



Fairtrade Standard for Sports balls

Applies to: Hired labour organizations and traders

Current version: 15.03.2016_v1.4

Expected date of next review: 2021

Contact for comments: standards-pricing@fairtrade.net

For further information and standards downloads:

www.fairtrade.net/standards.html



FAIRTRADE
INTERNATIONAL



Content

Introduction	3
How to use this Standard	3
Product description	3
Price and Fairtrade Premium	3
Chapters	3
Structure	4
Requirements	4
Scope	4
Application	4
Definitions	5
Monitoring of changes	5
Change history	5
1. General Requirements and Commitment to Fairtrade	7
1.1 Certification	7
1.2 Commitment to Fairtrade	10
2. Social Development	10
2.1 Management of Fairtrade Premium	10
2.2 Capacity Building	10
3. Labour Conditions	11
3.1 Freedom from Discrimination	11
3.2 Freedom from forced and compulsory labour	11
3.3 Child labour and Child protection	11
3.4 Freedom of Association and Collective Bargaining	11
3.5 Conditions of Employment	11
3.6 Occupational Health and Safety	12
4. Environmental Development	13
5. Trade	13
5.1 Traceability	13
5.2 Sourcing	13
5.3 Contracts	13
5.4 Pre-finance	13
5.5 Pricing and Payment Terms	13
Annex 1	15



Introduction

How to use this Standard

The Fairtrade Standard for Sports balls covers the requirements which are specific to sports ball manufacturers and traders.

Fairtrade sports ball manufacturers must comply with both the Fairtrade Standard for Hired Labour and the Fairtrade Standard for Sports balls. For manufacturers this standard complements, and should be read together with, the Fairtrade Standard for Hired Labour.

Fairtrade sports ball traders must comply with the Fairtrade Trader Standard and the Fairtrade Standard for Sports balls. For traders this standard complements, and should be read together with, the Fairtrade Trader Standard.

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

Product description

This standard covers the purchase and sale of sports balls which require some degree of manual input to produce. This includes hand-stitched, machine-stitched, thermal-bonded and laminated sports balls such as footballs (soccer balls), volleyballs, American footballs and rugby balls. This standard also covers secondary products and their derivatives.

A secondary product is a product that comes out of a production process in addition to the main product. A secondary product can be directly consumed, used as an input in another production process, disposed of or recycled. A secondary product can be a by-product, a co-product or a residue. Co-products of sport ball production are for example gloves or other items made in the same place with same materials/workers.

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](#)

This standard does not cover sports balls that are normally produced by mostly automated or mechanized methods such as golf balls, ping pong balls, tennis balls and hockey balls.

Price and Fairtrade Premium

There are no Fairtrade Minimum Prices defined for Fairtrade sports balls. A default Fairtrade Premium of 10% of FOB negotiated price must be paid.

There are no Fairtrade Minimum Prices defined for secondary products and their derivatives. A default Fairtrade Premium of 15% of the negotiated price must be paid in addition.

Chapters

The Fairtrade Standard for Sports balls 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 one type of requirement:

- **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.

Each requirement is assigned a number (0, 1, or 3). This number represents the number of years your company has until it is audited against the requirement.

Scope

This standard applies to the manufacture of Fairtrade sports balls that require some degree of manual input to produce. This includes hand-stitched, machine-stitched, thermal-bonded and laminated sports balls. It also applies to companies that buy and sell Fairtrade sports balls.

This standard applies to **all workers** who carry out work in factories, stitching centres and subcontracted units where Fairtrade balls are produced. The premises are managed directly by the sports ball manufacturing company or by a second party, for example a subcontractor.

This standard is applicable to all work within the value chain of the sports ball company (all stages of the production process from the acquisition of the raw materials to the export of the end product). The following core aspects of the value chain are covered by the company: lamination of casing (outside) material, drying of the casing material, cutting of panels, screen-printing of panels, kit preparation, stitching, quality control, and preparation for shipment. The company takes responsibility for ensuring the compliance of any second party with both the Fairtrade Standard for Hired Labour and the Fairtrade Standard for Sports balls.

The workers who participate in the Fairtrade Premium Committee (FPC) are employed in the factory, factory-owned (or leased) stitching centres and subcontracted units.

Application

This version of the Fairtrade Standard for Sports balls was published on 15 March 2016 and is applicable from 15 May 2016. This version supersedes all previous versions.



Definitions

Factory is a plant or premises consisting of one or more buildings in which workers manufacture sports balls. Factories are owned and managed by the sports ball company.

Factory-owned (or leased) stitching centres are entities for stitching sports balls located outside the factory premises and that are managed by employees of the factory. Work carried out in these centres is part of the value chain that is covered by the sports ball company. The function of a stitching centre is the stitching of panels to produce a sports ball.

Subcontracted units are stitching centres that are owned or leased and operated by independent agents who have entered into a subcontract with the sports ball company. Work carried out in these units is part of the value chain that is covered by the sports ball company. Subcontractors can work for more than one sports ball company at one time.

Piece workers are workers whose pay is based on a rate per unit produced or processed by the worker.

Manufacturer is a Fairtrade producer that makes products by hand or by machinery, carried out systematically through the employment of workers.

Producer is any entity that has been certified under the Fairtrade Standard for Small Producer Organizations, Fairtrade Standard for Hired Labour, or Fairtrade Standard for Contract Production. For this standard the certified sports ball factory is the producer, also known as manufacturer.

Sports ball companies are companies that manufacture sports balls, either within their own premises and/or in units subcontracted by the company.

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

Monitoring of changes

Fairtrade International may change Fairtrade standards as explained in Fairtrade International's Standard Operating Procedures, see <https://www.fairtrade.net/standard/how-we-set-standards>. 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 on the certification body's website regularly at www.flocert.net.

Change history

Version number	Date of publication	Changes
16.02.2009_v1.0	16.02.2009	
16.02.2009_v1.1	28.09.2012	Reorganization of requirements according to New Standards Framework (NSF)



16.02.2009_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
15.03.2016_v1.3	15.03.2016	Limited review of standard: scope clarification to include manufacture of sports balls that require some degree of manual input to produce, including hand-stitched, machine-stitched, thermal-bonded and laminated sports balls. Addition of annex 1 listing requirements in the Hired Labour Standard that are not applicable under this standard for sports ball manufacturers. New standard design.
15.03.2016_v1.4	15.05.2019	Addition of secondary products to the scope of certification and correction of version number of the Standard.



1. General Requirements and Commitment to Fairtrade

Intent: This chapter outlines the requirements that relate to certification and to the scope of the standard and provides the necessary framework for effective implementation of the standard.

1.1 Certification

1.1.1 Company responsible for compliance throughout the supply chain

Applies to: Manufacturer	
Core	You take responsibility for ensuring that all parties who carry out work within their value chain comply with the Fairtrade Standard for Hired Labour and the Fairtrade Standard for Sports Balls.
Year 0	
Guidance: This standard applies to all enterprises producing Fairtrade balls and all forms of hired labour. Due to the industry-specific and culture-specific needs that exist in large parts of the sports balls industry, subcontracting and time-limited contracts are permitted throughout the whole year.	
Requirements 3.5.22 and 3.5.25 in the Fairtrade Standard for Hired Labour give further guidance on regular work, permanent workers and subcontracting.	

1.1.2 Records of all subcontracted units

Applies to: Manufacturer	
Core	Records include the name of each subcontracted unit, the name of the person in charge of the unit, its location, and the work contracts provided to the unit.
Year 0	
You maintain updated records of all subcontracted units making Fairtrade sports balls.	

1.1.3 Internal monitoring system for subcontracted units

Applies to: Manufacturer	
Core	You establish and operate an internal system for monitoring subcontracted units and factory-owned stitching centres that are off-site. An employee trained to carry out monitoring of stitching centres and subcontracted units is responsible for the operation, maintenance and documentation of the monitoring system.
Year 0	
Documentation includes records of inspections, findings and any action taken. Records are made available to the certification body on request.	
Guidance: The monitoring system ensures compliance with Fairtrade standards by the company's own off-site stitching centres and by all subcontracted units where Fairtrade balls are produced.	



1.1.4 Records kept in stitching centres and subcontracted units

Applies to: Manufacturer	
Core	You monitor compliance with the relevant requirements by ensuring that the management of factory-owned stitching centres and subcontracted units maintains sufficient records.
Year 0	<p>These records are kept in the stitching centres and subcontracted units and include the following:</p> <ul style="list-style-type: none"> • name, address, age of workers • daily attendance • number of sports balls stitched on each working day per worker • wages paid per worker (and all deductions made) • advances paid to workers and the current balance of advance payments provided • number of balls received for stitching per day • total number of balls stitched per day

1.1.5 Inspection system for subcontracted units

Applies to: Manufacturer	
Core	You establish an inspection system to assure the compliance of subcontracted units with the relevant requirements.
Year 0	
<p>Guidance: Inspectors from the sports ball company will regularly (on a monthly basis at least and without prior notice to the contractor) inspect the premises and records of its subcontractors.</p> <p>These inspections and their results are recorded, documented and made available to the certification body when required.</p>	

1.1.6 Impartial monitoring of subcontracted units

Applies to: Manufacturer	
Core	In addition to your internal monitoring and inspection system you ensure that impartial monitoring of subcontracted units is carried out on a regular basis.
Year 0	
<p>Guidance: While the certification body is the primary organization responsible for carrying out independent monitoring and inspection against this standard, it may allow a third party to carry out some additional monitoring of subcontracted units. This may be needed if the number of premises that need to be monitored and inspected by the certification body becomes too large to ensure regular monitoring.</p> <p>Independent monitoring of subcontracted units should take place several times a year.</p> <p>The certification body and the sports ball company agree on what type of third party monitoring is required (which agent, frequency of visits, scope, etc).</p>	

1.1.7 Standard violations by subcontractor results in cancelled contract

Applies to: Manufacturer	
Core	In the case of a subcontractor committing serious and repeated violations of standards you end your contract with the subcontractor.
Year 0	



Guidance: A serious violation means that the sports ball company could be decertified if it continues the contract with the subcontractor, for example when a contractor does not pay the stipulated wages. Repeatedly means twice in less than 12 months. The Fairtrade Premium Committee is expected to develop a work plan so that workers will have access to Premium benefits for a certain period of time in the case of the contract between the sports ball company and subcontractor being discontinued.

1.1.8 Contract with subcontractor for compliance with relevant requirements

Applies to: Manufacturer	
Core	You sign a contract with subcontractors in which all relevant requirements are specified.
Year 1	
Guidance: The contract between the sports ball company and each subcontractor includes Fairtrade standard requirements, relevant national laws and the procedures to be followed by the subcontractor.	

1.1.9 Supplier assurance scheme

Applies to: Manufacturer	
Core	You establish and operate a supplier assurance scheme.
Year 1	
Guidance: You should appoint a supplier assurance manager who is responsible for maintaining appropriate criteria and procedures to evaluate and select suppliers of raw materials and components that are critical to the production of Fairtrade sports balls. The supplier assurance manager is not necessarily hired exclusively for this task but may have other duties and responsibilities within the company.	

1.1.10 Assurance that suppliers follow relevant national and environmental laws

Applies to: Manufacturer	
Core	The supplier assurance manager ensures that suppliers provide sufficient evidence to demonstrate that they adhere to key aspects of national labour and environmental laws.
Year 1	The supplier assurance scheme also contains an environmental policy for ensuring the sound sourcing of raw materials.
Guidance: As part of the supplier assurance schemes suppliers have to show that they adhere to the labour laws of their country on key issues at least, such as wages, social services and benefits. The supplier provides the supplier assurance manager with documentation on, for example, relevant industry norms, internationally recognized social and environmental certification schemes, etc.	

1.1.11 Dangerous synthetics sourced responsibly

Applies to: Manufacturer	
Core	You ensure that PVC and other potentially dangerous synthetics used in Fairtrade sports balls are sourced from suppliers who can demonstrate that the synthetics have been produced and waste has been disposed of in a sound manner.
Year 1	
Guidance: The main risk to the environment and to health emerges from the release of chlorine during the production of PVC. The supplier assurance manager will ensure that the supplier has taken appropriate measures to minimise the risk to health and the environment.	



1.2 Commitment to Fairtrade

There are no additional requirements.

2. Social Development

Intent: This chapter outlines the requirements that are unique to Fairtrade and intends to lay the foundations for producer empowerment and development to take place.

2.1 Management of Fairtrade Premium

2.1.1 FPC members' income and costs compensated for attending meetings

Applies to: Manufacturer	
Core	Management compensates workers for lost income and travel costs incurred for attending Fairtrade Premium Committee (FPC) meetings.
Year 0	
Guidance: Workers includes permanent, temporary and subcontracted workers who are FPC members.	

2.1.2 Venues for FPC meetings convenient to all FPC members

Applies to: Manufacturer	
Core	Management ensures that when choosing a venue for FPC meetings, the needs of workers whose work is based away from factories and who would have difficulty travelling are taken into account.
Year 0	
Guidance: Since the mobility of female workers in large parts of the sports ball industry is constrained, the needs of female workers in particular should be considered when choosing a venue for a FPC meeting.	

2.1.3 FPC composition represents all workers

Applies to: Manufacturer	
Core	The FPC composition has a majority representation of all workers, including workers from stitching centres and subcontracted units. The number of FPC representatives from stitching centres and subcontracted units are proportional to the number of workers they represent (see also requirement 2.1.10 in the Fairtrade Standard for Hired Labour).
Year 0	

2.2 Capacity Building

There are no additional requirements.



3. Labour Conditions

Intent: This section intends to ensure good working conditions for workers.

For technical reasons the certification body may focus on permanent workers during audits.

3.1 Freedom from Discrimination

There are no additional requirements.

3.2 Freedom from forced and compulsory labour

There are no additional requirements.

3.3 Child labour and Child protection

3.3.1 No child labour allowed in factories, stitching centres or subcontracted units

Applies to: Manufacturer	
Core	You ensure that no children are engaged in work in the factories, stitching centres or subcontracted units.
Year 0	
Guidance: Children are not permitted to carry out any type of work, regardless of length of time (see also the Fairtrade Standard for Hired Labour requirement 3.3.1).	

3.4 Freedom of Association and Collective Bargaining

There are no additional requirements.

3.5 Conditions of Employment

3.5.1 Equivalent social benefits for all workers

Applies to: Manufacturer	
Core	You ensure that piece workers in factories, factory-owned stitching centres and subcontracted units receive social benefits that are the equivalent of those received by permanent workers.
Year 0	
Guidance: Piece-rates and daily wages are a mode of payment. Casual workers have workers' rights and access to social benefits equal to permanent workers. With regard to social security a company may choose to provide health care services to all workers by itself. These services should be equal to or better than services provided by local government.	

3.5.2 Minimum or industry average wages paid

Applies to: Manufacturer	
Core	



Year 0	<p>With reference to the Fairtrade Standard for Hired Labour requirements 3.5.1 and 3.5.3 you ensure that all workers within the value chain receive at least the minimum wage stipulated by the government or earn the relevant industry average (whichever is higher) for whichever ball made (Fairtrade or otherwise). Piece workers receive a rate that is calculated on the assumption that an average worker working 'normal hours' per month will be able to earn the minimum wage.</p> <p>The management ensures that in factories, factory-owned stitching centres and subcontracted units, charts of piece-rates and a chart of the official minimum wage(s) are placed. The charts are easily visible and printed in the local language. If the piece rates or the official minimum wage(s) change, the charts are updated.</p>
<p>Guidance: Minimum wages are not subject to change on the basis of the quality of work done. They are applicable to piece workers in that the piece-rate is calculated to ensure that at the end of the month/day the worker receives at least the minimum wage on a normal working hour basis. This means that the total sum paid to a worker can be less than the minimum wage only if the worker works on average less than 8 hours a day. No deductions for quality, disciplinary or other reasons can bring the actual wage received below the minimum. If the money earned from piece work is higher than the minimum wage, workers will get the higher amount.</p>	

3.5.3 Access to childcare facilities

Applies to: Manufacturer	
Core	You ensure that all workers, including workers in subcontracted units will be provided with access to childcare facilities where required.
Year 3	
<p>Guidance: Childcare facilities are intended for children who have not yet reached the age for attending primary school.</p>	

3.5.4 Permanent contracts offered for all workers

Applies to: Manufacturer	
Core	You offer long-term piece workers in factories and factory-owned or leased stitching centres permanent work contracts. You also encourage subcontractors to offer permanent work contracts to piece workers more frequently.
Year 3	
<p>Guidance: Full-time workers who have worked for the sports ball company or subcontractor for more than three consecutive months or 180 days per year should be offered a permanent contract more frequently. This means that in the future more workers should be offered permanent work contracts.</p>	

3.6 Occupational Health and Safety

3.6.1 Safety for all workers in factories, stitching centres and subcontracted units

Applies to: Manufacturer	
Core	With regard to the Fairtrade Standard for Hired Labour requirements on Occupational Health and Safety (3.6) you are responsible for the safety of all people working in factories, stitching centres and subcontracted units.
Year 0	
<p>Guidance: The Health and Safety Officer and Medical Officer of your company ensure that workers in subcontracted units and factory-owned stitching centres also work in a healthy and safe environment.</p>	



4. Environmental Development

There are no additional requirements.

5. Trade

Intent: This chapter outlines the requirements that operators need to comply with when they sell Fairtrade products.

5.1 Traceability

There are no additional requirements.

5.2 Sourcing

There are no additional requirements.

5.3 Contracts

There are no additional requirements.

5.4 Pre-finance

The Fairtrade Trader Standard requirements on pre-financing (section 4.4) do not apply.

5.5 Pricing and Payment Terms

Fairtrade Minimum Prices and Fairtrade Premium levels for Fairtrade products are published separately to the product standards.

5.5.1 Price paid negotiated between buyer and seller

Applies to: Manufacturer and Fairtrade payers	
Core	The paid price is a negotiated price between the seller and the buyer.
Year 0	

5.5.2 Fairtrade Premium 10 % of FOB

Applies to: Fairtrade payers	
Core	On top of the negotiated price or market price you pay a Fairtrade Premium of 10% based on the FOB value paid by the importer.
Year 0	
Guidance: The Fairtrade Premium is set globally	



5.5.3 Compliance Cost Compensation

Applies to: Manufacturer	
Core	To cover the cost of complying with Fairtrade Standards you may invoice a surcharge up to a maximum of 5% of the negotiated price as Compliance Costs Compensation. The Compliance Costs Compensation is invoiced separately from the negotiated price and the Fairtrade Premium.
Year 0	

5.5.4 Compliance Costs Compensation is documented

Applies to: Manufacturer	
Core	If Compliance Costs Compensation is charged, you document how it has been used, for example investments for developing and maintaining monitoring and inspection systems, additional administration costs to maintain standard compliance, etc.
Year 0	

5.5.5 Payments

Applies to: Fairtrade payers	
Core	You pay net cash against a full set of documents on first presentation. The documents to be presented are those stipulated in the contract and the ones customary in the sports ball trade.
Year 0	

5.5.6 Payments terms

Applies to: Fairtrade payers	
Core	For contracts involving Fairtrade payers and manufacturers, you pay according to the international customary conditions and no later than 30 days after the receipt of the documents transferring ownership.
Year 0	

Annex 1 Fairtrade Hired Labour Standard requirements that are not applicable for sports ball manufacturers

The table below presents the requirements from the Fairtrade Hired Labour Standard that are specific to the agricultural industry and thereby not applicable for sports ball manufacturers. All other requirements in the Hired Labour Standard are applicable along with this Fairtrade Standard for Sports balls.

Requirement	Content
3.6.23	Re-entry intervals after spraying
4.2.1	Integrated pest management advisor
4.2.2	Alternative controls and preventive measures against pests
4.2.3	Monitoring pests [and diseases of the Fairtrade crop]
4.2.6	Buffer zones for application of hazardous materials
4.2.7	Buffer zones for spraying hazardous materials by air
4.2.14	Application of herbicides against weeds
4.2.15	Documenting pesticide use
4.3.1	No human sewage sludge used for fertilizer
4.3.2	No untreated sewage water used for fertilizer
4.3.3	Amount of fertilizer used matches nutrient need
4.3.4	Fertilizer storage to minimize risk for water pollution
4.3.5	Prevention and reduction of soil erosion
4.3.6	Application of ground cover
4.3.7	Enhancing soil fertility
4.3.8	Quality of irrigation water
4.3.9	Sources of irrigation water
4.3.12	Optimizing irrigation systems
4.4.3	Organic waste use and disposal
4.5.1	No intentional use of genetically engineered seed or planting stock
4.6.1	Conservation of protected areas
4.6.2	Observation of buffer zones
4.6.3	Sustainability of wild harvesting
4.6.4	No hunting of threatened species, no invasive species introduced
4.6.5	Biodiversity plan
4.6.6	Agro forestry and agricultural diversification



The English version of the standard is the official version. Fairtrade offers translations into other languages for information purposes only. Although Fairtrade strives to ensure accuracy in translations, the English version of the standard is the basis for all certification decisions, particularly if conflicts on these decisions should arise.

Copyright © 1997 Fairtrade Labelling Organizations International e.V. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise without full attribution.