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# Fairtrade Standard for Flowers and Plants

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**Applies to:** Hired labour organizations and traders

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For further information and standards downloads: [www.fairtrade.net/standards.html](http://www.fairtrade.net/standards.html)



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# Introduction

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## How to use this Standard

The Fairtrade Standard for Flowers and Plants covers the requirements which are specific to producers and traders.

Fairtrade flower and plant companies must comply both with the Fairtrade Standard for Hired Labour and the Fairtrade Standard for Flowers and Plants. For companies this standard complements, and should be read together with, the Fairtrade Standard for Hired Labour.

Fairtrade flower and plant traders must comply with both the Fairtrade Trader Standard and Fairtrade Standard for Flowers and Plants. For traders this standard complements the Fairtrade Trader Standard and should be read with it.

In cases where this standard differs from the Fairtrade Standard for Hired Labour or the Fairtrade Trader Standard on the same topic, the requirements presented in this standard apply.

## Product description

This standard covers the purchase and sale of Fairtrade flowers and plants. Fairtrade flowers and plants are cultivated in greenhouses or in the open field on plantations.

This standard also covers secondary products and their derivatives. A secondary product can be a by-product, a co-product or a residue produced in the country of origin.

The definition of secondary products is included in the [Fairtrade Trader Standard](#). An explanatory note for secondary products and a non-exhaustive list of products fitting in the secondary products definition is available on the [Fairtrade International website](#).

## The Fairtrade Flowers and Plants Standard apply to the following product groups:

**Fairtrade cut flowers** include flower buds and fresh flowers harvested for decorative purposes. They do not include the roots, fruit or soil that may be associated with cut flowers. Fairtrade cut flowers may be fresh, dried, dyed, bleached, impregnated or otherwise prepared.

**Fairtrade fillers** include leaves, twigs, branches and other decorative material from plants. Fairtrade fillers can be used as a decorative supplement in a bouquet/flower arrangement. Fairtrade fillers may be fresh, dried, dyed, bleached, impregnated or otherwise prepared.

**Fairtrade finished plants** include pot plants and bedding plants, which are cultivated for decorative purposes and maintained as live plants and sold to the end consumer with roots. Fairtrade finished plants can only be traded at a finished stage (ready-to-be-sold).

**Fairtrade bulbs** (includes tubers, tuberous roots, corms, crowns and rhizomes) can also be considered as Fairtrade finished plants, if sold to the consumer as the consumer-ready product.

**Fairtrade plants** is plant material or plants which are produced by Fairtrade producer organizations, further grown to a finished size in the importing/consumer country by Fairtrade traders. The time taken to produce the young plant material (propagate and grow mother plants) is longer than the time taken for



growing the plants from the young plant material stage to the finished stage. Fairtrade plant material includes:

- Young plants
- Plant cuttings (rooted and unrooted)
- Canes

## Chapters

The Fairtrade Standard for Flowers and Plants has five chapters: General Requirements and Commitment to Fairtrade, Social Development, Labour Conditions, Environmental Development and Trade.

## Structure

In each chapter and section of the standard you will find:

The **intent** which introduces and describes the objective and defines the scope of application of that chapter or section;

The **requirements** which specify the rules that you must adhere to. You will be audited according to these requirements; and

The **guidance** provided to help you to interpret the requirements. The guidance offers best practices, suggestions and examples of how to comply with the requirement. It also gives you further explanation on the requirement with the rationale and/or intention behind the requirement. You will not be audited against guidance.

## Requirements

In this standard you will find two types of requirements:

•**Core requirements** which reflect Fairtrade principles and must be complied with. These are indicated with the term 'Core' found in the column on the left throughout the standard.

•**Development requirements** which refer to the continuous improvements that you must make on average against a scoring system (also defining the minimum average thresholds) defined by the Certification Body. These are indicated with the term 'Dev' found in the column on the left throughout the Standard.

## Scope

This standard applies to all Fairtrade flower and plant producers and all companies that buy and sell Fairtrade flowers and plants. All operators taking ownership of Fairtrade certified products and/or handling the Price and Fairtrade Premium are audited and certified.

Different requirements apply to different companies depending on their role in the supply chain. You can find if a requirement is applicable to you in the column "**Applies to**".

## Application

This version of the Fairtrade Standard for Flowers and Plants was published on **15<sup>th</sup> October 2023**. This version supersedes all previous versions and includes new and changed requirements. New and amended requirements are identified in this standard by the word "**NEW**". The following transition periods apply:



Requirements marked **NEW JAN 2024** : applicable 01 January 2024

Requirements marked **NEW SEPT 2024** : applicable 01 September 2024

Requirements marked **NEW April 2025** : applicable 01 April 2025

Requirements marked **NEW SEPT 2025** : applicable 01 September 2025

## Definitions

**Base wage rate** is the minimum fixed amount of money which a worker is entitled to be paid by his/her employer. It excludes the additional benefits like bonuses, allowances, or any such compensation.

**Bouquet** is an ornamental arrangement composed of cut flowers (of the same or of different kinds) with or without fillers (also called greens or cut foliage).

**Carbon Footprint** is the estimate of the amount of emissions of Greenhouse Gases (GHG) that is directly and indirectly caused by an activity or accumulated over the life stages of a product expressed as carbon dioxide equivalent (CO<sub>2</sub> e).

**Climate change**: Climate change refers to any significant change in the measures of climate lasting for an extended period of time. In other words, climate change includes major changes in temperature, precipitation, or wind patterns, among others, that occur over several decades or longer. Climate change has major repercussions at a global level, including rising seas, increased risk of drought, fire and flood, risks for wildlife, economic losses, increased heat-related diseases, etc. It has been agreed and demonstrated by the scientific community that an increasing presence of carbon dioxide in the atmosphere has a direct impact on climate change.

**Climate change adaptation**: Climate change adaptation is the adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities.

**Climate Resilience**: Ability of a system to resist, absorb, and recover from the effects of climate change in a timely manner, preserving or restoring its essential basic structures, functions and identity.

**Company/ Companies** refers to the Hired Labour operator(s) certified to sell flowers and plants as Fairtrade.

**Fairtrade payer** means the buyer responsible for paying the Fairtrade Minimum Price and the Fairtrade Premium. Buyers must check their potential status as Fairtrade payer with the Certification Body.

**Gender analysis** is a critical examination of how differences in gender roles, activities, needs, opportunities and rights/entitlements affect men, women, girls and boys in certain situation or contexts. Gender analysis examines the relationships between females and males and their access to and control of resources and the constraints they face relative to each other.

**Greenhouse gas (GHG)**: Atmospheric gas that contributes to the greenhouse effect. There are six primary categories of greenhouse gases: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs), and sulphur hexafluoride (SF<sub>6</sub>). When emitted in large quantities, they contribute to climate change.

**Kind** (of flower or filler) refers to the species (for example *Gypsophila paniculata*) or to the commercial variety (for example Standard or Spray Carnations) where there are several commercial varieties belonging to the same species. Where necessary, this will be specified in relevant Fairtrade documents.



**Plants** see definition in the product description above

**Producer** means any entity that has been certified under the Fairtrade International Fairtrade Standard for Fairtrade Standard for Hired Labour Situations.

**Purchasing Power Parity (PPP)** are the rates of currency conversion that equalize the purchasing power of different currencies by eliminating the differences in price levels between countries.

**Regional auctions** are flower trading platforms with auction clocks that target customers who are mainly florists, garden centres and wholesalers like cash and carry's (selling to florists or garden centres) or weekly markets (non-retail). Regional auctions are in the scope of Fairtrade certification if producer(s) sell their Fairtrade flowers through the flower trading platform directly to the auction customers. There is no other price and premium payer in between. More than 70% of the volume of the regional auction's customers at the clock need to belong to the customer group florists or garden centres.

**Single stem cut flowers** are cut flowers that are sold to the end consumers per piece.

**Stem** is a unit of cut flower or cut foliage.

**Workers** are defined as all workers including migrant, temporary, seasonal, sub-contracted and permanent workers. 'Workers' is not limited to field workers but includes all hired labour personnel, such as employees working in the company's administration. The term is restricted to personnel that can be unionised and therefore normally excludes middle and senior management. However, in Kenya, workers also include Supervisors who in the organization's hierarchy come immediately after/above the general worker (lowest grade supervisor; junior supervisor, senior supervisor) and no other higher level management.

For a comprehensive list of definitions see the [Fairtrade Standard for Hired Labour](#).

## Monitoring of changes

Fairtrade International may change Fairtrade standards as explained in Fairtrade International's Standard Operating Procedures, see ([www.fairtrade.net/standards/setting-the-standards.html](http://www.fairtrade.net/standards/setting-the-standards.html)). Fairtrade Standard requirements can be added, deleted, or changed. If you are Fairtrade certified, you are required to check the Fairtrade International website regularly for changes to the standards.

Fairtrade certification ensures that you comply with Fairtrade Standards. Changes to Fairtrade Standards may change the requirements of Fairtrade Certification. If you wish to be or are already Fairtrade certified, you are required to check the compliance criteria and certification policies on the Certification Body's website regularly at [www.flo-cert.net](http://www.flo-cert.net).

## Change history

Version number	Date of publication	Changes
01.05.2011_v1.0	01.05.2011	New Standards Framework formatting
01.05.2011_v1.1	20.03.2013	Reorganization of requirements according to New Standards Framework Inclusion of change history Bouquet composition rules





01.05.2011_v1.2	01.06.2014	Updated reorganization of requirements and terminology according to NSF and revised Hired Labour Standard v. 15.01.2014_v.1.0
01.05.2011_v1.3	31.10.2014	Scope expansion to include young plant material: Inclusion of prohibited materials list requirements Limitation of the use of peat in growing media
01.05.2011_v1.3	16.12.2015	Timeline for revision of the PML Red and Amber lists extended to 2016. Date of application of Derogations for pesticides also extended to 2016.
15.04.2017_v1.0	15.04.2017	Full review of the standard, alignment with the Hired Labour and Trader Standard.  New requirements on floor wages, compulsory premium reporting, revision of the definition of workers to include supervisors in countries where supervisors are not unionisable, additional requirements on prevention of sexual harassment and gender equality, definition of walking distance, simplifying pay slips, efficient water use, bouquet composition pilot project as a permanent requirement, revision of the product description and extension of payment timelines.  Addition of definition section, simplification of wording, reorganization of requirements, deletion of redundancies, added or improved guidance, new standard design.
15.04.2017_v1.1	01.01.2018	Definition of workers for Kenya revised, extension of payment timelines for Fairtrade payers, clarification on applicability date for floor wages requirement, deletion of PML requirements to avoid duplication with the Trader Standard. Annex 1 revised, aligning standard with compliance criteria.
15.04.2017 v.1.2	20.03.2018	Clarification on how to calculate floor wages.
15.10.2023 v2.0	15.10.2023	Full review of the standard New requirements on management and use of the Fairtrade Premium, prevention of sexual misconduct, carbon Footprint, climate resilience, water management plan, reporting on environmental indicators and wage levels, integrated pest management plan, consulting with surrounding communities, sourcing plans, regional auctions, retro-certification, new bouquet composition rules and timely payments. Added or improved guidance



15.10.2023 v2.1	12.12.2023	Requirement 2.1.2 amended. Hired Labour Organizations to report on Fairtrade Premium through the FairInsight online platform.
15.10.2023 v2.2	02.04.2024	Applicability date for requirement 3.2.2 extended to April 2025.

# 1. General Requirements

**Intent:** To provide the necessary framework for effective implementation of the Standard.

## 1.1 Certification

### 1.1.1 Self-assessment of management in implementing Fairtrade

<b>Applies to:</b> Companies	
<b>Core</b>	The management <b>regularly self-assesses</b> its effectiveness in implementing Fairtrade and seeks external support in case the implementation of Fairtrade is not effective. The method, findings and recommendations of the self-assessment need to be documented and made available to the Certification Body.
<b>Year 0</b>	
<p><b>Guidance:</b> To determine the company's strengths and weaknesses in implementing Fairtrade, 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 the Fairtrade Premium Committee (FPC), the elected workers representatives and other forms of worker's representatives. Particular attention should be given to the participation of women in these groups. The management delegates responsible for carrying out tasks specified in Fairtrade Standards (e.g. Fairtrade Officer, Health and Safety Officer). Evaluation criteria include performance of management in facilitating the FPC 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 elected workers representatives, second signature for Premium spending). Importantly, the first task of the management in supporting the FPC is expected to take place in the pre-certification phase as stated in the Hired Labour (HL) Standard requirement 2.2.3.</p> <p>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 Fairtrade with the company's Corporate Social Responsibility programme. The first assessment should at least identify and evaluate:</p> <ul style="list-style-type: none"> <li>• The levels of awareness among management and workers on the Fairtrade Standards and their implementation</li> <li>• The company's capacities to integrate Fairtrade especially involves the Fairtrade Officer (HL 1.2.1)</li> <li>• The allocation of resources (e.g. human, company finances) for implementing Fairtrade (HL 1.2.3)</li> </ul> <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 Fairtrade 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 Fairtrade.</p> <p>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. It also includes advising and exchanging information on best practice of the relevant management staff on how to implement Fairtrade.</p>	

## 1.2 Other Product Requirements





### 1.2.1 NEW JAN 2024 Flower bouquet/ Finished plant composition

<b>Applies to:</b> Companies, Fairtrade Payer, and Traders	
<b>Core</b>	You ensure that all the flowers, plants and finished plants to be sold as Fairtrade are Fairtrade certified.
<b>Year 0</b>	If not all flowers/ finished plants are Fairtrade certified in a bouquet/ arrangement the Fairtrade Sourced Ingredient (FSI) rules are followed. This is not applicable to plants.
<b>Guidance:</b> The Fairtrade Single Ingredient Certification Mark is used to name the type of flowers/ finished plants which are Fairtrade in a bouquet/ arrangement, and they have to be 100% Fairtrade (e.g. Fairtrade Roses, carnations) and allows the creation of bouquets/ arrangements with other non-Fairtrade flowers.	

## 2. Social Development

**Intent:** To lay the foundations for producer empowerment and development to take place.

### 2.1 Management of the Fairtrade Premium

#### 2.1.1 Self-assessment of Fairtrade Premium Committee

<b>Applies to:</b> Companies	
<b>Core</b>	The FPC <b>regularly self-assesses</b> its effectiveness in operating a transparent, participatory and democratic administration of premium money and implementation of premium projects.
<b>Year 1</b>	The FPC seeks external support in case the implementation of Fairtrade is not effective. The method, findings and recommendations of the self-assessment are documented and made available to the Certification Body.
<p><b>Guidance:</b> To determine the effectiveness of the FPC, the FPC has to evaluate how successful it has been:</p> <ul style="list-style-type: none"> <li>• In creating and ensuring the application of the rules and procedures concerning FPCs as defined in the Fairtrade Standard requirements on economic development and the FPC guidance document, and;</li> <li>• In defining and executing the roles and responsibilities for transparent, participatory, democratic and effective work of the FPC.</li> </ul> <p>The self- assessment of the FPC is carried out by management and workers' representatives of the FPC 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.</p> <p>The frequency of self-assessment is company specific but should be done at least every 3 years. .</p> <p>Training is available from the PNs to support producers in specialised areas. External training on Fairtrade to be carefully reviewed to ensure it meets the needs of the FPC.</p> <p>As the need for external support could be very high in the first year of certification, the FPC carries out a self-assessment immediately after certification and takes the necessary actions to ensure external support when needed. The first self-assessment should at least identify and evaluate:</p> <ul style="list-style-type: none"> <li>• The levels of awareness among FPC members of Fairtrade Standards and the FPC guidance document;</li> <li>• The decision-making capacities (participatory, democratic, transparent, effective);</li> <li>• Capacities to manage and plan Premium projects;</li> <li>• Accounting capacities;</li> </ul>	



- Capacities to manage meetings (e.g. record keeping, time planning, minutes taking, and communicating outcomes to workers).

The assessment should come out with clear needs and plans to bridge the gaps, including a gender analysis.

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

Importantly, the regular self-assessment of the FPC builds upon the basic training for FPCs which the management is expected to have organized during the pre-certification phase as stated in Hired Labour Standard requirement 2.2.3.

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

- Coaching and advising on best practice regarding responsibilities and procedures.
- 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.

The Fairtrade Premium Committee 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 the relevant Producer Networks (PNs) about sources of such support.

### 2.1.2 **NEW JAN 2024** Premium reporting

**Applies to:** Companies

**Core**

You report at least once a year on the use of Fairtrade Premium using the following indicators:

**Year 0**

- Name and description of project (purpose and objectives; project partners)
- Target group(s) (e.g. men-women or all members of cooperative, migrant workers, family members, community)
- Estimated number of beneficiaries within each target group
- Project budget (total / annual)
- Project start and end date
- Date of approval of project and who approved it

**As of January 2024:** You report via FairInsight online platform: <https://fairinsight.agunity.com> OR you fill the [Fairinsight excel template](#) so that Fairtrade International can upload it on your behalf.

**As of January 2025:** You report only via FairInsight online platform: <https://fairinsight.agunity.com>

**Guidance:** Monitoring premium reporting makes the use of premium more efficient and improves information on impact. In addition, this information provides key data to the market.

For any questions on the excel template reach out to [datareporting@fairtrade.net](mailto:datareporting@fairtrade.net).

### 2.1.3 **NEW JAN 2024** Defined roles for management and union representatives Fairtrade Premium Committee membership

**Applies to:** Companies



<b>Core</b>	The roles of management and any union representatives are clearly defined within the Fairtrade Premium Committee
<b>Year 0</b>	The roles are written and communicated to all members. .
<b>Guidance:</b> Each representative should have a particular skill that they bring to the FPC. The workers should represent at least 75% of the membership. Union representatives can attend if permitted in the FPC constitution. This requirement complements requirement 2.1.1 in the HL standard.	

**2.1.4 NEW JAN 2024 Financial audit on Fairtrade Premium**

<b>Applies to:</b> Companies	
<b>Core</b>	If the Fairtrade Premium spend per annum is above 50,000 USD, the FPC contracts an audit company to audit the Fairtrade Premium accounts.
<b>Year 0</b>	At least 3 external audit companies are proposed by the management of the company, and one is formally appointed by the FPC and General Assembly. The audit is paid from the Premium funds and can be paid by the company upon agreement
<b>Guidance:</b> The intention of this requirement is to increase oversight on the use of the Fairtrade Premium. The PN may prepare a list of recommended auditors.	

**2.1.5 NEW JAN 2024 Provisions in case of decertification or dissolution of FPC**

<b>Applies to:</b> Companies	
<b>Core</b>	If the company is decertified or ceases to operate, the FPC shall engage the PN to ensure fair and equitable sharing of the premium and any assets amongst the workers (where permitted by local legislation) within a 6-month timeframe.
<b>Year 1</b>	
<b>Guidance:</b> The PN will have a defined process to follow in the case this arises. This requirement complements requirement 2.1.8 in the HL standard.	

**2.1.6 NEW SEPT 2024 Use of Fairtrade Premium**

<b>Applies to:</b> Companies	
<b>Core</b>	If investing in community projects over 5,000 USD the FPC invests jointly and collaboratively with other certified producers or relevant entities within the same region.
<b>Year 1</b>	Before investing in food subsidies, the FPC plans and implements at least one project with long term benefits



**Guidance:** Evidence of collaboration can be demonstrated through minutes of the FPC meeting.  
Other relevant entities include county governments, education institutions, medical institutions, and other development partners.  
Any premium to be spent on food subsidy may be matched by an equal contribution from the company.  
A project is treated as long-term when its duration is more than one year.



# 3. Labour Conditions

**Intent:** To ensure decent working conditions.

## 3.1 Freedom from Discrimination

### 3.1.1 Termination of contract during pregnancy

<b>Applies to:</b> Companies	
<b>Core</b>	Your company does not terminate the employment of a woman during her pregnancy or maternity leave, except on the grounds unrelated to the pregnancy or birth of the child and its consequence of nursing.
<b>Year 0</b>	
<p><b>Guidance:</b> This requirement complements requirement 3.5.16 in the HL standard. The burden of proof that the reasons for termination of employment are unrelated to pregnancy, birth or nursing rests with the employer. To avert discrimination, the employer guarantees that pregnant women keep the same position after they return from maternity leave. To replace maternity leave or parts of it, by financial offers is not permitted.</p>	

### 3.1.2 **NEW JAN 2024** Training against sexual misconduct

<b>Applies to:</b> Companies	
<b>Core</b>	Your company establishes and implements a policy and procedures, including allegation reporting that clearly prohibit sexual misconduct and remediate all such unacceptable conduct. Your company trains workers and management on this policy and procedures and its contents. Records are kept of these training activities indicating information on topics, time, duration, participants names, gender, categories of worker and management of attendees and trainers.
<b>Year 0</b>	
<p><b>Guidance:</b> This requirement complements requirement 3.1.6 in the HL standard. "Sexual misconduct" is a broad term that covers unwanted sexual activity, which includes sexual harassment and sexual assault. As a best practice define the various categories of unwanted sexual activity that falls under your policy. Your procedures confirm confidentiality and details how to report an allegation. It also has a process for following up and resolving it, including a system to safely store and document the cases. All company staff, management, and board, including all workers, are trained on the policy and procedures. Trainings should aim to reduce stigma and fear of retaliation of those reporting, increase understanding that the impacted individual proven to be at harm should be protected or safeguarded.</p>	



### 3.1.3 NEW SEP 2024 Reporting on sexual misconduct

<b>Applies to:</b> Companies	
<b>Core</b>	You have responsible focal points, and your company has a fully operating case documentation and management system for the reporting and processing allegations on sexual misconduct ( refer to requirement 3.1.2).
<b>Year 1</b>	Confidentiality and the right to privacy is respected. A focal point is an executive level person that has been trained on right based protection and safeguarding, and whose role it is to oversee the addressing concerns, allegations, or complaints.
<p><b>Guidance:</b> Confidentiality in this context means only those persons involved in processing and deciding on allegations will be informed. Case management is a process used by an organisation to address protection and safeguarding concerns, allegation, or complaints.</p>	

## 3.2 Conditions of Employment

### 3.2.1 Floor wages

<b>Applies to:</b> Companies	
<b>Core</b>	Your company ensures that a floor wage is paid to <b>all</b> workers and do not fall below the global poverty line <b>Purchasing Power Parity (PPP)</b> set by the World Bank.
<b>Year 0</b>	The floor wage relates <b>only</b> to the <b>gross wage</b> , therefore in-kind benefits cannot be counted. Cash allowances issued regularly to all workers as an entitlement and allowing workers full discretion on how to spend the money without a link to the attendance or performance of workers, count towards the gross wage. You ensure that no benefits have been worsened / reduced after the introduction of this requirement except when formally agreed with a trade union.
<p><b>Guidance:</b> The PPP rates reflect the real wages that have been adjusted for inflation. To calculate the wages using the global poverty line in real terms use the formula: <b><u>PPP rate private consumption for the given year x the latest global poverty line x 30 (days/month) x typical number of family members/ workers per family.</u></b> The PPP rate for private consumption are updated by the world bank on a regular basis and can be found here: <a href="http://data.worldbank.org/indicator/PA.NUS.PRVT.PP">http://data.worldbank.org/indicator/PA.NUS.PRVT.PP</a> Examples of cash allowance issued regularly to all workers include monthly housing or transport allowance. What is not included in the gross wage are those monetary benefits or payments that are not for all (e.g. bonuses related to performance), not monthly or not for discretionary use. If a PPP factor update shows a lower value than the previous year, Fairtrade freezes the floor wage value based on the higher PPP until the PPP grows again. Please refer to the <a href="#">explanatory document</a> on how to calculate floor wages for more information,</p>	

### 3.2.2 NEW April 2025 Mandatory Wage Reporting

<b>Applies to:</b> Companies	
<b>Core</b>	





<b>Year 0</b>	You report wage data to Fairtrade International every year. The data is presented using the template provided. Please refer to the explanatory document for further information.
<b>Guidance:</b> A template and email account will be available close to the date of implementation. The explanatory document provides background, supporting information on how to complete and submit the template, and deadline for submission of the reports.	

### 3.2.3 Annual paid leave

<b>Applies to:</b> Companies	
<b>Core</b>	Your company grants workers <b>at least 3 weeks</b> of paid leave per year at minimum based on <a href="#">ILO convention C132</a> , not including sick and casual leave.
<b>Year 0</b>	
<b>Guidance:</b> 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.	

### 3.2.4 Regular and documented payments to workers

<b>Applies to:</b> Companies	
<b>Core</b>	Your company makes payments to workers at regularly scheduled intervals in a convenient way for workers, and documents the payments with a clear and understandable payslip containing all necessary information.
<b>Year 0</b>	
<b>Guidance:</b> If not otherwise desired by the workers, the company should pay directly into the bank account of workers. Otherwise payments are made in cash.	

### 3.2.5 Social security

<b>Applies to:</b> Companies	
<b>Core</b>	Your company provides legal social security for all workers, covering at least invalidity and injury at work, occupational illness, maternity and old-age benefit.
<b>Year 0</b>	



### 3.2.6 Workers housing

<b>Applies to:</b> Companies	
<b>Core</b>	Your company 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.
<b>Year 3</b>	
<p><b>Guidance:</b> This requirement complements requirement 3.5.28 in the HL standard.</p> <p>If workers live outside walking distance from the plantation (<b>more than 5 kilometres each way</b>) and there is not sufficient adequate housing available, 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.</p>	

## 3.3 Occupational Health and Safety

**Intent:** To prevent work-related accidents by minimizing hazards in the work place.

### 3.3.1 Monitoring health of workers working with hazardous material

<b>Applies to:</b> Companies	
<b>Core</b>	You provide medical examinations <b>every 3 months</b> to workers engaged in handling any potentially hazardous material at the employer’s expense) and the results are communicated to the worker in an understandable form. The company does not allow the person to work with hazardous material if a doctor concludes on the basis of the medical examinations, that the health of the worker would be impaired if the worker continued working with the hazardous materials.
<b>Year 0</b>	
<p><b>Guidance:</b> This standard complements requirements 3.6.20 and 3.6.21 in the HL standard.</p> <p>A documented medical examination program should be in place. Cholinesterase tests are useful only as long as carbamates or organophosphates are being used on the farm or if there is any possibility that workers are being exposed to them.</p>	

### 3.3.2 Monitoring health of a representative group of workers

<b>Applies to:</b> Companies	
<b>Core</b>	Your company ensures that <b>every year</b> a representative group of workers in the cultivation, harvesting and finishing sections is medically examined by a doctor.
<b>Year 0</b>	
<p><b>Guidance:</b> This standard complements requirement HL 3.6.2 and 3.6.28 in the HL standard. An appropriate testing regime is in place to produce an overview of the risks on the job (e.g. a random sample of 10% of all workers is medically examined every year). The analysis of the examinations is documented. If the results of the medical examinations indicate an increase of health risks due to certain work conditions the doctor needs to inform the H&amp;S Officer and management team about the situation. Subsequently, the H&amp;S policy should be reviewed and all necessary actions taken to improve the situation. All steps that are taken have to be properly documented.</p>	



### 3.3.3 Medical conditions requiring actions to safeguard the health of employee

<b>Applies to:</b> Companies	
<b>Core</b>	You report and act upon medical conditions that require actions to safeguard the health of an employee, with the permission of the employee.
<b>Year 0</b>	
<p><b>Guidance:</b> The general rule is that individual medical records are held confidentially and when medical data is reported to the employer that this is done in an anonymous way.</p> <p>The employer needs to 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&amp;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 needs to be made clear to the employee and the inspector that no employer action is expected.</p> <p>If a more general action is required (e.g. change to working practices), the employer needs to receive anonymous medical information.</p>	

### 3.3.4 Treatment and compensation

<b>Applies to:</b> Companies	
<b>Core</b>	If the worker is suffering from a work-related illness or injury, you ensure that the worker receives the appropriate treatment and compensation.
<b>Year 0</b>	
<p><b>Guidance:</b> Where employees are found to be suffering health problems resulting from their work, they should be:</p> <ul style="list-style-type: none"> <li>• redeployed to more suitable work where possible or / and;</li> <li>• compensated according to the law or CBA; or / and;</li> <li>• examined and treated appropriately by a medical practitioner at the employer's expense for as long as the condition persists</li> </ul>	

### 3.3.5 Training on occupational health and safety

<b>Applies to:</b> Companies	
<b>Core</b>	You consult, inform, and train workers and their representatives on health and safety matters. Information and training courses are held periodically (at least every 12 months).
<b>Year 0</b>	
<p><b>Guidance:</b> This requirement complements requirements 3.6.5 – 3.6.7 in the HL standard</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>	



### 3.3.6 Evacuation in case of danger

<b>Applies to:</b> Companies	
<b>Core</b>	You 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 to inform their supervisors immediately. Workers shall not be placed at any disadvantage as a result of these actions (ILO convention 184).
<b>Year 0</b>	

### 3.3.7 Protection of children of workers against hazardous material

<b>Applies to:</b> Companies	
<b>Core</b>	You undertake proper measures to ensure that children of workers are not exposed to hazardous materials.
<b>Year 0</b>	
<p><b>Guidance:</b> This standard complements requirements 2.2.8 – 2.2.10 in the HL standard. Children should not be allowed in places where there is a risk of exposure to hazardous materials. To ensure workers do not bring children at the workplace, the employer organizes crèche facilities.</p>	

### 3.3.8 Providing workers with appropriate tools

<b>Applies to:</b> Companies	
<b>Core</b>	You provide proper tools and suitable work clothes for all workers appropriate to their tasks, and replace them regularly free of charge. All workers handling chemicals wear clean and fitting uniform at their workplace. All workers handling pesticides or carrying out hazardous work receive Personal protective equipment (PPE)/uniforms appropriate for the chemicals being handled which are undamaged. If any damage does occur, they are replaced immediately. The company sets a process on how to ensure the cleanliness of the uniforms and that the clothes are washed within the company's grounds during working hours.
<b>Year 0</b>	
<p><b>Guidance:</b> This standard complements requirement 3.6.24 in the HL Standard. 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. In order to safeguard the workers' health, the employer should provide two sets of uniforms to all workers. Special attention needs to be given to appropriateness of tools and clothing/working shoes for workers, especially people with disabilities and pregnant women.</p>	



### 3.3.9 Protection from contamination with pesticides

<b>Applies to:</b> Companies	
<b>Core</b>	You protect workers from contamination with pesticides. Pesticide application in greenhouses is strictly forbidden as long as unprotected workers are inside.
<b>Year 0</b>	Spraying will not take place if unprotected workers in a neighbouring greenhouse or outside are or will be exposed to drifting pesticides.
<p><b>Guidance:</b> When spraying takes place it needs to 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. Warning signs are required at each entrance of the areas sprayed, indicating the time and date when entry is safe. Local language(s) and pictographs should be used. The certifying body establishes regulations for pesticide application in limited areas of large greenhouses.</p>	

### 3.3.10 Access to sufficient healthy food

<b>Applies to:</b> Companies	
<b>Core</b>	You ensure that workers and their families receive or have access to sufficient healthy food in case shops and canteens are not available.
<b>Year 0</b>	If workers bring their own food, you provide a suitable area where workers can store and consume their food away from the working area. To avoid health risks, eating in working areas is prohibited.
<p><b>Guidance:</b> 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. 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>	



# 4. Environmental Development

**Intent:** To ensure that your company has agricultural and environmental practices that contribute to a more sustainable production system where risks to health and the environment are minimized.

## 4.1 Environmental Management

### 4.1.1 Use of post-harvest treatments and pesticides

<b>Applies to:</b> Companies	
<b>Core</b>	<p>The use of post-harvest treatments and pesticides to extend vase life follow the safety instructions of the manufacturer and the following conditions:</p> <ul style="list-style-type: none"> <li>• In case the company prepares its own solution of post-harvest chemicals there needs to be knowledge of the hazards that it poses to health. Measures are in place to avoid exposure of workers to the solution used.</li> <li>• Silver Thiosulphate waste needs to be handled and disposed in a way that it does not pollute soil or water.</li> <li>• The pesticide is registered for post-harvest use for flowers.</li> <li>• Workers undertaking the application have been trained in safe use and handling of the pesticide and use effective personal protective equipment.</li> <li>• The application is done in a way to avoid exposure of workers nearby (e.g. in the surrounding post-harvest area). This may be done by use of separated area for post-harvest treatment or effective physical barriers.</li> <li>• Records of application are kept including information of at least date and time, name of person applying, quantity of active ingredient(s) used, pest or disease to be controlled and site.</li> </ul>
<b>Year 0</b>	

### 4.1.2 Protection of the environment

<b>Applies to:</b> Companies	
<b>Core</b>	<p>You protect the inhabitants of residential areas inside and surrounding the farm from harmful effects and the environment.</p>
<b>Year 0</b>	
<p><b>Guidance:</b> 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>	





### 4.1.3 Use of peat

<b>Applies to:</b> Traders	
<b>Core</b>	You ensure that <b>at least 20%</b> of the volume of the growing media used for Fairtrade finished plants are from alternative sources to peat.
<b>Year 0</b>	
<b>Guidance:</b> Examples of substitutes for peat include wood fibres, coco peat and perlite. As best practice, the company should reduce the amount of peat used in growing media for all finished plants.	

### 4.1.4 **NEW JAN 2024** Collection of environmental data

<b>Applies to:</b> Companies				
<b>Core</b>	You collect information on plant protection products and fertilisers on a daily basis and water and energy on a monthly basis as detailed below. Producers report this information to Fairtrade International.			
<b>Year 0</b>				
Type of record	What is measured	Units	Area	Time period
Use of fertilisers with nitrogen	Every fertiliser with N	Kg of N	Hectare	Month
Use of fertilisers with phosphorus	Every fertiliser with P	Kg of P	Hectare	Month
Names and amounts of Plant Protection Products applied	Active ingredient (pesticide)	Kg/ litre	Hectare	Month
Abstraction	Total water abstracted per week or month. (with each source listed separately)	M3	n/a	Month
	Percentage that is applied as irrigation (and type of irrigation used e.g. drip irrigation or other water saving technology)	%	n/a	Month
Irrigation applied	Total water used in crop irrigation per week or month	M3	n/a	Month
Total energy used in production	Sum of all energy used from electricity, fuel, other- distinguish between renewable and non-renewable	KWh	Hectare	Month
<b>Guidance:</b> Producers may already be capturing and reporting on this data . This data can be communicated to Fairtrade via the Certification Body that they are reporting this data to.				



### 4.1.5 **NEW JAN 2024** Integrated Pest Management

<b>Applies to:</b> Companies	
<b>Core</b>	Your company develops an integrated pest management plan which is reviewed at least annually.
<b>Year 0</b>	
<p><b>Guidance</b></p> <p>The document describes per crop the pests (including insects, diseases, and weeds) of economic importance. For each pest the (economic) intervention threshold and details of bio-controls where available.</p> <p>The plan should include possible preventive measures and those employed, as well as the use of non-chemical methods, pest monitoring and records of the monitoring made.</p> <p>Interventions, should be listed and those used, based on threshold, should be recorded, with justification (e.g., reason for plant protection product choice).</p> <p>Measures to avoid the build-up of plant protection product resistance (e.g., rotation regarding mode of action) should be explained.</p> <p>Selection and justification of plant protection products used at appropriate dose rates and timings.</p>	

## 4.2 Choice of pesticides used

4.2.1 Hazardous Materials List Please refer to Trader Standard 3.2.2 and 3.2.3

## 4.3 Soil and Water

### 4.3.1 **NEW JAN 2024** Consulting surrounding communities

<b>Applies to:</b> Companies	
<b>Core</b>	You consult with surrounding communities regarding real and perceived risks of water pollution because of the presence of the companies (producers) in the area, and then work to mitigate the risks.
<b>Year 0</b>	
<p><b>Guidance</b> This consultation could include how to manage water resources in cases of droughts or heavy rains, and how risks can be mitigated. This can be demonstrated via minutes meetings with others in the community.</p>	

### 4.3.2 **NEW SEPT 2024** Water Management Plan

<b>Applies to:</b> Companies	
<b>Core</b>	You develop a Water Management Plan to ensure responsible use. This includes details on:



<b>Year 0</b>	<ul style="list-style-type: none"> <li>- the sustainable sourcing of water and its efficient use, whilst minimising impact on the environment including any management of wastewater.</li> <li>- the assessment of water use efficiency, which is recorded and updated annually, identifying ways to improve efficiency e.g. agronomic or technical practices.</li> <li>- the consideration of increasing the proportion of water that can be re-used or collected from periods of excess- this can be done through harvesting and storing water from the greenhouse rooftops.</li> </ul> <p>The water management plan includes:</p> <ul style="list-style-type: none"> <li>• the calculation of the water requirements for each crop and this is monitored e.g. by use of tensiometers, evapotranspiration, temperature and other meteorological data.</li> <li>• that water meters are installed that can be reconciled with the licensed water use/abstraction limits issued.</li> <li>• an inventory of sources of wastewater is in place and includes processing, production, workers living quarters and storm drainage. All these should be handled in a manner that does not have a negative impact on the environment, water quality locally, soil health and structure, or food safety.</li> <li>• how any waste of water is minimised e.g., use of a closed-loop irrigation system</li> <li>• how indirect water use (other than production and post-harvest) is minimised</li> </ul> <p>You have on site storage of rainwater where plentiful supply is not available. The extraction of water does not harm the environment or communities in the region.</p> <p>Appropriate staff are trained in the management plan.</p>
<p><b>Guidance:</b> Appropriate staff includes those involved in decision making.</p>	

### 4.4 Climate and carbon

#### 4.4.1 **NEW SEPT 2025** Carbon Footprint

<b>Applies to:</b> Companies, Fairtrade payers, Conveyors & Traders	
<b>Core</b>	You estimate your carbon footprint (CO <sub>2</sub> e) per stem/ finished plant/ plant (e.g., cutting) sold and identify opportunities for carbon reduction on an annual basis.
<b>Year 0</b>	Fairtrade Payers, Conveyors and Traders estimate their carbon footprint (CO <sub>2</sub> e), including the inbound transport phase per stem/ finished plant/ plant (e.g., cutting) and identify opportunities for carbon reduction on an annual basis.
<p><b>Guidance:</b> All footprints should follow an industry-wide methodology. It should include all aspects within your company (scope 1 and 2) and outside your company which impact your products (scope 3). At the simplest level only one number is required per company, although it is possible to calculate at a more detailed footprint for different product types if you wish to. For industry-wide methodologies see <a href="https://files.fairtrade.net/standards/Scope-1-2-3_Carbon-Emissions.pdf">https://files.fairtrade.net/standards/Scope-1-2-3_Carbon-Emissions.pdf</a></p>	



#### 4.4.2 **NEW SEPT 2024** Climate Resilience

<b>Applies to:</b> Companies	
<b>Core</b>	You identify and record the environmental risks to your business and identify steps towards addressing them.
<b>Year 0</b>	You pay particular attention to climate resilience, within your business, communities, and the landscape where you operate. You develop and implement a climate change adaptation plan and update this plan every year. You monitor progress and impact and document it annually.
<b>Guidance:</b> In order to address environmental risks beyond the farm level such as reforestation needs or water catchment protection measures, joint planning and solutions with all relevant stakeholders including sector-specific initiatives are recommended.	

## 5. Trade

**Intent:** To provide maximum benefits to producers, while remaining credible to consumers.

### 5.1 Sourcing

#### 5.1.1 **NEW JAN 2024** Sourcing plans

<b>Applies to:</b> Fairtrade payers (except regional auctions)	
<b>Core</b>	You buy most of your volume from producers which you identify as your ' <b>core producers</b> ' on a consistent basis.
<b>Year 0</b>	You purchase at least 60% of the annual Fairtrade volume from this group of core producers.  The sourcing plan covers a 12-month period (when there is year-round supply). The sourcing plan describes a maximum additional volume on top of the total that can be retro-certified (See 5.6.1).



**Guidance:** Core producers are identified as those which the Fairtrade payer buys from on regular weekly basis. The objective of sourcing plans is to promote long term relationships between producer and trader and give the best possible indication of realistic and expected volumes. The specific volume can be estimated in a documented sourcing plan but there is no requirement that this is always achieved as the commitment is to purchase 60% of the traders requirement from the group of several core producers.

In the case of Force Majeure where the trader is unable to purchase in a particular week the trader identifies the reason to the producer in writing and the evidence of this is held on file for the Certification Body audit.

The Fairtrade Payers and Conveyors develop a sourcing plan which is shared with (and signed by) the producers with a 12-month breakdown of supply.

The sourcing plans should justify any periods where supply is not possible.

At peak events additional volumes may be purchased from other producers (growers) for a shorter period to meet demand and appropriate sourcing plans exchanged for these peak events specifically.

Sourcing plans should be renewed before they expire so that there is no gap where sourcing plans are not in force.

## 5.2 Contracts

### 5.2.1 **NEW JAN 2024** Contracts between the company and the Fairtrade payer

**Applies to:** Fairtrade payers and conveyors

<b>Core</b>	For Flowers and Plants, sourcing plans can be considered as contracts between company and buyer. They need to as a minimum clearly indicate the quality, price, estimated volumes, payment terms that are transparent, terms of delivery using international commercial terms and agreement on applicable jurisdiction.
<b>Year 0</b>	

**Guidance:** The Fairtrade Trader Standard requirements on contracts do not apply.

### 5.2.2 Confirmation of final purchase order

**Applies to:** Companies and Fairtrade payers

<b>Core</b>	You confirm the final purchase order in writing. (For auctions, you confirm the final sale in writing to the producer)
<b>Year 0</b>	

**Guidance:** The confirmation can be done through e.g. email or fax. The auction should report the volume and sales value back to the producer on a daily basis as normal practice.

## 5.3 Pre-finance

The Fairtrade Trader Standard requirements on access to finance (section 4.4) **do not apply**.

## 5.4 Pricing and Payment Terms



### 5.4.1 Agreement on market price

<b>Applies to:</b> Fairtrade payers (except regional auctions)	
<b>Core</b>	You negotiate with the company the paid price.
<b>Year 0</b>	
<b>Guidance</b> it should be noted that the auctions do not have the mechanism for negotiation as the price is determined by the clock price on the day.	

### 5.4.2 Fairtrade Minimum Price and premium for secondary products

<b>Applies to:</b> Fairtrade companies and payers	
<b>Core</b>	There are no Fairtrade Minimum Prices defined for secondary products and their derivatives.
<b>Year 0</b>	Sellers of the product and its next buyers negotiate prices for secondary products and their derivatives. A default Fairtrade Premium of 15% of the negotiated price is paid in addition.

### 5.4.3 Payment

<b>Applies to:</b> Fairtrade payers	
<b>Core</b>	Payment is made in net cash against a full set of documents on first presentation. The documents to be presented will be those stipulated in the contract and customary in the flowers and plants trade.
<b>Year 0</b>	

### 5.4.4 **NEW JAN 2024** Timely payments

<b>Applies to:</b> Fairtrade payers and conveyors	
<b>Core</b>	For direct contracts involving Fairtrade payers and companies, you pay according to the International customary conditions after the receipt of the documents transferring ownership.
<b>Year 0</b>	Upon producer agreement, payments of one calendar month can be paid in one sum but no later than 30 days  For contracts involving Fairtrade payers, companies and conveyors, you pay companies <b>no later than 30 days</b> after receipt of the payment from the Fairtrade payer.  The Fairtrade Premium monies can be paid less frequently in case of low sales and if requested by the FPC (for example to avoid high bank charges).

## 5.5 Auction sales





### 5.5.1 **NEW JAN 2024** Auction contracts with companies and agreements

<b>Applies to:</b> Companies and regional auctions	
<b>Core</b>	<p>In the case you sell Fairtrade flowers through a regional auction directly to the auction buyers and without an importer in between, the auction becomes the Fairtrade payer. The premium shall be paid at 6% on top of the gross sales (clock) value. The premium is paid by the buyer of the Fairtrade flowers in addition to the gross sales price.</p> <p>All flowers are sold in packaging with the Fairtrade Certification Mark and producer FLO ID packed at the producer level to permit clear traceability.</p>
<b>Year 0</b>	
<p><b>Guidance:</b> See the definition section of the standard for the description of a regional auction. The auction has a license contract with the home National Fairtrade Organisation (NFO).</p> <p>The auction:</p> <ul style="list-style-type: none"> <li>• gets the Fairtrade flower sleeves artwork approved by the involved NFO. Producers should forward proposed artwork to the auction they will be working with to gain this approval before shipment.</li> <li>• agrees on a sourcing plan for each producer.</li> <li>• provides yearly a list of Fairtrade buyers to the involved NFO.</li> <li>• distributes point of sale material of the involved NFO (when available) to the florists that buy Fairtrade flowers regularly.</li> <li>• administers in 'Connect' system for recording Fairtrade Sales</li> </ul>	

## 5.6 Retro-certification

### 5.6.1 **NEW JAN 2024** Retro-certification rules.

<b>Applies to:</b> Fairtrade payer	
<b>Core</b>	<p>Only flowers for mixed bouquets can be retro-certified. The straight line (single ingredient) products cannot be retro-certified.</p> <p>Flowers purchased as non-Fairtrade may be converted into Fairtrade under the following conditions:</p> <ul style="list-style-type: none"> <li>• They come from a Fairtrade certified producer</li> <li>• <b>Only</b> the Fairtrade payer can convert Fairtrade eligible flowers (all other traders cannot retro-certify non-Fairtrade flowers).</li> <li>• Flowers cannot be converted from Fairtrade to non-Fairtrade</li> <li>• If a product is retro-certified the correct purchase price should be paid (if the Fairtrade price is different to the non-Fairtrade price) with the additional FP.</li> <li>• Only non-Fairtrade labelled product can be retro-certified.</li> </ul>
<b>Year 0</b>	
<p><b>Guidance:</b> Fairtrade labels are approved by the NFOs</p>	

### 5.6.2 **NEW JAN 2024** Retro-certification limits.

<b>Applies to:</b> Fairtrade payer	
<b>Core</b>	



<b>Year 0</b>	<p>Prior to commencing initial retro-certification, you inform the Certification Body of the intent to do so and demonstrate that the producer is willing to have their flowers retro-certified. In the case of flowers an additional 25% value on top of the Fairtrade purchased value can be retro-certified based on the quarterly value (specifically Jan- Mar, Apr- June, July-Sept, Oct-Dec).</p> <p>Flowers for bouquets can be retrospectively declared as Fairtrade up to 7 days after delivery. Clear records are required on a monthly basis summarising the following:</p> <ul style="list-style-type: none"> <li>- The total value of Fairtrade stems, plants</li> <li>- A breakdown of the retro-certified stems and the producers from which these came</li> <li>- A breakdown of the value of premium of retro-certified stems and the FPC that is paid</li> </ul>
<p><b>Guidance:</b> A copy of the sourcing plan signed by both the Fairtrade payer and the producer can be used as evidence to present to the Certification Body to demonstrate producer acceptance of retro-certification with the added statement 'we agree to up to 25% retro-certification'. An example format for this is shown in Annex 1.</p>	

**5.6.3 NEW JAN 2024 Retro-certification reporting.**

<b>Applies to:</b> Fairtrade payer	
<b>Core</b>	The Fairtrade payer notifies the certified producer weekly in the case of flowers of any retro-certification so that an invoice can be raised for additional price/ premium.
<b>Year 0</b>	The Fairtrade payer keeps a monthly overview of retro-certification sales for auditing by the Certification Body.
<p><b>Guidance:</b> Reporting back to the producer can be done on Fairtrade for example (with the words "Retro-Certification or RC" noted in the comments section).</p>	



# Annex 1: Example reporting format for retro-certification

Overview of retro-certified (RC) volumes for certified FT payers											
Quarter (drop down list)	date*	FLO-ID FT Payer, YOUR FLO-ID	FLO-ID Fairtrade farm/ producer	FLO-ID trader (if required)	product/ variety	FOB Price Euros	volume stems	Farm informed Y/N	Fairtrade premium	10% Premium sent Y/N	
Qtr 1- Jan-Mar	YY-MM-DD					€ 0.10	100		€ 1.00		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
Qtr 2- Apr-Jun	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
	YY-MM-DD								€ -		
Keep on file for FLO Cert to review at the audit							<b>total RC volume</b>	<b>100</b>	<b>total RC Fairtrade premium</b>	<b>€ 1.00</b>	