

# FairWild

# Standard

**Version 2.0**

***Performance Indicators***

**Approved by the FairWild Board on 26<sup>th</sup> August 2010**

**Self-audit *verifiers* and *control points* for FairWild Certification.  
Document to be used in conjunction with the FairWild Standard: Version 2.0.**

**This document**, and other documents related to the *FairWild Standard: Version 2.0* are available on the FairWild website: [www.FairWild.org](http://www.FairWild.org).

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# INTRODUCTION: HOW TO USE THE FAIRWILD PERFORMANCE INDICATORS

This document includes the Principles and Criteria of the FairWild Standard: Version 2.0 and defines performance indicators for self-auditing and FairWild certification. These performance indicators have been developed as control points to be used to assess certification applicants' compliance with the FairWild Standard requirements. The performance indicators can also be used as verifiers for self-assessment of the sustainability of collection operations with the Principles and Criteria of the FairWild Standard: Version 2.0 where certification is not the expected outcome. These performance indicators may also help interested organisations to understand the practical applications of the FairWild Standard Principles and Criteria to developing and implementing ecological, social and economic practices that contribute to sustainable wild collection.

This document is a companion to the main publication of the FairWild Standard: Version 2.0<sup>1</sup>, which describes the application and purpose, scope, development, management, and structure of the FairWild Standard. Acronyms and terms found in both of these documents are defined in the annexes included in the main Standard publication. Both documents are available at the website of the FairWild Foundation ([www.FairWild.org](http://www.FairWild.org)).

In this document further reference is given to “target plants” or “target resources”, which should be understood to include all plants, fungi and lichens selected for evaluation using the FairWild Standard.

## APPLYING THE RATING SYSTEM TO REQUIREMENTS FOR FAIRWILD CERTIFICATION

The FairWild Standard rating system has been designed to facilitate continuous improvement to implement and achieve adequate levels of ecological, social and economic practices that contribute to sustainable wild collection, and to demonstrate commitment beyond minimum performance. The FairWild Standard has 11 Principles and 29 Criteria. For each of the first 10 Principles and related Criteria that apply to wild-collection operations, indicators / control points are defined as quantitative or qualitative parameters that can be verified to assess an operation's compliance with the Criteria. In the FairWild rating system, each indicator / control point describes progressive levels of compliance to facilitate the self- or third-party auditing process and allow demonstration of progress.

The rating system allows certification applicants some flexibility to meet the FairWild Standard Criteria according to specific situations, while ensuring a high overall performance level through compliance with clearly defined minimum certification requirements.

### **Scoring of Control Points and Norm Requirements**

0= Poor performance / not compliant

1= Not yet sufficient, but already positive developments towards meeting the FairWild requirements

**2= The norm for sustainable collection for each indicator / control point; adequately meeting the FairWild criterion**

3= Excellent performance: higher than norm requirements

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<sup>1</sup> FairWild Foundation. 2010. *FairWild Standard: Version 2.0*. FairWild Foundation, Weinfelden, Switzerland.

**M= Indicates a “MINIMUM REQUIREMENT”,** i.e. this requirement must always be fulfilled for certification

MAX = Maximum achievable number of points for the respective indicator / control point

Total Norm Points (TNP) = Total number of points if all norm requirements were fully met (all points rated as “2”)

Score: these fields are completed by the auditor or can be used for self-assessment with the score the operation reaches for the respective control point.

### **Minimum Requirements**

For certification, an operation must meet the following two types of requirements:

1. All **M= MINIMUM** requirements must be met. Only some indicators / control points are included in the minimum requirements. Some indicators / control points become **MINIMUM** requirements only during the second or third year of certification because most operations will need additional time to collect the information required or to develop the level of practice specified (see Table 1).

**Table 1. Minimum Performance Requirements for FairWild Certification**

<b>Year of certification</b>	<b>Minimum requirement</b>
“1=M” or “2=M”	The <b>MINIMUM</b> performance level must be met for the 1 <sup>st</sup> certification.
“M from Year 2”:	Actions to achieve the <b>MINIMUM</b> performance level must be implemented in the first year of certification, and the required performance level must be met for the 2 <sup>nd</sup> certification.
“M from Year 3”	Actions to achieve the <b>MINIMUM</b> performance level must be implemented in the first two years of certification, and the required performance level must be met for the 3 <sup>rd</sup> certification.

2. Additionally, a gradually increasing **minimum percentage of Total Norm Points** is required for FairWild certification. The minimum percentage of Total Norm Points required for the first year of certification is 60%, gradually increasing to 100% compliance over five years.

## **ASSESSING RISK OF UNSUSTAINABLE WILD COLLECTION FOR TARGET SPECIES**

Every species responds differently to the pressures of wild collection. For some species, the risk of unsustainable wild collection may be relatively low. For these species, the tasks associated with wild-collection management (including information gathering, resource assessment and harvest impact monitoring) may require less rigorous methods (and therefore relatively less expertise, time, precision and expense). Species for which the risk of unsustainable wild collection is high will require collection operations, collectors and resource managers to use more rigorous methods (involving greater expertise, time, precision and expense) in order to demonstrate and verify that collection volumes and practices are indeed sustainable.

This document defines two sets of performance indicators: one set (listed in Part I) that applies generally to all target species and collection operations, and a second set (listed in Part II) that applies additionally to any species considered by the FairWild Foundation to be at high risk of unsustainable wild collection.

Many factors contribute to the risk of unsustainable wild collection of target species. Some of these factors and their influence on risk of unsustainable wild collection are listed in Table 2. For many commonly wild-harvested species, an appropriate determination of risk category can be made based on information available from published sources and from current collection operations. However, for many wild-collected species of plant, lichen and fungus, an extra effort will be required, including engagement of appropriate expertise, to gather sufficient relevant information before a determination of risk category can be made.<sup>2</sup>

Applicants for FairWild certification should contact the FairWild Foundation ([info@FairWild.org](mailto:info@FairWild.org)) for assistance in determining the appropriate risk category for individual species and collection operations.

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<sup>2</sup> Guidance prepared for implementation of Principle 1 of the ISSC-MAP Version 1.0, which is now Principle 1 of the FairWild Standard: Version 2.0, can be found in LEAMAN and CUNNINGHAM (2008), available at [www.FairWild.org](http://www.FairWild.org).

**Table 2. Conditions / Factors Influencing Risk of Unsustainable Wild Collection of Target Species<sup>3</sup>**

Condition / factor	LOW RISK (Lower requirements of information, expertise, time and cost)	MEDIUM RISK (Moderate requirements of information, expertise, time and cost)	HIGH RISK (Higher requirements of information, expertise, time and cost)
<b>Conservation status</b>	Not threatened (assessed) Populations and resource quality stable (not declining)	Unknown (not assessed) Populations and resource quality not known to be declining	Threatened (assessed) Populations, resource quality declining
<b>Species taxonomy / field recognition</b>	No confusion with other species Easily recognised by collectors	Confusion with other species well managed with provision of training and collection manuals	Species taxonomy unclear Easily confused with other species in collection area
<b>Geographic distribution</b>	Wide	Limited	Restricted
<b>Habitat:</b>			
• <b>Specificity</b>	Broad (more even distribution)	Specific, but commonly found in a particular habitat	Very specific (patchy distribution)
• <b>Complexity</b>	Vegetation dominated by few species	Low diversity (e.g., savannah)	High diversity systems
• <b>Vulnerability</b>	No known threats to habitat	Threats that can be managed / controlled	Threats are external to collection operation and difficult to control (e.g. habitat loss, climate change)
<b>Local population size</b>	Large, abundant	Medium to large	Always small
<b>Part of plant used</b>	Leaves, flowers, fruit	Exudates, sap, dead wood	Whole plant, bark, roots, bulbs, apical meristems
<b>Growth / regeneration rate</b>	Fast	Fairly rapid	Slow
<b>Reproductive biology:</b>			
• <b>Pollination</b>	Wind, abiotic, asexual	Common biotic (birds, insects)	Highly specific (beetles, bees, bats)
• <b>Dispersal</b>	Wind, water	Common generalists (birds, small mammals)	Large mammals and large birds
<b>Commercial demand</b>	Surplus abundance (no shortage of material in trade)	Commercial demand stable	Shortages of material in trade Commercial demand increasing
<b>Single vs. multiple use</b>	Single or non-competing	Few, low conflict between uses	Multiple-use species
<b>Single vs. multiple groups of users</b>	One company or community of collectors	More than one company / community collects, but with clear management agreements	More than one company / community collects without management agreements

<sup>3</sup> Based on CUNNINGHAM (2001) and PETERS (1994).



# PART I. FAIRWILD INDICATORS FOR ALL WILD-COLLECTION OPERATIONS

The following performance indicators apply to all FairWild operations and all target species. For any target species determined to be at high risk of unsustainable wild collection, higher minimum requirements and some additional performance indicators apply. These are listed in Part II of this document.

## 0.1. Basic control points

CP N°	Control Points 0.1 Basic control points	MAX	Score
0.1.a	<b>Availability of collection manager during audit, provision of access</b> to documentation, operation sites and collection areas: (0) access clearly restricted; (1) not all documents and staff available but no indication that access is restricted; (2) staff and documents available during audit; (3) staff facilitate audit.	3	
0.1.b	<b>Communication of important changes in operation and activities</b> to the certifier (change of address, change in collection sites, new activities, maximum / planned harvest quantities): (0) no communication of substantial changes; (1) some minor changes have not been communicated; (2) communication of changes OR no changes; (3) good pro-active communications with certifier.	3	

## PRINCIPLE 1: MAINTAINING WILD PLANT RESOURCES

*Wild collection of plant resources shall be conducted at a scale and rate and in a manner that maintains populations and species over the long term.*

### 1.1. Conservation status of target species

*The conservation status of target species and populations is assessed and regularly reviewed.*

CP N°	Control Points 1.1 Conservation status of target species	MAX	Score
1.1.a	Current <b>conservation status</b> of the collected plants: (0) status not known / checked; (1) some information is incomplete or out of date; <b>(2=M) global and / or national / regional status is known and included</b> in resource assessment or plant profiles; (3) operation contributes to regular assessment / re-assessment of conservation status.	3 2=M	
	<b>High Risk species</b> → See additional indicator 1.1.b ( Part II)		
<b>TOTAL</b>		<b>MAX</b>	<b>TNP</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>3</b>	<b>2</b>

### 1.2. Knowledge-based collection practices

*Collection and management practices are based on adequate identification, mapping, inventory, assessment and monitoring of the target species and collection impacts.*

CP N°	Control Points 1.2 Knowledge-based collection practices	MAX	Score
1.2.a	<b>Inclusion of known threatened species in the collection operation's assortment:</b> (0) the collection operation collects threatened species – even if not under FairWild certification; no plans to include them in FairWild management; (2) the collection operation does not collect any <b>threatened</b> species for commercial purposes, neither as FairWild target species nor outside FairWild certification OR plan to cease this collection within 2 years; (3) entire collection operation clearly committed to sustainable collection, e.g. considerable efforts to include all species under FairWild management.	3	
1.2.b	<b>Species targeted for collection are clearly identified:</b> (0) no official identification, confusions are frequent; (1) low level of accuracy in species identification; <b>(2=M)</b> voucher specimens are provided from the collection site with accurate taxonomic names as well as clearly recognised local and trade names; (3) very good plant specifications / plant monographs and harmonisation with local and trade names OR exceptional contributions / efforts to resolve taxonomic / local confusion of target species.	3 2=M	
1.2.c	<b>Mapping of target populations in collection areas:</b> (0) not indicated on maps nor good knowledge of locations of target population; (1) very approximate indication of target populations; exact locations in collection area not really known or only very basic mapping (e.g. hand-drawn / internet-download maps) but locations well known by collection manager and all collectors; <b>(2=M from Year 2) basic maps identify collection areas and location of target populations</b> (may be entire collection area, if this is the case); (3) very good knowledge and documentation of collection sites / target populations within collection area. <b>High Risk species</b> → see additional indicator 1.2.c (Part II)	3 2=M from Yr 2	
1.2.d	<b>Maps indicate all major sources of potential contamination (towns, industry, landfills, intensive agriculture areas):</b> (0) not included although present; (1) rough indication in map or description in text; (2)	3	

CP N°	Control Points 1.2 Knowledge-based collection practices	MAX	Score
	indicated in maps and described in management plan / collection rules if necessary; (3) very good maps and / or system to communicate inner boundaries to collectors.		
1.2.e	<b>The collection areas are separated from agricultural lands:</b> (0) collection from intensely cultivated agricultural lands, e.g. trees next to fields; <b>(1=M)</b> collection from uncultivated patches / trees in low intensity agricultural lands, target plants clearly growing spontaneously and no sources of contamination; (2) collection sites clearly separated from agricultural land; (3) wild / natural collection area, no agriculture.	3 1=M	
1.2.f	<b>Internal collection instructions:</b> (0) no written or clear oral collection instructions; (1) consistent collection practices; not written; <b>(2=M from Year 2) written collection instructions, including a written description of sustainable traditional practices;</b> instructions define collection methods for all target species; (3) collectors and collection managers regularly review and revise written (and oral) collection instructions.	3 2=M from Yr 2	
1.2.g	<b>Collection instructions define the collection site and harvest methods</b> for each target plant / part of plant: (0) not included, very incomplete; (1) basic instructions; <b>(2=M from Year 3) adequate collection instructions</b> based on site- and species-specific resource assessment and monitoring information, including information on any sites excluded from collection; (3) additionally: collection instructions are optimised for practical and efficient implementation by collectors, and local / traditional management practices are considered.	3 2=M from Yr 3	
1.2.h	<b>Collection instructions define maximum allowed collection limits (quantities, frequency, periods):</b> (0) no instructions, very incomplete information on collection limits; (1) some basic information on collection limits included; <b>(2=M from Year 3) clear and complete definition on collection limits;</b> (3) additionally: collection instructions are optimised for practical and efficient implementation by collectors. <i>(Data quality and sustainability of these maximum quantities are assessed in 1.3)</i>	3 2=M from Yr 3	
1.2.i	<b>Minimum biological age / size class allowed for collection is defined for the target species and collection site in the internal collection instructions:</b> (0) no definition and no apparent effort to determine age / size classes; (1) clear effort made to determine age / size classes; <b>(2=M if relevant, see below) reliable and practical age / size classes targeted for collection are defined</b> and impacts on population structure / regeneration / replacement are monitored. <i>Not a minimum requirement where not directly applicable (annual / perennial fruits, flowers, leaves ,Low Risk species). Not applicable → (2)</i>	3 2=M if relevant	
1.2.j	<b>Collection rules prevent waste of collected resources:</b> (0) waste is common; (1) collection rules would potentially result in waste and poor practice; (2) collection rules include good practices to minimise waste; (3) exceptional efforts have been made to minimise waste.	3	
1.2.k	<b>Revision of internal collection instructions:</b> (0) no revisions or evidence of review; (1) review and revision not based on site- and species-specific monitoring of collection impacts; <b>(2=M from Year 3) instructions are reviewed and revised based on site- and species-specific monitoring of collection impacts;</b> (3) clear effort to regularly review and adjust harvest practices in order to restore or maintain sustainable structural and genetic diversity of targeted species populations in the collection area.	3 2=M from Yr 3	
	<b>High Risk species → See additional indicator 1.2.l (Part II)</b>		
	<b>TOTAL</b>	<b>MAX</b>	<b>Score</b>
	<b>Maximum Points / Total Norm Points / Score</b>	<b>33</b>	<b>22</b>

### 1.3. Sustainability of collection rate

*The rate (intensity and frequency) of target resource collection does not exceed the target species' ability to regenerate over the long term.*

CP N°	Control Points 1.3 Sustainability of collection rate	MAX	Score
1.3.a	<b>For each target species basic data</b> are available in writing (in plant specification form or other documents): Latin and local names, collected parts, collection method, collection period: (0) no data available; (1) incomplete; <b>(2=M)</b> complete basic data; (3) well-presented data for each plant, e.g. plant monographs.	3 2=M	
1.3.b	<b>For each target species, information about reproduction system and replacement rate</b> is available (in plant specification form or other documents): (0) no information; <b>(1=M)</b> not researched, but <b>basic knowledge</b> about reproduction is sufficient to understand sustainability of collection; (2) adequate information; (3) very good research.	3 1=M	
1.3.c	<b>Baseline information / inventory on target species</b> in the collection area is available, including population size, distribution, population structure (size / age classes), rate of reproduction / growth / regeneration: (0) no information; <b>(1=M from Year 2) rough approximations</b> based on collectors' or consultant knowledge; (2) basic resource assessment is research-based or own data collection; (3) resource assessment and monitoring system designed to improve baseline information on target species and populations in the collection area <b>High Risk species → see additional indicator 1.3.c (Part II)</b>	3 1=M from Yr 2	
1.3.d	<b>Quality of data used to define maximum allowed collected quantities for each target species:</b> (0) no reasonable maximum quantities, and no reference from long-term collection practices; <b>(1=M)</b> very <b>approximate estimation of maximum quantities</b> , e.g. based on long-term collection in the area or based on general concepts (rules of thumb) that are not site- or species-specific; (2) collection limits are justified by site- and species-specific resource assessment and monitoring information as well as knowledge of collectors; (3) very good system of resource monitoring / setting of maximum quantities. <b>High Risk species → see additional indicator 1.3.d (Part II)</b>	3 1=M	

CP N°	Control Points 1.3 Sustainability of collection rate	MAX	Score
1.3.e	<b>Sustainability of maximum allowed collection quantities for target species / parts collected:</b> (0) no information (reference data or experience / observations of collection impacts on individuals and populations of the target species); <b>(1=M from Year 1) no indication that current / specified maximum collection quantities reduce resource quality</b> or availability in the collection area; (2) maximum collection quantities specified in the management plan are justified by adequate inventory / yield / regeneration estimates that are greater than the volumes harvested; maximum collection quantities are adjusted according to periodic monitoring of yield, regeneration and harvest impacts; (3) maximum collection quantities are supported by targeted research. <i>High Risk species → see additional indicator 1.3.e (Part II)</i>	3 1=M from Yr 1	
1.3.f	<b>Sustainability of collection frequency as predefined in collection instructions:</b> (0) collection clearly substantially exceeds rate of replacement; <b>(1=M from Year 2) only basic baseline and monitoring data</b> available, but no indication of declining plant populations; (2) collection does not exceed the rate of replacement of adult individuals or plant parts collected of the target species in the collection region; (3) frequency of collection is much lower than replacement rates. <i>High Risk species → see additional indicator 1.3.f (Part II)</i>	3 1=M from Yr 2	
1.3.g	<b>Periods allowed for collection:</b> (0) no definition OR collection periods clearly not sustainable; (1) traditional collection periods used without clear consideration of reproduction cycles, but no indication of declining populations; (2) allowed periods are determined using reliable and practical indicators (e.g. seasonality, precipitation cycles, flowering and fruiting times) and are based on information about the reproductive cycles of target species; (3) periods allowed for collection are defined on a scientific basis, using the results of the resource assessment.	3	
1.3.h	<b>Consolidated records on amounts harvested (quantities per area and year):</b> (0) no records or data; (1) rough overview on harvested quantities, based on very simple purchase records; <b>(2=M from Year 3) adequate consolidated data registered;</b> includes all information relevant to check on long-term sustainability (e.g. age / size classes if highly relevant); (3) very good reliable purchase documentation and data consolidation. <i>For first certification → need to present recording system to be applied in future.</i>	3 2=M from Yr 3	
1.3.i	<b>Consolidated records on actual periods and frequency of collection:</b> (0) no information; (1) simple information available in purchase records, not consolidated; (2) complete information available on actual harvest periods and frequency of collection available; information confirms compliance with collection instructions; (3) very good overview of harvest practices. <i>First certification → (2) if relevant data are collected for future consolidation.</i>	3	
1.3.j	<b>In case collectors sell the collected products also to other buyers</b> who are not in the FairWild programme: (0) certified collection management operation has no indication of total harvested quantities in collection area; (1) rough estimates of quantities collected by other companies available; (2) all sold quantities are registered in a sales record by the collector and this is included in the documentation / records of consolidated harvested quantities – alternatively collection companies work together and collate their data to establish total harvested quantities in the collection area; (3) good active co-operation between different collection companies. <i>If not applicable → (2)</i>	3	
1.3.k	<b>Consolidated harvest data confirm compliance:</b> (0) records or data are not available, or harvested quantities clearly violate collection instructions for sustainable harvesting → <i>give details</i> ; (1) simple recording allows some cross-checking with collection rules, no indication of over-harvesting; (2) harvest data are in compliance with collection instructions (including maximum allowed quantities, size categories, etc.); (3) harvest data are substantially less than maximum quantities. <i>High Risk species → see additional indicator 1.3.l (Part II)</i>	3	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>33</b>	<b>22</b>

## PRINCIPLE 2: PREVENTING NEGATIVE ENVIRONMENTAL IMPACTS

*Negative impacts caused by collection activities on other wild species, the collection area and neighbouring areas shall be prevented.*

### 2.1. Sensitive taxa and habitats

*Rare, threatened and endangered species and habitats that are likely to be affected by collection and management of the target species are identified and protected.*

CP N°	Control Points 2.1 Sensitive taxa and habitats	MAX	Score
2.1.a	<b>Information about any rare, threatened, and endangered species and habitats</b> that are likely to be affected by collection of the target resource: (0) no information about presence of sensitive species and habitats in collection area and no effort made to investigate; <b>(1=M from Year 2)</b> preliminary search for information, including local / collector knowledge, supports overall assessment that collection is not likely to affect sensitive species and habitats; (2) relevant experts / resource management authorities have been consulted and accurate information is included in management plan; management plan reflects any relevant management requirements for avoiding negative impacts on sensitive species and habitats in the collection area; (3) resource assessment and monitoring schemes proactively gather and document information about impacts of target species collection on sensitive species and habitats in the collection area.	3 1=M from Yr 2	
2.1.b	<b>Additional points for voluntary commitment (no norm requirement): Special ecosystem functions of target species:</b> (1) preliminary search for information on special ecosystem functions; (2) relevant experts / resource management authorities have been consulted and accurate information is included in the management plan; management plan reflects any relevant requirements for avoiding negative impacts on special ecosystem functions of the target species; (3) resource assessment and monitoring proactively gather and document information about special ecosystem functions of target species.	(3)	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>6</b>	<b>2</b>

### 2.2. Habitat (landscape level) management

*Management activities supporting wild collection of target species do not adversely affect ecosystem diversity, processes and functions.*

CP N°	Control Points 2.2 Habitat (landscape level) management	MAX	Score
2.2.a	Any existing <b>habitat management practices</b> applied in the collection area are: (0) not known; (1) only generally known, but not described in writing; (2) described in management plan; (3) actively co-ordinated with the target species management plan.	3	
2.2.b	<b>Identification and monitoring of negative impacts</b> of collection practices and management activities on the collection area (e.g. damages by harvesting method, changes in ecosystem structure, function, and services): (0) no monitoring, no awareness of existing or potential negative impacts; (1) no detailed description or monitoring but evident that no / very low risk of any adverse impact by collection; (2) monitored and described in management plan; (3) very well monitored and described.	3	
2.2.c	<b>Harvest methods and tools used in practice are appropriate:</b> (0) habitat-level damage from collection is evident; (1) measures to avoid damage are being defined, not yet implemented; <b>(2=M from Year 3) no habitat level damage or measures</b> / strategies to avoid habitat-level damage from collection methods are identified in the management plan and implemented at the collection site; (3) regular monitoring indicates that measures taken are appropriate to avoid habitat-level damage from collection.	3 2=M from Yr 3	
2.2.d	<b>Use of inputs prohibited by relevant organic standards</b> (e.g. artificial fertilisers): (0) prohibited inputs have been used during the last three years in various places; (1) some small-scale applications may have occurred, very basic system to exclude them from collection; <b>(2=M) prohibited inputs have not been used OR</b> prohibited inputs used in known defined spots only and affected areas can be effectively <b>excluded from collection</b> ; (3) clearly documented period of management without prohibited inputs, sufficient to meet relevant organic standards.	3 2=M	
2.2.e	<b>Impacts of landscape-level and intensive target species management practices on sensitive species, ecosystem structure and function</b> (e.g. management practices of target species in order to minimise competition with or promote growth of the target species, enrichment planting): (0) such management practices are occurring but without monitoring of impacts; <b>(1=M)</b> such practices are occurring <b>with monitoring of impacts</b> through management plan; (2) documented evidence from monitoring that such practices do not negatively affect sensitive species or the ecosystem structure, diversity and functions in the collection area; (3) special efforts to improve existing management practices. <i>If not relevant → (2)</i>	3 1=M	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>15</b>	<b>10</b>

### PRINCIPLE 3: COMPLYING WITH LAWS, REGULATIONS AND AGREEMENTS

*Collection and management activities shall be carried out under legitimate tenure arrangements and comply with relevant laws, regulations and agreements.*

#### 3.1. Tenure, management authority and use rights

*Collectors and managers have a clear and recognised right and authority to use and manage the target resource.*

CP N°	Control Points 3.1 Tenure, management authority and use rights	MAX	Score
3.1.a	<b>Clear definition of the wild collection area(s):</b> (0) not defined; (1) vaguely defined; <b>(2=M from Year 2) area is clearly defined</b> with its boundaries established, and area coincides well with collector perceptions of collection area; (3) very good system. <i>If not applicable → (2)</i>	3 <b>2=M from Yr 2</b>	
3.1.b	<b>Ownership, tenure or user right details of the collection area</b> are: (0) not known; (1) informal / unclearly defined agreements on collection; (2) details are known and confirmed over a time-scale that is long enough to fulfil the stated resource management objectives; (3) single user with working collection permit system.	3	
3.1.c	<b>The overall ownership, tenure and user right system</b> ensures that the certified collection will not be jeopardised by other activities of the owner(s) or other permitted users: (0) major conflicts; (1) some potential risk of conflict with other users; some first steps towards co-operation; (2) no conflicts OR collection management operation is involving other area users in management plan and demonstrates efforts to ensure sustainable collection even in multi-user situation; (3) exceptional efforts to make a multi-user system sustainable.	3	
3.1.d	<b>Functioning regulatory system</b> protecting the management area from unauthorised activities: (0) illegal activities are clearly taking place; (1) no functioning regulatory system in place, but no conflicts or potential threats to collection activities; (2) functioning regulatory system OR collection management operation demonstrates equivalent adequate system to ensure collection area's integrity; (3) collection operation closely co-operates with / supports regulatory system.	3	
3.1.e	<b>Collection permits / clear agreements / conditions to use collection area:</b> (0) no permit although required; (1) very informal use system; <b>(2=M)</b> the collection operation holds a <b>valid collection permit / agreement</b> for all collected plants. If no system of permit exists, it can be confirmed that collection management operation has the right to use and manage the collected resources – e.g. well-established traditional use system.	2 <b>2=M</b>	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>14</b>	<b>10</b>

#### 3.2. Laws, regulations and administrative requirements

*Collection and management of target resources comply with all international agreements and with national and local laws, regulations and administrative requirements, including those related to protected species and areas.*

CP N°	Control Points 3.2 Laws, regulations and administrative requirements	MAX	Score
3.2.a	<b>Knowledge of relevant legal, regulatory and administrative requirements</b> regarding collection <b>(including for research and bio-prospection) and export:</b> (0) not known at all; (1) some basic understanding; (2) known and understood by collection operation; (3) well-experienced and knowledgeable staff.	3	
3.2.b	The management plan, procedures, work instructions and contracts meet <b>relevant legal, regulatory and administrative requirements regarding the collection management and export</b> , including export permits for restricted species: (0) clearly not compliant, staff do not know relevant regulations; <b>(2=M from Year 3)</b> meet requirements; (3) exceed requirements.	3 <b>2=M from Yr 3</b>	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>6</b>	<b>4</b>

## PRINCIPLE 4: RESPECTING CUSTOMARY RIGHTS AND BENEFIT-SHARING

*Local communities' and indigenous peoples' customary rights to use and manage collection areas and wild-collected target resources shall be recognised, respected and protected.*

### 4.1. Traditional use and practice, access rights and cultural heritage

*Local communities and indigenous people with legal or customary tenure or use rights maintain control, to the extent necessary to protect their rights, traditional knowledge or resources, over collection operations.*

CP N°	Control Points 4.1 Traditional use and practice, access rights and cultural heritage	MAX	Score
4.1.a	<b>Knowledge of legal or customary rights, traditional uses / practices and cultural and religious significance</b> of the target plants and other species and their habitats: (0) not known at all; (1) some information available; (2) collection operation's knowledge is reasonably good; (3) collection operation's knowledge is very good, and all the relevant research related to legal and customary laws, including appropriate consultations, has been made.	3	
4.1.b	<b>Any traditional uses / practices and customary access rights (including cultural and religious significance of the target species and any benefit-sharing provisions):</b> (0) are not included / considered in the management plan; (1) were informally considered at some stage, but not expressly included in the management plan; <b>(2=M from Year 3)</b> are included in the resource assessment or management plan; (3) are well researched and identified and comprehensive support has been provided (exceptional efforts such as promotion of the establishment of local dispensaries and support of herbalist / medical practitioner training / documentation and registration of traditional uses, or promotes / supports / preserves cultural / religious use if appropriate)- <i>If not applicable → (2)</i>	3 2=M from Yr 3	
4.1.c	<b>Potential impacts of target resource-collection activities</b> on traditional uses / practices, access rights, and cultural heritage in the collection area: (0) no consideration / knowledge of clearly existing impacts; (2) impacts are analysed (including the influx of collectors) and described; (3) strong efforts made to analyse and consider traditional uses / practices and customary rights, and all the appropriate measures put in place to avoid any negative impacts, including social disruption. <i>If not applicable → (2)</i>	3	
4.1.d	<b>Measures are taken to avoid loss or damage</b> affecting the legal or customary rights, resources, health security or livelihoods of local communities and indigenous peoples: (0) collection clearly has strong negative impact on local communities; (1) some efforts to mitigate loss or damage; <b>(2=M)</b> appropriate measures are taken to ensure that collection / commercial use of target resource does not violate or undermine legal or customary rights and practices; (3) promotion of customary rights and traditional knowledge (e.g. in communities and / or on political level). <i>If not applicable → (2)</i>	3 2=M	
4.1.e	<b>Fair compensation and grievance mechanisms for substantial damage or losses to local community:</b> (0) clear disrespect or substantial losses / damage; (1) some efforts and communication about compensation; <b>(2=M from Year 3)</b> fair compensation is provided in the case of such loss or damage. Appropriate effective mechanisms to resolve grievances, including suspension of collection; (3) exceptionally good mitigation / compensation, including appropriate contractual and other mechanisms for administering the benefits and a broad spectrum of monetary and non-monetary benefits. <i>If not applicable → (2)</i>	3 2=M from Yr 3	
4.1.f	<b>Availability, accessibility, and quality of targeted resources</b> (e.g. medicinal plants) for local and traditional use: (0) important plant resources are not accessible for local use owing to collection; <b>(1=M)</b> some restrictions, but sufficient overall availability of the resources; (2) resources are not undermined or diminished by commercial collection; (3) promotion / support of local uses of targeted resources or collection rights for the bearers of local / traditional herbal medicine traditions.	3 1=M	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>18</b>	<b>12</b>

## 4.2. Benefit-sharing

*Agreements with local communities and indigenous people are based on appropriate and adequate knowledge of target resource tenure, access rights, management requirements and resource value. The agreements ensure a fair and equitable sharing of benefits for all parties involved.*

CP N°	Control Points 4.2 Benefit-sharing	MAX	Score
4.2.a	<b>Resource access and benefit-sharing (ABS) agreements</b> with local communities and / or indigenous peoples: (0) no ABS agreements; (1) some efforts, but only informal agreements; <b>(2=M from Year 3)</b> written and mutually accepted fair and equitable agreements on use of resources and associated traditional knowledge are available; full ABS agreements are at least in preparation; (3) full ABS agreements in place and accepted by all parties, which take into account the freely expressed desires of traditional knowledge holders and local community representatives, their needs and particular situations. ABS agreements take into account legitimate interests of traditional knowledge holders not participating in the ABS agreement. <i>If not applicable (see auditor guidance notes) → (2)</i>	3 2=M from Yr 3	
4.2.b	<b>Agreements:</b> (0) are not at all; (1) are not fully; <b>(2=M)</b> are in compliance with relevant international and national <b>laws and regulations</b> concerning ABS as well as protection of traditional knowledge; (3) exceed legal requirements and follow recognised best practices. <i>If not applicable → (2)</i>	3 2=M	
4.2.c	<b>Agreements on resource access, benefit-sharing and use of traditional knowledge:</b> (0) local communities and / or indigenous peoples clearly disagree or were clearly not well informed before signing; (1) local communities received some basic information; <b>(2=M from Year 2) prior informed consent (PIC) is given</b> by the source community and the traditional knowledge holders and mutually agreed terms (MAT) are reached for access to this knowledge and the equitable distribution of benefits arising from its use. (New PIC is required for new uses); (3) developed in participatory and inclusive process, with consideration given to the different bargaining powers and legal skills of the parties involved (e.g. independent legal advice provided). <i>If not applicable → (2)</i>	3 2=M from Yr 2	
4.2.d	<b>Agreements reflect scientific, local, industry and other relevant sources of knowledge / information</b> concerning the value of the resource: (0) information clearly withheld from communities; (1) little research / knowledge on either side; <b>(2=M from Year 2)</b> agreements reflect up-to-date information; relevant information is freely and openly exchanged concerning the value of the resource; (3) very transparent agreements which take all relevant sources fully into account. <i>If not applicable → (2)</i>	3 2=M from Yr 2	
4.2.e	Agreements are <b>perceived:</b> (0) as unfair; (2) <b>as fair</b> ; (3) as very fair by beneficiaries. <i>If not applicable → (2)</i>	3	
4.2.f	<b>Positive impact of collection operation on local community:</b> (0) no positive or even negative impact (e.g. impedes traditional uses, violates sacred values); (1) some positive local impact; (2) collection and processing of wild-collected products are conducted in a manner that strengthens and diversifies the local economy (e.g. local employment, ownership, investment); (3) very positive local impact.	3	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>18</b>	<b>12</b>

## PRINCIPLE 5: PROMOTING FAIR CONTRACTUAL RELATIONSHIPS BETWEEN OPERATOR AND COLLECTORS

*Collectors have the structures and access to information needed to represent their interests and participate in FairWild Premium decisions. There is no discrimination against particular groups as collectors.*

### 5.1. Fair contractual relationships

*The economic relation between company and collectors is fair and transparent and allows collectors to be involved in important decisions such as premium use or pricing agreements.*

CP N°	Control Points 5.1 Fair contractual relationships	MAX	Score
5.1.a	<b>Information on quantities that can be sold to the wild-collection operator:</b> Collectors receive: (0) no information; (2) basic information on approximate quantities; (3) very good communication from operation to collectors on quantities.	3	
5.1.b	<b>Relations between collectors and collection operator:</b> Collectors feel: (0) misused (contractual relation not good but acceptable); (2) fairly well treated in the contractual relationship; (3) very well treated.	3	
5.1.c	<b>The collection operation aims at long-term collection agreements with collectors:</b> Collectors' contracts are: (0) often cancelled; (2) only cancelled with documented due reasons (insufficient quality, declining sales) and collectors are given adequate notice; (3) operation has close relations with collectors, and most collectors are long term.	3	
5.1.d	<b>Right to resign from collection:</b> Collectors: (0) cannot resign; (1) officially permitted to resign but would face problems; (2) can resign from collection activities within an appropriate and fair time frame.	2	
5.1.e	<b>Communication and consideration of collectors' interests:</b> The collection operation: (0) shows no efforts to involve collectors in decisions, no dialogue with collectors; (1) holds occasional dialogue on pricing and (if already relevant) intended FairWild development projects with a few collectors; <b>(2=M from Year 2) entertains an open dialogue with collectors on relevant FairWild aspects</b> e.g. during collectors training	3 2=M from Yr 2	

CP N°	Control Points 5.1 Fair contractual relationships	MAX	Score
	and encourages collectors to elect a collectors' representative board that discusses key FairWild aspects (prices, Premium use, important business developments for the collectors to be aware of) on their behalf; (3) very close and regular exchange with collectors OR formal collector organisation.		
5.1.f	There is an adequate structure in place to represent collectors' interests towards the collection operation and to participate in FairWild Premium fund decisions: (0) no democratic structure, no participation whatsoever; (2) all collectors have voting right to elect their representatives, who form part of a collectors' representative board to discuss with collection company key collectors' concerns, such as prices, and have a say in FairWild Premium fund decisions; (3) very good / active collectors' organisation.	3	
<b>TOTAL</b>		<b>MAX</b>	<b>TNP</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>17</b>	<b>12</b>

## 5.2. No discrimination against collectors

*There is no discrimination against collectors based on race, colour, ethnic origin, religion, sex or political opinion and encouragement of women as registered collectors.*

CP N°	Control Points 5.2 No discrimination against collectors	MAX	Score
5.2.a	<b>Company policies or statutes</b> (or similar effectively used guidelines): (0) clearly restrict; (1) slightly restrict; <b>(2=M) do not restrict access</b> to collectors group based on race, colour, religion, sex, political opinion, national extraction or social origin; (3) actively encourage disadvantaged groups to become collectors.	3 2=M	
5.2.b	Disadvantaged groups (other than women) are: (0) systematically excluded; (2) not systematically excluded as registered collectors (even if not present); (3) actively encouraged to become collectors / active in the group (also in representation organisation, FairWild Premium committee, etc.).	3	
5.2.c	<b>Collectors (irrespective of their social status, gender, race etc.) have the same conditions (contract, trainings, prices paid, etc.):</b> (0) very different contract conditions; (1) slightly different conditions but no signs of systematic discrimination; <b>(2=M from Year 2) all the same conditions;</b> (3) special efforts to provide good conditions even to marginalised groups OR very good overall conditions for collectors in local context.	3 2=M from Yr 2	
5.2.d	Women are: (0) excluded; (1) not excluded but not present; (2) not excluded from registration as collectors, and at least some collectors are women. Wives of registered collectors can also attend meetings and trainings. (3) Women are actively encouraged to participate in the group and become full group members OR many women as registered collectors.	3	
<b>TOTAL</b>		<b>MAX</b>	<b>TNP</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>12</b>	<b>8</b>

## PRINCIPLE 6: LIMITING PARTICIPATION OF CHILDREN IN WILD-COLLECTION ACTIVITIES

*Collection and processing by collectors is done without substantial work contribution of children.*

### 6.1. Children and young collectors

*Children are not contracted as collectors. Young collectors never do any hazardous work.*

CP N°	Control Points 6.1 Children and young collectors	MAX	Score
6.1.a	The collection company does: (0) contract some; <b>(2=M) does not contract children younger than 15 years as collectors.</b> <i>If they do → a plan has to be presented how existing child-collector contracts are responsibly phased out within one year and how it is ensured that at any time the work undertaken is not dangerous to the children's health, safety and does not jeopardise their development.</i>	2 2=M	
6.1.b	If the collection company contracts young collectors of age 15-18 years: (0) such young collectors do dangerous work / are not monitored; <b>(2=M from Year 2) it monitors carefully that the collection activity is not dangerous</b> to the young people's health, safety and does not jeopardise their development.	2 2=M from Yr 2	
<b>TOTAL</b>		<b>MAX</b>	<b>TNP</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>4</b>	<b>4</b>



## 6.2. Collectors contracting children for collection work

*Collectors do not contract children as workers to help them in collection or processing.*

CP N°	Control Points 6.2 Collectors contracting children for collection work	MAX	Score
6.2.a	<b>Children &lt; 12 years contracted as workers / helpers by the collectors</b> (does not include children helping their own parents in collection - see 6.3): (0) sometimes children < 12 years contracted as workers; <b>(2=M) no children younger than 12 years contracted by collectors</b> to help in their collection or processing activities. <i>If there are still some contracted child workers → operation has to present a plan to reduce and phase out child labour responsibly. Children must do non-hazardous work only.</i>	2 2=M	
6.2.b	<b>Children between 12 and 15 CONTRACTED as workers / helpers by the collectors:</b> Children of this age group: (0) do substantial amounts of work; <b>(2=M from Year 2)</b> if sometimes working for pocket money, they only <b>do light and non-hazardous work during non-school hours</b> . Not more than app. two hours/day. <i>If children that age do hazardous work → plan to correct the situation and children do not continue with the hazardous work;</i> (3) no children contracted by workers.	3 2=M from Yr 2	
6.2.c	<b>Young workers (15-18 years) CONTRACTED as workers / helpers by collectors:</b> (0) do; <b>(2=M) do not engage</b> in work that is dangerous to their health, safety and that may jeopardise their development OR no such workers. <i>If the case → plan for improvement required.</i>	2 2=M	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>7</b>	<b>6</b>

## 6.3. Children helping their parents in collection

*Children do very limited work in collection and only under supervision.*

CP N°	Control Points 6.3 Children helping their parents in collection	MAX	Score
6.3.a	<b>Children &lt; 12 years helping their parents in collection or home processing:</b> Children < 12 years: (0) do a lot of work; (1) some substantial work for more than two hours/day <b>(2=M from Year 2) only very light and non-hazardous collection related work:</b> less than app. two hours/day regularly; under parental supervision; work does not jeopardise school attendance; (3) children < 12 years do not assist in collection activities at all, high awareness of child labour concerns and need for education. <i>If children &lt; 12 are still working substantially or dangerous tasks the situation has to be evaluated individually → operation must develop together with collectors an adequate plan to stop all dangerous activities gradually reduce / eliminate child labour and improve school attendance. Progress must be demonstrated every year.</i>	3 2=M from Yr 2	
6.3.b	<b>Children 12-15 years helping their parents:</b> (0) very common, children work several hours/day; (1) sometimes, for some collectors; <b>(2=M from Year 2) no SUBSTANTIAL work</b> (more than three hours/day) during school or app. seven hours during school holidays); work is non-hazardous and appropriate for age; (3) children 12-15 years do no regular collection or processing work at all (but may accompany certain activities for training); high awareness of child labour concerns and need for education. <i>If children that age do substantial or dangerous work, see comments in 6.3.a.</i>	3 2=M from Yr 2	
6.3.c	<b>Young people (15-17 years) helping their family in collection and / or processing:</b> (0) engage; (2) do not engage in work that is dangerous to their health, safety and that may jeopardise their development OR do not assist their parents.	2	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>8</b>	<b>6</b>

## PRINCIPLE 7: ENSURING BENEFITS FOR COLLECTORS AND THEIR COMMUNITIES

*Trade intermediaries are minimised, collectors are ensured a fair price for the collected goods, and community social development is supported through means of a FairWild Premium fund.*

### 7.1. Fair pricing and payment of collectors

*Collection operation ensures fair long-term prices are being paid to collectors by requiring transparent cost calculations, involving collectors in pricing decisions, keeping trade chains short and ensuring timely payment of collectors.*

CP N°	Control Points 7.1 Fair pricing and payment of collectors	MAX	Score	
7.1.a	<b>Cost calculation mechanism:</b> The operator: (0) has no cost calculation; (1) has no clear cost calculations yet, but basic understanding of costs involved; <b>(2=M from Year 3)</b> has least a basic cost calculation. This cost calculation includes costs of collection, prices paid to collectors, purchase and processing costs, overhead and profit as well as sales price, resource assessment, and sustainable resource management / monitoring activities; (3) good costing analysis.	3 2=M from Yr 3		
7.1.b	<b>Transparency of cost calculation and price-setting mechanism:</b> The company gives: (0) no; (1) very little; (2) sufficient basic; (3) very detailed information about its cost calculation and price-setting mechanism (e.g. to collectors representation organisation) in order to allow open discussion of prices paid to the collectors.	3		
7.1.c	<b>Collectors are paid:</b> (0) sometimes not / very late or in-kind (e.g. with fertilisers for exaggerated prices); (1) rather irregularly / unreliable timing; <b>(2=M)</b> reliably and on time, as agreed; (3) prepayment (more than 20%) and balance paid on time. <i>First certification → OK if clear plans / agreements to pay on time in future.</i>	3 2=M		
7.1.d	As soon as products are sold as FairWild-certified, <b>collectors receive higher prices for the FairWild-certified products (FairWild mark-up price over baseline prices for conventional wild-collected products):</b> (0) sometimes even lower than local typical prices; (1) more or less same level prices; <b>(2=M from Year 2, or as soon as FairWild sales take place) higher prices are paid</b> adequate to compensate the collectors' extra efforts, normally > app. 5 % higher than prices for same product collected conventionally in the region (3) much higher prices than normal (> app. 10 %). <i>First certification → (2) if such prices are planned. Alternatively, in the first 3 years of FairWild sales, the 5 % collector higher purchase price for the FairWild-certified products can be calculated retrospectively based on actual FairWild sales and distributed to all collectors of these products equally. If no FairWild sales → (2)</i>	3 2=M from Yr 2		
7.1.e	<b>Prices paid to collectors:</b> (0) prices paid very clearly do not meet real costs, collectors live below local poverty line; <b>(2=M from Year 3)</b> prices provide enough income to cover their families' basic needs. <i>If collection is only part-time assess based on time share used for collection. If not fulfilled even after three years, the company shall work together with its FairWild buyers to gradually improve collectors income;</i> (3) prices provide more than minimum wage income OR provide income in an area where the collection project is the only source of income.	3 2=M from Yr 3		
7.1.f	If <b>collectors' dependency on a single product</b> (or very limited product group) is a serious economic problem, the collection company makes: (0) no; (1) some; (2) reasonable; (3) exceptional efforts to promote product diversification. <i>If not applicable → (3)</i>	3		
7.1.g	The <b>collection system</b> (the person or family actually doing the collection) <b>involves:</b> (0) several unnecessary intermediaries; (1) inefficient intermediaries; (2) only efficient intermediaries.	2		
	<b>TOTAL</b>	<b>MAX</b>	<b>TNP</b>	<b>Score</b>
	<b>Maximum Points / Total Norm Points / Score</b>	<b>20</b>	<b>14</b>	

## 7.2. FairWild Premium use and administration

As soon as any FairWild Premium is received, it is administered transparently in a premium fund and decisions on use of the fund are taken in an accountable way by the collectors' organisation, collectors' representative committee or an assigned mixed stakeholder FairWild premium board.

### FairWild Premium Fund Guidance

A FairWild Premium is paid to the collectors / collectors' associations reflecting the efforts made by the collectors and all other actors in the supply chain to arrive at sustainable wild collection, production and sales of the respective final products. The operator charges a Premium of 10 % over the individual collectors' selling price, to be paid by the next partner in the supply chain (collection centre, trader, company).

If a lower Premium is negotiated a written justification and demonstration of adequate social impact of this FairWild Premium must be prepared, e.g. if prices are much above the current five-year price average, or, for very highly priced products, already provide a high overall income to the collectors.

This FairWild Premium is intended for social development projects in the collectors' communities (for which purpose the collectors' Premiums are to be pooled in a Social Development Fund managed by the group or groups of collectors). In the first five years of certification it may also be used to improve the sustainability of collection.

The Premiums paid to the collectors must be indicated in invoices or sales contracts.

CP N°	Control Points 7.2 FairWild Premium use and administration	MAX	Score
7.2.a	<b>Use of FairWild Premium is decided:</b> (0) with no clear or democratic decision-making process; (1) by the management of the collection operation; <b>(2=M from Year 2) by the collectors' assembly.</b>	2 2=M from Yr 2	
7.2.b	<b>Provision of information on Premium use to collectors.</b> If decision is not taken by collectors directly: (0) no information provided although requested by collectors; (1) a few collectors are informed; (2) all collectors are informed on past season's premium fund use (e.g. information notice in purchase centres) and have the chance to raise their concerns which can be considered for the next decisions on premium fund use; (3) collectors will decide on future use.	3	
7.2.c	<b>Administration of FairWild Premium:</b> All premium funds received are: (0) without actual administration, use not documented; (1) with some administration, incomplete records; <b>(2=M) responsibly administered and any use well documented;</b> (3) excellent fund organisation and administration.	3 2=M	
7.2.d	The Premium fund committee or collection operation writes: (0) no report; (1) a report about some activities, but incomplete; (2) each year a short report on all activities financed by fund money (with detailed expenses); (3) detailed report with analysis of social or ecological impacts of the activities financed by fund money.	3	
7.2.e	The records of used expenses paid from the fund correspond: (0) not at all; (1) with minor shortcomings; (2) satisfactorily to the spent amount and the activities reported in the annual fund report; (3) very good records, easy to trace.	3	
7.2.f	Use of FairWild Premium: (0) personal misuse, money "lost" etc.; <b>(1=M Year 1&amp;2)</b> mainly for sustainable collection implementation, business consolidation and investment <b>(2=M from Year 3)</b> for social projects or (in first five years) sustainable collection improvements or conservation projects as agreed by Premium committee; (3) for social development projects only.	3 1=M Yr 1&2 2=M from Yr 3	
7.2.g	<b>Social impact of FairWild Premium use:</b> (0) no particular social impact although Premium received; (2) good social impacts (as can be expected for the amount received); (3) very high social impact.	3	
7.2.h	<b>Community engagement - additional points for voluntary commitment.</b> Local community social engagement or community projects funded / implemented by wild-collection operation in addition to Premium fund use – rate (0) to (3) according to commitment. <i>Please add comments below. No norm requirement.</i>	(3)	
	<b>TOTAL</b>	<b>MAX</b>	<b>Score</b>
	<b>Maximum Points / Total Norm Points / Score</b>	<b>23</b>	<b>14</b>

## PRINCIPLE 8: ENSURING FAIR WORKING CONDITIONS FOR ALL WORKERS OF WILD-COLLECTION OPERATIONS

The collection operation ensures good working conditions for all workers of the wild-collection operation.

The following criteria and indicators apply to all staff of the wild-collection operation including field extension / supervision staff, purchase staff and workers in processing or packing units, including subcontracted FairWild purchase centres.

### 8.1. Basic labour rights for wild-collection operation staff

The wild-collection operation respects basic human values and fundamental rights at work of all workers.

CP N°	Control Points 8.1 Basic labour rights for wild-collection operation staff	MAX	Score
8.1.a	<b>Forced labour:</b> (0) evidence; <b>(2=M)</b> no indication of forced labour, company does not keep employees' identity cards or deposits nor restricts workers leaving after reasonable notice.	2 2=M	
8.1.b	<b>Associative activities and collective bargaining of workers:</b> (0) clearly not allowed; <b>(2=M from Year 2)</b> association or unionisation of workers is permitted, no discrimination against unionised workers; (3) workers are unionised or effectively organised / bargain as a group.	3 2=M from Yr 2	
8.1.c	<b>Child workers (&lt; 15 years) EMPLOYED / CONTRACTED:</b> There are: (0) some children; <b>(2=M)</b> no children below 15 are CONTRACTED as workers. <i>If there are still child workers → see FairWild Fairtrade Guidance Manual for requirements to phase out child labour responsibly and protect children whilst still working.</i>	2 2=M	
8.1.d	<b>Children of workers assisting their parents:</b> (0) children assist substantially; <b>(2=M from Year 2)</b> children do not assist workers in their duties. <i>If there are still children assisting their parents, this work never jeopardises their health or wellbeing and a plan is presented for how to correct the situation within one year;</i> (3) care facilities or support for workers children. <i>If not applicable → (2)</i>	3 2=M from Yr 2	
8.1.e	<b>Young workers (15-18 years):</b> (0) do; <b>(2=M from Year 2)</b> do not engage in work that is dangerous to their health, safety and that may jeopardise their development. Working hours do not exceed ten hours including travel and school time, and sufficient rest periods are provided. <i>If not applicable → (2)</i>	2 2=M from Yr 2	
8.1.f	<b>Discrimination (distinction, exclusion or preference) with regard to remuneration</b> based on gender, race, caste, origin, religion: (0) evidence; <b>(2=M from Year 2)</b> no indication of systematic discrimination of workers with respect to remuneration; (3) employer active in promoting mutual respect and harmony between workers, or company policies against discrimination.	3 2=M from Yr 2	
8.1.g	<b>Discrimination with regard to opportunities: hiring, training, promotion:</b> (0) evidence; (2) no indication of systematic discrimination of workers with respect to opportunities; pregnant women are not being dismissed; (3) special employment opportunities for disadvantaged groups OR high presence of potentially discriminated groups in good positions.	3	
8.1.h	<b>Discriminating and coercive behaviour:</b> (0) clear evidence; (1) some indication; (2) no indication of discriminating behaviour such as gestures, language, physical contact that is sexually coercive, threatening, abusive or exploitative; (3) company policy clearly condemns and monitors such misbehaviour.	3	
8.1.i	<b>Disciplinary practices:</b> (0) violate human dignity or are not transparent; (2) do not violate human dignity, are fair and transparent; no corporal punishment, no deductions from wages without agreement of worker; (3) very positive relations between employer and workers; no need for major disciplinary actions.	3	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>24</b>	<b>18</b>

### 8.2. Safe work environment for wild-collection operation staff

A safe and hygienic work environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards.

In assessing whether the measures taken are sufficient to guarantee a safe work environment, a risk-based approach is applied, i.e. larger factories with many workers or any particularly hazardous processing activities will be expected to have better developed procedures and safety measures in place than smaller, low risk operations.

CP N°	Control Points 8.2 Safe work environment for wild-collection operation staff	MAX	Score
8.2.a	<b>Processing machinery and equipment:</b> (0) very unsafe / in dangerous condition; (1) not dangerous, partly unsafe; <b>(2=M)</b> adequately safe for workers; no serious work accidents. <i>If safety is a problem → improvement plan;</i> (3) very safe, special efforts have been made to make workplaces as safe as possible.	3 2=M	
8.2.b	<b>Adequate personal protection from chemicals, noise, dust, light:</b> (0) missing although necessary; <b>(1=M from Year 2)</b> provided in acceptable condition, workers trained in use; (2) provided, maintained and effectively implemented; (3) high protection efforts OR no risks at all.	3 1=M from Yr 2	
8.2.c	<b>Adequate light and ventilation:</b> (0) very poor; (2) adequate by local standards; (3) very good.	3	

		MAX	Score
8.2.d	<b>Access to potable water and adequate toilet facilities according to local standard:</b> (0) no easy access; (1) access is provided, but water has to be paid for; (2) convenient access, free of charge; (3) other drinks (tea, coffee etc.) are also provided free of charge.	3	
8.2.e	<b>Workers are informed about major safety risks and safe working practices:</b> (0) not informed; (1) vaguely aware of existing risks; (2) workers adequately trained or no safety risks; (3) workers very well informed and trained in Health & Safety aspects.	3	
8.2.f	<b>Pregnant or nursing women and other risk groups</b> are: (0) engaged in potentially hazardous work; <b>(2=M) excluded from potentially hazardous work.</b> <i>If not yet fulfilled → commitment declaration to improve situation within 6 months.</i>	2 2=M	
8.2.g	<b>Emergency procedures:</b> (0) not in place, not known at all; (2) known by all staff (even if not written); (3) very good written safety procedures and signs.	3	
8.2.h	<b>Emergency exits:</b> (0) evacuation in emergency not possible; <b>(2=M) exits</b> are unobstructed and sufficient; quick and safe evacuation in an emergency possible at all times; (3) very good safety training and awareness. <i>If not yet fulfilled → commitment declaration to improve situation within six months.</i>	2 2=M	
8.2.i	<b>Fire fighting equipment:</b> (0) not available; (1) in poor condition / not accessible; <b>(2=M from Year 2) sufficient</b> and functional; sufficient for size of operation; (3) regular fire drills, equipment regularly tested.	3 2=M from Yr 2	
8.2.j	<b>First aid equipment:</b> (0) no equipment available; (1) incomplete equipment; (2) sufficient basic first aid equipment (as needed for potential work accidents); (3) good first aid equipment and emergency medical care.	3	
8.2.k	<b>Actual safety situation and accidents at work:</b> (0) several accidents or any severe accident in past two years; <b>(1=M) only minor accidents or occasional injuries</b> , with appropriate follow up and improvement actions; (2) no substantial work accidents or work-related health problems; (3) high focus on preventive measures and safety. <i>If M not met → improvement plan</i>	3 1=M	
8.2.l	<b>Records about accidents at work and work-related sicknesses:</b> (0) no such records; (1) basic / incomplete records; (2) complete records; (3) complete records and analysis and improvement actions OR no accidents / illnesses in past three years.	3	
8.2.m	<b>If accommodation is provided to the workers:</b> (0) unacceptable; very poor conditions; <b>(1=M) acceptable but rather low standard;</b> (2) adequate and safe according to local standards, at reasonable cost; (3) very good accommodation at normal or subsidised rates. <i>If not applicable → (2)</i>	3 1=M from Yr 2	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>37</b>	<b>26</b>

### 8.3. Fair employment conditions for wild-collection operation staff

*The wild-collection operation acts as a socially responsible employer and provides good employment conditions.*

CP N°	Control Points 8.3 Fair employment conditions for wild-collection operation staff	MAX	Score
8.3.a	<b>Defined employment conditions for permanent workers:</b> job position, wage, benefits if any, working times, leave entitlement, housing if any: (0) employment conditions are not defined, not even orally; <b>(1=M from Year 2)</b> conditions are clearly defined and known to worker, even if not written; (2) contract, official registration of worker or employment manuals inform the worker on his / her employment conditions; (3) good contract system. <i>If no permanent workers (working for more than eight months/year) → (2)</i>	3 1=M from Yr 2	
8.3.b	<b>Defined employment conditions for casual / temporary workers:</b> (0) employment conditions are not defined, not even orally; <b>(1=M from Year 2)</b> wages and working times are clearly defined and known to worker, even if not written; (2) contract, official registration of worker or other documents inform the worker of at least his / her wages and working times; (3) good contracts.	3 1=M from Yr 2	
8.3.c	<b>Wages of permanent workers:</b> (0) less than local average; (1) local average; <b>(2=M)</b> at least applicable minimum wages <sup>4</sup> or typical local rates (if no minimum wage defined); <i>if not: improvement plan</i> ; (3) paid more than local average (including benefits, if any). <i>If not applicable → (2)</i>	3 2=M	
8.3.d	<b>Wages of casual or seasonal labour:</b> (0) less than local average; (1) local average; <b>(2=M from Year 2)</b> applicable minimum wages or (if not defined) typical local rates; <i>if not → improvement plan</i> ; (3) paid more than typical local wages (including benefits, if any). <i>In case of pay-per-production, calculate income of an average production day without overtime. If no casual / temporary workers → (3)</i>	3 2=M from Yr 2	
8.3.e	<b>The wages paid meet the basic needs of the workers and their family are:</b> (0) not sufficient; (1) almost / just sufficient; <b>(2=M from Year 3)</b> sufficient to meet basic needs. <i>If not yet fulfilled after three years, progress of work with FairWild buyers to improve the situation must be demonstrated</i> ; (3) relatively high (including average bonus and social benefit contributions by employer), ensuring good living standard in local context.	3 2=M from Yr 3	

<sup>4</sup> In case of pay-per-production, calculate income of an average production day without overtime.

CP N°	Control Points 8.3 Fair employment conditions for wild-collection operation staff	MAX	Score	
8.3.f	<b>Training sessions, time lost due to machine stoppage and other events beyond control of worker</b> are: (0) not remunerated; (2) paid at normal rate; (3) very generous practice of paid unproductive time beyond control of worker.	3		
8.3.g	<b>Timely payments of all workers:</b> (0) not done or unduly delayed; <b>(1=M from Year 2) reasonably on time, only a few minor delays;</b> (2) regularly done and on agreed days; (3) always on time, wages higher than typical local wages.	3 1=M from Yr 2		
8.3.h	<b>Documentation of all payments:</b> (0) payments are not; (1) payments are poorly; <b>(2=M from Year 2) payments are adequately documented</b> and payslips given to worker indicate the wage particulars for the pay period; (3) very good documentation. <i>If M not yet met → declaration of commitment to improve, and provision of new sample documentation.</i>	3 2=M from Yr 2		
8.3.i	<b>Weekly working hours and rest days of permanent workers</b> , in comparison with national labour legislation or accepted practice, are normally: (0) far higher working hours; (1) slightly higher working hours; (2) weekly hours in line with national labour legislation; standard working time < 48 hours/week; at least 1 rest day out of seven; (3) weekly working hours lower than legal maximum hours OR working hours < 42 hours/week; or worker-friendly flexible working hours.	3		
8.3.j	<b>Overtime:</b> (0) fully at discretion of the employer / very regular; (1) whenever needed; more than six weeks/year; (2) not obligatory OR obligatory maximal during peak time (less than six weeks/year) and if agreed beforehand with workers; workers are ok with the situation; (3) very worker-friendly overtime practices (very little / flexible overtime).	3		
8.3.k	<b>Maximum working hours per week</b> (including overtime): (0) exceed 60 hours/week by far; <b>(2=M from Year 2) do not exceed 60 hours/week<sup>5</sup>;</b> (3) equal or less than 46 hours/week.	3 2=M from Yr 2		
8.3.l	<b>Overtime remuneration:</b> (0) no extra remuneration; (2) remunerated according to local legislation; at least paid extra or can be time-compensated; (3) remunerated at premium rate ( <i>even if required by law → (3) if paid at premium rate</i> ) or no overtime.	3		
8.3.m	<b>Paid leave:</b> (0) no paid leave / holidays; (2) official bank holidays and paid leave granted as per legal requirements; (3) generous paid leave allowance, paid sick days.	3		
8.3.n	<b>Documentation of working hours and overtime</b> is: (0) not trustworthy / not existing; (1) existing but relatively poor; (2) adequate; (3) good.	3		
8.3.o	<b>Basic coverage for retirement / provident fund:</b> (0) not at all; <b>(2=M from Year 2)</b> as legally required (in many cases only for permanent workers). <i>If not → plan for correction;</i> (3) better than legally required OR for all workers with adequate contributions from employer (even if legally required).	3 2=M from Yr 2		
8.3.p	<b>Basic coverage for maternity:</b> (0) not at all; (1) some efforts / not yet sufficient; (2) basic coverage for permanent workers as per legal requirements; (3) for all workers or for permanent workers higher than required OR at least twelve weeks.	3		
8.3.q	<b>Health insurance</b> (independent from legislation) for workers: (0) no health insurance nor minimal support from employer in case of non-work related sickness; (2) at least basic medical insurance for permanent workers; (3) for all workers OR coverage higher than normal and employer contributes towards insurance costs.	3		
8.3.r	<b>Paid sick leave:</b> (0) no right to paid sick days; (1) legally required paid sick days sometimes granted but not guaranteed; (2) paid sick days granted as per local legislation; (3) better coverage than legally required; at least ten paid sick days/year.	3		
8.3.s	<b>Additional social benefits (additional points for voluntary commitment):</b> Extra social benefits such as e.g. free child care, unemployment benefits, life insurance, membership of a private retirement fund, private healthcare, educational fund etc. → rate extra benefits (beyond norm above) from (0) to (3). <i>No norm requirement.</i>	(3)		
8.3.t	<b>Regular employment for regular workers</b> (working basically all year): (0) regular workers do not have the status of permanent workers; (2) regular workers are employed with all benefits of a permanent worker such as regular work, social security payments, sick days / paid leave entitlements and others; may be salaried or paid on daily wage; (3) only regular, permanent workers OR special efforts to provide regular employment compared to other similar companies.	3		
8.3.u	Different wages for permanent and temporary workers: (0) strong; (1) some; (2) little; (3) no differences between permanent and temporary workers (for work of equal value). <i>If only permanent workers → (3)</i>	3		
8.3.v	In case work is sub-contracted: working conditions of subcontractors are: (0) far below; (1) slightly below; (2) basically the same as for directly contracted workers for similar tasks; (3) the same and consistently assured by agreements and / or monitoring.	3		
	<b>TOTAL</b>	<b>MAX</b>	<b>TNP</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>66</b>	<b>42</b>	

<sup>5</sup> In exceptional cases, working hours may be averaged over a month, if there is a good overtime agreement and sufficient rest periods are granted. In a seasonal processing site due to temporary availability of the plants to be processed the following may be considered as M fulfilled: more than 60 hours only during short peak times (up to 6 weeks per year), if agreed with workers beforehand, always voluntary, with adequate rest days (one out of seven) and rest breaks.

## PRINCIPLE 9: APPLYING RESPONSIBLE MANAGEMENT PRACTICES

*Wild collection of target species shall be based on adaptive, practical, participatory and transparent management practices.*

### 9.1. Species / area management plan

*A species / area management plan defines adaptive, practical management processes and good collection practices.*

CP N°	Control Points 9.1 Species / area management plan	MAX	Score
9.1.a	<b>Management plan</b> for sustainable wild collection according to the FairWild Standard: (0) no written management plan; (1) very rudimentary management plan; <b>(2=M from Year 3)</b> basic written management plan available specific to the collection situation; (3) well-developed management plan.	3 2=M from Yr 3	
9.1.b	<b>Knowledge of management plan by collection manager and responsible staff:</b> (0) staff not at all familiar with management plan; <b>(2=M from Year 3)</b> familiar with management plan; (3) excellent knowledge, have actively contributed to the development of the management plan.	3 2=M from Yr 3	
9.1.c	<b>Management plan</b> (with related documents) <b>includes plant and habitat conservation strategies:</b> (0) not covered at all; (1) basic information; (2) adequate level of detail; including overlapping or adjacent protected areas; (3) very good.	3	
9.1.d	<b>Management plan</b> (with related documents) <b>includes internal product quality standard</b> (minimum product quality and hygiene requirements): (0) not covered at all; (1) basic information; (2) adequate level of detail; (3) very good.	3	
9.1.e	<b>Defined key procedures for sustainable collection</b> as required by the FairWild Standard (monitoring of resources, analysis of impacts of collection practices, purchase from collectors): (0) not covered at all, not known; <b>(1=M Year 1 &amp; 2)</b> basic information, or <b>procedures known</b> but not written down; <b>(2=M from Year 3)</b> written procedures in management plan or related documentation, adequate for risk level of collected plants; (3) very good.	3 1=M Yr 1&2 2=M from Yr 3	
9.1.f	<b>Management plan</b> (with related documents) <b>includes the necessary key policies and procedures</b> to implement the <b>social and fair-trade aspects</b> of the FairWild Standard (FairWild Premium administration and decision on Premium use, involvement of collectors, creation of collector awareness on child labour issues, monitoring of fair working conditions if necessary): (0) not covered at all, not known; (1) basic information, or procedures planned but not written down; <b>(2=M from Year 3)</b> written procedures, adequate for size of organisation and social problems encountered; (3) very good.	3 2=M from Yr 3	
9.1.g	The <b>management plan</b> takes into <b>consideration any other management plan</b> that refers to the collection area produced <b>by the appropriate resource management authority</b> ; (0) no consideration of existing plans; (2) existing plans known, summarised and considered in management plan OR no such other management plans; (3) notable efforts to co-operate closely with resource management authorities. <i>If not applicable → (2)</i>	3	
<b>High Risk species:</b> → see additional indicators 9.1.h and 9.1.i (Part II)			
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>21</b>	<b>14</b>

### 9.2. Inventory, assessment and monitoring

*Management of wild collection is supported by adequate and practical resource inventory, assessment and monitoring of collection impacts.*

CP N°	Control Points 9.2. Inventory, assessment and monitoring	MAX	Score
9.2.a	<b>Assessment and regular monitoring</b> of the target resources and habitats are performed, documented and incorporated into the management plan: (0) no assessment, no monitoring planned; (1) simple / informal assessment done, no written procedures or detailed records; <b>(2=M from Year 2)</b> defined and adequate procedures, documented results; (3) advanced system. <b>High Risk species</b> → see additional indicator 9.2.a (Part II)	3 2=M from Yr 2	
9.2.b	<b>Population size, distribution and structure</b> (age / size-class distribution) as recorded in the regeneration survey <b>remain equal to or above baseline values</b> and reflect a healthy population: (0) clearly decreasing populations; (1) slightly unclear data, populations may be slightly decreasing; <b>(2=M from Year 3)</b> stable populations; (3) positive trend. <i>First certification → (2)</i>	3 2=M from Yr 3	
9.2.c	<b>Periodic regeneration surveys</b> of the target species within the management area using repeatable, comparable survey methods: (0) not done; (1) very basic surveying / monitoring; (2) surveys are done and documented; (3) detailed surveys. <i>First certification: if planned → (2)</i>	3	
9.2.d	<b>Periodic monitoring</b> within the management area confirms that <b>availability, viability and quality of the target resource / part of plant remain stable or increase:</b> (0) clearly negative impact; (1) slightly unclear data, may be slightly unstable; (2) stable availability, viability, and quality of resource; (3) positive trend. <i>First certification → (2)</i>	3 2=M from Yr 3	
9.2.e	<b>Inventory, assessment and monitoring are conducted using tools and procedures within the reasonable (existing or achievable) capacity of the collectors / field managers:</b> (0) no assessment OR very low skills; (1) methods slightly beyond understanding of staff OR tools and procedures are too basic;	3	

CP N°	Control Points 9.2. Inventory, assessment and monitoring	MAX	Score
	(2) adequate methods, practical for staff. <i>Remark for auditor: For some species, significant external technical expertise may be required to ensure adequate results; please include an assessment of this need in comments.</i> (3) good quality methods.		
<b>TOTAL</b>		<b>MAX</b>	<b>TNP</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>15</b>	<b>10</b>

### 9.3. Implementation of sustainable collection measures by collectors

*The wild-collection operation ensures that only trained and competent collectors collect the target resources and monitors the effective implementation of the applicable Collection Instructions by the collectors.*

CP N°	Control Points 9.3 Implementation of sustainable collection measures by collectors	MAX	Score
9.3.a	<b>Collectors' registers are available</b> in order to make sure that all collectors are well trained and know the rules of collection: (0) no registers; (1) incomplete registers; <b>(2=M from Year 2)</b> adequate and complete registers with full names, code number, address / village; (3) good registers with names of household members who also actively participate in collection.	3 2=M from Yr 2	
9.3.b	Products are <b>only bought from registered and trained collectors</b> : (0) no purchase system in place or system not implemented at all; (1) purchase system in development; <b>(2=M from Year 2)</b> purchase system ensures that products are only bought from registered collectors; (3) very well organised purchase system.	3 2=M from Yr 2	
9.3.c	Under the name of one registered collector <b>only his / her immediate family members</b> (members who live in same household) <b>are active in the collection</b> . The activity of these collectors is supervised and found OK (same rules as for registered collectors): (0) no / minimal information on collectors; (1) unsupervised "umbrella collectors" (one collector registered with unknown number of actual collectors); <b>(2=M from Year 3)</b> only members of same household collect and receive information from main collector; number of collecting household members known / documented; (3) all collectors are known by name, all people actively collecting are encouraged to participate in trainings.	3 2=M from Yr 3	
9.3.d	The <b>collectors</b> are adequately <b>informed about the boundaries</b> of the collection area and about the <b>areas excluded from collection</b> as well as small-scale contamination sources where organic products may not be harvested: (0) collectors not informed / aware of such boundaries; <b>(1=M)</b> basic understanding and no major inner boundaries owing to contamination; (2) adequately informed; (3) collectors are very knowledgeable.	3 1=M	
9.3.e	The <b>collectors are trained, knowledgeable and competent</b> in the following aspects: <ul style="list-style-type: none"> <li>· Plant to be collected (including which parts, minimum quality requirements etc.)</li> <li>· Sustainable collection methods (as per internal rules)</li> <li>· Post-harvest handling of collected material</li> </ul> (0) not aware of internal collection and handling instructions; <b>(1=M for Year 1)</b> basic understanding; <b>(2=M from Year 2)</b> collectors are trained, knowledgeable and competent in the implementation of internal instructions; (3) collectors are very knowledgeable.	3 1=M Yr 1 2=M from Yr 2	
9.3.f	<b>Implementation of the collection instructions: harvest methods, harvested parts</b> : (0) not implemented; <b>(1=M Year 1&amp;2)</b> basic implementation of collection instructions; <b>(2=M from Year 3)</b> adequate implementation management in place; collectors collect according to collection instructions; (3) collectors well familiar with collection instructions.	3 1=M Yr 1&2 2=M from Yr 3	
9.3.g	<b>Evidence of collection frequency based on physical visits and interviews with collectors</b> : (0) clearly higher frequencies on certain sites, collectors not aware of frequency restrictions AND indication of over-harvesting; <b>(1=M Year 1&amp;2)</b> no indication of overall over-harvesting, but collectors not aware of frequency limitations or commonly harvesting more often than instructed in certain areas / plots; <b>(2=M from Year 3)</b> harvest as per official collection frequency, no over-harvesting evident even on highly frequented spots; (3) very low impact of harvest activity. <i>High Risk species → see additional indicator 9.3.g (Part II)</i>	3 1=M Yr 1&2 2=M from Yr 3	
9.3.h	<b>Collectors do not collect the same product in quality and quantity not compliant with FairWild requirements (outside collection area / not according to the rules of this Standard)</b> : (0) collection of same target plant for different buyer companies and without consideration of collection rules; (2) all target plants collected are collected basically according to the internal collection instructions; (3) only FairWild collection according to FairWild management plan.	3	
9.3.i	<b>Effective measures are taken to ensure that any identified contaminated areas or areas with intense agriculture are excluded from collection</b> (collection instructions, training of collectors) (0) collection from contaminated areas (1) no actual measures taken, but clearly no collection from any contaminated areas <b>(2=M from Year 2)</b> no sources of contamination OR effective measures ensure that no collection from contaminated areas. <i>If not applicable or if certified organic → (2)</i>	3 2=M from Yr 2	
9.3.j	<b>Implementation of the collection instructions</b> : maximum quantities: (0) no system in place; (1) basic system; <b>(2=M)</b> adequate implementation management in place; collectors only collect strictly according to collection rules and are informed on maximum quantities; (3) collectors are fully aware of collection rules and actively contribute to their implementation through discussions and monitoring activities.	3 2=M	
<b>TOTAL</b>		<b>MAX</b>	<b>TNP</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>30</b>	<b>20</b>



## 9.4. Training and capacity building

*Resource managers and collectors have adequate skills (training, supervision, experience) to implement the provisions of the management plan and to comply with the requirements of this Standard.*

CP N°	Control Points 9.4 Training and capacity building	MAX	Score
9.4.a	All <b>resource management staff are trained, knowledgeable and competent in sustainability issues</b> and know the internal collection instructions: (0) no training; (1) very basic; (2) adequate training; (3) advanced.	3	
9.4.b	All <b>resource management staff are trained, knowledgeable and competent in social and fair-trade issues</b> and know the relevant internal policies and procedures (child labour in collection, no discrimination, FairWild Premium administration and use, involvement of collectors, etc.): (0) no training; (1) very basic; (2) adequate training; (3) advanced.	3	
9.4.c	<b>Buying personnel are trained, knowledgeable</b> and competent in implementing the internal handling and quality rules: (0) not trained, no understanding of rules; (1) no formal training but reasonably well informed; (2) trained and aware of handling rules; (3) excellent training and knowledge.	3	
9.4.d	Appropriate <b>collector training materials</b> are available: (0) no training or training material available; (1) oral trainings, consistent information; (2) adequate training materials; (3) advanced training materials and approach.	3	
9.4.e	Every collector has received a complete <b>initial training in sustainable wild collection</b> : (0) no training; (1) very basic short training, not documented; <b>(2=M from Year 2)</b> all collectors are trained; trainings are documented; (3) very good training provided.	3 2=M from Yr 2	
9.4.f	<b>Trainings are regularly repeated</b> as required. For all new plants or existing problems with sustainability of collection the collectors are informed and trained again in detail: (0) no training; (1) OK basic training; <b>(2=M from Year 3)</b> update trainings provided as needed for risk level of collection; (3) very good training system.	3 2=M from Yr 3	
9.4.g	<b>The collectors are informed and trained in the social aspects of FairWild</b> as relevant: <ul style="list-style-type: none"> <li>- social commitments of FairWild operation: no discrimination, fair relations between operation and collectors and participation of collectors in decision processes, on time payment, commitment to fair prices</li> <li>- Children working or helping in collection activities</li> <li>- Decision processes and visions regarding FairWild Premium use</li> </ul> Collectors are: (0) not aware of any social aspects of FairWild collection; <b>(1=M from Year 2)</b> basic information as relevant has been communicated to them; (2) collectors are trained, and aware of social and fair-trade aspects; (3) collectors are actively involved in implementation and improvement of social / fair-trade aspects of FairWild.	3 1=M from Yr 2	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>21</b>	<b>14</b>

## 9.5. Transparency and participation

*Wild-collection activities are carried out in a transparent manner with respect to management planning and implementation, recording and sharing information, and involving stakeholders.*

CP N°	Control Points 9.5 Transparency and participation	MAX	Score
9.5.a	<b>Knowledge of groups, organisations, enterprises, individuals, agencies, etc. having an interest</b> in the targeted resources, collection area or the potential impacts: (0) not known / documented although such groups are clearly present; (1) some companies / groups mentioned in plan; (2) all relevant stakeholders known and identified in management plan; (3) excellent relations with various stakeholders.	3	
9.5.b	<b>Regular consultations and communications</b> are maintained with people and groups directly affected by collection and resource management operations: (0) not done although clearly affected user groups; <b>(1=M) not done but no substantial usage conflicts</b> ; (2) done; (3) excellent efforts to develop and maintain good relations.	3 1=M	
9.5.c	<b>Collectors' organisations and communities / indigenous people affected by collection activities are actively involved</b> in the development and implementation of resource management: (0) not involved although would be interested; <b>(1=M)</b> at least regular information and invitation to be involved; (2) efforts to work closely with stakeholders; (3) excellent efforts to co-operate with stakeholders.	3 1=M	
9.5.d	<b>Resource conflicts with adjoining landowners / managers, or other resource users, are resolved</b> or addressed in a systematic and effective manner: (0) major unresolved conflicts; (1) basic, rudimentary conflict management; (2) well managed OR no conflicts; (3) collection much appreciated by local communities AND no substantial conflicts.	3	
9.5.e	<b>Summaries of key elements of the management plan</b> , related annual operating plans and assessment reports are available to stakeholders: (0) not made available on request; (1) not regulated / not common practice, but no requests for that information; (2) clear statement that summary will be made available upon request; or overview of wild-collection policies and activities available (e.g., on website); (3) proactive communications policy.	3	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>15</b>	<b>10</b>

## PRINCIPLE 10: APPLYING RESPONSIBLE BUSINESS PRACTICES

*Collection of wild resources shall be undertaken to support quality, financial and traceability requirements of the market without sacrificing sustainability of the resource.*

### 10.1. Market / buyer specifications

*The sustainable collection and handling of the target resources is managed and planned according to market requirements in order to prevent or minimise the collection of products unlikely to be sold.*

CP N°	Control Points 10.1 Market / buyer specifications	MAX	Score
10.1.a	<b>Market needs are identified</b> (e.g. buyer orders, specification sheets, etc.): (0) no knowledge; (1) some basic understanding; (2) adequate understanding of market requirements; (3) excellent.	3	
10.1.b	<b>Only plants which fulfil the quality requirements are collected:</b> (0) clearly collecting also non-usable plants; (1) some minor shortcomings but done in principle; (2) done; appropriate collector training and instruction; (3) very good collection management to ensure only appropriate qualities are collected.	3	
10.1.c	<b>The collection management operation agrees with buyer(s) on quantities</b> before the collection season starts: (0) not done, major waste situation; (1) not really done, but not much waste OR collection operation tried but did not get confirmed quantities from buyer; (2) done; (3) excellent system.	3	
10.1.d	<b>Collection management operations review the buyer instructions</b> with respect to the resource management plan before confirming orders and starting with collection: (0) not done, clearly not considering resource management in actual buying instructions to collectors; (1) sometimes; (2) always done or always clear that collected quantities far below maximum quantities and other restrictions owing to sustainable resource management; (3) very good internal feedback system.	3	
10.1.e	<b>Internal handling instructions</b> describe the procedures for correct post-collection handling by the collectors, after purchase from the collectors, and during transport in order to minimise contamination / quality loss: (0) clearly insufficient; (1) very basic; (2) adequate for complexity and risk level; (3) well-developed procedures.	3	
10.1.f	<b>Processing and handling by the collectors</b> is sufficiently described and regulated in internal handling procedures: (0) clearly insufficient; (1) very basic; (2) adequate for complexity and risk level; (3) well-developed procedures.	3	
10.1.g	<b>No contamination during storage and processing by collector</b> (e.g. by storage pest control): (0) high probability of contamination; <b>(1=M Year 1)</b> low probability of contamination; <b>(2=M from Year 2)</b> clear procedures and training ensure that no contamination takes place; (3) very good awareness level of collectors.	3 1=M Yr 1 2=M from Yr 2	
10.1.h	Products are <b>not contaminated</b> during processing or storage; (0) contaminated; <b>(1=M)</b> very basic system but very low risk of contamination; (2) handling system effectively prevents contamination; (3) well-implemented high-quality handling system.	3 1=M	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>24</b>	<b>16</b>

### 10.2. Traceability

*Storage and handling of the target resources is managed to support traceability from the collection area to sales.*

CP N°	Control Points 10.2 Traceability	MAX	Score
10.2.a	Deliveries / purchases are registered in a <b>buying record</b> which states at least the date, the collectors name or code, collection area, delivered quantity and product details and the FairWild certification status; (0) no or very incomplete records; <b>(1=M)</b> basic records with at least name and quantities as well as collection area for monitoring activities; (2) adequate, reliable records; (3) very good records.	3 1=M	
10.2.b	The collector is issued a <b>receipt</b> , which indicates at least the date, collectors' name (or code), species and product, delivered quantities and FairWild certification status: (0) no receipts; (1) very simple receipts, not fully implemented; (2) adequate receipts; (3) very well-documented purchase system.	3	
10.2.c	There is appropriate <b>documentation of central processing / packing activities</b> (processing / packing diary) to allow traceability of batches: (0) no documentation; (1) very basic / slightly incomplete; <b>(2=M from Year 2)</b> adequate record; (3) advanced documentation system.	3 2=M from Yr 2	
10.2.d	For every processed product (i.e. cleaned, sorted, cut, sifted material) the <b>processing ratio</b> (collected quantities to final processed weight) and <b>composition</b> (in case of multi ingredients products) is known: (0) not known; (1) some basic information; (2) documented; (3) very good processing documentation.	3	
10.2.e	<b>Collection and post-collection identification, labelling, and record keeping procedures allow to trace back each batch of goods to the area where it was collected:</b> (0) no traceability back to collection area; (1) very basic / not yet consistently implemented; <b>(2=M from Year 3)</b> simple system ensures traceability to collection area; (3) consistent lot number system.	3 2=M from Yr 3	
10.2.f	<b>Purchase or collection of the same target species outside of FairWild certification scope:</b> (0) the collection operation collects same species outside FairWild scope; <b>(1=M)</b> same products are bought in or collected in other regions: clear separation and labelling procedures, well documented purchase and sale;	3 1=M	

CP N°	Control Points 10.2 Traceability	MAX	Score
	(2) the collection operation does not buy in or collect the same species outside FairWild certification; (3) entire collection operation activity is FairWild certified. <i>If not applicable → (3)</i>		
10.2.g	<b>Products are labelled correctly</b> when leaving the collection operation to the next buyer: FairWild certification status of the products, name of product, lot number or code of purchase centre: (0) no consistent labelling; (1) some improvements needed; (2) correct labelling, or alternatively this information is given on accompanying papers that can be clearly linked to the respective lot; (3) lot number system and very good labels.	3	
10.2.h	<b>Documentation of all exports and local sales</b> allow a full verification of product flow: (0) no export / sales documents; (1) poor / incomplete records; (2) detailed invoices with quantities, product details, lot numbers or similar; (3) data base and detailed invoices.	3	
10.2.i	<b>Invoices and shipping documents specify the FairWild certification</b> status of the products; (0) no reference; <b>(1=M) certification status indicated on invoice</b> ; (2) quality on all shipping documents; (3) very good labelling and traceability system.	3 1=M	
10.2.j	<b>Invoices or sales contracts specify the FairWild Premium</b> : (0) not specified and not even defined; (1) agreed but not specified in documents; (2) adequately documented.	2	
10.2.k	<b>Transaction certificates</b> for all sales of the certified products issued by certification body: (0) none; (1) for some sales; (2) available for all FairWild sales.	2	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>31</b>	<b>22</b>

### 10.3. Financial viability and accountable trade relations

*Mechanisms are encouraged to ensure the financial viability of systems of sustainable wild collection of target resources.*

CP N°	Control Points 10.3 Financial viability and accountable trade relations	MAX	Score
10.3.a	<b>There is a financial plan</b> for the collection operation including resource management, conservation and fair collector prices as internal costs: (0) no plan; (1) very basic; (2) adequate; (3) advanced.	3	
10.3.b	<b>Calculation of the FairWild Premium</b> : (0) no premium calculated and requested for FairWild sales; (1) very basic system; (2) appropriate FairWild Premium is calculated as basis for negotiation with buyers, e.g. 10% of average prices paid to collectors or another argued basis (e.g. <i>fixed Premium based on long-term average prices and aim to reach substantial fund money for social projects, lower percentage but Premium paid for entire production of collection operation so that good social impact can be achieved</i> ); (3) very well-developed Premium system and overall fair trade approach.	3	
10.3.c	Upon request the <b>collection operation shares the collectors' prices with its FairWild buyers</b> : (0) refusal to give information or clearly wrong information given; (1) slightly inaccurate / unclear information; (2) correct basic information on prices paid to collectors.	2	
10.3.d	The <b>revenue</b> received from wild collection of resources is <b>sufficient to cover the costs</b> of resource management activities in the long term, including required conservation investments: (0) collection clearly cannot pay for costs; (2) high probability that costs can be covered, at least with additional long-term support / subsidies; (3) good market relations with buyers who are willing to pay a cost covering price.	3	
10.3.e	The company works towards <b>continuous improvement of product quality</b> : (0) no efforts; (1) some improvements; (2) continuous, serious efforts; (3) exceptional efforts.	3	
10.3.f	<b>If there have been substantial quality problems and disputes over quality claims</b> : (0) no steps towards improvement of situation; (1) some compromises found with trade partner, some disagreements remaining; (2) partners have found agreement on the consequences (e.g. return of produce) and have taken steps to improve the situation; (3) exceptionally satisfactory / pro-active agreements. <i>If not applicable → (2)</i>	3	
<b>TOTAL</b>		<b>MAX</b>	<b>Score</b>
<b>Maximum Points / Total Norm Points / Score</b>		<b>17</b>	<b>12</b>

## PRINCIPLE 11: PROMOTING BUYER COMMITMENT

*The buyer of wild-collected products (e.g. importer) strives for mutually beneficial long-term trade relations with the wild-collection operation based on respect, transparency and support for the supplier in quality aspects.*

*The FairWild buyer obligations as a fair trade partner are verified based on self-assessment and documentary evidence of compliance with the following two criteria:*

- 11.1. Mutually beneficial trade relations
- 11.2. Fair prices and FairWild Premium

*No performance indicators have been defined in this section.*

# PART II. ADDITIONAL FAIRWILD INDICATORS FOR HIGH RISK SPECIES

The following additional performance indicators apply to any operation that collects at least one high risk species.

## 1.1. Conservation status of target species

The conservation status of target species and populations is assessed and regularly reviewed.

CP N°	Control Points Part II. Additional FairWild indicators for high risk species	MAX	Score
1.1.b	The target species is considered high risk (HR) using the FairWild criteria, but is “data deficient / DD” in the IUCN Red List database or has no known global, national or regional conservation status assessment (not evaluated): (0) no action nor plan for further information collection; (2) collection operation is gathering conservation information and data needed for conservation status assessment in its resource assessment; (3) pro-active in gathering conservation data and working with IUCN on conservation status assessment. <i>If not applicable → (2)</i>	3	

## 1.2. Knowledge-based collection practices

Collection and management practices are based on adequate identification, mapping, assessment and monitoring of the target species and collection impacts.

1.2.c	<b>Mapping of HR target populations in collection areas:</b> (0) not indicated on maps nor good knowledge of locations of target population; (1) very approximate indication of target populations; exact locations in collection area not really known or only very basic mapping (e.g. hand-drawn / internet-download maps) but locations well known by collection manager and all collectors; <b>(2=M from Year 2)</b> high-quality (e.g. GIS / GPS based) maps identify location, size, and extent of collection areas and location of target populations (may be entire collection area, if this is the case); (3) very good knowledge and documentation of collection sites / target populations within collection area.	3 2=M from Yr 2	
1.2.l	<b>Threatened target species</b> (Critically Endangered / CR, Endangered / EN, Vulnerable / VU according to IUCN Red List categories or equivalent conservation authority): (0) target species known to be threatened - no related awareness or no efforts to ensure sustainability for this species; <b>(2=M) target species has been assessed as not threatened.</b> Any threatened target species can only be certified if collection operation demonstrates awareness, and exceptional measures to reduce identified threats are included and implemented in the management plan. The FairWild Technical Committee has to confirm the certification; (3) exceptional additional measures are undertaken to ensure the <i>in-situ</i> and <i>ex-situ</i> protection and conservation of threatened target species.	3 2=M	

## 1.3. Sustainability of collection rate

The rate (intensity and frequency) of target resource collection does not exceed the target species' ability to regenerate over the long term.

1.3.c	<b>Baseline information / inventory on HR target species</b> in the collection area, including population size, distribution, population structure (size / age classes), rate of reproduction / growth / regeneration: (0) no information; (1) rough approximations; <b>(2=M from Year 2) published information or local observations</b> (including collector / local knowledge) confirmed by site- and species-specific data collection. Resource assessment and monitoring system designed to improve baseline information on target species and populations in the collection area; (3) excellent baseline information for target species (e.g. targeted research).	3 2=M from Yr 2	
1.3.d	<b>Quality of data used to define maximum allowed collected quantities for each HR target species:</b> (0) no reasonable maximum quantities, and no reference from long-term collection practices; (1) very approximate estimation of maximum quantities; <b>(2=M) collection limits are justified by site and species specific resource assessment</b> and monitoring information as well as knowledge of collectors; (3) very good system.	3 2=M	
1.3.e	<b>Sustainability of maximum allowed collection quantities for HR target species / part collected:</b> (0) no information; (1) no indication that current / specified maximum collection quantities reduce resource quality or availability in the collection area; <b>(2=M) maximum collection quantities specified in the management plan are justified by adequate inventory / yield / regeneration estimates</b> that are well above the volumes harvested (i.e., precautionary); maximum collection quantities are adjusted according to periodic monitoring of yield, regeneration and harvest impacts; (3) maximum collection quantities are supported by targeted research.	3 2=M	
1.3.f	<b>Sustainability of HR species collection frequency as predefined in collection instruction:</b> (0) collection clearly substantially exceeds rate of replacement; (1) basic baseline and monitoring data available, but no indication of declining plant populations; <b>(2=M) collection does not exceed the rate of replacement</b> of adult individuals or plant parts collected of the target species in the collection region; (3) frequency of collection much lower than replacement rates.	3 2=M	

1.3.l	If collection inhibits the plant's reproduction, the <b>proportion of mature, reproducing individuals to retain in the target populations for collection is determined</b> to maintain a baseline of population density and a baseline structural and genetic diversity: (0) No baseline or monitoring data available nor any plan to inventory and monitor; (1) baseline inventory included in resource assessment; <b>(2=M from Year 3)</b> Baseline inventory and monitoring included in management plan are appropriate to the target species' risk level (HR); (3) excellent system. <i>If not applicable → (2)</i>	3 2=M from Yr 3	
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### 9.1. Species / area management plan

*A species / area management plan defines adaptive, practical management processes and good collection practices.*

9.1.h	<b>Management plan identifies other activities in the area representing potential threats on sustainability</b> of species and habitat (e.g. other collection companies in same area): (0) not included; not known; no efforts to deal with related risks; (1) some very basic information included, some efforts of co-operation; (2) other actors are known and basic information about their activity in the collection area is documented. (3) good co-operation and communication with other users	3	
9.1.i	<b>The management plan includes strategies to prevent or reduce identified threats</b> to sustainability of collection (multi-users of area; contamination sources, etc.): (0) no strategies or action although clearly required; (1) some strategy and activities to reduce risk, but not yet formalised in management plan; <b>(2=M from Year 2)</b> adequate strategy OR no identified risks; (3) substantial efforts. <i>If not applicable → (2)</i>	3 2=M from Yr 2	

### 9.2. Inventory, assessment and monitoring

*Management of wild collection is supported by adequate and practical resource inventory, assessment and monitoring of collection impacts.*

9.2.a	<b>Assessment and regular monitoring of the HR target resources</b> and habitats are performed, documented and incorporated into the management plan: (0) no monitoring done or planned; (1) simple / informal monitoring, no written procedures; <b>(2=M from Year 2)</b> adequate procedures for resource assessment and periodic monitoring are described in management plan and implemented; (3) advanced system, staff very knowledgeable.	3 2=M from Yr 2	
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### 9.3. Implementation of sustainable collection measures by collectors

*The wild-collection operation ensures that only trained and competent collectors collect the target resources and monitors the effective implementation of the applicable Collection Instructions by the collectors.*

9.3.g	<b>Evidence of collection frequency based on physical visits and interviews with collectors.</b> → <b>All HR species:</b> (0) clearly higher frequencies on certain sites, collectors not aware of frequency restrictions AND indication of over-harvesting; (1) no indication of overall over-harvesting, but collectors not aware of frequency limitations or commonly harvesting more often than instructed in certain areas / plots; <b>(2=M)</b> harvest as per official collection frequency, no over-harvesting evident even on highly frequented spots; (3) very low impact of harvest activity. <i>If not applicable → (2)</i>	3 2=M	
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TOTAL Part II Additional Control Points High Risk Operations	MAX	TNP	Score
Maximum Points / Total Norm Points / Score	36	24	

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## ANNEX 1. ACRONYMS AND ABBREVIATIONS

ABS	Access and benefit-sharing
BfN	Bundesamt für Naturschutz / German Federal Agency for Nature Conservation
CBD	Convention on Biological Diversity
EDQM	European Directorate for the Quality of Medicines and HealthCare
FSC	Forest Stewardship Council
FWF	FairWild Foundation
HR	High Risk
ILO	International Labour Organisation
IMO	Institute for Marketecology
ISSC-MAP	International Standard for Sustainable Wild Collection of Medicinal and Aromatic Plants
IUCN	International Union for Conservation of Nature
MAT	Mutually Agreed Terms
MAP	Medicinal and aromatic plant
MPSG	Medicinal Plant Specialist Group of the IUCN/SSC
NTFP	Non-timber Forest Product
PIC	Prior Informed Consent
SECO	State Secretariat for Economic Affairs (Switzerland)
SSC	Species Survival Commission
UNCTAD	United Nations Conference on Trade and Development
UNEP	United Nations Environment Programme



## ANNEX 2. GLOSSARY<sup>6</sup>

Term	Definition	Source
Access and benefit-sharing (ABS)	In the international legal context, [access and] benefit-sharing is the action of giving a portion of advantages / profits derived from the use of genetic resources or traditional knowledge to resource provider. Broader definitions include the use of biological resources, community knowledge, technologies, innovations or practices.	SCHROEDER 2007
Adaptive management	An integrated, multi-disciplinary approach for confronting uncertainty in natural resources issues. It is adaptive because it acknowledges that managed resources will always change as a result of human intervention, surprises are inevitable, and that new uncertainties will emerge. Active learning is the way in which the uncertainty is winnowed. Adaptive management acknowledges that policies must satisfy social objectives, but also must be continually modified and flexible for adaptation to these surprises. Adaptive management therefore views policy as hypotheses- that is, most policies are really questions masquerading as answers...and management actions become treatments in an experimental sense.	HOLLING 1978; WALTERS 1986
Biological diversity	The variability among living organisms from all sources including, <i>inter alia</i> , terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are a part; this includes diversity within species, between species and of ecosystems.	UNEP 2001
Collection Operation	The entirety of any organisation or business entity responsible for implementation of the requirements of this Standard, usually the company or organisation who manages the wild-collection activities and markets the wild-collected products.	ADAPTED FROM SAI 2004
Child	Child refers to any person less than 15 years of age, unless local minimum age law stipulates a higher age for work or mandatory schooling, in which case the higher age would apply. If, however, local minimum age law is	SAI 2004

<sup>6</sup> Some terms have been included in this glossary because they are used in FairWild Standard Version 2.0 (FWF 2010).

Term	Definition	Source
	set at 14 years of age in accordance with developing-country exceptions under ILO Convention 138, the lower age will apply.	
Criterion	A state or aspect ... which should be in place as a result of adherence to a principle. The way criteria are formulated should give rise to a verdict on the degree of compliance in an actual situation.	LAMMERTS VAN BUEREN and BLOM 1997
	A standard on which judgement or decision may be based; a characterising mark or trait.	ENCYCLOPAEDIA BRITANNICA 2006
	A means of judging whether or not a principle has been fulfilled. A criterion adds meaning and operationality to a principle without itself being a direct yardstick of performance.	SHANLEY et al. 2002
	Indicates what a standard measures.	ISEAL 2004
	A means of judging whether or not a Principle (of forest stewardship) has been fulfilled.	FSC 2000
Customary rights	Rights that result from a long series of habitual or customary actions, constantly repeated, which have, by such repetition and by uninterrupted acquiescence, acquired the force of a law within a geographical or sociological unit.	FSC 2000
Discrimination	Any distinction, exclusion or preference made on the basis of race, colour sex, religion, political opinion, national extraction or social origin, which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation; including such other distinction, exclusion or preference which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation	ILO 1958
Ecosystem	A community of all plants and animals and their physical environment, functioning together as an inter-dependent unit.	FSC 2000
Endangered species	Any species that is in danger of extinction throughout all or a significant portion of its range.	FSC 2000
<i>Ex-situ</i> conservation	The conservation of components of biological diversity outside their natural habitats.	UNEP 2001
Extent of collection	Extent: the range over which something extends: scope.	ENCYCLOPAEDIA BRITANNICA

Term	Definition	Source
	<p>Scope: extent of treatment, activity, or influence: range of operation</p> <p>Scale: a distinctive relative size, extent, or degree &lt; projects done on a large scale.</p> <p>Rate: a fixed ratio between two things; a reckoned value; a quantity, amount, or degree of something measured per unit of something else</p> <p>Intensity: the magnitude of a quantity (as force or energy) per unit (as of area, charge, mass, or time).</p> <p>Frequency: the number of repetitions of a periodic process in a unit of time</p> <p>Volume: the amount of space occupied by a three-dimensional object as measured in cubic units; the amount of a substance occupying a particular volume.</p> <p>Quantity: a determinate or estimated amount</p> <p>Level: the magnitude of a quantity considered in relation to an arbitrary reference value; broadly = magnitude, intensity.</p> <p>Yield (sustainable annual): to bear or bring forth as a natural product, esp. as a result of cultivation; product, esp. the amount or quantity produced or returned.</p>	2006
FairWild Premium	Extra amount paid on top of the FairWild trade price for all FairWild certified products purchased from collectors. The FairWild Premium must be administered separately from all other revenues and its use is strictly confined to agreed social projects or higher producer payments. May also be used in the first years to cover the costs of ecological improvement and assurance measures, such as the costs of conducting an acceptable resource assessment and costs of voucher specimens.	FWF 2010b
Forced Labour	All work or service that is extracted from any person under the menace of any penalty [and] for which said person has not offered him / herself voluntarily or for which such work or service is demanded as a means of repayment of debt.	SAI 2004
Guideline	An indication or outline of policy or conduct.	ENCYCLOPAEDIA BRITANNICA 2006
Habitat	The place or type of site where an organism or population naturally occurs.	UNEP 2001

Term	Definition	Source
Harmonisation	Harmonisation is the process by which the content of two or more standards is brought into increasing conformity. Activities that support harmonisation include, but are not limited to, the use of common criteria and indicators, statements of common objectives, adoption of common structures for presentation of standards, and development and adoption of a single international standard.	ISEAL 2004
High Risk (HR)	Plants which have been considered as threatened by the FairWild Foundation owing to a range of ecological and market factors (see Table 1).	
Herbal drugs	Herbal drugs are mainly whole, fragmented, or broken plants, parts of plants, algae, fungi or lichen, in an unprocessed state, usually in dried form but sometimes fresh. Certain exudates that have not been subjected to a specific treatment are also considered to be herbal drugs. Herbal drugs are precisely defined by the botanical scientific name according to the binominal system (genus, species, variety and author).	EDQM 2007
Indicator	A quantitative or qualitative parameter which can be assessed in relation to a criterion.	LAMMERTS VAN BUEREN and BLOM 1997
	Qualitative or quantitative parameter that can be assessed in relation to a criterion. It describes in an objectively verifiable way the features of the ecosystem or a related social system. Minimum or maximum allowable value of an indicator is known as threshold value (i.e. a way of quantifying or qualifying or measuring performance)... An indicator is assumed to include a performance value and is therefore called a performance indicator.	SHANLEY et al. 2002
	How criteria are measured.	ISEAL 2004
<i>In-situ</i> conservation	The conservation of ecosystems and natural habitats and the maintenance and recovery of viable populations of species in their natural surroundings and, in the case of domesticated or cultivated species, in the surroundings where they have developed their distinctive properties.	UNEP 2001
Management Plan	A management plan is a written document in which the resource manager or management	WINKLER 2008

Term	Definition	Source
	committee sets out its goals and the approaches it will use to accomplish those goals in a given period of time. The FairWild management plan sets forth standards and procedures, responsibilities and work practices required to fulfil the Principles of the FairWild Standard.	
Mutually-agreed terms	Conditions and provisions of access and benefit-sharing, among others, negotiated between the user and the provider and involving other relevant stakeholders.	SECO 2005
Non-timber forest products	All forest products except timber, including other materials obtained from trees such as resins and leaves, as well as any other plant and animal products.	FSC 2000
	All biotic products other than timber that can be harvested for subsistence and / or for trade. NTFPs may come from primary and natural forests, secondary forests, and forest plantations, as defined by Forest Stewardship Council regional Working Groups.	FSC 2000
Organic agriculture (biological agriculture, ecological agriculture)	A whole system approach based upon a set of processes resulting in a sustainable ecosystem, safe food, good nutrition, animal welfare and social justice. Organic production therefore is more than a system of production that includes or excludes certain inputs.	IFOAM 2004
Operator	An individual or business enterprise, responsible for ensuring that production meets, and continues to meet, the standard on which certification is based.	UNCTAD 2008
Precautionary principle; precautionary approach	An approach to uncertainty that provides for action to avoid serious or irreversible environmental harm in advance of scientific certainty of such harm.	COONEY 2004
Principle	A fundamental law or rule, serving as a basis for reasoning and action. Principles are explicit elements of a goal.	LAMMERTS VAN BUEREN and BLOM 1997
	A comprehensive and fundamental law, doctrine, or assumption.	ENCYCLOPAEDIA BRITANNICA 2006
	A fundamental truth or law as the basis of reasoning or action; an essential rule or element.	SHANLEY et al. 2002
	An essential rule or element.	BROWN et al.

Term	Definition	Source
		2000
Prior informed consent	Consent obtained by the user from the State and other providers, as the case may be, after fully disclosing all the required information, that allows access to their genetic resources and associated traditional knowledge under mutually-agreed terms.	SECO 2005
Protected area	A geographically defined area that is designated or regulated and managed to achieve specific conservation objectives.	UNEP 2001
Standard	A definite rule, principle, or measure established by authority.	ENCYCLOPAEDIA BRITANNICA 2006
	Principles + criteria = standard.	FSC 2000
	Practice standard = core commitment (fixed requirements / the outcome or condition to be achieved in all applicable circumstances, applicable to all) + guidance (flexible, to be respected in intent and are available to be adopted according to the specific circumstances, levels, and sectors), documentation and reporting (to bring transparency to the application of the commitments and guidance).	SECO 2005
	Document that provides, for common and repeated use, rules, guidelines or characteristics for products or related processes and production methods, with which compliance is not mandatory. It may also include or deal exclusively with terminology, symbols, packaging, marking or labelling requirements as they apply to a product, process or production method.	ISEAL 2004
Sustainable use	The use of components of biological diversity in such a way and at a rate that does not lead to the long-term decline of biological diversity, thereby maintaining its potential to meet the needs and aspirations of present and future generations.	UNEP 2001
Tenure	Socially defined agreements held by individuals or groups, recognised by legal statutes or customary practice, regarding the "bundle of rights and duties" of ownership, holding, access and / or usage of a particular land unit or the associated resources there within (such as individual trees, plant species,	FSC 2000

Term	Definition	Source
	water, minerals, etc).	
Threatened species	Species of flora and fauna indicated as threatened in applicable laws or regulations or by the IUCN Red List Categories and Criteria version 3.1.	IUCN 2001
Traceability	The ability to trace the history, application or location of any entity by means of recorded identifications.	ABABOUC 2002
Trade chain (chain of custody)	The path taken by raw materials and products, from the forest to the consumer, including all successive stages of processing, transformation, manufacturing, and distribution.	FSC 2006
	A tracking system that enables certifiers to trace each forest product from its origin through harvesting, processing, storage and sale.	SHANLEY et al. 2002
Traditional knowledge, innovations and practices	Knowledge and practices of an individual or collective nature, of indigenous peoples and local communities associated with genetic resources and related to the conservation and sustainable use of biological resources.	SECO 2005
Use rights	Rights for the use of forest resources that can be defined by local custom, mutual agreements, or prescribed by other entities holding access rights. These rights may restrict the use of particular resources to specific levels of consumption or particular harvesting techniques.	FSC 2000
Verifier	Describes the way an indicator is measured in the field (i.e. data points or information that enhance the specificity or the ease of assessment of an indicator). The intention in this process is not to prescribe a minimum set of verifiers, but to allow room for verifiers that are specific to region, product, class, operation size, etc. Verifiers add meaning, precision and usually also site-specificity to an indicator. Numerical parameters might be assigned to a verifier on a case- and site-specific basis.	SHANLEY et al. 2002
Viable population	A population that is capable of maintaining itself over a given period of time.	
Wild collection	Practice of gathering a non-cultivated native or naturalised resource from its natural habitat.	

Term	Definition	Source
Workers	All staff working in an operation including employees, permanent, seasonal, temporary, migrant, foreign, casual and sub-contracted workers.	BIO FOUNDATION 2008
Yield	Collectable yield, harvestable yield: the maximum available quantity for collection.	See PETERS 1996
	Sustainable yield: harvest at a rate equal to the rate of replacement of the harvested material, often measured as the annual growth rate.	ZABEL et al. 2003
Young worker	Any worker over the age of a child and under the age of 18. For simplicity reasons this Standard quotes the age range as 15-18 years.	Adapted from SAI 2004