



FAIRTRADE STANDARDS

FOR

Flowers and Plants

For

Hired Labour

PART A Generic Fairtrade Standards for Hired Labour
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Refer to the generic standard for Hired Labour as a separate document as updated by FLO on its website. Note that the following parts B and C are only applicable in connection with the generic standard.

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The product specific standards for flowers and plants apply to all products and countries for which a Fairtrade price and/or premium is set in part C below.

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Application of the standard

The Product-Specific Fairtrade Standard for Flowers and Plants is used in addition to the Generic Fairtrade Standard for Hired Labour. If generic standards set higher requirements than product-specific standards, they supersede them in all cases unless stated differently.

This version of the Standard for Flower and Plants supersedes all previous versions of the Fairtrade Cut Flower standard and the Fairtrade Ornamental Plant standard.

The explanatory notes on pages 2 to 4 of the Generic Fairtrade Standards for Hired Labour also apply to the Standard for Flowers and Plants, with the following clarification: this version of the Standard for Flowers and Plants becomes **applicable from August 1st, 2006**. Every certified producer has a one year transition period starting from the first time that the producer is inspected against the new Fairtrade standard. After the transition period, the certified producer is expected to be in full compliance with the new Fairtrade standard. A transition period is not applicable for initial applicants.

PART B Product Specific Standards for Flowers and Plants

Requirements	Objectives and Guidance
1 Social Development	
1.1 Development Potential and Capacity Building	
1.1.2 Progress requirements	
<p>1.1.2.1 The management must regularly self-assess its effectiveness in implementing the Fairtrade (FT) programme. The management must seek external support in case the implementation of the FT programme is not effective enough.</p> <p>The method, findings and recommendations of the self-assessment must be documented and made available to the certification body.</p>	<p>Purpose: To determine the company's strengths and weaknesses in implementing the FT programme, the management evaluates how successful the company has been in creating and ensuring the necessary formal and structural environment for efficient and effective work of:</p> <ul style="list-style-type: none"> • The Joint Body (JB); • The workers committee; • Other forms of workers' representation (Gender Committee, etc), and; • The management delegates responsible for carrying out tasks specified in FT standards (e.g. FT Officer, Health and Safety Officer, etc). <p>Evaluation criteria include performance of management in facilitating the JB and other committees representing workers with the necessary resources, advice and guidance, and in taking the necessary responsibilities (e.g. knowledge transfer, support and advice to workers committees, second signature for premium spending).</p> <p>Importantly, the first task of the management in supporting the JB is expected to take place in the pre-certification phase as stated in the Hired Labour (HL) standard 2.1.16: "Training for the JB should start if possible in the pre-certification process, in order to prepare members to work with the (considerable) volume of Fairtrade Premium flow that may be produced soon after certification".</p>

	<p>Approach: The first self-assessment by the management should be carried out, with or without external support, before or soon after certification. This will be an assessment on how to integrate the FT programme with the company’s Corporate Social Responsibility programme (see also HL standard 1.1.1.1). The first assessment should at least identify and evaluate:</p> <ul style="list-style-type: none"> • The levels of awareness among management and workers of the FT standards and their implementation (in particular HL 1.1.1.4 and 1.1.1.5 should be consulted); • The company’s capacities to integrate the FT programme (especially involves the FT Officer (HL 1.1.1.2)); • The allocation of resources (human, company finances, etc) for implementing the FT programme (in particular HL 1.1.1.6 should be consulted). <p>The assessment should come out with clear needs and plans to bridge the gaps.</p> <p>Over time, the management should be able to conduct a more comprehensive self-assessment that covers all responsibilities of the management as defined in the FT standards, and that identifies the company’s strengths and weaknesses in carrying out its defined tasks.</p> <p>The management should seek appropriate external support in case the results of the self-assessment demonstrate that the company is not yet able to effectively implement the FT programme. The focus of external support depends on the outcome of the self-assessment, but typically covers capacity building and empowerment of workers and their representatives and advising and exchanging information on best practice of the relevant management staff on how to implement the FT programme.</p> <p>The Certification Body:</p> <ul style="list-style-type: none"> • Audits the management’s self-assessment (including findings and undertakings); • May impose additional actions if necessary; • May establish guidance indicators for the self-assessment and the evaluation of its outcomes.
<p>1.1.2.2 The Joint Body (JB) must regularly self-assess its effectiveness in operating a transparent, participatory and democratic administration of premium money and implementation of premium projects. The JB must seek external support in case the implementation of the FT programme</p>	<p>Purpose: To determine the effectiveness of the JB, the JB has to evaluate how successful it has been:</p> <ul style="list-style-type: none"> • In creating and ensuring the application of the rules and procedures concerning JB’s as defined in the FT standards on economic development and

concerning the responsibilities of the JB is not effective enough.

The method, findings and recommendations of the self-assessment must be documented and made available to the certification body.

the JB Guidance document, and;

- In defining and executing the roles and responsibilities for transparent, participatory, democratic and effective work of the JB.

Approach:

The 'needs' assessment of the JB shall be carried out by the JB itself (management and workers' representatives) in consultation with workers. This assessment may need to be complemented by an external financial assessment when high Fairtrade Premium volumes are generated or expended (see HL 2.1.7).

As the need for external support could be very high in the first year of certification, the JB should carry out a self-assessment immediately after certification and take the necessary actions to ensure external support when needed. The first self-assessment should at least identify and evaluate:

- The levels of awareness among JB members of FT standards and the JB guidance document;
 - The decision making capacities (participatory, democratic, transparent, effective);
 - Capacities to manage and plan premium projects;
 - Accounting capacities;
 - Capacities to manage meetings (record keeping, time planning, minutes taking, communicating outcomes to workers, etc)
- The assessment should come out with clear needs and plans to bridge the gaps.

Over time, the JB should be able to conduct a more comprehensive self-assessment that covers all responsibilities of the JB as defined in the FT standards and JB guidance document and that identifies the JB's strengths and weaknesses in carrying out its defined tasks.

Importantly, the regular self-assessment of the JB builds upon the basic training for JB's which the management is expected to have organized during the pre-certification phase as stated in Hired Labour standard 2.1.16.

The JB should seek external support in case the results of the self-assessment demonstrate that the JB is not yet able to effectively carry out all its tasks as described in the FT standards and JB guidance document. The focus of external support depends on the outcome of the self-assessment, but typically covers:

- Coaching and advising on best practice

	<p>regarding responsibilities and procedures;</p> <ul style="list-style-type: none"> • Capacity building and empowerment of workers and their representatives; • Sustainable and effective use of the premium for the community; • Risk management regarding the premium use. <p>The Joint Body may consider whether part of the premium fund should be used to pay for external support, if it is not otherwise available. Guidance should be sought from FLO about sources of such support.</p> <p>The Certification Body:</p> <ul style="list-style-type: none"> • Audits the self-assessment, including the findings and undertakings of the Joint Body and if applicable of the external/ internal financial audits (see also HL 2.1.7 and 2.1.15); • May impose additional actions; • May establish guidance indicators for the self assessment and its outcomes.
1.2 Freedom from Discrimination	
1.2.1 Minimum requirements	
1.2.1.1 It is not permitted to terminate the employment of a woman during her pregnancy or maternity leave, except on grounds unrelated to the pregnancy or birth of the child and its consequences of nursing (see also HL 1.5.1.11).	<p>The burden of proof that the reasons for termination of employment are unrelated to pregnancy, birth or nursing rests with the employer.</p> <p>To avert discrimination, the employer guarantees that pregnant women keep the same position after they return from maternity leave.</p> <p>To replace maternity leave, or parts of it, by financial offers is not permitted.</p>
1.5 Conditions of employment	
1.5.1 Minimum requirements	
1.5.1.1 Annual leave must be at least 3 weeks of paid leave per year (ILO convention 132).	Week means 'calendar week'. After two consecutive months of service, every employee (regardless of nature of contract) is entitled to annual leave of not less than 3 weeks per annum pro-rata to the duration of the contract.
1.5.1.2 Payment is made regularly, in a timely manner, in legal tender, and is properly documented.	If not otherwise desired by the workers, the company should pay directly into the bank account of workers. Otherwise payments are made in cash.
1.5.1.3 The employer must ensure that workers are included in an appropriate state or private social security scheme, covering at least invalidity and injury at work, occupational illness, maternity and old-age benefit.	
1.5.2 Progress requirements	
1.5.2.1 The employer ensures that workers receive housing or have access to transportation free of charge where housing and infrastructure are not available in sufficient quantity and quality	The employer should ensure workers have access to accommodation with adequate privacy and basic services, including potable water, sewage, road access and, where it is locally available,

(see also HL 1.5.2.7).

electricity.

In areas where there is no housing or where housing is not adequate in terms of privacy and basic services the employer develops and implements work plans to improve the housing situation.

Work plans specify the time frames to meet improved housing standards (i.e. housing with access to basic services and adequate privacy).

If workers live outside walking distance from the plantation, and there is not sufficient adequate housing available within walking distance from the farm, transport to and from the workplace should be provided by the company free of charge.

As an alternative, a transport allowance may be paid. The transport allowance must cover the real transportation cost in public transport. If transport is provided, vehicles used must be roadworthy and suitable for passengers, the drivers must be qualified and experienced, and vehicles must not be overloaded.

The certification body may establish indicators for defining walking distance.

1.6 Occupational Health and Safety

ILO-Convention 155 and other internationally accepted health and safety standards covering the handling of pesticides and chemicals have been used as guidelines (e.g. ICC guidelines).

Regarding medical examinations:

Medical examinations are an integral part of the General Health and Safety measures developed and operated by the employer to protect the well-being of employees.

Medical examinations are not to be used to discriminate against job applicants or employees (see also HL 1.2.1.1). Any findings from a medical examination are communicated to the employee in a readily understandable form.

Medical examinations aim to identify:

- *Conditions that the medical staff of the company can treat*
- *Conditions that reveal the need for safer working practices*
- *Conditions requiring that the employee should be re-deployed to a less hazardous role*
- *Conditions requiring compensation for industrial injury*

The employer takes all necessary actions as identified through medical conditions (e.g. the need to re-deploy a worker to a different role). To safeguard the health of employees on a long-term basis, the employer develops a medical testing regime that:

- *Prioritises the workers most at risk*
- *Monitors the health impacts on the workforce as a whole*

On the basis of the results of this regime, changes are made to the company's working practice, and employees who are most at risk from health and safety hazards are redeployed as appropriate.

Confidentiality:

The general rule should be that individual medical records are held confidentially by the medical practitioner. Anonymised medical data are to be reported to the employer to be used in managing health and safety. Personal medical information is not to be disclosed to the employer without consent from the employee.

1.6.1 Minimum requirements

<p>1.6.1.1 The employer must ensure that all workers receive regular medical examinations at the employer's expense.</p>	<p>The frequency of medical examinations depends on the function of the employee and the employee's exposure to health risks. Medical examinations should be available to all workers on request. Where there is risk of exposure to hazardous conditions, workers must receive examinations on a yearly basis (or more often, as specified in standard 1.6.1.2 below).</p> <p>For workers contracted prior to certification, and who have not been medically examined already, the initial examination has to be carried out in the first year of certification.</p>
<p>1.6.1.2 All workers handling agrochemicals receive medical examinations by a physician every 3 months (including a cholinesterase-test) at the employer's expense (see also HL 1.6.1.13 and 1.6.1.15).</p>	<p>A documented cholinesterase testing regime should be in place with parameters for intervention in the case of acceptable levels being exceeded. The regime and results should be communicated to the employee in an understandable form.</p> <p>The company should not allow a person to work with agrochemicals if a physician concludes on the basis of medical examinations, including cholinesterase tests, that the health of the worker would be impaired if the employee continued working with hazardous materials.</p>
<p>1.6.1.3 Medical conditions that require actions to safeguard the health of an employee must, with the permission of the employee, be reported to - and acted upon - by the employer.</p>	<p>The general rule should be that individual medical records are held confidentially and when medical data is reported to the employer that this is done in an anonymous fashion.</p> <p>The employer should be informed of a medical condition of an employee if the condition can either be aggravated by the job to be performed or if H&S risks in the workplace (e.g. the likelihood of an accident) would increase if the job were to be carried out by the employee with the medical condition.</p> <p>A medical report that is specific to the employee should be given to the employer in case redeployment, treatment, compensation or another action in respect of an individual employee is needed.</p> <p>If an employee refuses permission for the information to be passed to the employer, it should be made clear to the employee and the inspector that no employer action can be expected.</p>

	<p>If a more general action is required (e.g. change to working practices), the employer should receive anonymous medical information only.</p>
<p>1.6.1.4 If a person is suffering from a work-related illness or injury, the company ensures that the worker receives the appropriate treatment and compensation.</p>	<p>Where employees are found to be suffering health problems resulting from their work, they should be:</p> <ul style="list-style-type: none"> • redeployed to more suitable work where possible or / and; • compensated according to the law or CBA; or / and; • examined and treated appropriately by a medical practitioner at the employer's expense for as long as the condition persists
<p>1.6.1.5 The employer must consult, inform and train workers and their representatives on health and safety matters. Information and training courses must be held periodically (at least every 12 months) (see also HL 1.6.2.1 as well as HL 1.6.1.4 and 1.6.1.5).</p>	<p>All training activities must be recorded. Records should include information on topics, time, duration, names of attendees and trainers.</p> <p>Especially new employees, including temporary and subcontracted workers, must be informed and instructed on the risks at the workplace.</p> <p>Special attention should be given to female workers to inform them of the reproductive health risks of hazardous materials and the possible effects during pregnancy.</p>
<p>1.6.1.6 The employer must respect the right of workers to remove themselves from danger resulting from their work activity when they have reasonable justification to believe there is an imminent and serious risk to their safety and health and so inform their supervisors immediately. They shall not be placed at any disadvantage as a result of these actions. (ILO convention 184)</p>	
<p>1.6.1.7 The employer undertakes proper measures to ensure that children of workers are not exposed to hazardous materials.</p>	<p>Children should not be allowed in places where there is a risk of exposure to hazardous materials.</p> <p>To ensure workers do not bring children at the workplace, the employer organizes crèche facilities (see also HL 1.1.2.2)</p>
<p>1.6.1.8 The company must ensure employees are using proper tools and suitable and clean uniforms, free of charge.</p>	<p>Old and inappropriate tools, including cutting tools, can damage the health of workers. The company ensures that work-related illnesses due to inappropriate tools, and lack of training in the proper handling of tools, are prevented.</p> <p>Unless uniforms are obviously not contaminated with hazardous materials (e.g. uniforms of catering staff), unwashed uniforms should not be taken home, but be washed at the workplace instead (see also HL 1.6.2.6).</p> <p>In order to safeguard the workers' health, the employer should provide two sets of uniforms to all workers (see also HL 1.6.1.8).</p>

<p>1.6.1.9 Workers must be protected from contamination with pesticides. Pesticide application in greenhouses is strictly forbidden, as long as unprotected workers are inside. Spraying must not take place if unprotected workers in a neighbouring greenhouse or outside are or will be exposed to drifting pesticides.</p>	<p>When spraying takes place it must be clearly and visibly indicated. Where possible physical barriers should be in place to ensure workers do not enter greenhouses by mistake when spraying is taking place.</p> <p>Warning signs are required at each entrance of the areas sprayed, indicating the time and date when entry is safe.</p> <p>Local language(s) and pictographs should be used. The certifying body establishes regulations for pesticide application in limited areas of large greenhouses.</p>
<p>1.6.1.10 After spraying pesticides in greenhouses the prescribed re-entry intervals must be strictly observed (see also HL 1.6.1.18).</p>	<p>The re-entry interval starts at the end of the spraying. These regulations apply as well for spot spraying.</p> <p>During the re-entry intervals the greenhouse should be locked.</p> <p>The re-entry intervals are as follows:</p> <ul style="list-style-type: none"> - Highly hazardous pesticides (WHO Tox I b) : 24 hours (see Flower and Plant standard 3.1 and the FLO Prohibited Materials List); - Moderately hazardous pesticides (WHO Tox II): 12 hours; - Slightly hazardous pesticides (WHO Tox III): 6 hours, and; - Unlikely hazardous pesticides (WHO Tox IV): 4 hours; - Or longer periods as the ones specified above when this is stipulated by the manufacturer. <p>In all cases, the full re-entry interval has to be observed and the foliage must be completely dry before harvesting or other work is undertaken.</p>
<p>1.6.2 Progress requirements</p>	
<p>1.6.2.1 The company ensures that every year a representative group of workers in the cultivation, harvesting and finishing sections is medically examined by a physician.</p>	<p>An appropriate testing regime is in place to produce an overview of the risk on the job (e.g. a random sample of 10% of all workers is medically examined every year). The analysis of the examinations has to be documented.</p> <p>If the results of the medical examinations indicate an increase of health risks due to certain work conditions the physician should inform the H&S Officer and management team about the situation. Subsequently, the H&S policy should be reviewed and all necessary actions taken to improve the situation. All steps that are taken have to be properly documented (see also HL 1.6.1.2 and 1.6.1.3).</p>
<p>1.6.2.2 In case shops and canteens are not available, the company must ensure workers and their families receive or have access to sufficient and healthy food.</p>	<p>Special subsidies for the food supply of the workers are encouraged. Where food is served in a canteen, the diet should be nutritious and varied.</p> <p>If workers bring their own food, storage facilities for food and drinks strictly separated from the</p>

	<p>working area have to be provided by the company. To avoid health risks, eating in working areas is prohibited.</p> <p>When access to sufficient and healthy food is not locally available, workers who are living on the farm should be offered plots of land with irrigation for vegetable gardens free of charge.</p>
2 Economic Development	
There are no additional economic standards specific to cut flowers and ornamental plants producers	
3 Environmental Development	
3.1 Minimum requirements	
<p>3.1.1 During production the following materials may be used under exceptional conditions: – Nematicides, WHO class I b</p> <p>The use of these materials are minimized and undertaken only in case of definite need, in appropriate Health and Safety conditions and using advanced techniques. An appropriate plan and record to substitute these materials must be developed and operated. Evidence of need must be demonstrated by the company.</p>	<p>The company shall demonstrate on the basis of credible evidence the definite need to use nematicides WHO Class I b specified in the FLO Prohibited Materials List.</p> <p>Exceptions are reviewed periodically by the certification body.</p>
<p>3.1.2 Post-harvest treatment with chemicals, which are not listed on the FLO Prohibited Materials List, is minimized and used only in case of definite need, in appropriate Health and Safety conditions and using advanced techniques. An appropriate plan and record to find the least toxic and least environmentally harmful techniques/ substances must be developed and operated. When an alternative has been identified the company shall apply it immediately. Evidence of need must be demonstrated by the company.</p>	<p>The company shall demonstrate on the basis of credible evidence the definite need to use chemicals in post-harvest treatment.</p> <p>The company should reduce the use of chemicals in post-harvest treatment through planning and the application of appropriate agricultural techniques.</p> <p>The company should immediately employ the safest (to humans and environment) post-harvest treatment alternatives when they have become available on the market.</p> <p>For certain chemicals the certification body may grant exceptions at international (e.g. in case of market regulations), national or local level. Exceptions are reviewed on a periodical basis.</p>
<p>3.1.3 The company must protect the environment and the inhabitants of residential areas inside and surrounding the farm from harmful effects.</p>	<p>To prevent pesticide drift a safety distance of not less than 100 metres from residential areas and houses to the greenhouses or pesticide application areas should be maintained. If the company is not able to secure such a buffer zone because it would result in the relocation of local residents, the company should develop suitable alternative measures, such as a physical safety barrier.</p>
3.2. Progress Requirements	
<p>3.2.1 The company must ensure that the use of the exceptionally allowed nematicides WHO Class I b is phased out over time.</p>	<p>The company should be able to stop using the exceptionally allowed nematicides through the planning and application of appropriate agricultural techniques.</p>

	<p>The company shall employ apposite substitutes to the nematicides WHO Class I b immediately when they become available on the market.</p> <p>Efforts to find such alternatives are properly documented (e.g. communication with relevant companies and with technical advisers and scientists). Alternative methods and potential substitutes are explored and assessed by practical trials.</p>
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PART C Trade Standards for Flowers and Plants

1. Chain of supply

Purchases from registered sources: all flowers and plants to be sold with the FLO mark must have been produced by FLO certified farms only. Sales of flowers or plants produced outside the grower's estate and not FLO certified are prohibited.

2. Long Term and Stable Relationship

Buyers and sellers will undertake to establish a long term and stable relationship in which the rights and interests of both parties are mutually respected; to this effect a written letter of intent for a standing order shall be worked out, specifying:

- the volumes and varieties the buyer expects to be bought under Fairtrade conditions for a period not shorter than 6 months.

FLO expects the parties to trade 75 % of the Fairtrade volumes under conditions of such a standing order.

All Fairtrade contracts shall specify at least: minimum and maximum volumes, quality specifications, price and payment conditions.

3. Prices and Premium

3.1 The Fairtrade price is set as a contract price and shall be fixed with regard to the expected market developments and in the common interest of a stable price level.

3.1 On top of the contract price a Fairtrade Premium shall be paid based on the FOB-value as paid by the importer.

3.2 The Fairtrade Premium for single stem flowers from all Fairtrade certified producers is set globally at 12% of FOB-value.

3.3 The Fairtrade Premium for bouquet flowers produced in Kenya is set at 8% of FOB value.

3.4 The Fairtrade Premium for Ornamental Plants is set at 12% of FOB value

3.5 The Fairtrade premium shall be paid directly to the account of the Joint Body of certified producer organisations.

4. Information rights and obligations

FLO establishes a system of control of the Flow of goods for Fairtrade products, which make certification possible that Fairtrade flowers or plants bought by consumers are actually produced by Fairtrade certified farms, and traded under Fairtrade conditions.

All growers and traders will periodically supply FLO with information about volumes bought and sold.

All trading actors allow FLO to inspect their books.