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NSF Checklist SPO 7.39 EN-GB

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Public Compliance Criteria List - Small Producers' Organisations

Reference	Applicable for:	CC No.	Change	FLOCERT Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	Criteria Type	Description
Cocoa 1.1.1	1st grade, 2nd grade	1.1.0.33	interpretation note	(Cocoa) (Only applicable to new organizations seeking Fairtrade certification after 15 July 2022) You demonstrate that there is Fairtrade market potential for your product for at least two years. Market potential or demand can be demonstrated through a letter of intent or a similar document of a (prospective) end buyer that indicates a two years' commitment and estimated volumes to be bought under Fairtrade terms.	There is no market potential or business plan in place.	There is a market plan but no business plan OR There is a business plan but no market plan.	There is a market potential and business plan agreed between the producer and the Fairtrade end-buyer.			0	C	Additional information: This is checked during the application phase and can thus usually be considered compliant unless there is a request to double check the information initially provided. End buyers are: • Licensees (as they are the end buyers in a supply chain) • Manufacturers who are manufacturing finished products • Retailers buying (or planning to buy) Fairtrade products from certified manufacturers or licensees
2.1.2	1st grade, 2nd grade, 3rd grade	2.1.0.06	cc text, product	(Not applicable to cocoa) You have a written description of product flow (path) from members to buyer.	The organisation cannot explain / does not fully know the product flow.	The organisation can explain the product flow but not reflected in writing / drawn.	Detailed written/drawn description of the product flow. AND written description is followed.		Rank 3 AND Full description are part of a written traceability procedure.	0	C	
Cocoa 2.1.1	1st grade, 2nd grade, 3rd grade	2.1.0.48	new CC	(Cocoa) (Applicable as of 1 July 2023) Once a year you record individual member production and the total production of your organisation. This includes both estimated and actual production. You estimate member yield by using a consistent and credible methodology that uses farm level data. You compare estimated production with actual production and/or sales at both member and organisational level to check there are no significant differences. If significant differences are recorded at either the individual member or organizational level, you investigate why and take measures to prevent recurrence as applicable. - As of July 2023: You start to record the individual member production and the total production (estimated and actual) e.g. in Excel, similar software, or on paper. - As of July 2024: There is accurate information available on member production and total production, which includes both estimated and actual production - As of July 2025: The above + you compare and check for differences, and you have a system in place to investigate if significant deviations occur. - As of July 2026: The above + you take measures to prevent recurrence of errors. Full requirement is implemented.	The organisation doesn't comply with what is defined in the criterion text (staged approach)		The organisation complies with what is defined in the criterion text (staged approach)		The organisation is already compliant with the next applicable compliance stage.	1	C	Additional information: "Significant difference" refers to a deviation of more than 20% from the originally estimated production to the actual production and/or sales to the SPO. For more details, please refer to the https://files.fairtrade.net/standards/Cocoa_ExplaNote_1-June_2023.pdf
Cocoa 2.1.2	1st grade, 2nd grade, 3rd grade	2.1.0.49	new CC	(Cocoa) (Applicable as of 1 July 2023) You calibrate at least once a year the equipment used to weigh the cocoa beans purchased from your members.	There is no calibration of the equipment.	Calibration is done but less than once a year.	Calibration is done at least once a year AND according to requirements applicable in the country			1	C	Additional information: Calibration can be done externally or internally, depending on the national regulations. For more details, please refer to the https://files.fairtrade.net/standards/Cocoa_ExplaNote_1-June_2023.pdf



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Cocoa 2.1.3	1st grade, 2nd grade, 3rd grade	2.1.0.50	new CC	<p>(Cocoa) (Applicable as of 1 July 2023) You document a product flow map and the associated traceability procedure from farmer members to the first buyer including collection points, transport, storage locations, warehouses, and processing units. You document the locations of all storage units and identify where there could be risk of mixing member and non-member cocoa.</p> <p>As of July 2023: You start to document a product flow map and the associated traceability procedure from farmer members to first buyer.</p> <p>As of July 2024: The product flow map and associated traceability procedure includes all details listed in the requirement.</p>	The organisation doesn't comply with what is defined in the criterion text (staged approach)	The organisation complies with what is defined in the criterion text (staged approach)	The organisation is already compliant with the next applicable compliance stage.	0 C	For more details, please refer to the https://files.fairtrade.net/standards/Cocoa_ExplaNote_1-June_2023.pdf
Coffee 4.1.2	1st grade, 2nd grade, 3rd grade	2.3.0.18	cc text	<p>(Coffee) (Only applicable if, by legislation, coffee has to be passed through the auction) (Not applicable if export costs are covered by the importer) You, as a producer selling via an exporter, agree upon a reasonable margin for the exporter to cover the export costs.</p>	No reasonable margin agreed upon with exporter	Reasonable margin agreed upon with exporter		0 C	
Cocoa 3.2.1	1st grade, 2nd grade, 3rd grade	3.1.0.20	new CC	<p>(Cocoa) (Applicable as of 1 July 2023) (Africa, Asia) You produce a written signed commitment to respect Human Rights and Environmental Sustainability which:</p> <ul style="list-style-type: none"> • Stipulates that your organisation avoids causing or contributing to adverse human rights and environmental impacts, whilst also ensuring that if any such impacts occur, they will be addressed. • References the ILO conventions as mentioned in the SPO standard chapter 3.3 and the United Nations Guiding Principles (UNGP) on Business and Human Rights. 	No written commitment.	There is a commitment but it does not mention all the required information.	There is a written and signed commitment to respect HREDD which stipulates all the required information.	0 C	Additional information: Please see Guidance Document "Implementing Human Rights and Environmental Due Diligence (HREDD) – Guide for Smallholder Farmer Organizations" page 7 for an example of commitment (https://files.fairtrade.net/standards/Fairtrade_HREDD-guide-for-smallholder-farmer-organisations_EN.pdf)



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Cocoa 3.2.2	1st grade, 2nd grade, 3rd grade	3.1.0.21	new CC	<p>(Cocoa) (Africa, Asia) (Applicable as of 1 July 2023) You inform and educate your key stakeholders (members, staff, management and board members) to raise awareness of human rights, environmental sustainability and your organisation's commitment, then gradually expand your scope to include other stakeholders</p> <p>- As of July 2023: You have a plan on how you will educate key stakeholders - As of July 2024: You inform and educate your key stakeholders on awareness of human rights, environmental sustainability and your organisation's commitment - As of July 2025: You also raise awareness among other stakeholders</p>	The organisation does not comply with what is defined in the criterion text (staged approach).	The organisation complies with what is defined in the criterion text (staged approach)	The organisation is already 0 compliant with the next applicable compliance stage.	C	<p>Additional information: Awareness raising can be through presentations and discussions at meetings, training programs including sketches and role plays and/or the distribution of posters, leaflets, and infographics Please see Guidance Document "Implementing Human Rights and Environmental Due Diligence (HREDD) – Guide for Smallholder Farmer Organizations" (https://files.fairtrade.net/standards/Fairtrade_HREDD-guide-for-smallholder-farmer-organisations_EN.pdf) Other stakeholders include: farm operators, workers, other household/community, suppliers and other partners.</p>
Cocoa 3.2.2	1st grade, 2nd grade, 3rd grade	3.1.0.22	new CC	<p>(Cocoa) (Only for Ghana and Côte d'Ivoire) (Applicable as of 1 July 2023) You inform and educate your key stakeholders (members, staff, management and board members) to raise awareness of human rights, environmental sustainability and your organisation's commitment, then gradually expand your scope to include other stakeholders.</p> <p>You prioritize awareness raising to mitigate risks of child labour, forced labour and gender issues, including gender-based violence.</p> <p>You ensure the children of members, farm operators and workers are aware of child rights</p> <p>- As of July 2023: You have a plan on how to educate key stakeholders - As of July 2024: You inform and educate your key stakeholders on risks of child labour, forced labour and gender issues. Children of members, farm operators and workers are aware of child rights - As of July 2025: You also inform and educate other stakeholders.</p>	The organisation does not comply with what is defined in the criterion text (staged approach).	The organisation complies with what is defined in the criterion text (staged approach)	The organisation is already 0 compliant with the next applicable compliance stage.	C	<p>Additional information: Awareness raising can be through presentations and discussions at meetings, training programs including sketches and role plays and/or the distribution of posters, leaflets, and infographics Please see Guidance Document "Implementing Human Rights and Environmental Due Diligence (HREDD) – Guide for Smallholder Farmer Organizations" (https://files.fairtrade.net/standards/Fairtrade_HREDD-guide-for-smallholder-farmer-organisations_EN.pdf) Other stakeholders include: farm operators, workers, other household/community, suppliers and other partners.</p>
Cocoa 3.2.3	1st grade, 2nd grade, 3rd grade	3.1.0.23	new CC	<p>(Cocoa) (Applicable as of 1 July 2023) (Africa, Asia) You conduct a human rights and environmental risk assessment at least every 3 years.</p> <p>1. Map all the risks and challenges in your country and field of production, considering available external data and research. 2. Through engagement with farmers, farm workers and others, prioritize and further assess at least three challenges that are most salient to your operations. Include child labour and forced labour in your priorities if Fairtrade or another reliable source has indicated these as a risk in your country and areas of production. 3. Identify and focus on the most vulnerable groups of people that are or could be impacted because of the risks and challenges identified.</p> <p>- As of July 2023: You start the risk mapping process (a draft is available) and identify the resources you will use to inform your risk assessment. - As of January 2024: You map all the risks in your country and field of production using the resources identified previously. You prioritise the three most salient risks to your operation. - As of January 2025: You engage with farmers, farm workers and other relevant parties. You further expand your risk assessment and identify and focus on the most vulnerable groups of people that could be impacted. You comply with the full requirement.</p>	The organisation does not comply with what is defined in the criterion text (staged approach).	The organisation complies with what is defined in the criterion text (staged approach)	The organisation is already 1 compliant with the next applicable compliance stage.	C	<p>Additional information: For further guidance, please see Fairtrade's "Implementing Human Rights and Environmental Due Diligence, Guide for Smallholder Farmer Organizations" (https://files.fairtrade.net/standards/Fairtrade_HREDD-guide-for-smallholder-farmer-organisations_EN.pdf) and Fairtrade's Risk Maps (https://riskmap.fairtrade.net/).</p>



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Cocoa 3.2.4	1st grade, 2nd grade, 3rd grade	3.1.0.24	new CC	(Cocoa) (Africa, Asia) (Applicable as of 1 July 2023) Your organisation has an inclusive grievance procedure in place that allows individuals and groups, including third parties, to anonymously raise complaints of injustice, harm or fraud linked to the organisation. The procedure: -Is accessible in local languages and supports both written and verbal complaints. -Respects anonymity and protects people who file complaints from retaliation, threats or harm. -Abides by national laws and, when relevant, reports human rights violations to relevant national agencies. -Ensures human rights violations are remediated in collaboration with your organisation's trained Grievance, Protection or Gender committees and in accordance with Monitoring and Remediation System Guidelines, as appropriate depending on the case. -Ensures decisions are taken by an impartial, competent, and diverse Grievance committee and follow up actions are made and implemented in a timely manner. You seek to raise awareness about your grievance procedure among all stakeholders. - As of July 2023: You start to put a grievance procedure in place. You set up a grievance committee which can propose a grievance procedure that specifies how complaints can be made, handled and recorded. - As of July 2024: You have a full grievance procedure in place according to the criterion text above. - As of July 2025: You raise awareness of the grievance procedure among all stakeholders	The organisation does not comply with what is defined in the criterion text (staged approach).	The organisation complies with what is defined in the criterion text (staged approach)	The organisation is already compliant with the next applicable compliance stage.	1	C	Additional information: If you already have a Protection Policy for Children and Vulnerable Adults, you still need to set up a Grievance Mechanism. Please see guidance documents "Implementing Human Rights and Environmental Due Diligence (HREDD) – Guide for Smallholder Farmer Organizations" (https://files.fairtrade.net/standards/Fairtrade_HREDD-guide-for-smallholder-farmer-organizations_EN.pdf)	
3.2.31	1st grade, 2nd grade, 3rd grade	3.2.6.08	interpretation note	Your members do not cause deforestation and do not destroy vegetation on protected areas or other carbon storage ecosystems.	No	Yes		0	C	Additional information: Deforestation is the conversion of forest to other land use or the permanent reduction of the tree canopy cover below the minimum 10 percent threshold. The following activities are not considered 'deforestation': • When a tree crop is replaced by another (for example cocoa, coffee or fruit tree); • Tree management on agro-forestry or home-garden production systems. Carbon storage ecosystems are terrestrial and aquatic ecosystems with a capacity to sequester and store carbon, maintain environmental quality and provide living conditions to plants and animals.	
3.3.12	1st grade, 2nd grade, 3rd grade	3.3.3.05	cc text	(Only applies if you have identified child labour as a risk in your organisation) You and the members of your organisation have implemented relevant procedures to prevent children below the age of 15 from being employed for any work and children below the age of 18 from being employed in dangerous and exploitative work. (Only applies if you have identified child labour as a risk in your organisation.)	Organisation did not consider any measure.	Organisation has ideas of how to improve but these have not been implemented.	Organisation has implemented some control measures such as keeping records at member level.	Organisation has implemented some control AND preventive measures (such as investments to eradicate root causes).	3	D	Applicability: This requirement only applies if child labour was identified as a risk.
3.3.18 ⁹	1st grade, 2nd grade, 3rd grade	3.3.5.01	reference, cc text, interpretation note	(Until 15.05.2024, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent, and own processing facilities of any size. As of 15.05.2024, applicable to all.) You have set salaries for workers according to CBA regulations where they exist or at regional average wages or at official minimum wages for similar occupations, whichever is the highest.	Salaries < legal minimum or CBA regulations OR it is impossible to calculate reference salaries.	Salaries ≥ legal minimum or CBA regulations but < regional average wages (evidence of regional average MUST exist).	Salaries ≥ legal minimum, CBA or regional average.	= RANK 3 AND all legal provisions and agreed benefits are respected for all workers.	0	M	Applicability: Minimum-wage non-compliances that relate exclusively to piece-rate workers should be applied to standard requirement 3.3.18 here below. This requirement is applicable on SPO level and not on member level .



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3.3.18 ⁹	1st grade, 2nd grade, 3rd grade	3.3.5.02	reference, cc text, interpretation note	(Until 15.05.2024, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2024, applicable to all) You have specified wages for all employee functions and employment terms, such as piecework.	Salaries are discretionary and there are indications of discrimination.	Interviewed workers do not know roughly how much they will earn.	Organisation informs verbally OR refers to external sources of information (CBA, legal regulations) AND all interviewed workers know roughly how much they will earn.	Salary categories (including all additional benefits) are specified in writing AND all interviewed workers know roughly how much they will earn.	Salary categories (including all additional benefits) are specified in writing and made known to all workers in a way that is easy to understand.	0	C	Applicability: This requirement is applicable on SPO level and not on member level.
3.3.49 ²⁰	1st grade, 2nd grade, 3rd grade	3.3.5.03	reference, cc text, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent, and own processing facilities of any size. As of 15.05.2025, applicable to all) For work based on production, quotas and piece-work, during normal working hours, you pay the proportionate minimum wage or the relevant industry average, whichever is higher.	On average, pieceworkers earn < 80% of the equivalent salary on a monthly average OR it is impossible to estimate pieceworkers' earnings.	On average, pieceworkers earn 99-80% of the equivalent salary on a monthly average.	On average, pieceworkers earn at least the equivalent salary on a monthly average.	On average, pieceworkers earn at least the equivalent salary everyday.	All pieceworkers earn at least the equivalent hourly salary everyday.	0	M	Applicability: This requirement is applicable on SPO level and not on member level.
3.3.49 ²⁰	1st grade, 2nd grade, 3rd grade	3.3.5.04	reference, cc text, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent.. As of 15.05.2025, applicable to all) You do not use production, quotas and piece-work employment as a means to avoid time-bound contracts.	Piece work is the main form of employment, clearly used in order to avoid time bound contracts and legal obligations.	There is only little piece work, but this is used to avoid time bound contracts and legal obligations.	There is no piece work OR the concerned workers prefer this type of employment.	= Rank 3 AND some benefits are paid to workers employed on piece work.	= Rank 4 AND all statutory benefits are paid in line with permanent employment.	0	C	Applicability: This requirement is applicable on SPO level and not on member level.
3.3.49 ²⁰	1st grade, 2nd grade, 3rd grade	3.3.5.05	reference, cc text, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) The pay rate for work based on production, quotas and piece-work is transparently calculated and workers and workers' organisations are informed of it. Workers agree that this rate is fair.	There are no fixed rates OR the calculation is purposely unclear.	Interviewed workers are not able to calculate roughly how much they will earn.	Organisation informs verbally AND all interviewed workers are able to calculate roughly how much they will earn.	Rates (including all details) are specified in writing AND all interviewed workers are able to calculate roughly how much they will earn and they agree that this	Rates and an explanation of the method used to reach that rate are specified in writing and made known to all workers in a way that is easy to understand and workers agree that this is fair.	0	C	Applicability: This requirement is applicable on SPO level and not on member level.
3.3.21 ⁹	1st grade, 2nd grade, 3rd grade	3.3.5.06	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) You make payments to workers at regularly scheduled intervals that workers are aware of.	Payment is constantly delayed beyond agreed periods OR payment has been outstanding by more than one month.	Payment is made after 2 weeks of the end of the paid working period OR is generally very irregular.	Payment is usually made within one week of the end of the paid working period, although some occasional delays happen.	Payment is usually made on the same day that the paid working period ends, although some occasional delays happen.	Payment is always made on the same day that the paid working period ends or before.	0	C	



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3.3.2.9	1st grade, 2nd grade, 3rd grade	3.3.5.07	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) Workers are provided with pay slips or a log system containing all necessary information e.g. the work done and the payment received..	Organisation is not able to provide any information on wages.	Organisation's payroll is poorly documented AND workers do not/ cannot obtain full information (for example cannot know overtime payment or deductions).	Workers receive a physical payslip with full information together with each payment.	Workers receive a physical payslip together with each payment and a consolidated payslip every year.	0	C	Applicability: This requirement is applicable on SPO level and not on member level.	
3.3.2.10	1st grade, 2nd grade, 3rd grade	3.3.5.08	reference, cc text	(Until 15.05.2025 only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) Payment is made in legal tender; only when the worker explicitly agrees can payment be made in kind.	Payment is made in kind and the employee has not agreed to this.	Payment is partly made in kind and the employee has not agreed to this.	Payment is made in the way chosen by the organisation, but in legal tender (bank transfer, check, cash, etc) OR otherwise explicitly agreed by workers.	Payment is made in the way chosen by the organisation choosing the one with less costs/risks for workers.	Payment is made in the way chosen by workers but when payment is made in cash the organisation took measures to prevent assaults.	0	C	
3.3.2.14	1st grade, 2nd grade, 3rd grade	3.3.5.15	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all organisations and members) If you or your members employ migrant or seasonal workers through a contracting agency or person, you have put effective measures in place to ensure that their hiring and working conditions also comply with the Standard.	No measures implemented and hiring and working conditions are not in line with the standard.	Basic measures have been implemented but not followed at all times.	Measures have been implemented and hiring and working conditions are in line with the standard.	RANK 3 AND interviewed workers declare it is always followed and adhered to.	RANK 4 AND interviewed workers declare it is always followed and monitoring is done regularly.	0	C	Additional information: If national legislation accepts oral contracts, then this is also accepted as long as the oral contracts provide the same benefits of a written contract.
3.3.2.12	1st grade, 2nd grade, 3rd grade	3.3.5.16	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all.) You have issued all permanent workers with legally binding written contracts of employment.	Permanent workers do not have legally binding contracts.	Permanent workers do not have signed contracts OR these do not comply with labour law OR notice period is longer for the worker.	All permanent workers have signed contracts that include at least job title, wages, working hours and identical notice periods and which comply with labour law.	All permanent workers have signed contracts that include job description, wages and other benefits, working hours, rest and lunch hours, overtime compensation, holidays and identical notice period, and comply with labour law.	RANGO 4 y los contratos se explican verbalmente y en un lenguaje que comprenda el trabajador.	1	C	Additional information: If national legislation accepts oral contracts, then this is also accepted as long as the oral contracts provide the same benefits of a written contract.
3.3.2.12	1st grade, 2nd grade, 3rd grade	3.3.5.17	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all.) You have provided the worker with a copy of the signed contract and ensure they are aware of their rights and duties, responsibilities, salaries, and work schedules by providing it in a format and language they understand.	No contract provided or there are no contracts.	Provided only to some permanent workers OR provided to all permanent workers but they are not aware of the content.	Provided in writing to all permanent workers AND workers understand the content.	Provided in writing to all permanent workers AND verbally explained.	RANK 4 AND there are written contracts for temporary workers.	1	C	Additional information: If national legislation accepts oral contracts, then this is also accepted as long as the oral contracts provide the same benefits of a written contract. SPOs can support and train their members and provide templates where necessary.



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3.3.2830	1st grade, 2nd grade, 3rd grade	3.3.6.01	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent, and own processing facilities of any size. As of 15.05.2023, applicable to all.) You and your members have made work processes, work places, machinery and equipment on your production site safe.	Workplaces, machinery or equipment represent patent important hazards for workers OR there have been fatal or grave accidents without the organisation taking any measure.	Indoor workplaces are not equipped against fire hazards OR fire exits are not maintained clear of obstructions OR machinery is dangerous to operate OR the auditor could find other important	All machinery has appropriate safety devices and there are at least fire exits and fire fighting equipment in indoor workplaces AND the auditor could not find any important hazard.	= RANK 3 AND the organisation is aware of national regulations on health and safety and proves compliance.	The organisation is aware of national regulations on health and safety and proves compliance AND the organisation already complies with all CC on health and safety below.	0	M	Additional information: This CC refers to basic hazard prevention. Detailed risks and measures (first aid boxes and personnel, training, PPE, signs) are contemplated in following CCs.
3.3.2931	1st grade, 2nd grade, 3rd grade	3.3.6.02	reference, cc text	(Until 15.05.2024, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent, and own processing facilities of any size. As of 15.05.2024, applicable to all) Children under the age of 18 years, pregnant or nursing women, mentally disabled people, people with chronic, hepatic or renal diseases; and people with respiratory diseases do not carry out any potentially hazardous work, such as the application of pesticides.	The organisation hires these persons for unsafe work.	There are indications of members hiring these persons for unsafe work on rare occasions but the organisation took no actions.	The organisation has no system but is aware of this rule and auditor found no indications of this happening.	The organisation has an internal system to identify hazardous work and identify these persons AND an awareness raising programme for members.	Offences and incidences at member level are recorded and sanctioned as part of an Internal Management System.	0	M	Additional information: Potentially hazardous work would mean, amongst others, handling or exposure to agrochemicals, operation of machinery or vehicles, carry excessively heavy loads, etc
3.3.2931	1st grade, 2nd grade, 3rd grade	3.3.6.03	reference, cc text	(Until 15.05.2024, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2024, applicable to all) In case a change of work is necessary to comply with requirement 3.3.6.02 you and your members ensure alternative work for your employees.	Organisation dismissed workers for this reason without guaranteeing a new position elsewhere or compensation.		Organisation guaranteed a new position elsewhere OR offered compensation to each family (school grants, employment of an adult healthy family member, etc).	Organisation offered a new position in the organisation.	Organisation offered a new position in the organisation with the same salary benefits and conditions.	0	C	Applicability: This requirement does not apply in the case that a change of job was not necessary.
3.3.324	1st grade, 2nd grade, 3rd grade	3.3.6.05	reference, cc text, ranks, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) You and your members provide clean toilets/latrines with hand washing facilities close by for workers. These facilities are separate for women and men and the number is proportional to the number of workers. and clean showers (showers only for workers who handle pesticides).	No toilets and hand washing facilities or showers (where applicable) are provided.	No hand washing facilities OR toilets are not clean AND/OR hand washing facilities are too far away from toilets/latrines OR clean showers not provided. OR no soap available.	Clean toilets/latrines AND at least one hand washing facility at close distance from toilets and place for eating (so workers do use them) AND clean showers provided.		Rank 3 AND hand washing facilities in the same place as toilets and in place for eating.	0	C	Applicability: This requirement is applicable on SPO level and not on member level.



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3.3.3.4	1st grade, 2nd grade, 3rd grade	3.3.6.06	reference, cc text, ranks, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) You and your members provide clean showers showering or washing facilities for workers who handle pesticides. The showers and toilets These facilities are separate for women and men and the number is proportional to the number of workers.	No showering or washing facilities toilet in the operation.	Toilets- Showering or washing facilities are unhygienic OR there are no showers showering or washing facilities and workers are in contact with chemicals.	Separated clean stocked showering or washing facilities-toilets (+ showers if applicable) in a proportion 20:1 that can be locked.	Separated clean stocked toilets (+ showers if applicable) in a proportion 20:1 that can be locked.	Separated clean stocked toilets with bin (+ showers if applicable) in a proportion 20:1 that can be locked.	0	C	Additional information: Showering and washing facilities could include washing basin, water and soap.
3.3.3.2	1st grade, 2nd grade, 3rd grade	3.3.6.08	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) You and your members have trained workers who carry out hazardous work regarding the risks to their health and environment because of this work.	There is no active information for workers performing hazardous work.	There has been training but not available for all workers performing hazardous work.	There has been training of workers performing other hazardous work, focusing on preventive measures.	= RANK 3 AND there is a regular full training plan for workers performing hazardous work.	As the result of training, all interviewed workers performing hazardous work are aware of risks, and know how to prevent them.	3	C	
3.3.3.2	1st grade, 2nd grade, 3rd grade	3.3.6.09	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) Workers have been trained on what to do in case of an accident (Only applies to hazardous work that is not related to the handling and to the application of pesticides).	There is no active information for workers performing hazardous work.	There has been training but not available for all workers performing hazardous work.	There has been training of workers performing other hazardous work, focusing on how to act in case of emergencies.	= RANK 3 AND there is a regular full training plan for workers performing hazardous work.	As the result of training, all interviewed workers performing hazardous work know how to act in case of emergencies.	3	C	
3.3.3.3	1st grade, 2nd grade, 3rd grade	3.3.6.10	reference, cc text, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) When you carry out hazardous work, you and your members display all information, safety instructions, re-entry intervals and hygiene recommendations clearly in a visible place in the workplace in the local language(s) and with pictograms.	There is no safety information available.	There is safety information available, but not understood by all workers.	Local language or pictorial safety signs are posted in all areas.	Local language or pictorial safety signs are posted in all areas AND verbally explained at induction.	Local language and/or pictorial safety signs are posted in all areas AND verbally explained at induction AND at regular intervals.	3	C	Applicability: This requirement is applicable on SPO level and not on member level.
3.3.3.4	1st grade, 2nd grade, 3rd grade	3.3.6.11	reference, cc text, interpretation note	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) You and members of your organisation provide and pay for personal protective equipment to all workers, who perform hazardous tasks. Workers use the personal protective equipment provided.	Workers work unprotected as common practice.	Basic measures have been implemented BUT interviewed workers recognised it is not used at all times OR workers are charged for PPE OR penalised for normal wear-out.	Workers are provided with free essential PPE (organisation may penalise for lost/damage due to improper use) AND interviewed workers declare it is used at all times.	= RANK 3 AND PPE is adapted to local weather conditions as much as possible in order to increase usability.	= Rank 4 AND IMS that controls this at member level.	3	C	Additional information: The Food and Agriculture Organization (FAO) recommends that when pesticides are used, long-sleeved shirts, long trousers, boots, socks and chemical-resistant gloves should be worn at all times. A list of the basic minimum requirements for PPE for applying agricultural pesticides is included in annex 3 of the International Code of Conduct on Pesticide Management (https://www.fao.org/3/ca7430en/CA7430EN.pdf)
3.3.3.4	1st grade, 2nd grade, 3rd grade	3.3.6.12	reference, cc text	(Until 15.05.2025, only applicable for organizations and/ or individual members with more than 10 workers that are present for one month or more during a year working more than 30 hours per week or equivalent. As of 15.05.2025, applicable to all) Replacement of personal protective equipment is ordered and distributed in due time (Only applies to hazardous work that is not related to the handling and to the application of pesticides).	Workers do not have access to PPE OR work unprotected as normal practice.	Workers indicate when it needs replacement but new equipment is not distributed.	Workers indicate when it needs replacement and new equipment is distributed immediately.	There is a system at organisation level to identify when PPE needs replacement that works well.	= RANK 4 AND IMS that controls this at member level.	3	C	



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4.1.10	1st grade, 2nd grade, 3rd grade	4.1.0.33	interpretation note	You report at least once a year on Fairtrade Premium use via FairInsight online platform: https://fairinsight.agunity.com . You send the report on the Premium use from the previous year, within three months after the General Assembly.	No	Yes	1	C	<p>Applicability:</p> <p>-The requirement only applies to producer organizations who have held their General Assembly after 1 October 2021. The Producer Networks have started training producer organizations as of October 2021.</p> <p>-Producer Organizations who will hold their General Assemblies before the 1 October 2021 will not be required to report on their Fairtrade Premium use via the FairInsight online platform (https://fairinsight.agunity.com).</p> <p>Determining compliance:</p> <p>- Producer organisations who have held hold their General Assembly after 1 October 2021, who have not reported via the platform and who have not received a training by the respective Producer Network yet will be considered as non-compliant.</p>
3.3.18	1st grade, 2nd grade, 3rd grade	4.2.0.39	new CC	<p>(For SPOs and members owning more than 10 hectares, applicable as of 15.05.2024): You keep an up-to-date list of workers employed by you and your members. This list contains permanent, temporary, casual, and sub-contracted workers, containing for each worker:</p> <ul style="list-style-type: none"> •Full name •Gender •Age •Nationality •Days worked •Wage paid 	No records of workers OR records lack the required information.	Updated worker records are available	Updated worker records are available even though the SPOs and members own less than 10 hectares.	0	C
3.3.18	1st grade, 2nd grade, 3rd grade	4.2.0.40	new CC	<p>(For SPOs and members employing permanent workers (regardless to the number of hectares owned) applicable as of 15.05.2025) You keep an up-to-date list of workers employed by you and your members. This list contains permanent, temporary, casual, and sub-contracted workers, containing for each worker:</p> <ul style="list-style-type: none"> •Full name •Gender •Age •Nationality •Days worked •Wage paid 	No records of workers OR records lack the required information.	Updated worker records are available		0	C