% of the identified metrics.</p> <p>Due to data limitations, it may be necessary to use data-limited methods to assess the ecosystem risk from fishing.</p> <p>Guidance: Options for data-limited ecosystem assessments include the Ecological Risk Assessment for the Effects of Fishing (ERAEF) framework (Hobday et al., 2011) and Environmental Defense Fund's Comprehensive Assessment of Risk to Ecosystems. More information can be found here: http://fishe.edf.org/data-center/ecosystem-assessment</p> <p>Metrics could include, for example: abundance of the prey species of the predators being fished, the ratio of demersal/pelagic production, the ratio of piscivore/planktivore production, the mean trophic level of catches, etc.</p> <p>For fisheries interested in formal ecosystem modeling, more information can be found at: Ecopath with EcoSim: http://www.ecopath.org/ Courses: http://www.ecopath.org/courses Osomose: http://www.meece.eu/library/osmose.html Atlantis: http://atlantis.cmar.csiro.au/</p>
		RM - BEP 2.2	At least one ecosystem metric has been chosen to monitor and track. There is a written rationale explaining why certain indicators have been prioritized/are less feasible. The selected metric(s) are approved at a General Assembly meeting.	3		Guidance: Where possible, compare ecosystem metrics between fished areas and unfished areas to help determine if the impact is a more globalized issue or directly or indirectly related to fishing.
		RM - BEP 2.3	Roles and responsibilities for gathering the data and recording the ecosystem metric(s) selected above have been identified, with a goal of obtaining at least six months of data within one year. All data collected is shared with the responsible management agency.	3		
		RM - BEP 2.4	The ecosystem monitoring strategy is reviewed annually and necessary adjustments are made to improve its effectiveness or collection of the desired information. Any changes are assigned the necessary resources (time, equipment, responsible parties, etc.).	6		
GOV	Governance					
RM - GOV 1	Illegal fishing is monitored and reported.	RM - GOV 1.1	There is no evidence that local, national, and international laws regarding fishing practices are being broken by registered fishers, including regulations concerning fishing gear, boats, fishing effort, fishing location, and illegal harvesting of species. This includes shark finning.	0	M	
		RM - GOV 1.2	An IUU enforcement strategy has been created to identify and report illegal, unreported, and unregulated (IUU) fishing in the area to the relevant authorities.	1		Guidance: This can be included in the Fishery Management Plan if desired.
		RM - GOV 1.3	The IUU enforcement strategy is reviewed annually and updated where necessary to ensure the strategy is effectively reaching the stated goals.	3		
RM - GOV 2	The Fisher Association is actively involved in the management of the fishery.	RM - GOV 2.1	There has been at least one meeting in the past year between the fisheries management authorities and registered fishers (or their representatives) about the main management regulations.	1		Guidance: Where possible, attendance should aim to include both managers and fishery scientists, as well as other stakeholders who use the same resources.

	Standard	Compliance Criteria	Year	Major	Interpretation Guidance
		<p>There is a written co-management commitment signed by the Fair Trade Committee, the certificate holder, and the agency legally responsible for the resource articulating:</p> <p>a) A shared commitment to undertake resource management efforts necessary for Fair Trade certification.</p> <p>b) A commitment to undertake collaborative management of the fishery. The fisheries management authorities will i) inform stakeholders of changes in political directives, ii) consult stakeholders prior to making decisions regarding management changes, and iii) commit to providing fair feedback to the core issues raised by stakeholders.</p> <p>c) A commitment by all parties to attend at least one yearly co-management meeting aimed at collaborative discussion of management improvements, particularly those with the potential to be implemented at the scale of the fishery.</p>	3		<p>Clarification: In exceptional circumstances where co-management of the fishery is not appropriate, an exemption to this criterion may be granted. In such cases, the certificate holder and relevant fishery management authorities must demonstrate together why co-management is not appropriate.</p> <p>Guidance: Where possible, attendance should aim to include both managers and fishery scientists, as well as other stakeholders who use the same resources.</p>
		<p>The annual co-management meeting has identified the main risks to the fishery under three main categories:</p> <ol style="list-style-type: none"> 1. Quantity of resources 2. Quality of resources 3. Access issues 	6		<p>Clarification: In exceptional circumstances where co-management of the fishery is not appropriate, an exemption to this criterion may be granted. In such cases, the certificate holder and relevant fishery management authorities must demonstrate together why co-management is not appropriate.</p> <p>Guidance:</p> <p>Quantity of resources: Fish or resources that support the fishery e.g., allocation issues, IUU fishing, fluctuation in recruitment, abundance of prey populations, etc.</p> <p>Quality of resources: Retaining the value of the seafood in markets, e.g., handling, processing, cold storage, etc.</p> <p>Access issues: Potential obstacles to accessibility by supply lines or perceived risk from potential clients outside of quality issues, e.g., stability of supply, corruption, infrastructure needs, political stability, etc.</p>
		<p>An action plan has been developed to address the issues identified in the co-management meetings, with activities and responsible parties identified.</p>	6		<p>Clarification: In exceptional circumstances where co-management of the fishery is not appropriate, an exemption to this criterion may be granted. In such cases, the certificate holder and relevant fishery management authorities must demonstrate together why co-management is not appropriate.</p>
		<p>The action plan is reviewed annually and updated where necessary to ensure it is effectively reaching the stated goals.</p>	6		<p>Clarification: In exceptional circumstances where co-management of the fishery is not appropriate, an exemption to this criterion may be granted. In such cases, the certificate holder and relevant fishery management authorities must demonstrate together why co-management is not appropriate.</p> <p>Guidance: See RM - GOV 2.4 for additional details.</p>
		<p>Minutes from annual co-management meetings and progress towards solutions are documented.</p>	6		<p>Clarification: In exceptional circumstances where co-management of the fishery is not appropriate, an exemption to this criterion may be granted. In such cases, the certificate holder and relevant fishery management authorities must demonstrate together why co-management is not appropriate.</p>

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
RM - GOV 3	There is a procedure for resolving conflicts among the certificate holder, the Fisher Association, and the legally responsible agency regarding management of the fishery and the use of its resources.	RM - GOV 3.1	There is a basic, written conflict resolution procedure explaining how the certificate holder, the Fisher Association, and the legally responsible agency intend to undertake conflict resolution concerning management of the fishery and the use of its resources. The procedure speaks to aspects of identifying conflict, parties in the conflict, root causes, stages of conflict, and proposed win-win solutions.	3		Guidance: It is recommended the conflict resolution procedure is reviewed on a regular basis and updated where necessary to ensure its effectiveness at resolving conflict. If a system is needed, stages of conflict can be evaluated ranging from 1-5, 1= Emergence, 2= Escalation, 3 = Crisis, 4 = Negotiation, 5 = Resolution. The parties may also use a system of their own design. See also "FAO Conflict Resolution for Coastal Zone Management": http://www.fao.org/docrep/w8440e/W8440e24.htm
		RM - GOV 3.2	All parties have signed a commitment agreeing to work towards collaborative resolution of conflicts between management bodies and resource users.	3		
WM	Waste Management (This section is applicable only for processing locations within the scope of the Capture Fisheries certificate.)					
RM - WM 1	Waste disposal does not threaten human health or the environment.	RM - WM 1.1	The processing facilities' procedures for handling waste are in line with applicable laws and regulations.	0	M	Clarification: Legal requirements should be communicated to registered fishers and applicable workers.
		RM - WM 1.2	A waste management strategy is developed and implemented to identify risks to human health or the environment and minimize or eliminate those risks.	1	M	Guidance: Waste that places human and/or environmental health at risk may include fuel and engine lubricants, plastics, biological waste, etc.
		RM - WM 1.3	There are designated areas for the storage and disposal of waste, both hazardous and non-hazardous.	1		Guidance: Attention is paid to the careful handling of waste near water bodies or flows. Central areas for disposal and storage of hazardous waste may be provided so registered fishers and applicable workers avoid disposing of them unsafely or store them indefinitely. Suppliers and local authorities may be contacted to help identify hazardous materials and better practices to handle and dispose of them.
		RM - WM 1.4	Waste water from processing facilities is handled in a manner that does not have a negative impact on water quality, the environment, and/or human health.	1		Clarification: Waste water from processing facilities includes water contaminated by the processing itself and waste water from sanitary facilities. Guidance: Developing a waste water management plan may be helpful. The plan may include actions to monitor the water quality of the waste water discharged from processing facilities. It may also include baseline levels of acceptability for waste water quality, method(s) of analysis of water quality, and a specified frequency of monitoring and means to correct any incidence of contaminants down to adequate levels. Water filtration or other treatment systems may need to be installed in the processing facilities.
TR	Trade Requirements					
PT	Product Traceability (This section is applicable at first sale of Fair Trade product unless otherwise noted.)					
TR - PT 1	There is a traceability system in place to ensure only fish caught by registered fishers are sold as Fair Trade.	TR - PT 1.1	A system exists to ensure traceability back to the point of landing.	0	M	Clarification: The traceability system may be electronic, with the ability to record geo-referenced points of capture, but it is not necessary. Paper systems are sufficient.
		TR - PT 1.2	For newly certified fishers, fish caught before the first day of the initial audit may not be sold as Fair Trade.	0		
		TR - PT 1.3	Only fish caught by registered fishers are sold as Fair Trade.	0	M	Clarification: The certificate holder is allowed to sell products from non-registered fishers to the conventional market. The certificate holder can also sell products from registered fishers to the conventional market. But when the certificate holder wants to sell product as Fair Trade Certified, the certificate holder ensures the product was sourced from registered fishers.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
		TR - PT 1.4	Fish caught by registered fishers are transported, stored, processed/manufactured and delivered separately from non-Fair Trade products, until the product is sold.	0		Clarification: A marker denoting Fair Trade fish is used throughout the supply chain to visually separate Fair Trade fish from non-Fair Trade fish. Guidance: There are no specific requirements in regard to the type of mark that is used, so long as it is visible and clear.
		TR - PT 1.5	Fair Trade fish are marked clearly with a reference to Fair Trade USA (i.e., Fair Trade USA ID number) so it can be identified as Fair Trade Certified.	0		
		TR - PT 1.6	Finished products: Only licensed partners of Fair Trade USA may use the Fair Trade Certified certification mark on finished products. Organizations that are certified to sell Fair Trade certified products may use the Fair Trade certification mark in promotional materials (such as brochures, websites or wholesale packaging). Use of the certification mark is in accordance with the Fair Trade USA Label Use Guide, and all finished products have prior approval by Fair Trade USA.	0		
TR - PT 2	There is documentation of all Fair Trade product transactions.	TR - PT 2.1	The certificate holder has been issued a valid certificate for each product being traded as Fair Trade Certified.	0		
		TR - PT 2.2	Fair Trade transactions are reported to Fair Trade USA according to the frequency determined by Fair Trade USA (quarterly, bi-annually, or monthly).	0		Guidance: This criterion relates to the reporting requirements of the certificate holder to Fair Trade USA.
		TR - PT 2.3	There is a written description of the product flow from the registered fishers to the buyer.	0		
		TR - PT 2.4	If Fair Trade products are processed, there are records that specify the amount of product before and after processing.	0		Clarification: Conversion rates, or records of yield throughout the processing chain, may be necessary to calculate the correct Fair Trade Premium. Guidance: This documentation should be kept on file for three years.
		TR - PT 2.5	Records are maintained of all products sourced from the registered fishers. These documents indicate: <ul style="list-style-type: none"> • The name of the individual fisher • Date of purchase • Product name • Volume • Price received by the member Records include the signature of the registered fisher, verifying accuracy, and registered fishers receive a copy of the record.	0		Clarification: In cases where the supply chain includes multiple tiers of product aggregation, sufficient copies of record must be produced to ensure each level of the supply chain maintains a copy. For example, if the buyer purchases product from an aggregator/broker/supplier, who purchased product from registered fishers, all participants involved must have a copy of the record of sale from the fisher to the final buyer. Guidance: This documentation should be kept on file for three years.
		TR - PT 2.6	Records are maintained of all Fair Trade sales. These documents (e.g., invoices, contracts, bill of lading, delivery notes, etc.) indicate: <ul style="list-style-type: none"> • The volume sold • The name of the buyer • The date of the transaction • A reference clearly indicating the product is Fair Trade Certified • A reference to purchase documentation that allows the certification body to link these records with the corresponding sales documentation Records are available to registered fishers upon request.	0		Guidance: This documentation should be kept on file for three years.
		TR - PT 2.7	The Fisher Association maintains copies of the documents outlined in TR - PT 2.5.	6		Clarification: This record-keeping system pertains only to pricing and payment information and is separate from the resource management information system required elsewhere in the Standard.
		TR - PT 2.8	The Fisher Association maintains copies of the documents outlined in TR - PT 2.6.	6		

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
CA	Contracts & Agreements					
TR - CA 1	There are signed agreements with each registered fisher defining the Fair Trade program responsibilities of the certificate holder and the registered fisher.	TR - CA 1.1	<p>A signed agreement exists between the certificate holder and each individual registered fisher. It includes:</p> <ul style="list-style-type: none"> Information about the roles and responsibilities of the certificate holder, registered fishers, Fair Trade Committee, and Fisher Association A mechanism to resolve conflicts between the certificate holder and the registered fisher <p>The certificate holder ensures the registered fisher knows and understands the terms of the agreement and the Fair Trade conditions. The agreement is written in a language the registered fisher understands and is effectively communicated to illiterate fishers.</p>	0	M	<p>Guidance: Where a third party implementation partner is involved, it is best practice for the agreement to also include information about their role.</p> <p>Examples of roles and responsibilities include working conditions on vessels (e.g., working hours, workplace safety), Fair Trade Premium Plan reports, and fishery data collection.</p>
TR - CA 2	There are signed agreements with each registered fisher defining the general terms of trade, including any share-catch arrangements.	TR - CA 2.1	<p><i>Not applicable if the Fisher Association has signed a binding purchase contract with the buyer on behalf of the registered fishers that covers all terms of trade stated in TR - CA 2.1.</i></p> <p>A signed agreement exists between the buyer and each individual registered fisher. The agreement defines the general terms of trade. It includes:</p> <ul style="list-style-type: none"> Terms of trade (including price and Fair Trade USA Premium) Payment information, including share-catch systems Terms of product delivery Reference to sourcing plans A description of all inputs and services provided to the registered fishers, the party providing the inputs and services, and indication of any deductions that may be relevant as a result of the provision of these inputs and services A mechanism to resolve conflicts between the buyer and the registered fisher <p>Registered fishers know and understand the terms of the agreement and the Fair Trade conditions. The agreement is written in a language the registered fisher understands and is effectively communicated to illiterate fishers.</p>	0	M	<p>Clarification: No deductions can be made from the Premium.</p> <p>The buyer is expected to buy product from the fishers and sell this product to the next trader in the supply chain (e.g., exporter or importer). The buyer must meet the criteria in the Fair Trade USA Trade Standard.</p> <p>This criterion is not applicable if the Fisher Association has signed a binding purchase contract with the buyer on behalf of the registered fishers that covers all terms of trade stated in TR - CA 2.1.</p> <p>Guidance: If the buyer is the certificate holder, this agreement can be combined with the agreement outlined in TR - CA 1.1.</p>
		TR - CA 2.2	Where the price is not fixed in the agreement (but it is agreed when and how the price will be fixed), the registered fishers receive a written receipt/purchase order detailing the terms of trade (price, Premium, volume, etc.) for each specific purchase.	0		Clarification: The agreement must include either a price or terms of when and how the price will be fixed.
		TR - CA 2.3	The agreement between the buyer and the registered fishers does not restrict any registered fisher from selling to other buyers.	0		
		TR - CA 2.4	The purchase of certified products is not dependent on the purchase of non-certified products.	0		
TR - CA 3	A sourcing plan summarizing expectations regarding volumes to be sourced in the next six to 12 months is shared with the Fair Trade Committee and Fisher Association.	TR - CA 3.1	A sourcing plan summarizing expectations regarding volumes to be sourced in the next six to 12 months is shared with the Fair Trade Committee and Fisher Association.	0		Clarification: The sourcing plan is intended to be a communication tool between buyers and fishers. This plan is not binding. Volumes should not exceed ecological sustainability limits.
TR - CA 4	Interest rates and credit or pre-finance conditions are transparent.	TR - CA 4.1	When credit or pre-finance is provided to the registered fishers by the certificate holder or buyer, the interest rate and conditions attached to the offer are agreed upon in advance with the registered fishers. In cases where an interest rate is charged, rates are not higher than the cost of borrowing.	0		Clarification: This should be done in writing.

	Standard		Compliance Criteria	Year	Major	Interpretation Guidance
TR - CA 5	All elements of contracts with Fair Trade buyers are fulfilled at the conditions agreed upon in the contract, unless changes to the contract are mutually agreed upon between the seller and the buyer in writing.	TR - CA 5.1	All elements of contracts with Fair Trade buyers are fulfilled at the conditions agreed in the contract, unless changes to the contract are mutually agreed upon between the seller and the buyer in writing. This holds true, even if Fair Trade USA publishes new Fair Trade Premiums.	0		<p>Clarification: This criterion concerns contracts for Fair Trade product only.</p> <p>The contract may be between the certificate holder and the buyer or between another unit in the supply chain and their buyer. Regardless, the certificate holder is responsible for ensuring all conditions are agreed to and fulfilled.</p> <p>In cases of vertically integrated supply chains, buyers may be exempt from contract requirements if they can provide evidence, such as a formal letter signed by both/all entities, that contracts would be redundant due to their vertical integration with the seller. Buyers are advised to consult with Fair Trade USA of the certification body conducting the Fair Trade audit to confirm the content of the formal letter suffices as evidence of compliance with this criterion.</p>
TR - CA 6	Within six years of initial certification, the Fisher Association negotiates an agreement on terms of trade for the duration of one harvest period on behalf of all registered fishers.	TR - CA 6.1	<p>There is a negotiated agreement with the Fisher Association and its buyer(s) on terms of trade for the duration of one harvest period on behalf of all registered fishers. The agreement on terms of trade defines:</p> <ul style="list-style-type: none"> • Agreed minimum volume to be purchased under Fair Trade conditions • Quality and delivery of the product by the registered fishers • Payment terms, the Fair Trade Premium, and the party responsible for paying the Fair Trade Premium to the fishers • Market/contract price and/or how the price will be determined, and when payment will be made (payment terms) 	6		
CS	Contract Suspension & Decertification					
TR - CS 1	When a certificate holder or buyer is suspended: Within six months, the contracts that have already been signed are fulfilled, and new contracts are only signed with the organization's existing trade partners (those who have entered into commercial transactions in the previous 12 months).	TR - CS 1.1	When a producer or its buyer are suspended, within six months the contracts that have already been signed are fulfilled or new contracts are only signed with the organization's existing trade partners (those who have entered into commercial transactions in the previous 12 months). The volume traded during the suspension period does not exceed the greater of: 50% of the volumes traded in the preceding 12 months or the total volume contracted prior to the suspension.	0	M	
TR - CS 2	An organization stops selling Fair Trade products from the date of its decertification, even if it has signed Fair Trade contracts that are yet to be fulfilled.	TR - CS 2.1	An organization stops selling Fair Trade products from the date of its decertification, even if it has signed Fair Trade contracts that are yet to be fulfilled.	0		
TR - CS 3	Fair Trade Certified products are not sold to decertified buyers from the date of the buyer's decertification. In such cases, contracts that have not yet been shipped shall not be classified as Fair Trade contracts.	TR - CS 3.1	Fair Trade Certified products are not sold to decertified buyers from the date of the buyer's decertification. In such cases, contracts that have not yet been shipped shall not be classified as Fair Trade contracts.	0		<p>Clarification: The intent of this criterion is that product is not sold to decertified operators, even if they have been Fair Trade Certified at one time. This means that the product can no longer be sold as Fair Trade Certified product to this buyer, and cannot be marked as such to any decertified buyer or by any decertified buyer.</p>