

# Summary of Changes Revision Draft April 2013

(from Fair for Life Programme Version Feb 2011)

MODULE 1		
Ref	Change	Comment
Doc	Replaced term „FairTrade“ by “Fair Trade” in entire doc.	As agreed with FLO
Doc	“IMO” replaced in entire document by “the Fair for Life certification body”	
1.1.1	Fair trade content must always be displayed on the label, fair trade ingredients must be asterixed in the ingredient statement in all labelling categories	
1.1.2	Workers representative to be present during opening and closing meeting of a producer certification audit. Workers must be informed about the company’s fair trade certification status, the audit process and their right to provide confidential information to the auditor.	GSCP requirement and recommended best praxis to ensure that workers are adequately included in the audit process and aware of their company’s certification
1.1.3	Simplified rules for retailer own brands in 1.1.3.3: <i>The retailer marketing the FFL products under their private brand does not need to undergo FFL brandholder certification if</i> <ul style="list-style-type: none"> <li><i>the retail brand products are processed and packaged in a fair for life certified handling company</i></li> <li><i>and the label indicates “produced by a Fair for life certified manufacturer in COUNTRY XX”,</i></li> </ul>	Previous rules to indicate manufacturer name on product did not work in practice and all relevant FFL handling criteria can well be audited at the certified manufacturer’s operation;
1.1.4	Additional print versions of the Fair for Life seal ( <i>black or white on any background, text boxes of seal in different versions</i> );  Apart from use by certified handler on certified products. Use of seal may be permitted in other publication in individual cases.	
1.2.2	Some minor changes to For Life control and labelling requirements: <ul style="list-style-type: none"> <li><i>instead of the brandholder the main manufacturer producing the product may be the unit that is For Life certified,</i></li> <li><i>any intermediate trader re-labelling products from other schemes to For life needs to be registered.</i></li> <li><i>2 new versions of For Life seal</i></li> </ul>	
1.3.1	Publications of performance rating on Fair for Life website is compulsory; cancelled/suspended operations continue to be listed on website in separate section (no rating). Certification body reserves the right to publish a public statement in case of public allegation.	
1.3.3	More information about preparation of audit by operator; operator must inform workers on the upcoming audit (pre-audit info form will be provided)	
1.3.4	Frequency of audits: possibility to change audit frequency for very well performing operations: after 4 audits of good performance (5 leaves) the frequency can be changed to a physical audit every 2 years with desk review audit in between.	
1.3.4.2	Audit procedures revised and additional details added: <ul style="list-style-type: none"> <li><i>Details on opening meeting; workers and/or producer representatives to take part</i></li> <li><i>More details on steps in verification of employment practices</i></li> <li><i>Minimum number of workers interviews changed to the square root of workers (half of which shall be individual interviews); detailed guidance on workers interviews</i></li> <li><i>If workers are unionised, the union rep should be interviewed as part of the audit, or at least contacted to provide option for additional feedback</i></li> <li><i>Guidance for multiple location hired labour audits</i></li> <li><i>More details in for producer group audits; at least half the interviewed producers shall be individual interviews with field visits, other half can</i></li> </ul>	Fine- tuned with GSCP requirements; improving workers role and involvement in the certification process

	<p>be group interviews.</p> <ul style="list-style-type: none"> <li>• Details on handler audits</li> <li>• Closing meeting to include a workers and/or producer representative</li> </ul>	
1.3.7	<p>Completely revised detailed complaints, appeals and allegation procedure, following an escalation process:</p> <ul style="list-style-type: none"> <li>• <b>1st stage – Normal review:</b> Normally applicable for verbal objections complaints, simple cases.</li> <li>• <b>2nd stage – Management review:</b> The complaint will be reviewed by a managing staff.</li> <li>• <b>3rd Stage – Top Management Review:</b> The complaint will be reviewed by the IMO Director.</li> <li>• <b>4th Stage – Review by the Bio-Foundation:</b> The complaint will be reviewed by the Swiss Bio-Foundation, which is the standard holder of the Fair for Life programme.</li> <li>• <b>5th Stage – External arbitration panel:</b> The last level for resolution of very difficult cases will be an external arbitration panel.</li> </ul> <p><b>Only summary now in Module 1-</b> all details now in separate IMO FFL Complaint procedure</p>	<p>Addressing shortcomings in the present system; aligning with ISO requirements and best practices in other social systems.</p> <p>IMO FFL complaints and Allegation procedure also to be sent out in the consultation process.</p>
Annex 2	<p>Ecocert listed as equivalent FT scheme (provisionally) mutual equivalence FT USA Handler (of products of producers certified by equivalent schemes e.g. FLO)) accepted as equivalent</p>	<p>Top to be confirmed in April/may 2013</p>
Annex 3	<p>Food composition requirements of Fair for life certified products revised slightly:</p> <ul style="list-style-type: none"> <li>• More explicit mentioning that in single ingredient products the fair trade target level is 100%, 80% for multi ingredient products</li> <li>• Clearer procedures and rules to grant exceptions for products over 50% but below the target levels.</li> </ul>	<p>Clearer presentation of composition requirements (and procedures and criteria to grant exceptions.</p>
Annex 5	<p>Added paragraph about raw materials in artisanal production (criteria in module 5, section 5.2 apply)</p>	
Annex 6	<p>New Annex for extra ordinary exceptions e.g. temporary disruptions to a fair trade supply chain due to natural disasters, exceptions to traceability requirements.</p>	

MODULE 4		
Ref	Change	Comment
Doc	Replaced term „FairTrade“ by “Fair Trade” in entire doc.	As agreed with FLO
Applicability	Slightly revised overview; Improved presentation on difference between registered handlers and Fair for Life certified handlers	
4.1.3	<p>Updated version on specifications required in MoUs or sales contracts when buying from other fair trade schemes</p> <p>New CP on minimum supply chain information in case of buying products from other schemes</p>	<p>Aligned with handler guidance document on buying from other FT schemes, updated with recent split FLO / FT USA and updated list of equivalent FT schemes.</p>
4.3	<p>Updated Section on Social responsibility of Fair for Life handlers:</p> <ul style="list-style-type: none"> <li>• Responsible labour practices verification by IMO added</li> <li>• BSCI audit reports added as accepted proof</li> <li>• Some specifications added for social audit sections in organic reports</li> </ul>	<p>Responsible labour verification practices were introduced after last revision and were not yet presented in Module 4</p>