



Guidance on Required Trainings in the Capture Fisheries Standard

Fair Trade USA

Version 1.0.0

A. Introduction

Within the Fair Trade USA Capture Fisheries Standard (CFS), there are a number of criteria that require a variety of trainings in order to comply with the standard. Trainings cover several different topics, including implementation of the Fair Trade program, occupational health and safety, and data collection for resource management. The Certificate Holder is responsible for managing and securing the timely implementation of all trainings required in the CFS. As stated in ECD-FTP 5.4 in Section 2 of the CFS, Premium may not be used to fund trainings required to meet compliance criteria. It is the Certificate Holder that is responsible for organizing and covering the costs of all trainings required in the CFS, however, Premium may be used if the producers themselves are the Certificate Holder. If training requirements in the Resource Management section have not been met, as per ECD-FTP 3.2 in Section 2 of the CFS, up to 30% of the Premium may be used to comply with the training requirements. Premium may also be used for additional trainings only if voted into the Fair Trade Premium Plan to address needs identified in the Needs Assessment.

B. Purpose

This document provides a comprehensive summary of compulsory trainings in the CFS to achieve certification. It clarifies what the trainings are, who is responsible for providing them, who they are targeted at, and the year by which they must be completed. This guidance document provides recommendations about how to approach and execute these trainings and is intended to help guide users on how to choose the third-parties with the appropriate expertise to provide trainings of adequate quality. This document is not binding and may not substitute the requirements in the CFS. Please read the CFS thoroughly to ensure you are in full compliance with the Standard.

C. Scope and Applicability

This document applies to all entities certified against the Fair Trade USA Capture Fisheries Standard.

D. Related Documents

- Capture Fisheries Standard
- Requirements for Certificate Scope Under the Capture Fisheries Standard
- Guidance for Determining Scope Under the Capture Fisheries Standard
- Capture Fisheries Standard Guidance for Workspace Safety



E. Required Trainings in the CFS

The following table provides the compliance criteria number in the CFS which specify the required trainings. Additionally, it includes the year by which fishermen need to comply with a specific training, as well as who must carry out the training (“Provided by”) and who is receiving it (“Provided to”). The “Description” column summarizes the topic that must be covered in the training. To see the full text of each Compliance Criteria, please refer to the full CFS.

Sections of the CFS can be identified using the following color key:

	Structural Requirements
	Empowerment and Community Development
	Fundamental Human Rights
	Wages, Working Conditions, and Access to Services
	Resource Management
	Traceability (N/A)

CC	Year	Provided to	Provided by	Description
STR-FTC 1.5	0	Premium Participants	Certificate Holder	Function of the Fair Trade Committee, the intent of the Needs Assessment, and development of the Fair Trade Premium Plan, repeated every 3 years. At any point, if >5 Premium Participants are added to the certificate, they must receive this training.
STR-FTC 2.1	0	New Fair Trade Committee Members	Certificate Holder	Functioning and responsibilities of the Fair Trade Committee.
<i>STR-FTC 1.5 and STR-FTC 2.1 may be covered by a single training to comply with the CFS.</i>				
WWS-OH 1.3	0	Registered Fishermen, crew members, and workers	Third-party	Participants are trained on the use of personal protective equipment. Includes protection from chemicals and extreme temperatures, including the risk of frostbite when packing fish on ice and life jackets.
WWS-OH 3.1	0	Crew members and workers	Certificate Holder, Fishing Association, or third-party	Workplace hazards, use of personal protective equipment, risks associated with hazardous materials. Trainings happen once each year and are documented.
<i>WWS-OH 1.3 and WWS-OH 3.1 may be covered by a single training to comply with the CFS.</i>				



WWS-OH 3.2	0	At least one crew member	Certificate Holder / third-party	Basic first aid, emergency procedures, and phone numbers. Knowledge and use of medical equipment and supplies for the vessel, taking into account the number of individuals on board, area of operation, and length of voyage. Trained individual is responsible for determining first aid stocking needs.
RM-DC 1.4	1	Registered Fishermen	Certificate Holder / third-party	Documenting catch data on primary and secondary species, including: <ul style="list-style-type: none"> • Species • Cumulative weight or number of individuals landed for each species • Endangered, threatened, and/or protected (ETP) classification for each species where appropriate
RM-BEP 1.5	1	Registered Fishermen, Premium Participants	Certificate Holder / third party	Training to discourage the harvest and consumption of ETP species.
STR-CH 4.6	3	Registered Fishermen	Certificate Holder / third-party	Fishermen develop an understanding of financial management. Examples include, but are not limited to: <ul style="list-style-type: none"> • Understanding basic math • Record-keeping to track sales, spending, and personal savings • Accessing financing • Calculating and communicating costs of production • Negotiation skills • Roles and activities of different actors in the supply chain <p><i>All of these aspects need not be covered by Y3 and the nature of these trainings may be determined by a number of factors.</i></p>
ECD-FTP 5.4	3	Fair Trade Committee	Certificate Holder / third-party	Administrative and organizational capacity-building and management of the Fair Trade Premium, including the accounting system. Trainings are documented, and records must be kept on file.



WWS-CE 8.2	3	Labor contracted workers	Certificate Holders / third-party	At a minimum, labor contracted workers are given health and safety and minimum payment trainings.
WWS-OH 3.3	3	Crew members and workers (>5)	Certificate holders / third-party	<p>Training and simulation exercises are conducted on the health and safety policy.</p> <p><i>(WWS-OH 4.3): Risk evaluation and management, handling types of gear, on-board instructions for fishermen. More stringent requirements for vessels $\geq 24m$.</i></p> <p>These trainings should elaborate on safety trainings required in previous years (WWS-OH 1.3, WWS-OH 3.1, WWS-OH 3.2).</p>
RM-DC 2.3	3	Data collectors: Registered Fishermen, crew members, and workers.	Certificate Holder / third-party	<p>Data collection, data safety (including backups), and data management. Includes, but is not limited to:</p> <ul style="list-style-type: none"> • Methods for species identification • Methods for size measurements • Methods for weighing • Format and use of logbooks • Effort metrics
RM-DC 1.5	3	Registered Fishermen	Certificate Holder / third-party	<p>Documenting catch data on bycatch species, including:</p> <ul style="list-style-type: none"> • Species • Cumulative weight of number of individuals landed for each species • ETP classification for each species, where appropriate
FHR-FR 3.1-3.2	6	Crew members and workers	Third-party (Chosen by Certificate Holder): Regional union, academic institution, non-governmental organization	Employer ensures that an independent party informs crew members and workers of their right to organize and the options available. The employer must provide working time (without deductions or required payments) and appropriate facilities upon request for these activities to take place (within reason).



F. Recommendations

While it is the Certificate Holder that is responsible for funding and providing trainings, they are not necessarily equipped to administer trainings themselves. It is best practice to pursue third-party entities with appropriate qualifications to ensure trainings are effectively achieving their intent. This document includes some recommendations and examples of entities that could help achieve CFS required trainings, however, these are suggestions and none of the examples mentioned below are mandatory.

1.1. Academic institutions: An academic institution would offer reliable information pertaining specifically to resource management and/or freedom of association which could help support high quality trainings.

Some examples include, but are not limited to:

- **Data collection methods:** Many academics conduct stock assessments and measure fishing mortality for academic purposes. They are well practiced in these methodologies and would be equipped to provide high quality training support, for example, to determine size of maturity or reference points of target species.
- **Identification of ETP species:** Life history traits for ETP species and mitigating the risks posed to these species are often well researched.
- **Fishing methods:** Academic research may support innovations to fishing practices to improve safety and/or efficiency, in addition to methods to avoid overfishing, reduce bycatch through changes in gear used, and reduce negative impacts their gear may have on the marine environment.
- **Local law:** Often academic institutions work closely with governments to develop policies, therefore being familiarized with the local laws. This can help Registered Fishermen to increase their knowledge on the law, comply with it and play a more active role in policy reform.

1.2. Non-governmental-organizations (NGOs) or non-profit organizations (NPOs): Non-governmental and non-profit organizations often have a mutual interest in many of the areas the trainings address and are well equipped to provide trainings on a range of subjects.

Some examples may include, but are not limited to:

- **First-aid certification from a non-profit organization, e.g. International Red Cross and Red Crescent.**
- **Non-governmental organizations that specialize in household financial management and/or financial literacy.**
- **Data collection methods:** NGOs often have data collection systems and work closely with fishermen for local initiatives to close information gaps, increase data availability and better manage resources.

1.3. Government agencies: Collaborating with government agencies is already an important aspect of the Resource Management section of the CFS. Government agencies will offer very reliable third-party support for trainings.

Some examples include, but are not limited to:

- **Coast Guard:** The Coast Guard may be able to help Registered Fishermen in establishing and executing required health and safety trainings. Additionally, they would be a great source to ensure compliance with national legislation, for example, vessel licensing.
- **Marine Police:** Would offer similar insights as the Coast Guard.
- **Social Services:** These agencies would be helpful to help explain / train Registered Fishermen on aspects such as, health insurance, workers' rights, social security, pension, disability insurance, etc.



1.4. Fisheries Improvement Projects (FIPs): FIPs are designed to give small-scale fisheries with limited resources the capacity to conduct data collection in order to better manage stocks of target species. FIPs may be sponsored by non-profit organizations or private companies, depending on the nature of its implementation. Resources from FIPs are primarily linked to resource management and would not offer much insight into social aspects of the CFS.

Some examples include, but are not limited to:

- Access to stock information: If there is a FIP operating in the region on the same fish stock, they would likely be a great source for life history traits and reference points for the stock in question.
- Data collection methods: A FIP may be able to share information about how to effectively collect data for the stock in question.

For any further guidance about where to find resources to accomplish CFS required trainings, please contact your representative at Fair Trade USA.

