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NSF Checklist
Textile 3.0 EN-GB
FLOCERT GmbH
Public Compliance
Criteria List - Textile

Compliance Criteria are established by FLOCERT to translate requirements of the Fairtrade Standards and FLOCERT requirements into verifiable control points that are evaluated during the certification process to determine compliance with the Fairtrade Standards. Non-conformity with a Compliance Criterion is considered non-conformity with the respective standard requirement.Each Compliance

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
		1	**General requirements and commitment to Fairtrade**											
FLOCERT Requirement	Tier-1 Factories/CMT Factories	1.0.0.02	You have a valid FLOCERT permission to trade or a valid FLOCERT certificate for each product	No		Yes			**0**	**M**		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
FLOCERT Requirement	Tier-1 Factories/CMT Factories	1.0.0.03	The average score for development criteria is equal or above 3.0.	No		Yes			**3**	**C**		Renewal Audit,		
FLOCERT Requirement	Tier-1 Factories/CMT Factories	1.0.0.04	All non-conformities of the previous audit have been corrected.	No		Yes			**1**	**M**		Renewal Audit, Focused Audit, Unannounced Audit		
FLOCERT Requirement	Tier-1 Factories/CMT Factories	1.0.0.05	The conditions of granted exceptions are met.	No		Yes			**0**	**C**		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
FLOCERT Requirement	Tier-1 Factories/CMT Factories	1.0.0.06	(Only applicable if you receive a complaint related to compliance with requirements of the Fairtrade Textile Standards or a Fairtrade textile product) You handle and document all complaints and follow-up actions relating to compliance with requirements of the applicable Fairtrade Standards. These records are made available to the auditor.	Complaints were received but have not been followed up and/or not documented.	There is a written procedure for complaint management, but the complaint/s have not been followed up and documented.	There is a proper documentation of the actions taken on the complaints and its follow up and documents.		There is a written procedure for complaint management and complaints are handled in line with the procedure AND complaints and follow up are documented.	**1**	**C**		Renewal Audit, Focused Audit, Unannounced Audit		
4.2.3	Tier-1 Factories/CMT Factories	1.0.0.07	(Only applicable if you carry out wet processing for products to be labelled under the Gruener Knopf / Green Button) You have a valid certification proving that Green Button 2.0 criteria are complied with during the production process.	No valid certification is available.		A valid certification is available (e.g. OEKO-TEX® MADE IN GREEN)			**0**	**C**		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
4.2.4	Tier-1 Factories/CMT Factories	1.0.0.08	(Only applicable if you are a CMT factory producing ready-made/finished products to be labelled under the German Green Button 2.0 but do not carry out the wet processing yourself). You inform, in a written form, your wet processing supplier that the final product is to be labelled under Green Button, so that they know it is their responsibility to comply with the relevant requirements.	The supplier is not informed.		The supplier is informed.			**0**	**C**		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		1.1	**Commitment to Fairtrade**											
1.1.3	Tier-1 Factories/CMT Factories	1.1.0.01	To demonstrate commitment to Fairtrade, your Factory's mission statement or policy includes: • measures on how continuous improvement of social and sustainable production practices is implemented in your Factory; • a statement on your commitment to achieve the aims and values of Fairtrade; • how Workers are informed about commitment to Fairtrade; • Fairtrade goals which are included in measurable key performance indicators for the CEO and senior management of your Factory.	The company does not have a mission statement or policy related to Fairtrade.	The company has a mission statement or policy related to Fairtrade, but it does not include all required statements OR the statements lack sufficient detail.	The company's mission statement includes all the statements AND all statements fulfill the requirements of the CC.	RANK 3 AND the Fairtrade goals and key performance indicators are documented, monitored, and periodically reviewed by senior management.	RANK 4 AND the company demonstrates positive social and economic contributions beyond legal obligations as part of its Fairtrade commitment or CSR activities.	**3**	**D**		Renewal Audit		
1.1.1	Tier-1 Factories/CMT Factories	1.1.0.03	Your Factory displays its commitment to Fairtrade in a public workplace and ensures that all Workers are aware of this commitment by posting it in languages or pictograms understandable to all Workers.	The commitment to Fairtrade is not displayed in a public workplace.	The statement is displayed in public place but not in local language or not understandable or visible to workers.	The company displays its commitment to Fairtrade in a public workplace AND the information is available in local languages or pictograms understandable to all Workers.	RANK 3 AND the statement is displayed in more than one prominent public place, documents, websites etc.	RANK 4 AND the workers are provided a copy of the statement/pictograms OR members have been trained on FT OR there are additional informative materials of FT.	**0**	**C**	This includes workers who speak languages other than the main languages of the work place and illiterate workers.	Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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1.1.2	Tier-1 Factories/CMT Factories	1.1.0.04	Your Factory appoints a person responsible for Fairtrade matters, called the Fairtrade Officer, who is responsible for overall co-ordination of Fairtrade matters in your Factory and for handling all necessary Fairtrade related communications. The Fairtrade Officer reports directly to or is part of the senior management.	The Fairtrade Officer is not appointed.	A Fairtrade Officer has been appointed, but the responsibilities for overall co-ordination of Fairtrade matters and Fairtrade-related communications are not clearly assigned OR the Fairtrade Officer does not report directly to or is not part of senior management.	The company has appointed a Fairtrade Officer responsible for overall co-ordination of Fairtrade matters and Fairtrade-related communications AND the Fairtrade Officer reports directly to or is part of senior management.	RANK 3 AND the Fairtrade Officer role and responsibilities are formally documented and communicated within the company AND the Fairtrade Officer is regularly trained on his/her responsibilities.	RANK 4 AND the Fairtrade Officer has established regular communication mechanisms on Fairtrade matters with Workers and management.	0	C		Initial Audit, Renewal Audit,Focused Audit, Unannounced Audit		
1.1.2	Tier-1 Factories/CMT Factories	1.1.0.05	The Fairtrade Officer acts as a liaison between Fairtrade International, FLOCERT, workers and managers regarding Fairtrade matters and ensures the compliance, implementation and monitoring of the company´s performance regarding the Fairtrade requirements.	There is no Fairtrade Officer appointed.	The Fairtrade Officer does not perform all of the required functions as described in the CC	The Fairtrade Officer acts as a liaison between Fairtrade International, FLOCERT, Workers			0	C	The Fairtrade Officer does not have to be hired exclusively to carry out these tasks and may have other	Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.1.2	Tier-1 Factories/CMT Factories	1.1.0.06	Responsibilities of the Fairtrade Officer are included in his/her job description and employment contract.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.1.2	Tier-1 Factories/CMT Factories	1.1.0.07	The Fairtrade Officer is appointed as the management representative on the Fairtrade compliance committee.	No		Yes			1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.1.2	Tier-1 Factories/CMT Factories	1.1.0.08	The Fairtrade Officer has the relevant knowledge and experience to perform his tasks.	The Fairtrade Officer lacks both knowledge and experience about his job.	The Fairtrade Officer lacks either experience or knowledge about his job.	The Fairtrade Officer has both knowledge and related experience about his job.	RANK 3 AND the Fairtrade Officer has previous experience in labour rights or environmental protections organisations or other Fairtrade standards.	RANK 4 AND the Fairtrade Officer is external trained and is exclusively hired to carry out his task.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.1.4	Tier-1 Factories/CMT Factories	1.1.0.09	There are no indications that your Factory violates national legislation on the topics covered by this Standard. If your country has developed additional regulations for the operation of Fairtrade as a certification scheme, you and your members are also required to comply with them.	There is evidence that the company violates national legislation related to the topics covered by this Standard.	There are indications of non-compliance with national legislation OR the company is not fully aware of or compliant with additional national Fairtrade certification regulations, where applicable.	There are no indications that the company violates national legislation related to the topics covered by this Standard AND the company complies with applicable national Fairtrade certification regulations.	RANK 3 AND the company has procedures or mechanisms in place to monitor compliance with applicable legal and Fairtrade certification requirements.	RANK 4 AND the company regularly reviews and updates its compliance systems to ensure continued compliance with national legislation and Fairtrade certification requirements.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		1.2	**Compliance Committee**											
1.2.1	Tier-1 Factories/CMT Factories	1.2.0.01	You have created a Compliance Committee (CC) with the purpose of engaging workers in implementing the requirements of the FT Textile Standard	The company has not initiated the process of forming a CC.	The company has started the process but yet to complete OR there is a CC in place but it is not aware of its duties and responsibilities.	A CC has been created and is aware of its duties.	RANK 3 AND the committee is functional.	An existing functional committee (e.g. worker/trade union committee) has been assigned the job and the committee is active.	1	M	The Compliance Committee tasks may be undertaken by already established committees (e.g. works committee) present the workplace as long as their roles are not conflicting with the purpose of the CC.	Renewal Audit, Focused Audit, Unannounced Audit		

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1.2.1	Tier-1 Factories/CMT Factories	1.2.0.02	The CC has following minimum tasks which are included in it's ToR and informed to the members: • Facilitate quarterly internal audits by meeting and consulting with workers. • Conduct annual risk assessments • Reporting on internal audits and risk assessments to senior management for internal audit policies and procedures • . Disseminating internal audit results and results of the risk assessments to Workers through written communication and at an annual General Assembly of Workers; • . Supporting Workers in understanding the grievance mechanism and using it when necessary. Anonymity is necessary when supporting Workers with the grievance mechanism; • Designating one or more member(s) as Health and Safety representative(s); • Recommending and prioritizing actions with timelines to senior management to address these risks; • makes a proposal about distribution of Living Wage differential payment by brands among all Workers including that of Contract Workers on their order basis; • calls a General Assembly of Workers for information regarding the distribution of Living Wage differential to all Workers, including that of Contract Workers half yearly; • assist in annual risk assessments (see HREDD chapter 6)	The tasks are not in the ToR and CC members are not aware of their tasks and responsibilites	There is a ToR, but not all required tasks are included OR CC members/workers are not informed about the tasks and responsibilities of the CC.	There is a ToR including all required tasks AND the CC members are informed about their tasks and responsibilities AND the CC carries out its functions according to the defined procedures.	RANK 3 AND the CC tasks are integrated into or coordinated with already existing workplace committees or structures (e.g. trade union committee, health and safety committee) OR designated representatives are actively carrying out specific CC responsibilities.	RANK 4 AND the CC regularly collects inputs from Workers through meetings or written communication AND effectively carries out and monitors its responsibilities, including communication of results and follow-up actions.	1	M	Input from workers can be collected through meetings or in written form.	Renewal Audit, Focused Audit, Unannounced Audit		
1.2.2	Tier-1 Factories/CMT Factories	1.2.0.03	The CC has minimum 4 members. At least 75% of the members are trade union/democratically-elected worker representatives and maximum 25% are appointed management representatives.	The committee has less than 4 members OR/AND less than 75% of the members are worker representatives.	The committee has at least 4 members but less than 75% of the members are worker representatives.	Committee has at least 4 members and a minimum of 75% are workers representatives.	RANK 3 AND more than 75% of the members are from the workers side.		1	C	In case a workplace is unionized (over half the workforce belongs to trade unions), the trade union representatives may take on all or some of the responsibilities outlined for the CC. Trade union representatives in the CC are working in the same facility where they represent workers. Where is more than one trade union representing workers, this role is shared by the unions representing the majority of workers. In cases where the union(s) does not appoint a representative or the organization is not unionized, workers may freely elect worker representatives for this committee. Non-trade union elected worker	Renewal Audit, Focused Audit, Unannounced Audit		
1.2.2	Tier-1 Factories/CMT Factories	1.2.0.04	Worker members are either chosen by the factory's trade union or democratically elected by the workers in the absence of a trade union.	Worker members are neither chosen by the trade unions nor democratically elected by the workers.	Few are chosen by the trade unions or elected by the workers but rest of the 75% are not chosen by the trade union or elected.	All worker representatives are chosen by the trade union or democratically elected by the workers and the selection/elections are documented.		RANK 3 AND the elections took place in the presence of external observers or trade unions consulted workers for selection of the members to CC.s	1	M	Where there is more than one trade union representing workers, the membership in the CC is shared by union representing the majority of the workers.	Renewal Audit, Focused Audit, Unannounced Audit		

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1.2.2	Tier-1 Factories/CMT Factories	1.2.0.05	Composition of your CC reflects the composition of workforce, taking into account gender, type of work and rank.	Composition of the CC doesn't reflect composition of the workforce.	Composition of the CC partly reflects composition of the workforce.	The makeup of the CC reflects the composition of the workforce.	RANK 3 AND is proportional.	RANK 4 AND representatives are present for those workers who cannot be present at the meetings e.g. seasonal/temporary/ migrant.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.2.2	Tier-1 Factories/CMT Factories	1.2.0.06	The current list of CC members is posted and accessible to all workers in the workplace.	The list is not publicly displayed in the work place.	Only a part of the list is displayed in the workplace OR the place it is posted is not accessible to all workers of the company OR member list is not updated OR it is not posted permanently.	The complete and updated list of CC members is displayed publicly in the workplace (notice boards, cafeteria etc) and accessible to all workers of the company.	RANK 3 AND full list is circulated among all departments and provided to workers on request OR the list is published in the newsletter/websites.	RANK 4 AND the list circulated among individual workers separately or in General Assembly.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.2.3	Tier-1 Factories/CMT Factories	1.2.0.07	The CC provides input on workplace challenges in an annual meeting with Factory management and brands. Management invites to the meeting brands that have sourced for more than one year from the Factory.	The Compliance Committee (CC) does not meet with Factory management and brands regarding workplace challenges OR management does not make buyer details available to the CC to facilitate the process.	Meetings between the CC and Factory management/brands take place, but they are not conducted annually OR workplace challenges are not adequately discussed OR relevant brands are not invited.	The CC provides input on workplace challenges in an annual meeting with Factory management AND brands sourcing from the Factory for more than one year are invited to participate.	RANK 3 AND workplace challenges and recommendations discussed during the meeting are documented and shared with relevant stakeholders.	RANK 4 AND follow-up actions are implemented and monitored to address workplace challenges identified by the CC.	1	C	"Relevant" will be defined by Fairtrade International in a template that may or may not be used, as long as the report is equivalent. Fairtrade International will provide support through the Fairtrade Textile Program to CC trade union/worker representatives to be able to fulfill this requirement. Management is expected to make buyer details available to the CC in order to facilitate process.			
1.2.4	Tier-1 Factories/CMT Factories	1.2.0.08	The CC has a Terms of Reference (ToR) including following aspects: • Aims of the Committee • Composition of the membership • Procedures for election or appointment (by the trade union) of the members • Procedures of the committee: terms of office, frequency and dates of meetings, documentation • Internal regulations and responsibilities • procedures of the general Assembly, delegate system (for GA) if applicable • How interests of migrant and seasonal/temporary workers are served.	The CC does not have a TOR.	There is a ToR but it lacks some of the points as per the compliance criteria.	There is a written ToR and the ToR include all the points as in the compliance criteria.	Rank 3 AND the ToR include details on how each point is fulfilled.	RANK 4 AND the internal regulations stress on reaching decisions by consensus (as per the guidance in the explanatory document of Fairtrade International), and, in the absence of consensus, by majority vote in the absence of consensus.	1	C	Details on how make decisions by consensus are provided in the explanatory document. Fairtrade will provide a sample template for the CC ToR.	Renewal Audit, Focused Audit, Unannounced Audit		
1.2.5	Tier-1 Factories/CMT Factories	1.2.0.09	You have arranged training to all the CC members and/or trade union/worker representatives to carry out their duties, including internal audits and basic risk assessments through trainers approved by Fairtrade International or Fairtrade field staff or affiliates.	No training is provided.	Training is provided but not through the FI approved trainers or field staff OR not to all CC members and/or trade union/worker representatives OR training content does not include all requirements of this criteria.	Training is provided to most of the CC members and/or trade union/worker representatives AND content of training was sufficient AND more trainings are planned/scheduled to cover the rest of the CC members.		RANK 3 AND the company actively encourages and supports additional trainings on relevant topics to the CC members and/or trade union/worker representatives OR establishes a support network for new CC members where current and/or former members offer support.	1	C	A help-desk for new CC members where current and/or former members offer support and training is recommended.	Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
1.2.6	Tier-1 Factories/CMT Factories	1.2.0.10	(Only applicable if there is no elected union representative on the Health and Safety (H&S) committee) TheCC designates one or more members as the H&S representative(s). Their duties are to liaise between the H&S Officer, the CC, Trade Union representatives and Workers on-site, acting as a point of contact for Workers on H&S matters (see requirement 3.6.3).	A H&S representative was not designated.	A H&S representative was designated but he/she is not aware of his functions or no realizing his/her job.	The company has appointed a resident or visiting doctor he/she is qualified for the job. Related requirements of the national legislation is complied with.			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.2.6	Tier-1 Factories/CMT Factories	1.2.0.11	(Only applicable if there is no elected union representative on the Health and Safety (H&S) committee) The management provides the H&S representatives with the necessary training and information to undertake their tasks.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.2.7	Tier-1 Factories/CMT Factories	1.2.0.12	The CC meets regularly, at least every 3 months during working hours. Minutes are taken at these meetings and approved by all meeting participants and posted publicly in the workplace in a format and language accessible to all Workers.	The CC doesn´t meet at least every 3 months.	The CC meets regularly but the minutes are not documented and signed OR the meetings do not take place during working hours.	The CC meets at least every 3 months during working hours and minutes of the meeting are documented and signed.	RANK 3 AND the CC meets more often than once in 3 months as required.	RANK 4 AND the CC meetings are integrated with other relevant certification and compliance processes of the company.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.2.7	Tier-1 Factories/CMT Factories	1.2.0.13	Meeting minutes of the CC are posted publicly in the workplace in a format and language understandable to all workers.	The meeting minutes are not displayed publicly at the workplace.	Meetings minutes are displayed publicly at the workplace but not in an understandable format and language for all the workers.	Meeting minutes are displayed publicly at the workplace AND are understandable to all workers.	RANK 3 AND all minutes are found in book/file(s), all signed, decisions are recorded with clarity and annexes are included in the book OR the meeting minutes are read out to the workers in each department.	RANK 4 AND the meeting minutes are circulated among all the workers.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.2.8	Tier-1 Factories/CMT Factories	1.2.0.14	Your Factory allocates time during regular working hours and provides necessary resources for the CC to successfully carry out its work. Resources may include but are not limited to private facilities to meet, and office space to keep equipment and lockable files.	The company does not allocate time and space (e.g. office space) for the CC to carry out its work.	The company allocates time during working hours but doesn't allocate private space or other facilities (e.g. office space) for the CC to carry out its work OR your company doesn´t allocate time during working hours.	The company allocates time during working hours and private space for the CC meetings along with other facilities (e.g. office space) for the CC to carry out its work.	RANK 3 AND the company has provided a separate permanent office and equipment for the CC.	RANK 4 AND the company provides time, space and other facilities for the CC meetings off-site when all members decide to do so.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.2.8	Tier-1 Factories/CMT Factories	1.2.0.15	(Only applicable if the CC has piece-rate or other similarly compensated workers) The workers are compensated for the time spent on CC work.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		1.3	**Audit access and transparency**											
1.3.1	Tier-1 Factories/CMT Factories	1.3.0.01	You accept announced and unannounced audits at its premises including subcontracted premises and provides all requested information needed to demonstrate compliance with the Fairtrade standards.	The company denied access to sites or documents OR to confidential interviews with members or workers OR otherwise undermined the audit.	Certain key persons were not reachable for unjustified reasons OR the company was not active in bridging the information gaps.	Information was poorly prepared but the organisation was active in bridging the gaps OR certain key persons were not reachable due to understandable reasons.		RANK 3 AND the information for the audit was carefully prepared.	0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.3.2	Tier-1 Factories/CMT Factories	1.3.0.02	You register all subcontractors used for the production of the Fairtrade certified goods with FLOCERT. FLOCERT is informed of all changes, specially when a subcontractor is no longer used or when the company has a new subcontractor.	No		Yes			0	C	A subcontractor or subcontracted unit is an individual or company that provides processing and/or manufacturing services on behalf of an operator but does not take legal ownership of the product. See requirement 1.4.2. Second-tier subcontracting by the prime subcontractor is not permitted.	Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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FLOCERT Requirement	Tier-1 Factories/CMT Factories	1.3.0.03	You have a contract with each subcontrracted entity that is not 100 % owned by the master operator that requires compliance with requirements of the FT Textile standard and stating that FLOCERT is authorized to conduct on-site audits of the additional entity. (Does not apply to entities that do not fall into the scope of certification e.g. storage sites, where no repacking activities take place as well as additional entities that have their own FLOCERT certification).	There are no contracts.	Contracts do not have all the requirements listed in the cc or some of the additional entities do not have contracts.	Complete contracts with all additional entities.			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
1.3.3	Tier-1 Factories/CMT Factories	1.3.0.04	You ensure that at least one trade union/worker representative(s) or CC Worker member participates in the whole audit (including the opening and closing meeting of FLOCERT). No income deductions are made for the time spent during the audit.	There is no participation of the trade union/worker representative(s) or CC members in the FLOCERT audit.	Trade union/worker representative(s) or CC member participate during the FLOCERT audit, BUT the company makes income deduction OR doesn't compensate for the time spent in the audit.	The company ensures that at least one trade union/worker representative(s) or CC member participates in the FLOCERT audit and no income deductions are made for the time spent in the audit.	RANK 3 AND the auditor verifies that all other CC members are well informed about the FLOCERT audit workflow and results.	RANK 3 AND the company encourages and enables the participation of the more than one CC member and workers in the entire audit process.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.3.4	Tier-1 Factories/CMT Factories	1.3.0.05	After every audit, you share the final audit results with workers through trade union/elected worker representatives or CC members in a format and language understandable to workers.	The final audit results are accessible only to management.	The final results of the audit are shared with the workers through their representatives but not understandable to workers/representatives.	The worker representatives are informed about the final audit results in a format and language accessible and understandable to workers.	RANK 3 AND there is a clear, established and demonstrable procedure to inform all workers, about the final results of the audit.	RANK 4 AND the final results of the audit have been communicated to the workers directly after the audit.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.3.4	Tier-1 Factories/CMT Factories	1.3.0.06	You allow time during working hours to trade union/elected worker representatives or CC members to inform the final audit results to all workers. No income deductions are made for the time spent during these meetings.	No time during working hours is allowed for trade union/elected worker representatives or CC members to explain the audit results to the workers.	The company allows time during working hours BUT makes income deduction/ doesn't compensate for the time spent communicating results of the audit.	Time during working hours is allowed for trade union/elected worker representatives and CC members to explain the audit results to the workers and no income deductions are made for the time spent communicating results of the audit.			1	C		Renewal Audit, Focused Audit, Unannounced Audit		
1.3.5	Tier-1 Factories/CMT Factories	1.3.0.07	You involve trade union/elected worker representative(s) or CC worker members in finding solutions for the non-compliances detected during the FLOCERT audit.	The company does not involve trade union/elected worker representative(s) or CC worker members in finding solutions for the non-compliances detected during the FLOCERT audit.	Trade union/elected worker representative(s) or CC worker members are involved in finding solutions BUT not for all non-compliances detected during the audit.	The company involves trade union/elected worker representative(s) or CC worker members in finding solutions for all non-compliances.	RANK 3 AND the CC has a leading role in defining solutions for NCs related to workers/labour rights.	RANK 4 AND the company involves trade union/elected worker representative(s) or CC worker members also in implementing the corrective actions for non-compliances.	1	C	Management is encouraged to take suggestions on board, and if suggestions are rejected there should be understandable rationale that is communicated to workers representatives.	Renewal Audit, Focused Audit, Unannounced Audit		
1.3.6	Tier-1 Factories/CMT Factories	1.3.0.08	You allow Fairtrade International representatives to interact with workers to discuss matters related to Fairtrade as needed, during working hours and without any interference of the management. No income deductions are made for the time spent during the meetings.	Management does not allow Fairtrade international representatives to meet the workers during the working hours.	Though the management allows such meetings to take place, restrictions/conditions have been imposed such that all matters related to Fairtrade cannot be discussed with all categories of workers OR income deductions are made.	Yes		RANK 3 AND management pro-actively invites FI representatives to the place of work.	0	C	Fairtrade International representatives include Fairtrade liaison officers, representatives of producer networks and national Fairtrade organizations. These representatives should be able to convene with workers at their and/or at workers' request and in coordination with management. Regular work should not be disrupted.	Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		1.4	**Management Systems**											

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
1.4.1	Tier-1 Factories/CMT Factories	1.4.0.01	You have written internal auditing policies and procedures in place to monitor compliance and assess your performance with the Fairtrade Textile Standard.	There are no written policies and procedures for internal audits in place.	The company has used the FLOCERT public compliance criteria as internal audit checklist but has no policy and procedure for the internal audit OR the internal policies and procedures are not followed in practice.	The company has a written policy, procedure and template/checklist and related documents for the internal audit AND the policies and procedures are followed.	RANK 3 AND the documents are reviewed and approved by the senior management.	RANK 4 AND the corrective measures that resulted of the internal audit are implemented.	1	M		Renewal Audit, Focused Audit, Unannounced Audit		
1.4.1	Tier-1 Factories/CMT Factories	1.4.0.02	The policy and procedures include roles and responsibilities of the management and Compliance Committee and are publicly displayed among the workers.	The policy and procedure are very general not specifying roles and responsibilities and are maintained as internal documents of the company (not published)	The policy and procedure specify roles and responsibilities but the documents are maintained as internal documents of the company (not published)	The policy and procedure specify roles and responsibilities of CC members and management and are publicly available.	RANK 3 AND the policy and procedures are circulated to all the committees and departments.	RANK 3 AND the documents are circulated among the workers.	1	C	The Fairtrade Officer will act as CC management representative and is responsible for carrying out internal audit procedures with the trade union/elected worker representatives (see 1.2.1).	Renewal Audit, Focused Audit, Unannounced Audit		
1.4.4	Tier-1 Factories/CMT Factories	1.4.0.08	(Only applicable if the Factory has Subcontractors) You develop improved planning methods, such as critical path planning to reduce reliance on Subcontracting, in collaboration with your buyers.	The company is not aware of the improved planning methods	The company is working on improved planning methods on its own, not collaborating with the buyers.	The company develops improved planning methods in collaboration with the buyers to reduce reliance on subcontracting.	RANK 3 AND the company is using other techniques or expanded capacity to reduce reliance on subcontracting.	RANK 4 AND the company reduces the number of subcontractors.	3	D		Renewal Audit		
1.4.2	Tier-1 Factories/CMT Factories	1.4.0.18	Your Factory ensures that every Operator in the supply chain/Subcontractor you engage fulfils the social indicators as indicated in annex-1 and you can demonstrate compliance through a valid certificate and audit report.	No Social Indicator is available.	Social indicator is not valid anymore	Valid social indicator available.			1	C		Renewal Audit, Focused Audit, Unannounced Audit Additonal Entity		
1.4.3	Tier-1 Factories/CMT Factories	1.4.0.19	Your Factory ensures that every Factory and Subcontractors carrying out wet processing in your supply chain has a relevant valid certification proving wet process compliance as in annex-2. These include e.g. managing wastewater, air pollution, emission control, periodicity of tests to measure adverse impacts etc. If the fabric's wet processing source cannot be named, traced, and verified (through audit, certification, or declaration), it cannot be used in a garment carrying the Fairtrade label.	No valid certification is available.		Valid certification is available			1	C		Renewal Audit, Focused Audit, Unannounced Audit Additonal Entity		
		2	**Social Development**											
		2.1	**Capacity building of workers**											
2.1.1	Tier-1 Factories/CMT Factories	2.1.0.01	You ensure that the workers know about their labour rights and duties.	The company has not initiated awareness creation activities and the workers do not know about their labour rights and duties.	The company has initiated awareness creation among some groups of workers or about some issues but is not sufficient to ensure awareness creation among all workers.	The company has initiated awareness creation through different means to ensure that workers are aware of their rights and duties.	The company is employing dedicated personnel and external experts to provide information to the workers.	The company has an integrated approach with different methods like public display of information, meetings including general assemblies, with trade unions and other partners like FI approved NGOS etc to create awareness.	1	C	Information can be displayed publicly in the workplace, through meetings in a general assembly of workers or in smaller sessions led by trade union/worker representatives or other implementation partners or NGOs approved by Fairtrade.	Renewal Audit, Focused Audit, Unannounced Audit		
2.1.2	Tier-1 Factories/CMT Factories	2.1.0.02	You raise awareness at all levels about:• Fairtrade concept and benefits • Functions, duties and positions of committees related to FT as well as elected worker representatives. • Implications of FT on company's operations (applicable to management, mainly related to time required for meeting to managers and supervisors).	No awareness raising is carried out.	Awareness raising has not been carried out in the last year OR workers and management are not aware of the requirements of the CC.	Awareness raising has been carried out regularly AND majority of workers and management understand Fairtrade benefits and structures and its implications for the company's operations.	Awareness raising on different topics are carried out at least every 6 months and included in the induction training for new workers.	RANK 4 AND it is integrated into company procedures.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		

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2.1.3	Tier-1 Factories/CMT Factories	2.1.0.03	Annual training for trade union/elected worker representatives on labour legislation and negotiation skills is provided during working hours.	No training is provided.	Training is not adequate OR does not take place during working hours.	Annual training is provided for the trade union/elected worker representatives on labour legislation and negotiation skills during working hours.	RANK 3 AND the frequency of the training is more than once a year.	RANK 4 AND training is provided by Fairtrade International or other relevant external organizations such as trade unions.	3	C	Training for workers is essential in order to achieve empowerment. Training can be provided by trade unions, Fairtrade International or other relevant external organizations.	Renewal Audit		
2.1.3	Tier-1 Factories/CMT Factories	2.1.0.04	Training records with information on topics, time, duration, names of attendees and trainers for all training activities are available.	Training records are not available.	Records are available but incomplete.	Records are available with all the information.		RANK 3 AND the company measures the effectiveness of the trainings given.	3	C		Renewal Audit		
2.1.4	Tier-1 Factories/CMT Factories	2.1.0.05	You provide opportunities to workers and staff to develop their skills and qualifications.	No opportunities have been provided for workers and staff to develop their skills and qualifications.	The company has provided some opportunities but not to all groups in the workforce.	The company has provided opportunities to workers and staff to develop their skills and qualifications.	RANK 3 AND there is a policy in place to address the development of skills and qualifications.	RANK 4 AND there is a programme in place that actively addresses support to improve worker and staff skills development and qualifications.	3	D	Trainings and other employee development programmes should focus on improving conditions of work and/or the position of all groups in the workforce.	Renewal Audit		
2.1.5	Tier-1 Factories/CMT Factories	2.1.0.06	Special attention is given to professional development of women by means of adequate training, capacity building, guidance, encouragement and assistance as necessary.	The company does not address the professional development of women.	The company has a policy on professional development of women but the same is not implemented.	Special attention is given to professional development of women by means of adequate training, capacity building, guidance, encouragement and assistance as necessary.	RANK 3 AND women have achieved professional development within your company.	RANK 4 AND women have reached or have been employed in key positions.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
2.1.6	Tier-1 Factories/CMT Factories	2.1.0.07	Specific activities have been planned and implemented to achieve equity in the workplace; they specifically address the employment and promotion of suitably qualified people from disadvantaged and minority groups.	No	The company did an analysis of equity in the workplace to identify disadvantaged and minority groups and defined activities and deadlines to address equity in the workplace, but none of the activities have been implemented.	The company did an analysis of equity in the workplace to identify disadvantaged and minority groups and defined activities and deadlines to address equity in the workplace. Some of these activities have already been carried out by your company.	Systematic activities are implemented and include amongst others: education and professional training for women or other disadvantaged people or minority groups, policies to ensure that barriers are eliminated, appropriate representation of all groups in all working levels.	RANK 4 AND a impact assessment study has been done on the programmes.	3	D	Equity' means fairness or justice in the way people are treated. The aim of this requirement is to eliminate employment barriers for disadvantaged people such as persons with disabilities and members of minority groups. Disadvantaged or minority groups include people who are discriminated against because of their ability, religion, gender, race, age, class, sexual orientation or similar and who have little or no means of influence in matters effecting them, the community at large and/or employment place. This can include religious minorities, people who cannot read or write, persons with disabilities, children, youth	Renewal Audit		

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2.1.7	Tier-1 Factories/CMT Factories	2.1.0.08	You provide adequate crèche facilities for your workers' children up to 6 years of age either inside or outside your premises where needed.	There is no crèche facility.	There is a crèche facility but it is not adequate (e.g. only for children up to the age of 2 or is far-off from the premises and doesn't have attendant or very small)	There is a crèche facility and it is adequate for the number of children with basic needs (infrastructure and attendant) and is conveniently located.	RANK 3 AND the company has additional provisions for the crèche like medical services (doctor on call), milk/food etc. OR your company is regularly monitoring the crèche facility for further improvement.	RANK 4 AND the company has preschool/teaching facilities provided for the older children in the Crèche	3	D		Renewal Audit		
		3	**Labour Conditions**											
		3.1	**Freedom from discrimination**											
3.1.1	Tier-1 Factories/CMT Factories	3.1.0.01	There is no discrimination, support or toleration of discrimination on the basis of race, colour, gender, sexual orientation, disability, marital status, pregnancy, childbirth, disease, age, religion, political opinion, membership in Trade Union or Workers' representative bodies, national extraction or social origin, or any other condition in recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement, general treatment in the workplace, or other activities.	There is evidence of discrimination and your company has not acted to stop it.	There is evidence of discrimination and your company's actions are not adequate in removing it.	There is no discrimination or your company has taken adequate measures to stop it.	RANK 3 AND the company has a policy and programme to prevent discrimination	RANK 4 AND the company has in place policies and programme to monitor discrimination and actions (positive discrimination) to correct historic or culturally discriminated sections of workers.	0	M	Where discrimination is endemic within a sector or region, the company is expected to take action towards removing it in policy and practice.	Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.2	Tier-1 Factories/CMT Factories	3.1.0.02	You do not directly or indirectly engage in, support or tolerate the use of corporal punishment, mental or physical coercion, bullying, harassment or abuse of any kind.	There are indications of this practice being common.	There are indications of this happening on rare occasions but your company took no actions.	The auditor found no indication of such practices (through workers' and employers interviews, and local knowledge) OR if there are indications of rare cases your company can demonstrate it took action.	RANK 3 AND the company has a policy and programme against these practices made known to all workers.	RANK 4 AND the company is active in implementing the policy.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.3	Tier-1 Factories/CMT Factories	3.1.0.03	Your company has a policy that clearly outlines fair and appropriate disciplinary measures, that are in line with the principle of non-discrimination and the policy is implemented.	There is no such policy.	There is a policy, but it is either discriminatory or not implemented.	A policy that is in line with the principle of non-discrimination and clearly outlines fair and appropriate disciplinary measures is present and implemented AND the policy is followed.	Your company has developed a procedure based on the policy.	The procedures are implemented.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.3	Tier-1 Factories/CMT Factories	3.1.0.04	You ensure that all workers are made aware of this policy.	The workers are not aware of the policy.	There is a written policy but workers are not aware of the policy OR policy is not followed in practice.	All workers are aware of the policy.	The policy is translated in local languages and posted on notice boards.	Records exist for trainings given to workers about the policy.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.4	Tier-1 Factories/CMT Factories	3.1.0.05	You do not directly or indirectly tolerate behaviour, including gestures, language, and physical contact that is sexually intimidating, abusive or exploitative.	There are indications of this being common.	There are indications of this happening on rare occasions but the organization took no actions.	The auditor found no indication (through workers' and employers interviews, and local knowledge) that this is present OR if there are indications of rare cases your company can demonstrate it took action.	RANK 3 AND procedures with a proper structure are in place to report and take action in case of any such instances happening in the company.	RANK 4 AND a Quality Management System controls this at workers and management level.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.5	Tier-1 Factories/CMT Factories	3.1.0.06	You have established and implemented a policy that clearly prohibits sexual harassment (also refer to requirement 1.4.4 on procedure for grievances about sexual harassment).	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.1.5	Tier-1 Factories/CMT Factories	3.1.0.07	Workers are aware of this policy and its contents.	The workers are not aware of the policy.	There is a written policy but workers are not aware of the policy OR policy is not followed in practice OR workers are not able to use their rights to oppose sexual harassment.	All workers are aware of the policy.	The policy is translated in local languages and posted on notice boards.	RANK 4 AND Records exist for trainings given to workers about the policy AND there are structures in place for reporting sexual harassment.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.6	Tier-1 Factories/CMT Factories	3.1.0.08	All disciplinary measures are properly motivated and recorded so that the employee is informed of the reasons for the decision and has opportunity to file a grievance and seek representation (see Textile Standard 6.5).	There are no records of the disciplinary measures at all.	Records of disciplinary measures are not complete OR not accessible to the employee.	All disciplinary measures are properly motivated and recorded and accessible to the employee.			1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.1.7	Tier-1 Factories/CMT Factories	3.1.0.09	There are records of all terminated contracts that give reasons for termination and indicate if the worker is a member of a trade union or an elected worker representative.	There are no records.	Reasons are given for terminations but there is no indication if member of a trade unions or an elected worker representative.	There are complete records of all terminated contracts.			1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		3.2	**Freedom from forced and compulsory labour**											
3.2.1	Tier-1 Factories/CMT Factories	3.2.0.01	You do not directly or indirectly engage in, support or tolerate forced labour, including bonded or involuntary prison labour, and workers are free to leave at any time if they are in a forced labour situation. You explain this to all Workers.	There is evidence of use of, support or toleration of forced labour.	There is no use of bonded or involuntary prison labour but workers are not free to leave at any time although they follow the due notice period.	There is no indication of use of, support or toleration of forced labour and this was clearly communicated to all workers.	RANK 3 AND there is a clear policy in place to avoid this.	RANK 4 AND the Quality Management System controls implementation.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.2.2	Tier-1 Factories/CMT Factories	3.2.0.02	You do not retain any part of a Worker's salary, benefits, property, original documents (e.g. passport) or money for the purpose of remaining employed.	The company was retaining a part of the salary, benefits or original documents/passport of the employees when they workers want to leave the job.	The company retains some part of the salary/annual benefits or original documents when the migrant workers go on vacation.	The company is not retaining any part of the salary/benefits due or papers for the workers leaving jobs or migrant workers proceeding on annual vacation.		The company provides workers with their own safety deposit boxes or locked storage to keep papers and personal items safe.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		3.3	**Child labour and protection**											
3.3.1	Tier-1 Factories/CMT Factories	3.3.0.01	You do not employ children directly or indirectly (through sub-contracting) under the age of 15 or under the age defined by local law, whichever is higher.	There are indications of this being common.	There are indications of this happening on rare occasions but your company took no actions OR children of workers work for your company.	The auditor found no indication (through workers' and employers interviews, and local knowledge) that this is present OR if there are indications of rare cases your company can demonstrate it took action.	There is a written policy that is made known to workers that ensures that children attend school.	RANK 4 AND the Quality Management System controls child labour and protections at worker level.	0	M	If the age of a child is unknown, all efforts shall be made to identify the age following the UN rights of the Child guidelines.	Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.2	Tier-1 Factories/CMT Factories	3.3.0.02	You do not directly or indirectly (through sub-contracting) submit workers less than 18 years of age to any type of work which puts their health, safety or morals and their school attendance at risk.	There are indications of non-suitable work being common.	There are indications that, on rare occasions, workers less than 18 perform non-suitable work and your company took no actions.	The auditor found no indication (through workers' and employers interviews, and local knowledge) that this is present OR if there are indications of rare cases the company can demonstrate it took action.		RANK 3 AND the company has an awareness raising programme for workers that identifies suitable work.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.2	Tier-1 Factories/CMT Factories	3.3.0.03	(Only applicable if young workers are hired) You ensure that a young workers total activity including school, work and transportation time doesn't exceed 10 hours per day.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.3.3	Tier-1 Factories/CMT Factories	3.3.0.04	You encourage decent youth employment and offers apprentice/trainee programs for young workers where possible.	The company doesn't offer an apprenticeship/trainee programs. No convincing reasons are offered for not offering the program.		The company encourages youth to take up the program and offers an apprenticeship/trainee programs complying with the national legislation for apprenticeship program.		The company actively promotes the apprenticeship program among the youth-in local communities/schools etc.	3	D	National legislation determine the age of workers participating in apprentice programmes. The employer can determine the age range for apprentice programme participants.	Renewal Audit		
3.3.3	Tier-1 Factories/CMT Factories	3.3.0.05	(Only applicable if your company has trainee/apprentice programs) Duration of the program, wages and terms are in accordance with national legislation where applicable, or otherwise agreed between management and young worker's representatives. The trainee worker is free to leave the programs at any time and it is mentioned in the terms.	Requirements of the national legislation with respect to duration, wages, terms etc are not complied. Or workers are not free to leave the program.	The company complies with only one or two requirements of the national legislation e.g. wage or duration or terms.	The company complies with requirements of national legislation or agreed between the management and apprentice workers representatives mainly wage, duration & terms. The terms also include worker can leave any time.		RANK 3 AND the company has CBA with the young worker representatives with wages, duration and terms better than the national legislation if any.	3	D		Renewal Audit		
3.3.4	Tier-1 Factories/CMT Factories	3.3.0.06	You have a established a monitoring system for achievements for the trainee/apprentice program and schemes for professional development. Monitoring is done by the compliance committee along with management.	No system is established.	System established only for apprentice program Or monitoring is done by only management.	System is established for both trainee/apprentice program as well as professional development scheme. Monitored by both CC members and management.	RANK 3 AND the monitoring system is in writing and the system is implemented.	RANK 4 AND third parties like professional institutes/colleges/individuals are involved in training and evaluation.	3	D		Renewal Audit		
3.3.5	Tier-1 Factories/CMT Factories	3.3.0.07	Upon completion of the apprentice program by the participant, your company issues a certificate of completion signed by a senior manager with details of the program, skills learned and duration of the program. Certificate details follow applicable national legislation, where it exists.	No certificates issued.	Certificates issued but lack details (as required in the compliance criteria or national legislation) or signature of the senior Manager is missing.	The company issues a certificate signed by a senior manager including all the details as required in the criteria and in accordance with national legislation, where applicable. AND the certificate is issued without delay at the end of the apprentice programme.	RANK 3 AND the company maintains a register of certificates issued and can retrieve them on request.	The company takes recognition/accreditation for the apprenticeship program as per the Industry norms/national legislation if any for better recognition across the Industry.	3	C		Additional Entity Audit, Renewal Audit, Unannounced Audit, Focused Audit		
3.3.6	Tier-1 Factories/CMT Factories	3.3.0.08	You have established and implemented a Child Labour Policy, including a clear statement against child labour and a clear commitment to adopting a child rights' approach to protecting and remediating impacted children.	No policy is in place.	There is a policy but it is not followed in practice.	There is a policy in place even if it lacks some clarity OR the process slightly differs from its description.	There is a policy in place and followed but not all workers are aware of it.	All workers are aware of the policy and records are kept.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.6	Tier-1 Factories/CMT Factories	3.3.0.09	The child labour policy is clearly displayed in the working area and communicated to all the workers.	The child labour policy is not displayed or communicated to workers.	The policy is displayed but workers are not aware as it is not visible in the working area or not communicated to workers.	The child labour policy is displayed publicly in the working area and communicated to all workers in the meetings/trainings/GA.		Workers also received communication about child labour policy and national legislations from external trainers/NGOs.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.6	Tier-1 Factories/CMT Factories	3.3.0.10	The Child labour policy is communicated to suppliers and subcontractors. It is a mandatory component of the contract and the suppliers/subcontractors have implemented the same.	The policy is not communicated to the suppliers or subcontractors.	The policy is orally communicated but is not included as a component of the contract with the suppliers/subcontractors OR the suppliers/subcontractors have not implemented the same.	The child labour policy is formally communicated to the suppliers/ subcontractors, also included in their contract AND the suppliers/subcontractors comply with the policy.	RANK 3 AND the company provided the policy in local language along with pictograms OR your company organised a training program for the supplier/subcontractors staff on the policy.	RANK 4 AND the company develops a monitoring system to evaluate your suppliers/subcontractors OR makes efforts to only contract subcontractors that have their own social certification.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.3.7	Tier-1 Factories/CMT Factories	3.3.0.11	(Only applicable if in the past the company or its supplier/subcontractor has employed children under 15 years for any type of work, or children under 18 years were engaged in dangerous and exploitative work) You ensure that those children do not enter or are at risk of entering into even worse forms of labour, including hazardous work, slave-like practices, recruitment into armed conflict, sex work, trafficking for labour purposes, and/or illicit activities.	The company is unaware of current situation of children employed in the past by the organisation itself.	The company took no remedial actions and is unaware of current situation of children employed in the past by subcontractors/suppliers.	The company can provide details of all children working in the past and their current safe situation.	The company had a general programme to support families AND can provide details of all children working in the past and their current safe situation.	The company developed a child rights based remediation policy and program in partnership with a governmental or international organisation AND its members are trained on child rights methodologies.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.7	Tier-1 Factories/CMT Factories	3.3.0.12	(Only applicable if in the past the company has employed children under 15 years for any type of work, or children under 18 years were engaged in dangerous and exploitative work) Your Factory ensures that those children neither enter nor are at risk of entering into even worse forms of labour, including hazardous work, slave-like practices, recruitment into armed conflict, sex work, trafficking for labour purposes, and/or illicit activities. You have developed a rights-based remediation policy and programme within a UN Convention on the Rights of the Child (UNCRC) protective framework that covers how to withdraw the children and how to prevent that they enter into worse forms of labour. This programme should include remediation projects to ensure the immediate and continued protection of children.	No remediation policy and programme as per this CC is in place.	The remediation policy and programme is not complete as per this CC OR is not in line with the UNCRC protective framework OR the Factory cannot demonstrate that the children concerned are protected from entering worse forms of labour.	The remediation policy and programme is in place, is adequate and is implemented, AND the Factory can demonstrate for each child concerned that the child has been withdrawn and is neither in, nor at risk of entering, worse forms of labour.	RANK 3 AND remediation projects include expert partner organizations, preferably local.	RANK 4 AND the FT officer or another representative from senior management is responsible for the development, implementation and evaluation of this policy.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.8	Tier-1 Factories/CMT Factories	3.3.0.13	You have carried out a risk assessment on the prevalence of child labour.	Risk assessment has not been carried out.	Identification of possible risks has important shortcomings, failing to identify required details OR identification of risks is not documented.	Risk assessment carried out and documented and includes all required details.	Risk assessment carried out based on consultation with workers and community.	RANK 4 AND the company updates this assessment regularly.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.3.8	Tier-1 Factories/CMT Factories	3.3.0.14	(Only applicable if a risk of child labour is identified) You 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.	The company does not have any relevant procedures to prevent child labour.		There are relevant procedures and records of all workers stating their age, gender, identification papers, migratory status and other relevant data.		RANK 3 AND implemented a youth inclusive community based on monitoring and remediation on child labour on an on-going basis. This would include: • Identifying children in or at risk of being employed in child labour; • Reporting on the status of the identified children on a regular basis; • Measuring the progress made.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		3.4	**Freedom of Association**											
3.4.1	Tier-1 Factories/CMT Factories	3.4.0.01	There is a form of democratically elected and independent workers' organization established to represent workers in the company and negotiate with management.	There is no form of workers organization.	There is a workers organization but it has not been democratically elected OR it is not independent OR it does not fulfill its tasks.	Yes	There is a recognized trade union and it is active in the sector and in the company.	The company provides its support for Union activities to take place AND the company bargains with unions in good faith.	0	M	If workers wish to establish a trade union in the workplace, the company is expected to provide the necessary support. These workers will be paid time off to attend those capacity building activities.	Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.4.1	Tier-1 Factories/CMT Factories	3.4.0.02	You respect the self-organization of workers by engaging with representatives of these organizations through regular dialogue.	The company doesn't respect self-organisation of workers.	The company orally says it respects but there is no proof of recognition in terms of engaging the representatives of self-organisation through regular dialogue.	The company respects the self-organisation of workers and engages with its representatives through regular dialogue. The dialogue sessions are structured, with an agenda, agreed actions, approval of minutes and timely notice of at least one week.	RANK 3 AND the company provide necessary support to self-organisation of workers in terms of capacity building to establish a trade union.	RANK 4 AND the company provides paid time off for the workers to attend the capacity building activities.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.2	Tier-1 Factories/CMT Factories	3.4.0.03	You respect the rights of workers to form or join unions.	This is not ensured in any way.	There is a written statement but it is not known to the workers OR not implemented.	There is a written statement made public to workers, even if some workers do not know it, OR, there is no written statement but it is implemented and most workers are aware.	RANK 3 AND all workers are aware.	RANK 4 AND the company actively encourages workers to form or join unions.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.2	Tier-1 Factories/CMT Factories	3.4.0.04	You respect the right of workers to bargain collectively in practice.	No		Yes		RANK 3 AND signed collective agreements are documented.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.2	Tier-1 Factories/CMT Factories	3.4.0.05	You accepts your duty to bargain in good faith with unions	No		Yes		RANK 3 AND signed collective agreements are documented.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.2	Tier-1 Factories/CMT Factories	3.4.0.06	Workers are allowed to take the initiative themselves and are allowed to organize independently of management.	Management opposes creation of a workers' organisation.	Management puts obstacles in the way of workers organizing themselves'.	Management allows workers to organize and does not make any statements and does not take any actions, directly or via supervisors, that might have a discouraging effect on workers.	Management allows such meetings and provide reasonable resources, including paid working time, for this.	Management actively encourages workers to meet and provide reasonable resources, including paid working time, for this.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.2	Tier-1 Factories/CMT Factories	3.4.0.07	You do not interfere in any way with formation, elections, recognition or governance of the trade unions.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.2	Tier-1 Factories/CMT Factories	3.4.0.08	You have not opposed any of these rights in the last 2 years prior to application for certification, unless there is proof that the circumstances have changed.	The company has opposed to rights of freedom of association and/or collective bargaining.		The company has not apposed to these rights in the last two years OR if it has, there is proof that the circumstances have changed.	The company has never opposed to these rights.		0	C	If there has been any opposition to these rights within 2 years prior to application for certification, your company will not qualify for certification unless you can demonstrate that the circumstances have changed substantially (e.g. change of management responsible for prior violations)	Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.3	Tier-1 Factories/CMT Factories	3.4.0.09	You do not punish, threaten, intimidate, harass or bribe union members or representatives, nor discriminate against workers for their past or present union membership or activities.	There is discrimination and the company does not comply with Standard requirement.	There evidence of discrimination by management and the company is not effectively controlling this.	There have been cases of discrimination by management but the company took successful actions.	There are no cases of any kind of discrimination.	The company has a training/awareness programme to prevent discrimination AND there are no cases of any kind of discrimination.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.4.3	Tier-1 Factories/CMT Factories	3.4.0.10	You do not base your hiring on not joining or giving up union membership.	No		Yes			0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.3	Tier-1 Factories/CMT Factories	3.4.0.11	You do not make any statements or offer or take any actions which interfere with (or seek to influence) worker's choice to form or join a trade union.	No		Yes			0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.4	Tier-1 Factories/CMT Factories	3.4.0.12	You have signed the Freedom of Association protocol provided by Fairtrade International in Annex 3 to the Hired Labour Standard.	No		Yes, AND the company has sent a copy of the signed protocol to FLOCERT.		RANK 3 AND the protocol was distributed among the workers.	1	C	The protocol is signed and sent to FLOCERT prior to certification.	Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.4	Tier-1 Factories/CMT Factories	3.4.0.13	(Only applicable if the ownership or senior management of a company changes) The FoA protocol is signed by the new owners / management within 3 months.	No		Yes			1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.5	Tier-1 Factories/CMT Factories	3.4.0.14	Workers' right to unionize, as outlined in the Freedom of Association protocol, is communicated in writing by a senior management representative to both Trade Unions and Workers. This communication is carried out through the following measures: • Translating the information into all relevant languages spoken by the workforce; • Displaying the information publicly in the workplace in locations accessible to all Workers; • Ensuring that illiterate Workers fully understand their rights through appropriate means. For communication with legally registered Trade Unions, Factories are required to use the official template provided by Fairtrade (see annex 4). Additionally, Fairtrade provides contact details of Trade Unions whom you notify.	Workers' right to unionize is not communicated to Workers and legally registered Trade Unions.	Workers' right to unionize is communicated, but not all requirements are fulfilled regarding written communication by senior management, translation into relevant languages, public display, accessibility for illiterate Workers, communication to legally registered Trade Unions, or use of the official Fairtrade template.	Workers' right to unionize is communicated verbally and in writing by a senior management representative to Workers and legally registered Trade Unions in line with the requirements of the CC and in the languages understood by them.		RANK 3 AND the Factory uses audio-visual aids or external parties (e.g. NGO, Trade Union) to effectively communicate Workers' rights to unionize.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.6	Tier-1 Factories/CMT Factories	3.4.0.15	(Only applicable if there is no union present in the workplace) You provide information and contact details of 'local point of contact' of trade unions. It is displayed publicly in the workplace in local languages and pictograms easily understandable by the workers.	There is no information on display OR workers claim signs are not permanently displayed.	Information/contact details displayed is incomplete or outdated.	Up to date and complete information and contact detail is displayed.	RANK 3 AND workers can demonstrate that they are aware of the local point of contact and its function.	RANK 4 AND the company keeps in touch with Fairtrade International textile support program for the updated information.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.7	Tier-1 Factories/CMT Factories	3.4.0.16	(Only applicable in situations where workers are not represented by a trade union recognized for collective bargaining with your company). You allow representatives of trade union organizations that represent workers in the sector or region to meet with workers in order to communicate about unionisation and/or to carry out their representative functions at an agreed and reasonable time and place. Workers may choose the place to meet with these trade union representatives, on company premises or at any other location.	Management does not allow these meetings.	Management allows these meetings but interfere by being present / sending observers/ noting down attendants/ or any other coercive measure.	Management allows such meetings outside working hours and provide space for this.	Management allows such meetings and provides reasonable resources, including paid working time, for this.	Management actively encourage workers to meet and provide reasonable resources, including paid working time, for this.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.8	Tier-1 Factories/CMT Factories	3.4.0.17	You allow access to trade union representatives representing workers in the workplace in order to communicate about unionisation and/or to carry out their representative functions at an agreed time and place.	Management does not allow these meetings.	Management allows these meetings but interfere by being present / sending observers/ noting down attendants/ or any other coercive measure.	Management allows such meetings outside working hours and provide space for this.	Management allows such meetings and provides reasonable resources, including paid working time, for this.	Management actively encourage workers to meet and provide reasonable resources, including paid working time, for this.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.7 3.4.8	Tier-1 Factories/CMT Factories	3.4.0.18	You do not interfere in any way with, nor conduct any surveillance of the meetings with the trade union representatives.	Do interfere actively.	Are present during meetings, but do not actively interfere.	Are not present during meetings, except when requested by the trade union/workers, and do not interfere.		Are not present and provide a conducive environment for the meetings.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.4.9	Tier-1 Factories/CMT Factories	3.4.0.19	You ensure that trade union/elected worker representatives have access to all workers in the workplace during working time without interference or the presence of management representatives and at agreed times, on average one hour in every three months.	No		Yes		RANK 3 AND the company has pro-active programme for the elected worker representatives to access all workers on average at least one meeting every three months during working time without interference or presence of management representatives.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.9	Tier-1 Factories/CMT Factories	3.4.0.20	You ensure that elected worker representatives can meet among themselves during regular working hours, at least once a month for one hour.	No		Yes AND you notify elected worker representatives of such permission.		RANK 3 AND the company has pro-active programme for the elected worker representatives to meet among themselves during regular working hours, at least once a month for one hour.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.9	Tier-1 Factories/CMT Factories	3.4.0.21	You ensure that elected worker representatives meet with representatives of senior management during working hours at least once every 3 months.	No		Yes AND CC of 3.4.0.02 apply.		RANK 3 AND the company has a pro active programme for the elected worker representatives to meet senior management representatives at least once every 3 months.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.9	Tier-1 Factories/CMT Factories	3.4.0.22	Meetings between elected worker representatives and representatives of senior management are scheduled on a regular basis and are documented.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.10	Tier-1 Factories/CMT Factories	3.4.0.23	(Only applicable in countries where a Collective Bargaining Agreement (CBA) is agreed for the textile sector) You have signed and adhere to this agreement.	No		Yes			1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.10	Tier-1 Factories/CMT Factories	3.4.0.24	(Only applicable in countries where a CBA is agreed for the textile sector and your company has a separate CBA at company level) The company level CBA agreements do not provide lesser terms and conditions than the sector-wide CBA agreement.	No		Yes			1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.11	Tier-1 Factories/CMT Factories	3.4.0.25	(Only applicable if there is no sectoral or company level CBA in place) You proactively engage in a process of negotiations with a recognized trade union or with legally authorised worker representatives to enter into a collective agreement.	No	The negotiations held are not with legally authorized worker representatives or recognized trade unions.	Yes AND The company accepts reasonable times and venues for bargaining, participates constructively in meetings, give serious consideration and a response to proposals, and provide reasons for its responses.	The company makes best efforts to reach agreement.		0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.4.11	Tier-1 Factories/CMT Factories	3.4.0.26	(Only applicable if there is no sectoral/company level CBA in place) You have not refused any genuine opportunity to bargain collectively with workers.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.4.11	Tier-1 Factories/CMT Factories	3.4.0.27	(Only applicable in cases where workers have freely and specifically decided to not form or join a trade union and are not otherwise legally authorized to collectively bargain, then the collective bargaining requirement is waived) (Not applicable if there are no unions active in the sector/region or the workers have joined unions that can take part in CBA) You have not used any intimidation or coercion to make workers take this decision. The decision is not the result of any vote in which management was in any way involved.	No		Yes		If no union is present, management and the elected workers' representatives can begin a dialogue with the national union federation(s) for the respective sector and the Global Union Federation (or appropriate International Trade secretariat) about improvement of the workers' representation and implementing a CBA.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		3.5	**Conditions of Employment**											
3.5.1	Tier-1 Factories/CMT Factories	3.5.0.01	You set wages for workers and other conditions of employment according to legal or CBA regulations where they exist, or at regional average wages or at official minimum wages for similar occupations; whichever is the highest, with the intention of continually increasing salaries.	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		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.1 3.5.7	Tier-1 Factories/CMT Factories	3.5.0.02	You have specified wages/wage rates 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.	The company 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.	The company has documented employment functions and corresponding wage categories/rates (including all additional benefits). It has included it in the employment contract and made known to all workers in a way that is easy to understand.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.9	Tier-1 Factories/CMT Factories	3.5.0.06	You support sector-wide initiatives on wages including but not limited to Industry bargaining and minimum wage processes, to raise wages across the industry and advocating for wage increases up to a living wage.	The company is actively opposing against industry wide wage bargaining/wage increase to living wage etc.	The company is neither opposing nor supporting such initiatives/ideas.	The company is supporting such initiatives,as member or signatory of such initiatives or by demonstrating its active participation.	The company has initiated/heading some such initiatives.	There is proof that the company had some success in some such initiatives.	3	D		Renewal Audit		
3.5.10	Tier-1 Factories/CMT Factories	3.5.0.07	You offer equal pay for equal work to all workers (migrant, temporary and permanent workers) irrespective of gender including benefits and employment conditions for equal work performed.	Workers do not receive equivalent wages, benefits and employment conditions.		Terms of employment regarding wages, benefits and employment conditions are applied equally to all workers notwithstanding their employee function.			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.11	Tier-1 Factories/CMT Factories	3.5.0.08	All workers are provided with legal social security including contributions to Provident Fund and or Pension scheme.	No social security to workers is provided.	Social security benefits are not as per the National/Regional/CBA requirement and/or all workers are not covered.	The social security benefits are as per the National/Regional/CBA requirement and all workers (including temporary/seasonal/migrant) are included as beneficiaries and migratory/temporary workers get equivalent benefits.			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.5.12	Tier-1 Factories/CMT Factories	3.5.0.09	To ensure transparency and fairness in wage rates, your Factory specifies wages for all employee functions.	The Factory has not specified wages for all employee functions.	The Factory has specified wages for some employee functions, but information is incomplete, inconsistent, or not documented for all functions.	The Factory specifies wages for all employee functions and maintains relevant documentation.			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.13	Tier-1 Factories/CMT Factories	3.5.0.10	Deductions from salaries are only made if they are permitted by national laws, fixed by a collective bargaining agreement or the employee has given his/her written consent.	Deductions are made without the listed indicators OR the written consent is not free OR deductions are disproportionate.		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.13	Tier-1 Factories/CMT Factories	3.5.0.11	(Only applicable if deductions are made from salaries by the company for services it provides) The deducted amounts are in line with the actual costs incurred by the company, and they are not used for disciplinary purposes.	No	Calculation of costs incurred is not possible.	Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.14	Tier-1 Factories/CMT Factories	3.5.0.12	Payments are made on time, in a convenient way for the workers, at regularly scheduled intervals that have been communicated to workers.	No		Yes		Convenient way and preferred schedule have been discussed and agreed with the workers/worker representatives.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.14	Tier-1 Factories/CMT Factories	3.5.0.13	Workers receive pay slips or equivalent in local language and simple understandable format providing a clear account of wages earned, allowances, bonuses, overtime payment and all deductions in detail.	No pay slips are issued.	Pay slips do not list all the required fields as per this CC.	Pay slips are issued regularly containing all required information	RANK 3 AND a pay slip is issued along with the salary each month.		0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.14	Tier-1 Factories/CMT Factories	3.5.0.14	Payment is made in legal tender	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.14	Tier-1 Factories/CMT Factories	3.5.0.15	For wage payments in cash, the company maintains proof of payment with signatures of the workers.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.15	Tier-1 Factories/CMT Factories	3.5.0.16	For work based on production, quotas and piecework, during normal working hours, the pay is the equivalent to average hourly waged work based on a manageable work load and is not below proportionate minimum wage, relevant industry average, CBA or living wage benchmark approved by Fairtrade International whichever is higher.	Salaries < statutory minimum or applicable CBA regulations OR it is impossible to calculate reference salaries.	Salaries ≥ statutory minimum or applicable CBA regulations but < regional average wages (evidence of regional average MUST exist).	Salaries ≥ statutory minimum, applicable CBA or regional average. (evidence of regional average MUST exist)	RANK 3 AND all legal provisions and agreed benefits are respected for all workers.	The company calculates SAM (standard allowed minutes) and labour minutes calculation for determining productivity and fixing the piece rates.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.15	Tier-1 Factories/CMT Factories	3.5.0.17	Information about this pay rate, including how it is calculated, is transparent and available for all workers and worker organizations.	Pay rate is discretionary and there are indications of discrimination.	Interviewed workers do not know roughly how much they will earn.	Pay rate (including all additional benefits) are specified in writing AND all interviewed workers know roughly how much they will earn.	Pay rate (including all additional benefits) is specified in writing and made known to all workers in a way that is easy to understand.		0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.16	Tier-1 Factories/CMT Factories	3.5.0.18	You comply with applicable national and local legislation, industry standards and CBA regarding working hours and overtime regulations.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.16	Tier-1 Factories/CMT Factories	3.5.0.19	You do not require workers to work in excess of 8 hours per day and 48 hours per week on a regular basis.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.17	Tier-1 Factories/CMT Factories	3.5.0.20	Overtime is voluntary and not required on regular basis.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.5.17	Tier-1 Factories/CMT Factories	3.5.0.21	Any overtime does not extend over a period of more than 3 consecutive months and/or does not exceed 12 hours per week, or 3 months per year, unless exceptional circumstances apply.	There is no control to avoid that overtime exceeds what the criteria defines.	There is a control in place for managing overtime, but overtime exceeds 3 months and/or 12 hours per week.	There is a control by HR department that follows the criteria. However there are some periods where overtime limits are exceeded, by few hours per week and/or days per year.	There is a successful overtime control system by HR department and overtime does not exceed the definition in the criteria.	The company has developed advanced planning tools in collaboration with the buyers to reduce overtime.	0	C	Exceptional circumstances are for example peak production periods and are agreed by trade unions/worker representatives.	Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.17	Tier-1 Factories/CMT Factories	3.5.0.22	You have received approval from FLOCERT for an exception in case it overtime exceeds the defined limits.	The company has not applied for exception OR has not received approval for exception.	An exception was granted but it is not valid anymore OR overtime exceeds granted limits.	The exception granted by FLOCERT is still valid and overtime limits are not exceeded.			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.18	Tier-1 Factories/CMT Factories	3.5.0.23	You have implemented adequate measures to avoid overtime for regular production periods anticipating and planning for production peaks and other extraordinary situations.	The company has no measures in place to avoid overtime during regular production periods.	The company has some measures but they are neither implemented or not efficient enough.	The company has implemented some measures which are adequate and efficient in avoiding or significantly reducing overtime during regular production periods.	The company has implemented a management system to predict extraordinary situations, efficiency of production processes.	RANK 4 AND the company uses practices/techniques like extension of time frame for 'seasonal production', stocks holding , increase of production capacity and employment.	3	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.19	Tier-1 Factories/CMT Factories	3.5.0.24	You allow workers at least one day of rest for every 6 consecutive days worked, unless exceptional circumstances apply.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.20	Tier-1 Factories/CMT Factories	3.5.0.25	Overtime is compensated at a premium rate that is applicable to compensation by payment or by allocation of time off work with premium factor. If neither national legislation, nor CBA, nor agreements with unions specify these rates, the following factors apply: a factor of 1.5 for work performed on regular workdays and at a factor of 2 for work performed on the regional day of rest, public holidays and night work.	No premium rate is applied for compensation of overtime.	A premium rate is applied but it does not meet the defined factors.	A premium rate is applied, or based on the required factors in the CC or according to the national legislation, CBA or agreements with unions, whichever is more favourable to workers, AND workers are aware of the calculation for compensation of overtime.			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.21	Tier-1 Factories/CMT Factories	3.5.0.26	Meal and work breaks as per national legislation are defined, granted and respected.	Workers are not allowed to take breaks.	workers are allowed to take breaks BUT they are not properly defined OR they are not always fully respected.	Defined lunch and work breaks are defined as per national legislation, granted and respected.	The work breaks are flexible.	Work breaks are above the national legislation and agreed with the trade union/worker representatives.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.22	Tier-1 Factories/CMT Factories	3.5.0.27	Workers receive paid leave like annual leave, casual leave, national holidays etc, as per the national legislation (including terms).	Workers do not receive any leaves as per national legislation.	Workers receive all the leaves but less than what is specified in the national legislation or not as per the terms.	Workers receive all the paid leave as per the national legislation with the provisions in the law like encashment/carry forward.	Workers have flexibility in taking some paid leaves.		0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.23	Tier-1 Factories/CMT Factories	3.5.0.28	At least 2 calendar weeks of paid leave per year are granted to workers, not including sick and casual leave. The leave period is in line with national legislation and/or CBA, if either of these exceeds two weeks.	No		Yes			3	D		Renewal Audit		
3.5.24	Tier-1 Factories/CMT Factories	3.5.0.29	You follow national legislation regarding regular temporary paid sick leave.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.25	Tier-1 Factories/CMT Factories	3.5.0.30	You have a regulation on sick leave that ensures: - at least 5 days of paid sick leave per year excluding the annual leave. - payment of wages during sick leave. - that the workers are protected from being dismissed during temporary sick leave.	There is no regulation and 5 days of paid sick leave is not provided.	There is a regulation but is not implemented.	Yes		Yes AND the company is providing more than 5 days of paid sick leave per year.	3	D		Renewal Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.5.26	Tier-1 Factories/CMT Factories	3.5.0.31	You have a regulation on leave caused by employment injury that ensures: - at least 5 days of paid leave per year excluding the annual leave. - that the workers are protected from being dismissed during temporary leave for injury. - injury leave is not deducted from annual leave.	There is no regulation and 5 days of paid leave for injury is not provided.	There is a regulation but is not implemented.	Yes		Yes AND the company is providing more than 5 days per year of paid leave for injury.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.27	Tier-1 Factories/CMT Factories	3.5.0.32	You have a regulation on disability compensation/benefits that ensures that workers sustaining long-term disabilities caused by employment injury are fairly compensated.	There is no regulation on disability compensation or the company has not provided any compensation in case of employment related long term disability.	There is a regulation but is not implemented or the compensation provided is less than the national legislation.	The company has a regulation and is implemented. Disability compensation is at least as per national legislation or fairly calculated taking into account the loss of income to the worker in the absence of national legislation.	RANK 3 AND the company provides additional compensation through private insurance.		1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.28	Tier-1 Factories/CMT Factories	3.5.0.33	You have a regulation on survivor benefits which ensures that dependent family members of workers killed in an employment related accident are fairly compensated.	There is no regulation related to survivor benefits.	There is a regulation but is not implemented.	The company has a regulation and is implemented. Survivor benefit is at least as per national legislation or fairly calculated taking into account the loss of income to the worker in the absence of national legislation.	RANK 3 AND the company provides additional compensation through private insurance.	RANK 4 AND the company provides employment to to one of the family members.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.29	Tier-1 Factories/CMT Factories	3.5.0.34	You grant its workers at least 8 weeks of maternity leave with compensation consistent with national laws or not less than 2/3 regular pay, whichever is higher, not including annual leave and not incurring any loss or privilege on account of such a leave.	The maternity period is less than 8 weeks.	The compensation during the period is less than those allowed as per this CC.	The maternity benefits comply to the National legislation or this CC whichever is higher.		Rank 3 AND the company is providing more than 8 weeks of maternity leave with compensation.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.30	Tier-1 Factories/CMT Factories	3.5.0.35	(Only applicable if the maternity leave is less than 12 weeks) The leave is increased by one week each year until 12 weeks is reached or national legislation is complied which ever is higher.	No increase of maternity leave takes place.	Maternity leave is increased but less than one week pear year.	There is a written plan to increase maternity leave to 12 weeks, at least increasing by one week per year and the plan is implemented. If the leave provision is higher in the national legislation, the company complies with the same.	There is a written plan to increase maternity leave to 12 weeks and maternity leave is increased by more than one week a year.	Maternity leave is increased to 12 weeks in one go OR is increased even for longer.	3	D		Renewal Audit		
3.5.31	Tier-1 Factories/CMT Factories	3.5.0.36	No woman worker's employment has been terminated during her pregnancy or maternity leave, except on the grounds unrelated to the pregnancy or birth of the child.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.32	Tier-1 Factories/CMT Factories	3.5.0.37	Pregnant and nursing women do not perform work (including work during night hours) that may compromise the health of the mother or the child.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.33	Tier-1 Factories/CMT Factories	3.5.0.38	Nursing mothers have been granted two or more daily breaks during paid working time, or a daily reduction of hours of work, to breastfeed their child for at least up to 6 months after the birth.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.34	Tier-1 Factories/CMT Factories	3.5.0.39	If the period granted for the nursing breaks is for less than 12 months, the company must increase the duration to at least 12 months after the birth.	No		Yes			3	D		Renewal Audit		
3.5.35	Tier-1 Factories/CMT Factories	3.5.0.40	All regular work is undertaken by permanent workers. Time-limited contracts and subcontracting are undertaken only during peak periods, in the case of special tasks and under special circumstances.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.5.36	Tier-1 Factories/CMT Factories	3.5.0.41	All workers (including permanent, migrant, seasonal and temporary) have a legally binding written contract signed by worker and the employer that includes: - job description - working hours - pay rate - overtime regulation - social benefits - entitlements and deductions - annual paid leave, sick leave, protection of the worker from loss of pay in the case of illness, disability or accident, or loss of life - and a notice period for termination that is the same as the notice period for the employer. Workers in the Factory cannot be indirectly employed via labour brokers, recruitment agencies of employment agencies.	The company has no legally binding written contract or it is provided only for permanent workers.	Written contracts do not comply with labour law OR notice period is longer for the worker OR does not contain all of the requirements as per this CC.	All workers have signed contracts that include (removed "at") all requirements as per this CC.		RANK 3 AND the company uses the textile sector specific contracts and includes details from collective bargaining agreements.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.37	Tier-1 Factories/CMT Factories	3.5.0.42	All workers have a signed copy of their employment contract in a format and language they understand.	Yes		No			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.37	Tier-1 Factories/CMT Factories	3.5.0.43	All workers are made aware of their rights and duties, responsibilities, salaries, and work schedules as part of the legal labour contract.	No		All workers are made aware AND information on workers rights and duties is communicated on notice boards in appropriate language(s).	Induction trainings are provided for all new workers on their rights and duties according to their contracts.	Regular awareness raising sessions on the workers rights and duties are carried out.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.38	Tier-1 Factories/CMT Factories	3.5.0.44	You have records of all workers including contracted workers that indicate their names, payment and their working hours.	No records of workers maintained	Records exist but not for all the workers e.g. contract workers. Or do not include all the details	Records are available with all the information for all categories of workers.	Detailed records with ID numbers, date of joining, job descriptions etc.	Individual worker files are maintained for all the workers.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.39	Tier-1 Factories/CMT Factories	3.5.0.45	(Only applicable if your company actively recruits workers from other regions within the country or from other countries) You pay any recruitment or agency and visa fees incurred. If the work period is less than one year, travel costs to and from their home country or region is also paid.	No system for paying the recruitment/visa/travel costs.	The company pays only for some costs or pays only a part of the costs.	The company pays fully the recruitment/agency, and ensures that visa and travel costs are paid upfront to workers, regardless the length of the work period (remove: for a work period of less than one year).	RANK 3 AND The company pays the costs upfront and sends the tickets for travel.	RANK 4 AND the company strictly instructs and monitors the recruitment process/agency against any corruption in the process of recruitment.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.46	(Only applicable if the company provides housing) The housing ensures structural safety and reasonable levels of decency, privacy, security and hygiene.	No		The company provides acceptable definitions of decency, privacy, security and hygiene which have been developed together with elected worker representatives, and follows them.		RANK 3 AND and family housing and dormitories comply with guidance to housing requirements-3.5.35 of Fairtrade Textile standards.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.47	(Only applicable if your company provides housing) There is regular upkeep of housing and communal facilities.	No		A proper maintenance schedule is in place for regular upkeep of housing. Records are available to show that maintenance is carried out regularly. A reporting system is in place and functioning for workers to report any maintenance needs.	There is a housing maintenance committee with members from trade union/worker representatives and senior management.		0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.48	(Only applicable if your company provides housing) If sanitary facilities are shared, a reasonable number of toilets and bathing facilities with clean water, per number of users, and according to regional practice, are available.	No		Yes		RANK 3 AND and family housing and dormitories comply with guidance to housing requirements-3.5.35 of Fairtrade Textile standards.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.49	(Only applicable if your company provides housing) Worker housing is located in separate buildings from production areas, storages and warehouses and not exposed to high noise or dust levels.	No		Yes		RANK 3 AND and housing complies with guidance to housing requirements-3.5.35 of Fairtrade Textile standards.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.50	(Only applicable if your company provides housing) National or state regulations are complied with in all cases.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.51	(Only applicable if your company provides housing) Workers have the freedom to choose if they want to be in company housing or not.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.40	Tier-1 Factories/CMT Factories	3.5.0.52	(Only applicable if the company provides housing and charges rent) Rent for housing is in accordance with local averages or benchmark set by local government, if available.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.2	Tier-1 Factories/CMT Factories	3.5.0.53	As a Factory you ensure that all Workers are paid at least the Fairtrade Base Wage for Textiles. This is defined as whichever is higher of: • 55% of the Global Living Wage Coalition (GLWC) Living Wage applicable in the region, or • 10% above the state minimum wage, as per official notifications. No Worker, regardless of their role or pay grade, is paid less than this Fairtrade Base Wage for Textiles. The Fairtrade Base Wage for Textiles includes the basic monthly wage and dearness allowance. Other allowances and benefits are not counted. If Workers have received any benefits such as subsidized canteen food at any time in the two years before initial Fairtrade certification, these cannot be reduced.	Workers are paid below the Fairtrade Base Wage for Textiles.	The Factory pays the Fairtrade Base Wage for Textiles to some but not all Workers OR the calculation of the Fairtrade Base Wage for Textiles is not in line with the requirement.	All Workers are paid at least the Fairtrade Base Wage for Textiles in line with the requirements of the CC.AND Worker representatives are informed about the Fairtrade Base Wage calculation and implementation.	RANK 3 AND the Factory has established a documented process to monitor and implement Fairtrade Base Wage updates.		0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.3	Brands and Tier-1 Factories/CMT Factories	3.5.0.54	Brands support Factories in the following way (while the Factory maintains all the documentation): • Support Factories in developing written cost breakdown showing wage increases. • A documented agreement (e.g. purchase order with terms, MoU) outlining how the brand will engage with the Factory. • Evidence that cost adjustments are reflected in pricing and Contracts.	The documentation demonstrating brand support is not available at the Factory.	The Factory maintains some documentation related to brand support, but written cost breakdowns, agreements, or evidence of cost adjustments reflected in pricing and Contracts are incomplete or inconsistent.	The documentation is complete and available for verification at the Factory.			0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.5.4	Brands and Tier-1 Factories/CMT Factories	3.5.0.55	You entered into a legal agreement with the Factory concerned to support the payment of Living Wages and to pay the Living Wage differential to the Tier-1 Factory. This is calculated as a percentage (determined by the Living Wage differential calculator) of the FOB (Free on Board) price. To calculate the amount, you use the Living Wage differential calculator. The amount is to be paid in addition to the regular FOB price. Records of payment to the Factory are subject to verification at brand level.	The Factory cannot demonstrate that a legal agreement exists with the Brand covering support for the payment of Living Wages and the payment of the Living Wage differential.	A legal agreement with the Brand exists BUT it does not cover all the elements of this CC, for example the Living Wage differential or the method by which it is calculated.	The Factory can demonstrate that a legal agreement exists with the Brand covering support for the payment of Living Wages and the payment of the Living Wage differential, calculated as a percentage of the FOB price using the Living Wage differential calculator.			0	M	Records of the Living Wage differential payments are verified at Brand level. At the Factory only the existence and the content of the legal agreement are assessed.	Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.5	Tier-1 Factories/CMT Factories	3.5.0.56	You as a Factory ensure that the Living Wage differential paid by the brands are distributed in the way as described in the formula below to all Workers as cash/legal tender with the assistance of CC and informed to the General Assembly and recorded annually. The cash/legal tender is paid to Workers as brands pay up for their orders, at half-annual intervals. If the brand pays EURO X as the total Living Wage differential for a given month or year (period), then: Living Wage differential per Worker = (Worker's actual hours/days worked in period ÷ Total hours/days worked by all eligible Workers) × EURO X.	The Factory cannot demonstrate that the Living Wage differential received from brands is distributed to Workers.	The Factory distributes the Living Wage differential to Workers, but the distribution method, calculations, payment records, CC involvement, or communication to the General Assembly are incomplete or inconsistent.	The Factory distributes the Living Wage differential to eligible Workers as cash/legal tender in line with the requirments of the CC AND the Factory communicates the calculation and distribution methodology to Workers in a language and format understood by them..	RANK 4 AND Workers confirm awareness and understanding of the Living Wage differential distribution process and payment methodology.		0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.6	Tier-1 Factories/CMT Factories	3.5.0.57	If remuneration (wages and benefits) is below the Living Wage benchmarks as per GLWC, your Factory ensures that real wages are increased annually to continuously close the gap with Living Wage at the start of each financial year. The incremental steps and timeline toward the applicable Living Wage are negotiated with Trade Union/Elected Worker Representatives. At least the prevailing inflation rate as per Consumer Price Index (CPI) is to be covered in the annual increase.	The Factory cannot demonstrate that annual real wage increases are implemented to close the gap towards the applicable Living Wage benchmark.	The Factory has taken some steps towards annual wage increases, but increases are not aligned with CPI, are inconsistent, or there is limited evidence of negotiation with Trade Union/Elected Worker Representatives.	The Factory implements annual real wage increases to progressively close the gap towards the applicable Living Wage benchmark AND the incremental steps and timelines are negotiated with Trade Union/Elected Worker Representatives AND	RANK 3 AND the Factory regularly communicates wage increase plans and progress towards Living Wage to Workers and Worker Representatives.	RANK 4 AND the incremental steps and timeline towards the applicable Living Wage are agreed with the Trade Union or Elected Worker Representatives for more than one year ahead, and progress against them is reviewed jointly at least annually.	0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.5.7	Tier-1 Factories/CMT Factories	3.5.0.58	Factory management arranges for the distribution of Living Wage differential payments to the Workers and maintains verifiable records.	The Factory cannot demonstrate that Living Wage differential payments are distributed to Workers	The Factory distributes Living Wage differential payments to Workers, but payment records, supporting documentation, or	Factory management arranges for the distribution of Living Wage differential payments to Workers AND maintains verifiable records of payments and	RANK 3 AND Workers can confirm receipt of the Living Wage differential payments and understanding of the payment purpose.	RANK 4 AND the Factory has a transparent process for Workers to raise questions or concerns related to Living Wage differential payments	1	M		Renewal Audit, Focused Audit, Unannounced Audit		
3.5.8	Tier-1 Factories/CMT Factories	3.5.0.59	Factories report the wages paid in the format provided in annex 5 each year to the brand concerned.	The Factory cannot demonstrate that wage information is reported annually to the brand concerned in the format provided in annex 5.	The Factory reports wage information to the brand concerned, but reports are incomplete, not in the required format, or not submitted consistently on an annual basis.	The Factory reports wages paid each year to the brand concerned in the format provided in annex 5.	RANK 3 AND the Factory has an internal review process to verify the accuracy and completeness of wage reporting before submission.	RANK 4 AND the Factory uses the annual wage reporting process to monitor wage trends and identify gaps towards Living Wage benchmarks.	1	C		Renewal Audit, Focused Audit, Unannounced Audit		
		3.6	**Occupational Health and Safety**											

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.01	Work processes, workplaces, machinery and equipment on the production sites are as safe as possible and inherent health risks have been minimized and risk management strategies are in place for adequate control.	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 hazards.	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 hazards.	RANK 3 AND the organisation is aware of national regulations on health and safety and proves compliance.	The organisation is aware of the national regulation on health and safety and proves compliance AND the organisation already complies with all CC on health and safety below.	0	M		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.02	There are systems established to detect, avoid, or respond to potential threats to the health and safety of workers	Your company has no systems in place.	Your company has some written systems but are not implemented.	Your company has systems ((e.g. inspections, maintenance, alarms etc for each workplace or machines) in place to detect or respond to potential threats to health and safety.	Rank 3 AND the system avoids potential threats to health and safety of the workers through early detection.	RANK 4 AND a Quality Management System is in place to regularly verify the implementation of the system.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.03	Risk areas and potential hazards are clearly identified by warning signs in appropriate languages and include pictograms if possible.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.04	Safety instructions and procedures including accident prevention and response are in place and communicated to staff.	No safety instructions and procedures are in place.	They are not complete or not communicated to workers.	Yes	Safety instructions are obvious and put in strategic places.	RANK 4 AND workers are trained regularly.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.05	All hazardous machinery and equipment is equipped with adequate safety devices.	No		Yes		RANK 3 AND a Quality Management System is in place to routinely check on this compliance.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.06	Protective guards are placed over moving parts.	Yes		No		RANK 3 AND a Quality Management System is in place to routinely check on this compliance.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.1	Tier-1 Factories/CMT Factories	3.6.0.07	Safety equipment is provided to all workers who are instructed and monitored in its proper use.	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 a Quality Management System is in place that controls the use of PPE.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.2	Tier-1 Factories/CMT Factories	3.6.0.08	A Health and Safety Officer in charge of occupational health and safety matters reporting to the senior management is appointed.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.2	Tier-1 Factories/CMT Factories	3.6.0.09	The H&S Officer is qualified and adequately trained for the job.	The H&S officer is not trained or qualified.	Senior management are not committed to ensure that the H&S officer is trained.	Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.2	Tier-1 Factories/CMT Factories	3.6.0.10	The H&S officer is provided with adequate time and resources to carry out her/his duties	No	Time and resources provided by your company are not enough to carry out her/his duties.	Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.2	Tier-1 Factories/CMT Factories	3.6.0.11	Senior management ensures that the H&S officer has a job description included in his/her employment contract which includes the following responsibilities: implementing, suggesting, planning and monitoring measures to improve health and safety on the site and for informing and training workers on H&S.	H&S officers has no job description in the employment contract.	H&S officers job description is not complete as per this requirement OR not signed by senior management.	Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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3.6.3	Tier-1 Factories/CMT Factories	3.6.0.12	The H&S Officer meets with the trade union/worker representative(s) as well as H&S representative of the Compliance Committee regularly to discuss and receive improvement inputs on health and safety in the workplace.	No	The H&S officer meets but not regularly or H&S officer doesn't discuss or take inputs.	There is a schedule for meeting which is implemented.	RANK 3 AND meeting minutes and inputs are documented.	The H&S Officer performs his/her duties in close co-operation with the CC committee and evaluates complaints and suggestions for improvements.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.3	Tier-1 Factories/CMT Factories	3.6.0.13	The CC H&S representative actively communicates with all workers on issues of health and safety and makes suggestions for improvements to the H&S Officer.	No		Yes		RANK 3 AND records exist of meetings of the CC H&S representative and workers where suggestions are documented and feedback on progress is given.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.4	Tier-1 Factories/CMT Factories	3.6.0.14	You carry out regular H&S risk assessments, share it with H&S representative/s of the Compliance Committee and adapts safety measures accordingly.	No H&S risk assessment has been carried out.	The risk assessment is carried out but safety measure are not adapted accordingly OR does not cover all areas of work in the company OR is not shared with H&S representative/s of the CC.	The risk assessment was carried out covering all work areas, shared with the the H&S representative of the compliance committee and safety measures have been adapted. Included is a heatstress evaluation based on a checklist of a recognized public institution.	RANK 3 AND risk assessments are carried out by qualified and trained internal teams. Included is a heatstress evaluation with professional equipment to determine whether the acceptable wet bulb globe termperature has been exceeded.	Risk assessments are undertaken by relevant technical experts such as fire-fighting brigades, engineers, technical representatives of machinery suppliers, local labour inspectors and in some cases a medical expert. Included is a heatstress evaluation based on a checklist of a recognized public institution and using professional equipment to determine whether the acceptable wet bulb globe termperature has been exceeded.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.5	Tier-1 Factories/CMT Factories	3.6.0.15	Properly marked fire exits, escape routes, fire fighting equipment and fire alarms are provided for every indoor workplace, according to industry standard.	No	The facilities are not adequate or appropriate or do not match to industry standard.	Yes	RANK 3 AND checklist based system is in place to keep control on the safety of fire safety system.	RANK 4 AND monitoring is realized by relevant technical experts through external audits or as part of the Quality Management System.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.5	Tier-1 Factories/CMT Factories	3.6.0.16	Fire exits and escape routes are kept clear from obstacles allowing for swift and safe exit in case of an emergency.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.6	Tier-1 Factories/CMT Factories	3.6.0.17	You regularly train new and existing staff and workers in evacuation procedures and the trainings are documented.	No		Yes	RANK 3 AND trainings are conducted as per requirements of the national legislation where available.	RANK 4 AND evacuation trainings are provided by technical experts such as fire- fighting brigade personnel.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.6	Tier-1 Factories/CMT Factories	3.6.0.18	Fire safety drills are conducted at least every 6 months and are documented.	No		Yes	RANK 3 AND fire safety drills are conducted as per requirements of the national legislation where available.	RANK 4 AND fire safety drills are conducted technical experts such as fire-fighting brigade personnel.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.7	Tier-1 Factories/CMT Factories	3.6.0.19	All information, safety instructions, re-entry intervals and hygiene recommendations regarding hazardous work are displayed clearly in a visible place in the workplace in the language(s) understood by workers and with pictures.	There is no information concerning safety instructions, re-entry intervals and hygiene recommendations.	The information is not in a language understood by workers and/or has no illustrations familiar to workers (Pictograms, pictures, schemes, drawings).	Yes	Safety instructions are clear and put in strategic places.	RANK 4 AND workers are trained regularly.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.6.7	Tier-1 Factories/CMT Factories	3.6.0.20	Safety instructions are in line with technical guidelines provided by machinery and production suppliers, MSDS (Material Safety Data Sheets), and local authorities of inspections (e.g. firefighting brigade, labour inspector etc.).	No	Only some instructions comply.	Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.7	Tier-1 Factories/CMT Factories	3.6.0.21	MSDS for all the chemical substances and preparations fulfils internationally recognised standards – REACH Regulation (see Annex I, Requirements for the compilation of safety data sheets Directive EU 453/2010).	No MSDS maintained for all the products.	MSDS maintained but do not conform to REACH (may be from local suppliers).	Product specific MSDS from the manufacturer complying with requirements of the REACH regulation.		RANK 3 AND the company maintains the latest versions.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.8	Tier-1 Factories/CMT Factories	3.6.0.22	Regular training of workers and their representatives in the basic requirements of occupational health and safety (OHS), relevant health protection and first aid are held at least once per year. The training is repeated for all new or reassigned workers.	No training is held.	The trainings are not held at least once per year OR are not documented OR the documents are incomplete.	At least one training has been undertaken in an year AND content of training was sufficient.	RANK 3 AND the training is done as per a prepared schedule. It includes making workers aware of their right to remove themselves from unsafe situations without being penalized for doing so.	RANK 4 AND the frequency of the training is more than one in a year OR your company evaluates the training given.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.8	Tier-1 Factories/CMT Factories	3.6.0.23	Training also aims at creating awareness among workers of their right to remove themselves from unsafe situations without being penalized for doing so.	No		Yes		RANK 3 AND Workers are well aware of their rights concerning Health and Safety.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.9	Tier-1 Factories/CMT Factories	3.6.0.24	All workers and their representatives are trained in health and safety matters appropriately for their specific job and task.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.9	Tier-1 Factories/CMT Factories	3.6.0.25	Workers that are engaged in any potentially hazardous work are trained according to the tasks they carry out at least once every year. The training covers health and environmental risks of the products workers handle, if applicable, and enables them to take correct emergency actions in case of accident.	Workers engaged in potentially hazardous work have not been trained.	The trainings do not cover health and environmental risks of the products they handle and/or emergency actions and/or records are not kept or are not complete.	All workers engaged in potentially hazardous work have been trained AND content of training was sufficient.	Workers are trained accordingly and complete records are maintained.	RANK 4 AND the frequency of the training is more than one in a year OR your company evaluates the training given.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.8	Tier-1 Factories/CMT Factories	3.6.0.26	You keep records of trainings on occupational health and safety indicating information on topics, time, duration, names of attendees and trainers.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.9	Tier-1 Factories/CMT Factories	3.6.0.27	Dyestuffs and chemical handlers including transport and storage and waste are thoroughly instructed and trained at regular intervals by a recognised institution or by specialists in the safe handling and the risks of pesticides and chemicals.	No trainings have been given to this group.	The regularity is less than once a year or the trainings has not done by recognized institution or by specialists OR the trainings do not cover safe application and risks involved.	There is at least one training per year and the training is done by recognized institution or by specialists and cover areas such as safe handling and risks involved.	There is schedule for such trainings with topics which cover all necessary areas and trainings are documented.	RANK 4 AND the training frequency is more than once a year.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.10	Tier-1 Factories/CMT Factories	3.6.0.28	You have a H&S policy outlining measures for handling and storage of hazardous chemicals and has implemented the same.	The company doesn't have a H&S policy on hazardous chemical handling and storage.	There is a policy but the same is not implemented	There is a written policy and the same is implemented.	RANK 3 AND the company has detailed procedures	RANK 4 AND the procedures are implemented.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.10	Tier-1 Factories/CMT Factories	3.6.0.29	You maintain specific updated MSDS for all the chemical substances and preparations.	No MSDS maintained.	General MSDS (for groups of chemicals/dyes) or very old versions of MSDS.	Manufacturers have the latest version of MSDS, specific for the dye/auxiliary/chemical /chemical preparation.			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.11	Tier-1 Factories/CMT Factories	3.6.0.30	Your Factory has procedures in place to comply with the Registration, Evaluation, Authorisation and Restriction of chemical regulation on the use of chemicals.	No		Yes			3	D		Renewal Audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.6.12	Tier-1 Factories/CMT Factories	3.6.0.31	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 are not engaged in any potentially hazardous work.	There is no criteria for keeping out persons at risk from potentially hazardous work e.g. pre employment medical examination for chemical handlers.		Persons at risk are not given potentially hazardous work in policy or practice, e.g. pre-employment medical examinations exist.		RANK 3 AND the company has a system to identify these category of workers and allocate them the safer jobs.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.13	Tier-1 Factories/CMT Factories	3.6.0.32	Company working premises and surroundings are free of obvious defect and are maintained in a safe, clean and, where necessary, hygienic condition at all times.	No		Yes	There is a maintenance department in place that ensures that the premises and surroundings are effectively maintained in good order AND/OR there is a reporting system that is in place and effective.	There is a documented QMS to keep the premises and surroundings clean and tidy.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.14	Tier-1 Factories/CMT Factories	3.6.0.33	Electrical equipment, wiring and outlets in the company's facilities are properly placed, grounded and inspected for overloading and leakage by a professional on regular basis.	No	The facilities are not adequate or appropriate or do not match to industry standard OR is not inspected by a professional on a regular basis.	Yes	A checklist based system is in place to keep control on the safety of electric system.	RANK 4 AND monitoring is realized by relevant technical experts through external audits or as part of the Quality Management System.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.14	Tier-1 Factories/CMT Factories	3.6.0.34	You have inspection protocols for electrical equipment, wiring and outlets in the company's facilities. The protocols are reviewed and renewed annually.	No protocols are available.	The company has protocol but is not reviewed or renewed every year.	The company has a protocol developed by a professional and the same is reviewed and renewed every year by a professional.		RANK 3 AND the professional is Govt/Industry a recognised professional/chartered engineer.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.15	Tier-1 Factories/CMT Factories	3.6.0.35	All indoor workplaces have adequate lighting, heating and ventilation appropriate for the local weather conditions.	No		Yes	RANK 3 AND the company assesses lighting, heating and ventilation at the workplace with the help of professional personnel and equipment.	RANK 3 AND the company implements measures to provide sufficient light, heat and ventilation better than the national legislation or industry norm whichever is higher.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.15	Tier-1 Factories/CMT Factories	3.6.0.36	All indoor workplaces have control systems for noise, dust and vibration. Levels of noise, dusts and vibration are according to national legal requirements or industry standards (where there are no legal limits are fixed).	No		Yes	RANK 3 AND the company assesses noise, dust and vibration at the workplace with the help of professional personnel and equipment.	RANK 4 AND the company implements measures to reduce, noise, dust and vibration to the level which is better than national legislation.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.16	Tier-1 Factories/CMT Factories	3.6.0.37	You provide adequate quality Personal Protective Equipment (PPE) to all workers free of cost and you maintain sufficient stock of the same to ensure availability always.	No PPE provided or PPE is charged.	The PPE is provided is not of adequate quality for the purpose. Not enough stock of PPE maintained.	Adequate quality PPE is provided free of cost and there is enough stock.	The company has a list to define the PPE for each category of work and when they need to be replaced. The procedures are followed an PPE is replaced before it is worn out.	There is also a current stock of PPE in the stores for new/temporary workers and emergency replacements.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.16	Tier-1 Factories/CMT Factories	3.6.0.38	There are visible signs/pictograms posted in the work areas displaying requirement of appropriate for each work place/working area.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.16	Tier-1 Factories/CMT Factories	3.6.0.39	Workers always use such equipment and are monitored accordingly.	No		Yes		RANK 3 AND your company has a system to monitor and ensures that workers are trained and use the appropriate PPE always.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.6.17	Tier-1 Factories/CMT Factories	3.6.0.40	Adequate emergency first aid facilities, equipment and appropriately trained first aid staff to meet all reasonably foreseeable emergency first aid situations are available.	No emergency first aid facilities, equipment and appropriately trained first aid staff to meet all reasonably foreseeable emergency first aid situations are available.	The first aid facilities are not present in all independent working areas OR are not adequate e.g. first aid box OR staff are not properly trained.	Yes	A checklist based system is in place to see that the first aid requirements are met as per this CC.	RANK 4 AND monitoring is realized by medical experts through external audits or as part of the Quality Management System.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.17	Tier-1 Factories/CMT Factories	3.6.0.41	A reasonable number of workers (in relation to the total number of employees and the nature of their work) receive regular training in first aid.	No workers have been trained in first aid.	Some areas of work are not represented by trained staff or staff have not received a training at least once every year.	All areas of work are represented by at least one trained worker and they have received at least one training in one year.	RANK 3 AND there is a proper schedule of training and trainings are undertaken as per this schedule.	RANK 4 AND the training is under a government or recognized agency for occupational health and safety.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.17	Tier-1 Factories/CMT Factories	3.6.0.42	The H&S Officer must check and restock the first aid boxes at least every two months to ensure that all boxes are complete.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.18	Tier-1 Factories/CMT Factories	3.6.0.43	The H&S Officer compiles reports on work accidents and subsequent first aid measures.	No reports are compiled.	The reports are incomplete.	The reports are properly compiled and up to date.	RANK 3 AND support is provided by management or by a responsible authority.	RANK 4 AND reports are used for H&S monitoring.	1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.18	Tier-1 Factories/CMT Factories	3.6.0.44	The reports on work accidents are made available for the risk assessment and H&S committee.	No		Yes			1	C		Additional Entity Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.19	Tier-1 Factories/CMT Factories	3.6.0.45	A medical officer responsible for healthcare and protection of the workforce is appointed and is qualified for the job (e.g. Physician/professional nurse).	A medical officer is not appointed.	A medical officer is appointed but he/she is not qualified for his/her job.	The company has appointed a resident or visiting doctor he/she is qualified for the job. Related requirements of the national legislation is complied with.			0	C	If legally not required by the law, a first aid officer can be considered a medical officer as long as he is fulfilling the tasks.	Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.19	Tier-1 Factories/CMT Factories	3.6.0.46	The medical officer is responsible for suggesting, planning and monitoring measures to improve medical care and protection of health within the company. The responsibilities are included in his/her employment contract.	The medical officer is not a qualified medical practitioner.	The medical officer does not have a proper job description as per this compliance criteria OR the medical officer does not follow all the responsibilities.	Yes		RANK 3 AND the medical officer is clearly organised and pro-active in improving medical care within the company.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.20	Tier-1 Factories/CMT Factories	3.6.0.47	A full continuously updated documentation on work related as well as general sickness and accidents is maintained by the Medical officer.	No	The documentation is not comprehensive or complete.	Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.20	Tier-1 Factories/CMT Factories	3.6.0.48	The medical officer proposes actions to reduce work-related illness and accidents.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.21	Tier-1 Factories/CMT Factories	3.6.0.49	You provide or organise free and regular occupational medical care (check-ups, examinations, treatments and advise) by a medical doctor to all workers.	No	The company provides/organises health care but the same is charged.	Yes			3	D		Renewal Audit		
3.6.21	Tier-1 Factories/CMT Factories	3.6.0.50	The occupational medical care is provided at the workplace at fixed times or at the local health centres/hospital during working hours.	No		Yes			3	D		Renewal Audit		
3.6.22	Tier-1 Factories/CMT Factories	3.6.0.51	In case of work-related illness or injury, the company provides access to free and appropriate healthcare (immediate and follow-up) either with an onsite well equipped dispensary or with an ambulance in the nearest hospital.	No		Yes		The company has an onsite dispensary with qualified medical doctor and arrangements with a speciality hospital for secondary care.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.23	Tier-1 Factories/CMT Factories	3.6.0.52	You offer regular medical examinations and check ups by a medical doctor to all workers on a voluntary basis at least every three years.	No	Medical examinations are not voluntary OR are not carried out at least every three years.	Yes	RANK 3 AND the frequency is more than once in a three year period.	RANK 3 AND the frequency is once per year and covers the family also.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.6.23	Tier-1 Factories/CMT Factories	3.6.0.53	The findings of medical examinations are communicated to worker confidentially and in a readily understandable form.	No	Findings are not communicated confidentially, OR in an understandable form.	Yes	RANK 3 AND the company has a procedure for confidentiality.	RANK 4 AND the procedure includes following: Medical records are held by the medical practitioner and only. Anonymised medical data is reported to the company for health and safety management. Employee consent is sought for disclosing Personal medical information to the company. Records are provided to the worker or destroyed at the end of his/her employment.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.24	Tier-1 Factories/CMT Factories	3.6.0.54	Workers engaged in handling any potentially hazardous chemicals or other hazardous work are examined regularly and for free, at least once a year (or more depending on the level of exposure to chemicals), by a medical doctor.	No	The frequency of the check up is not annual AND/OR not all the workers who handle hazardous chemical are examined AND/OR documents of the check up are not kept AND/OR the examination is carried out by the nurse.	Regular medical examinations including relevant laboratory tests are carried out at least once a year or more by a medical doctor.	RANK 3 AND the medical examinations address any specific medical concerns that might arise from the hazardous chemicals used in accordance to the MSDS etc.	RANK 3 AND the examinations are carried out by the specialist doctors OR the frequency of medical examinations is more than once a year.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.24	Tier-1 Factories/CMT Factories	3.6.0.55	Individual health records are maintained for workers handling hazardous chemicals/work. The records are kept confidential and management has no access to them.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.25	Tier-1 Factories/CMT Factories	3.6.0.56	You provide suitable rest areas and canteens with clean and maintained cooking and food storage facilities where necessary and if requested by workers.	No	The rest areas are not suitable e.g. no shelter from rain/sun or not clean and maintained.	Yes	RANK 3 AND rest areas with some recreational facility is provided.	RANK 4 AND rest areas for men and women are provided if requested.	3	D		Renewal Audit		
3.6.26	Tier-1 Factories/CMT Factories	3.6.0.57	If the company provides food/meals it is optional for workers and the cost is comparable to local conditions.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.27	Tier-1 Factories/CMT Factories	3.6.0.58	Clean drinking water is provided close by for all workers and is clearly labelled.	No		Yes		There is a temperature control for drinking water (cold or warm depending on weather).	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.27	Tier-1 Factories/CMT Factories	3.6.0.59	Drinking water quality is monitored by your company and the H&S Compliance Committee representative.	The water is never been tested.	The analysis revealed that water quality is poor and no monitoring has been done.	Drinking water is tested and the reports are available AND your company has taken adequate measures, if applicable.	RANK 3 and the drinking water is tested at least twice a year to correspond with seasonal variations.	RANK 4 and the company uses a water purifier.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.28	Tier-1 Factories/CMT Factories	3.6.0.60	The work areas are provided with clean toilets with hand washing facilities close by (also close to the canteen), changing rooms for all workers and clean showers for workers who handle hazardous chemicals.	No toilets or changing rooms or showers are provided.	Toilets, hand washing, changing rooms, showers are provided but are not clean/maintained.	Yes	RANK 3 AND facilities are well lit, ventilated, have easy to clean finishing, are easy to access for the workers etc.		0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.28	Tier-1 Factories/CMT Factories	3.6.0.61	Toilets, changing rooms and showers are separate for women and men and ensure privacy for the users.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
3.6.28	Tier-1 Factories/CMT Factories	3.6.0.62	Number of toilets and hand washing facilities are in proportion to the number of workers (minimum of one for 25 workers).	No toilets and handwashing facilities in the work area.	Numbers of toilets/handwashing facilities are less than proportionate.	Yes		RANK 3 AND numbers of toilets are more than 1:25 proportion.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.28	Tier-1 Factories/CMT Factories	3.6.0.63	All facilities are cleaned regularly and equipped with covered drains and pipes.	No		Yes		RANK 3 AND there is a cleaning and monitoring system and schedule which is implemented.	0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
3.6.28	Tier-1 Factories/CMT Factories	3.6.0.64	Lockable storage facilities are provided where requested.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		4	**Environmental Responsibility**											
		4.3	**Emission control techniques**											
4.1.1	Tier-1 Factories/CMT Factories	4.3.0.01	Your Factory applies appropriate emissions control techniques for any of your company's manufacturing operations that generate air pollutants. Control techniques include: ventilation,absorption, physical and chemical scrubbing, closed-loop-systems for recovery of solvents, noise/odour and vibration reduction equipment. Significant sources of air pollutants are: • coating and dyeing operations; • printing; • drying (fabrics, yarns and prints); • Fibre processing generating dust (bale breakers, automatic feeders, separators and openers, mechanical conveyors, pickers, cards) and spinning; • combustion sources for power generation and process heating; • weaving.	The company does not have air pollution control systems in many processes with high indoor and outdoor pollution levels.	The company has installed air pollution control systems in all the places but they are old, not sufficient or efficient.	The company has installed air pollution control systems in all the pollution generating areas, machineries and processes which are working efficiently.	RANK 3 AND the air pollution levels are measured on a regular basis to monitor the efficiency of control techniques.	RANK 4 AND the company redesigns/replaces the machinery with improved technology to reduce pollution.	1	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		4.4	**Energy Consumption**											
4.2.1	Tier-1 Factories/CMT Factories	4.4.0.01	You keep records of energy consumption.	No	The records do not cover all facilities in the plantation or do no have records of the last 12 months.	The records are comprehensive and is constantly updated.	There is a constant energy audit done on the planation to reduce the use of energy.	The energy audit system is certified under a recognized accredited or legal authority.	6	D		Renewal Audit		
4.2.1	Tier-1 Factories/CMT Factories	4.4.0.02	You develop a plan with measures for reduction, recovery or use of renewable sources of energy. Progress should be documented on indicators set by teams from different departments of your company.	No	There is a plan but lacks details, timelines or targets OR no indicators are set to document the progress	The plan has details, timelines and targets AND progress is measured with indicators set by experts from different units.	The company has developed a tool for calculating savings from the reduction/reuse/use of renewable energy.	RANK 4 AND the company has made significant savings or using renewable energy to a significant level OR the energy audit system is certified under a recognized accredited or legal authority.	6	D		Renewal Audit		
		4.5	**Waste**											
4.5.1	Tier-1 Factories/CMT Factories	4.5.0.01	You collect and separate waste according to local requirements. Waste must be properly disposed in municipal garbage collection system where available.	No		Yes			0	C		Additional Entity Audit, Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
4.3.2	Tier-1 Factories/CMT Factories	4.5.0.11	You develop and implement a waste reduction plan and reduction of the waste is documented.	No plan exists.	There is a plan but reduction is not documented.	There is a reduction plan which is implemented and proof of reduction is available.		RANK 3 AND waste reduction per design implemented OR the company participates in a regional program for waste management or certified as per ISO 14000.	3	D		Renewal Audit		
		5	**Trade**											
		5.1	**Traceability**											

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
TS 2.1.1	Tier-1 Factories/CMT Factories	5.1.0.01	You clearly identify all Fairtrade products as Fairtrade in all trade documentation (e.g. invoices, delivery notes and purchase orders), including all relevant documentation sent to and received from the additional entity.	Fairtrade references (i.e. term "Fairtrade" or similar terms) are missing in all documents.	Fairtrade references are identifiable but are incomplete. Fairtrade references exist, but not in all purchase and sales documentation. (i.e. Term "Fairtrade" or similar in invoices BUT it is not possible to find a reference in other documents).	Fairtrade references are identifiable and complete in all purchase and sales documentation. (i.e. term "Fairtrade" or similar on all invoices AND it is possible to find a reference in other documents.).		Fairtrade references are recorded and kept up-to-date within the ERP system (management - system in place). (i.e. Term "Fairtrade" or similar consistently in all contracts, invoices, B/L, delivery notes, packing lists, etc.).	0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.1	Tier-1 Factories/CMT Factories	5.1.0.02	Your Fairtrade related documents allow tracing the following information: • the name and FLO-ID of the traders involved in a Fairtrade transaction (FLO-ID of the supplier and FLO-ID of the buyer (the latter does not apply if you are the licensee); • the applicable dates of the transaction: • the quantities and physical form of the product when transacted (purchase and sale); • the details of Fairtrade Price and Fairtrade Premium and pre-financing (where applicable).	All details are missing.	Some of the listed requirements are missing in all or some transactions.	The details can be tracked during audit.	These details are included in a database a directly linked to Fairtrade article descriptions.	Details are included in a database a directly linked to Fairtrade article descriptions and a re fully up-to-date. (Details of the complete supply chain are mentioned in purchase and sales documentation.).	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.1./ FLOCERT requirement	Tier-1 Factories/CMT Factories	5.1.0.03	You ensure that Fairtrade certified products sold as non-Fairtrade clearly indicate that the product is not Fairtrade by removing any existing reference to Fairtrade on product, packaging or documents or where not possible by clearly indicating to your customer that the product is not Fairtrade.	Term "Fairtrade" or similar is associated with non Fairtrade sales in all documents/packing etc.	Term "Fairtrade" or similar has been removed from invoices/packaging/products BUT it is possible to find references in other documents OR term "Fairtrade" has been mentioned in some invoices.	Term "Fairtrade" has been removed in all invoices, product, packaging AND other purchase and sales documents OR where it is not possible clear indication is given to the buyer that the sale is not Fairtrade.			0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.1./ FLOCERT requirement	Tier-1 Factories/CMT Factories	5.1.0.04	You do not imply, directly or indirectly, that an ordinary sale is in any way associated with sales of Fairtrade certified products.	Clear linking of ordinary sale with Fairtrade certified products is noticed.		There is no evidence of a linkage between a Fairtrade sale and a normal sale.		RANK 3 AND your company has a system to check and control that no ordinary orders are associated with Fairtrade.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
Seed Cotton 2.1.1	Tier-1 Factories/CMT Factories	5.1.0.05	(Applicable if the trader operates under the FSP model) You report information about your purchases and sales of equivalent volumes of Fairtrade cotton to the Fairtrade tracking system (Fair Trace).	Information about purchases and sales are not reported to Fair Trace, i.e. no reporting is done.	Information about purchases and sales are incomplete on Fair Trace, i.e. only some transactions have been reported OR the reports are incomplete.	Information about purchases and sales are reported on Fair Trace, i.e. all transactions are reported and is correctly reported.		Information about purchases and sales are always correctly reported on Fair Trace and deadlines are always met. Records include all other information specified in the template provided by Fairtrade.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
Seed Cotton 2.1.2	Tier-1 Factories/CMT Factories	5.1.0.06	(Applicable to spinners for their activities under the FSP model) A purchase contract for the corresponding Fairtrade cotton lint has been signed with the ginner before the Fairtrade equivalent yarn is sent out for delivery.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
Seed Cotton 2.1.3	Tier-1 Factories/CMT Factories	5.1.0.07	(Applicable to spinners for their activities under the FSP model) The physical receipt of the Fairtrade cotton lint takes place at the latest within 6 months after the Fairtrade equivalent yarn has been sent out for delivery.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
TS 2.1.2	Tier-1 Factories/CMT Factories	5.1.0.08	You keep records of all entries, processing and sales of Fairtrade products. Records allow the certification body to trace back from any given Fairtrade output to the Fairtrade inputs.	The trader does not keep records or they are not available at the time of the audit AND/OR there are estimated excessive sales by more than 5% OR there is no system that allows calculations.	The trader keeps records, but they are incomplete or not fully available at the time of the audit AND/OR There are estimated excessive sales by 1-5%.	The trader keeps records and makes them available to the auditor during the audit. Records are correct. No excessive sales except possible mistakes estimated up to 1% of sales.	The trader keeps records and makes them available to the auditor during the audit. Records are correct. No excessive sales with no mistakes.	There is a management system in place that easily allow the certification body to trace back from any given Fairtrade output to the Fairtrade inputs, including alterations performed, relevant recipes and yields. The trader keeps records and makes them available to the auditor during the audit. Records are always updated.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.2	Tier-1 Factories/CMT Factories	5.1.0.09	(Additional Entity) You keep records of all volumes of Fairtrade products received from and sent to the certified customer to which you are sub-contracted. Records allow the certification body to trace back from any given certified output to the certified inputs.	The additional entity does not keep records or they are not available at the time of the audit and/or There are estimated excessive sales by more than 5% OR there is no system that allows calculations.	The additional entity keeps records, but they are incomplete or not fully available at the time of the audit and/or There are estimated excessive sales by 1-5%.	The additional entity keeps records and makes them available to the auditor during the audit. Records are correct. No excessive sales except possible mistakes estimated up to 1% of sales.	The additional entity keeps records and makes them available to the auditor during the audit. Records are correct. No excessive sales with no mistakes. The additional entity has records of products received and products sent back to producer.	There is a management system in place that easily allow the certification body to trace back from any given Fairtrade output to the Fairtrade inputs, including alterations performed, relevant recipes and yields. The additional entity keeps records and makes them available to the auditor during the audit. Records are always updated.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.3	Tier-1 Factories/CMT Factories	5.1.0.10	(If you trade and/or process for activities carried out under FSP cotton model after ginning this requirement only applies if you wish to implement physical traceability) You physically segregate Fairtrade products from non-Fairtrade products at all stages of the supply chain. You do not mix Fairtrade products with non-Fairtrade products. Fairtrade products are transported, stored processed/manufactured and delivered separately from non-Fairtrade products.	Fairtrade products are not segregated from non - Fairtrade products. No system to physically separate certified products, mixing up happens.	Fairtrade products are not clearly or only partially segregated from non - Fairtrade products. Mixing up during processing can easily happen.	Fairtrade products are segregated from non - Fairtrade products. There is a traceability system in place to separate certified products.	Rank 3 and there are 'on product marks' consistently which are clear and easily identifiable.	Rank 4 and there is a management systems in place to trace back certified products.	0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.4; 2.1.5	Tier-1 Factories/CMT Factories	5.1.0.11	(If you trade and/or process for activities carried out under FSP cotton model after ginning this requirement only applies if you wish to implement physical traceability) You identify Fairtrade products as Fairtrade at all stages (e.g. storage, transport, processing, packaging, labelling and handling) AND when selling, as well as in all related records and documents through on-product lot numbers and/or identification marks.	Fairtrade products are not identified as Fairtrade at any stage as well as records or documents. Documents, records and on-product marks do not mention any term/number reference that can be identified as Fairtrade.	Fairtrade products are not easily identifiable and identification marks are not precise/clear. On-product marks are frequently lost and some records cannot be identified as Fairtrade.	Fairtrade products are identifiable at all stages as well as in all related records and documents. Identification marks are clear and marked with the term "Fairtrade" or similar.	Fairtrade products are identifiable at all stages as well as in all related records and documents. Identification marks are clear, article and lot numbers are unique and clearly referring to the term "Fairtrade" or similar.	Fairtrade products are identifiable at all stages as well as in all related records and documents. Identification marks are clear, article and lot numbers are unique and clearly referring to the term "Fairtrade" or similar and name and FLO ID of the seller and the buyer. There is a management system in place that identify and trace Fairtrade	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.6	Tier-1 Factories/CMT Factories	5.1.0.12	(If you trade and/or process for activities carried out under FSP cotton model after ginning this requirement only applies if you wish to implement physical traceability) You buy from a Fairtrade trader successfully certified against the physical traceability requirements. These products, when purchased, are identified as a Fairtrade product with physical traceability.	No		The products are identified as physically traceable at least through the lot numbers.		The products are identified as physically traceable on the invoices and on the product.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
TS 2.1.3	Tier-1 Factories/CMT Factories	5.1.0.13	(Additional Entity) (If you process for activities carried out under FSP cotton model after ginning this requirement only applies if your operator implements physical traceability) You physically segregate Fairtrade products from non-Fairtrade products at all stages of the supply chain. You do not mix Fairtrade products with non-Fairtrade products. Fairtrade products are transported, stored processed/manufactured and delivered separately from non-Fairtrade products.	Fairtrade products are not segregated from non - Fairtrade products. No system to physically separate certified products, mixing up happens.	Fairtrade products are not clearly or only partially segregated from non - Fairtrade products. Mixing up during processing can easily happen.	Fairtrade products are segregated from non - Fairtrade products. There is a system in place to separate certified products.	Fairtrade products are segregated from non - Fairtrade products and Fairtrade descriptions on "on-product marks" are clear and easily identifiable. There is a system in place to separate certified products, mistakes do not happen.	Fairtrade products are always correctly segregated from non - Fairtrade products. Fairtrade descriptions on "on-product marks" are clear and easily identifiable. There is a physical traceability system in place to trace back certified products without mistakes.	0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.4	Tier-1 Factories/CMT Factories	5.1.0.14	(Additional Entity) (If you process for activities carried out under FSP cotton model after ginning this requirement only applies if your operator implements physical traceability) You identify Fairtrade products as Fairtrade at all stages (e.g. storage, transport, processing, packaging, labelling and handling) as well as in all related records and documents through on-product lot numbers and/or identification marks.	Fairtrade products are not identified as Fairtrade at any stage as well as records or documents. Documents, records and on-product marks do not mention any term/number reference that can be identified as Fairtrade.	Fairtrade products are not easily identifiable and identification marks are not precise/clear. On-product marks are frequently lost and some records cannot be identified as Fairtrade.	Fairtrade products are identifiable at all stages as well as in all related records and documents. Identification marks are clear and marked with the term "Fairtrade" or similar.	Fairtrade products are identifiable at all stages as well as in all related records and documents. Identification marks are clear, article and lot numbers are unique and clearly referring to the term "Fairtrade" or similar.	Fairtrade products are identifiable at all stages as well as in all related records and documents. Identification marks are clear, article and lot numbers are unique and clearly referring to the term "Fairtrade" or similar and name and FLO ID of the seller and the buyer. There is a management system in place that allows any trader (not only	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.6	Tier-1 Factories/CMT Factories	5.1.0.15	(Additional Entity) (If you process for activities carried out under FSP cotton model after ginning this requirement only applies if your operator implements physical traceability) When delivering Fairtrade products, you clearly identify the product as Fairtrade (e.g. "FLO/Fairtrade" on the packaging and documentation).	Fairtrade products delivered as Fairtrade are not identified as "Fairtrade" or similar term. Fairtrade references are completely missing.	Fairtrade products delivered as Fairtrade are not always correctly identified as "Fairtrade" or similar term. Fairtrade references are partially missing.	Fairtrade products delivered as Fairtrade are correctly identified as "Fairtrade" or similar term.	Fairtrade products delivered as Fairtrade are always correctly identified as "Fairtrade" or similar term. Mistakes do not happen.	Fairtrade products delivered as Fairtrade are always correctly identified as "Fairtrade" or similar term. There is a system in place to trace back sold products without mistakes.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.7	Tier-1 Factories/CMT Factories	5.1.0.16	(Not applicable for FSP) If you combine physically and non-physically traceable ingredients in Fairtrade composite products, you ensure that the Fairtrade physically traceable ingredients comply with the physical traceability requirements. If for technical reasons this is not possible, you have been granted an exception by the certification body.	Fairtrade physically traceable ingredients do not comply with the physical traceability requirements. An exception was not granted to the trader by the certification body. No system to separate and mixing up happens.	Fairtrade physically traceable ingredients do not fully comply with the physical traceability requirements. An exception was not granted to the trader by the certification body. Mixing up during processing can easily happen.	Fairtrade physically traceable ingredients comply with the physical traceability requirements OR An exception was granted to the trader by the certification body. There is a system in place to separate products, small mistakes can happen.	Fairtrade physically traceable ingredients fully comply with the physical traceability requirements. There is a system in place to separate products, mistakes do not happen.	Fairtrade physically traceable ingredients fully comply with the physical traceability requirements. There is a physical traceability system in place to trace back products without mistakes. There is a plan to use physical traceable products for all ingredients.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.8	Tier-1 Factories/CMT Factories	5.1.0.17	(For activities carried out under FSP cotton model after ginning stage with no physical traceability.) You ensure that the amount of outputs sold as Fairtrade is not more than the amount of inputs sourced as Fairtrade taking into account the processing yields and all losses (decreases in weight).	Mass balance went repeatedly negative or there is no system that allows calculations. There are estimated excessive sales by more than 5%.	Mass balance went negative on limited occasions. There are estimated excessive sales by 1-5%.	Mass balance is positive or might have gone negative in a certain month, but overall the balance is still positive.	Mass balance is always positive and easy to calculate. No excessive sales with no mistakes.	Mass balance is always positive and easy to calculate. Mass balance worksheets are constantly up-to-date (management system in place). No mix up of product and no mistakes and compliant with sourcing record system.	0	M		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.9	Tier-1 Factories/CMT Factories	5.1.0.18	(For activities carried out under FSP cotton model after ginning stage with no physical traceability.) You ensure that Fairtrade inputs are purchased before the sale of the Fairtrade outputs.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.10	Tier-1 Factories/CMT Factories	5.1.0.19	(For activities carried out under FSP cotton model after ginning stage with no physical traceability.) You receive and process Fairtrade inputs at the same site where the Fairtrade output is processed.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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TS 2.1.10	Tier-1 Factories/CMT Factories	5.1.0.20	(Additional Entity) (For activities carried out under FSP cotton model after ginning stage with no physical traceability.) You ensure that Fairtrade inputs are delivered to and processed at the same site where the Fairtrade output is processed.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 2.1.11	Tier-1 Factories/CMT Factories	5.1.0.21	(Additional Entity) (For activities carried out under FSP cotton model after ginning stage with no physical traceability.) You ensure that Fairtrade inputs are of the same kind and quality as the inputs used to process the Fairtrade output (like for like). Purchase of Fairtrade inputs should be comparable to the inputs used in the actual Fairtrade products.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		5.2	**Product composition and sourcing**											
5.2.1	Tier-1 Factories/CMT Factories	5.2.0.01	(Only applicable if the products are sold as 100% Fairtrade cotton) 100 percent of the cotton fibre (excluding non- essential part of the product e.g. accessories and additional materials) used in the product is from Fairtrade certified producer organisations.	No		100% of the essential fibre component of the product excluding accessories and additional materials (e.g. edgings and trimmings, buttons and buckles, decorations, ribbons, threads/bands , Pocket linings and constructed waistbands, sewing threads etc) comes from Fairtrade certified producer organisations.	RANK 3 AND the company uses other sustainable natural fibres in accessories.	RANK 4 AND the company uses Fairtrade certified cotton fibre sourced from Fairtrade certified producer Organisations in accessories like appliqué, borders, buckles, cords, hatbands, laces, linings, supports and frames.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.2.2	Tier-1 Factories/CMT Factories	5.2.0.02	(Only applicable if the products are sold as blended Fairtrade cotton) The products are made up of at least 50% Fairtrade cotton fibre sourced from FT certified producer organisations and the rest can be natural or manmade fibres.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.2.2	Tier-1 Factories/CMT Factories	5.2.0.03	(Only applicable in case of in case of work wear and uniforms and if the products are sold as blended Fairtrade cotton) The products are made up of at least 30% Fairtrade cotton fibre is from FT certified producer organisations and the rest can be natural or manmade fibres.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.2.3	Tier-1 Factories/CMT Factories	5.2.0.04	(Only applicable for products sold for which fibre used comes from other sustainability schemes and product is labelled as 'Fairtrade Production') Both the type of fibre and sustainability schemes are included on the Fairtrade responsible fibre list (annex 2) and the fibre is processed in a fully FT certified supply chain after harvest till the final product.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.2.3	Tier-1 Factories/CMT Factories	5.2.0.05	(Only applicable to products made from fibre of other sustainability schemes and sold under 'Fairtrade Production' label) The content rules for sustainable fibres, defined by the relevant responsible fibre scheme, are applied.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.2.4	Tier-1 Factories/CMT Factories	5.2.0.06	(Only applicable in case of 'Fairtrade cotton multi-component textiles and non-textile products' where the essential part of the product contains non-cotton material e.g. pillows and duvets, T shirt with silk panel, canvas trainers, garden parasols etc) Cotton fibre used in the products are 100% FT certified and no blended cotton (cotton+manmade fibres) is used in the product.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		5.5	**Use of Fairtrade trademarks and communication**											
TS 1.2.1	Tier-1 Factories/CMT Factories	5.5.0.01	(Only applicable if you have used any FAIRTRADE Mark or any other reference to Fairtrade as defined in the Fairtrade Standard on a finished or unfinished product, on any packaging or in any other communications.) You have a valid written contract with a National Fairtrade Organization or with Fairtrade International with details on the use of the Mark and you have written artwork approval (prior to use) for any use of the FAIRTRADE Mark or reference to Fairtrade on all product and promotional artwork.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
TS 1.2.2	Tier-1 Factories/CMT Factories	5.5.0.02	(Applicable if you are packing for a licensee) You have a copy of the applicable artwork approval.	No		Yes		RANK 3 AND in the event the trader has out sourced the packing to another entity in the supply chain, the trader has given a copy of the approval on use of the Mark to the packing entity.	0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		5.6	**Requirements for Brand Owners**											
5.3.1	Brands	5.6.0.01	The company has a contractual relationship with a national Fairtrade organization or with Fairtrade International that communicates publicly on the company's commitment to Fairtrade.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		

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5.3.2	Brands	5.6.0.02	You have a binding legal Contract with the certified Factory. The Contract includes as a minimum the following: • Approximate volumes; for two years; • quality; prices; • a Living Wage differential that enables the payment of Living Wages in line with the requirements of this Standard, with paragraphs allocated to Living Wages clearly; see chapter 3 on Living Wage in the Standard; • payment terms that are transparent and traceable; • feasible lead times; • procedures in case of quality problems; • terms of delivery using international commercial terms (Incoterms); • definition or mentioning of "Force Majeure"; • agreement on applicable jurisdiction; and • an alternative dispute resolution mechanism to resolve conflicts; • extending support for Human Rights Environmental Due Diligence implementation; • commitment of two years.	There is no contract.	A contract is signed but is not legally binding OR it does not have all the details as per this CC.	A legally binding purchase contract exists which includes all required items.			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.3.2	Brands	5.6.0.03	(Only applicable if the brand is represented by an agent) The contract is signed by the brand owner and not the agent alone. The contract clearly states that the responsibility for fulfilling the contract lies with the brand owner and not the agent.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.3.2	Brands	5.6.0.04	There are no indications that you have changed terms of the Contract after it is executed.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.3.3	Brands	5.6.0.06	You set up a plan demonstrating how you increase the Fairtrade cotton content in your line.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
5.3.4	Brands	5.6.0.07	When the certified Factory shares grievances of Workers arising out of purchase practices you shall take necessary steps to rectify those practices by jointly working with the Factory.	No		Yes			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
		6	**Follow up audit**											
		6.1	**Follow up audit information - generic**											
Follow up audit	Tier-1 Factories/CMT Factories	6.1.1	As a result of the evaluation decision on non-conformities and corrective measures for the last Fairtrade audit, a follow up audit is conducted in order to verify implementation of the corrective measures (objective evidences) onsite. The audit order number (AO-xxxxx) of the original Fairtrade audit is noted in the NC text field for reference.			Yes. Number of the original Fairtrade audit is:			0	F		Follow up audit		
Follow up audit	Tier-1 Factories/CMT Factories	6.1.2	All objective evidences (OEs) (to be verified during the Follow up audit) have been reviewed. In the contrary case mark the missing NCs in the Follow up xls and note the reason in the start tab of the Ecert audit order, field: "Deviation from audit procedure / Tors".	No		Yes			0	F		Follow up audit		
		6.2	**Status of CM/OE- result of follow up audit**											
Follow up audit	Tier-1 Factories/CMT Factories	6.2.1	All corrective measures (CMs) were implemented successfully / status of all required objective evidences (OEs) are 'fulfilled'.	No. None of the corrective measures (CMs) were implemented / status of all required objective evidences (OEs) 'Not fulfilled'.	No. Only some of the corrective measures (CMs) were implemented and/or CMs were implemented partially only.	Yes. All corrective measures (CMs) were implemented successfully / status of all required objective evidences (OEs) is 'fulfilled'			0	F		Follow up audit		
Follow up audit	Tier-1 Factories/CMT Factories	6.2.2	The Excel list of all corrective measures (CMs) / objective evidence (OEs) to be verified during this Follow up audit is attached to the Ecert audit order. It includes the individual result for each OE as assessed during the Follow up audit and was explained to the customer during the closing meeting. (If 'No' state reason / explanation in NC text field).	No, because…		Yes			0	F		Follow up audit		
Follow up audit	Tier-1 Factories/CMT Factories	6.2.3	(Applicable if the follow up audit is a consequence of a suspension decision) The suspension rules are complied with by the customer.	No		Yes			0	F		Follow up audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
		6.3	**Reason for follow up audit**											
Follow up audit	Tier-1 Factories/CMT Factories	6.3.1	Reason for follow up audit.	The reason for the follow up audit was a Major NC.	The reason for the follow up audit was a high number of NCs.	The follow up audit was due to another reason: state the reason in the NC text.			0	F		Follow up audit		
		7	**Combined Audit**											
No reference	Tier-1 Factories/CMT Factories	7.0.1	The Fairtrade audit was a combined audit with another certification/verification scope. (if yes, please document the scope in the comment field).			Yes			0			Additional Entity Audit, Initial Audit, Renewal Audit,Focused Audit, Unannounced Audit		
		8	**Human Rights and Environmental Due Diligence**											
6.1	Tier-1 Factories/CMT Factories	8.0.01	You have a written commitment to respect human rights and environmental sustainability, to conduct due diligence, and to recognise the importance of: • Collaboration with suppliers and brands in addressing human rights and environmental challenges; • Having legally enforceable agreements with brands which favour long-term business relationships; • Working towards Living Wages with agreement with brands and Workers' representatives; • Providing for or co-operating in the remediation of identified harms you cause or contribute to. Your written commitment refers to internationally recognized human rights, including environmental rights, and is signed off by senior management.	No written commitment is in place.	There is a written commitment; however, the commitment does not cover all required elements listed in the requirement.	There is a written commitment which covers all the points listed AND it is signed off by senior management.			0	C		Initial Audit, Renewal Audit, Focused Audit, Unannounced Audit		
6.2	Tier-1 Factories/CMT Factories	8.0.02	You align your operational policies and procedures with the commitment and embed the commitment into your existing management systems. You assign a responsible person(s) for due diligence related functions.	Operational policies and procedures not aligned with commitment AND/OR not embedded into existing management systems AND/OR no responsible person(s) assigned	Responsible person(s) assigned BUT operational policies and procedures not aligned with commitment AND/OR not embedded into existing management systems.	Operational policies and procedures aligned with commitment AND embedded into existing management systems AND responsible person(s) assigned			1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.3	Tier-1 Factories/CMT Factories	8.0.03	You raise the awareness to your management, staff and Workers about your commitment to respecting human rights and the environment, and its implications for your operations.Your commitment is publicly available, and you inform your immediate suppliers, brands and Subcontractors. Awareness-raising can be through presentations, discussions and meetings; posters and leaflets; training programmes, sketches and role play and other.	No awareness raised to management, staff and workers AND commitment not publicly available AND immediate suppliers, brands and subcontractors not informed about commitment	Awareness raised to management, staff and workers BUT commitment not publicly available (e.g.,online) AND/OR immediate suppliers, brand and subcontractors not informed about commitment	Awareness raised to management, staff and workers AND commitment publicly available (e.g., online) AND immediate suppliers, brands and subcontractors informed about commitment.	RANK 3 AND all employees trained on how HREDD relates to their own work.		1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.4	Tier-1 Factories/CMT Factories	8.0.04	You conduct a human rights and environmental risk assessment for your own operations including Sub-contractors and supply chains at least every three years, and you do the following: • Map the most common risks and challenges in your own operations and in the Fairtrade supply chains considering external data and research. • Assess which risks and challenges are most serious. • Engage with the CC in assessing the most serious risks that are specifically related to your organization and all points mentioned here. • Identify which of your Fairtrade suppliers may have environmental risks and assess their root causes • Identify the vulnerable groups of people who are or could be impacted more than others. • Identify which of your Factories' practices cause or contribute to these issues. • Consult your staff, Workers and to prioritize which risks and challenges to be addressed first. You strengthen your assessment methods over time. The results of your assessments cannot be used to put pressure on supplier(s) to immediately address identified risks, nor do you make it a condition of purchase.	No human rights and environmental risk assessment conducted AND/OR not all aspects covered AND/OR assessment methods not strengthened over time	Human rights and environmental risk assessment conducted BUT not all aspects covered AND/OR assessment methods not strengthened over time	Human rights and environmental risk assessment conducted AND all aspects covered AND assessment methods strengthened over time			1	C		Renewal Audit, Focused Audit, Unannounced Audit		

Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
6.5	Tier-1 Factories/CMT Factories	8.0.05	You have a grievance mechanism in place which allows Workers and their representatives, suppliers and other individuals and groups to anonymously raise complaints of injustice, harm or fraud linked to your Factory, including environmental harms. The grievance mechanism: • is accessible in the language(s) spoken in your operations and the language(s) most common in your supply chains • supports both written and verbal complaints • respects the anonymity of the complainants and protects them from retaliation, threats or harm • ensures issues are resolved, remediation is implemented in a timely manner, and complainants updated about the ongoing resolution • ensures that all parties are kept informed about progress • allows for an appeals process • includes documentation of all disputes • includes a procedure for cases of sexual harassment (see 3.1.4 and 3.1.5) Your Factory does not discipline, dismiss or discriminate in any way against Workers for using any grievance procedure. Grievances regarding sexual harassment are designated to specially appointed women or women's committees, linked to a female senior manager when possible, and with direct access to the Chief Executive. The same principles apply in case of sexual harassment of groups other than women. This grievance procedure is in accordance with national legislation where applicable. Where you are unable by yourself to remediate the harm in full, you seek to engage other private, public or civil society actors.	There is no grievance mechanism in place.	There is a grievance mechanism in place, but it does not cover all the points listed in the requirement.	There is a grievance mechanism in place which complies with all the points listed AND complaints are handled in line with it.	RANK 3 AND the grievance mechanism is reviewed and updated regularly.		1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.6	Tier-1 Factories/CMT Factories	8.0.06	You have a written procedure for managing any complaints of injustice, harm or fraud relating to your Factory. The procedure specifies timeframes. You handle and document complaints in line with this procedure and communicate your follow-up actions to all parties involved. Your procedure includes appointing a specific person responsible for the complaints process in the Factory and includes provisions to prevent retaliation, threats or harm against people who file complaints. The written procedure is informed to all stakeholders and Workers in particular.	There is no written procedure in place.	There is a written procedure BUT it does not specify timeframes or is not applied.	There is a written procedure in place which contains all elements listed in the requirement AND a person has been appointed in the Factory to handle the complaints process			1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.7	Tier-1 Factories/CMT Factories	8.0.07	You raise awareness to your staff/Workers, Trade Unions representing Workers in the Factory, and inform immediate suppliers about the grievance mechanism, and take annual measures to make the mechanism known and accessible to staff, Workers, suppliers and other stakeholders. Awareness-raising can be through presentations, discussions and meetings; posters and leaflets; training programmes, sketches and role play and other.	No awareness raising to staff/Workers or Trade Unions AND/OR no information to immediate suppliers AND/OR no annual measures to make the mechanism known.		Awareness raising to staff/Workers and Trade Unions took place AND immediate suppliers were informed AND annual measures were taken to make the mechanism known.	RANK 3 AND information about the grievance mechanism is available online.		1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.8	Tier-1 Factories/CMT Factories	8.0.08	You develop and implement or update existing policies: • to prevent, mitigate and remediate at least three of the most salient issues identified through your risk assessment, and • on sustainable purchasing You communicate the policies to your senior management, staff, Workers, suppliers and brands. You review and revise the policies at least every three years.	No policies have been developed.	Policies have been developed BUT they are not implemented OR their content is not in line with that described in the CC OR they are not communicated to senior management, staff, Workers, suppliers and brands OR they are not reviewed and revised at least every three	Policies developed and implemented, with content in line with that described in the CC, AND policies communicated to senior management, staff, Workers, suppliers and brands AND policies reviewed and revised at least every three years.	RANK 3 AND policy communicated to subcontractors AND environmental objectives are in line with private sector climate targets.		1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.9	Tier-1 Factories/CMT Factories	8.0.09	(Applicable to Medium and large Factories at Tier-1) You consult your staff, Workers, internal experts to identify effective activities. You develop and implement an action plan to prevent and mitigate the identified salient risks, and to cooperate in remediation of cases found. You also have a dialogue with experts while developing an action plan. The plan is approved by senior management (Factory manager, general manager or their equivalent) and CC and revised annually to keep it up to date.	There is no consultation with staff, Workers and internal experts to identify effective activities AND no action plan has been developed.	Consultation with staff, workers and internal experts to identify effective activities BUT no action plan developed and implemented OR action plan is not approved by senior management and CC OR not revised annually	Consultation with staff, workers and internal experts to identify effective activities AND action plan developed and implemented AND action plan is approved by senior management and CC AND revised annually			3	C		Renewal Audit, Focused Audit, Unannounced Audit		

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Reference	Applicable for	CC N°	Compliance Criteria	Rank 1	Rank 2	Rank 3	Rank 4	Rank 5	Time	CC Type	Interpretation note	Audit type	Column1	Column2
6.10	Tier-1 Factories/CMT Factories	8.0.10	(Applicable to Small Factories at Tier-1) You develop and implement an action plan to mitigate and prevent the 3 salient risks related to HREDD. The plan is revised annually to keep it up to date.	The Factory has not developed an action plan to mitigate and prevent the salient risks related to HREDD.	The Factory has developed an action plan for some identified salient risks related to HREDD, but the plan is incomplete, not fully implemented, does not address all 3	The Factory has developed and implemented and Action Plan to mitigate and prevent the 3 salient risks related to HREDD AND The plan is reviewed and revised			3	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.11	Tier-1 Factories/CMT Factories	8.0.11	You share information about your risk identification, prevention, mitigation and remediation activities with your Fairtrade buyer to reach a common agreement on collaboration and support. You will refer grievances aggregated to at least one of your Fairtrade buyers if they are related to workplace conditions.	Information about risk identification, prevention, mitigation and remediation activities not shared with any Fairtrade Buyer AND Grievances related to workplace conditions are not referred to any Fairtrade buyer.	Information about risk identification, prevention, mitigation and remediation activities shared with any Fairtrade Buyer BUT Grievances related to workplace conditions are not referred to any Fairtrade buyer.	Information about risk identification, prevention, mitigation and remediation activities shared with any Fairtrade Buyer AND Grievances related to workplace conditions are referred to a Fairtrade buyer.			1	C		Renewal Audit, Focused Audit, Unannounced Audit		
6.12	Tier-1 Factories/CMT Factories	8.0.12	(Applicable to Medium and large Factories at Tier-1) You support at least one entity in the supply chain with their efforts and the costs of prevention, mitigation and remediation. You agree on a mutually acceptable type of support. Your support is either direct or through a partnership. You do not put pressure on suppliers to accept the type of support, nor do you make this support a condition of purchase.	The Factory does not support any entity in their supply chain regarding prevention, mitigation or remediation efforts and related costs AND/OR or the support provided is conditional on purchasing arrangements.	The Factory provides limited or informal support to an entity in the supply chain, but the type of support is not mutually agreed, nor documented, OR the support may be linked to purchasing conditions or pressure on suppliers.	The Factory supports at least one entity in the supply chain with efforts and costs related to prevention, mitigation and remediation. The type of support is mutually agreed and provided directly or through a partnership, AND the Factory does not make such support a condition of purchase or pressures suppliers to accept it.			3	C		Renewal Audit, Shadow Audit, Surveillance Audit, Unannounced Audit		
6.13	Tier-1 Factories/CMT Factories	8.0.13	You define and implement annual measures to track the implementation and effectiveness of your due diligence activities. You amend and improve your HREDD policies, actions plans and activities according to results and lessons learned. You report key lessons learned to your senior management and CC annually.	The Factory has not defined or implemented annual measures to track the implementation and effectiveness of its due diligence activities.	The Factory has defined and implemented annual measures to track the implementation and effectiveness of due diligence activities BUT does not amend HREDD policies, action plans or activities based on lessons learned, OR does not report lessons learned annually to senior management and the CC.	The Factory has defined and implemented annual measures to track the implementation and effectiveness of due diligence activities AND HREDD policies, action plans or activities are ammended based on lessons learned, AND/ key lessons learned are reported annually to senior management and the CC.			3	C		Renewal Audit, Focused Audit, Unannounced Audit		