



FRIEND OF THE SEA

Sustainable Seafood

FRIEND OF THE SEA CERTIFICATION CRITERIA CHECKLIST FOR AQUACULTURE PRODUCTS

MUSSEL CULTURE

(Latest update: 01/04/2010)

Friend of the Sea is a non-governmental organisation founded in 2007 with the purpose of conserving the marine habitat and its resources by incentivising a sustainable market and specific protection and conservation projects.

Friend of the Sea has created a certification program for products deriving from both fishing and sustainable aquaculture. Certification follows audits carried out by Independent bodies and ensures that the product conforms to the sustainability requirements.

The use of the logo is authorized by Friend of the Sea only following a positive outcome of an inspection carried out by the Certification Body:

For sustainable aquaculture, certification covers the following areas:

1. Management of a sustainable aquaculture installation
2. Site location and environmental impact assessment
3. Infrastructure
4. Fattening
5. Feeding
6. GMOs and growth hormones
7. Disease prevention and the use of drugs
8. Water and waste management
9. Hazardous substances
10. Energy management
11. Social accountability
12. Traceability



FRIEND OF THE SEA

Sustainable Seafood

Each of these areas sets out essential or important requirements, or recommendations.

Essential requirements: 100% conformity to essential requirements is necessary in order for the Certification body to recommend the enterprise for certification. Any shortfall with regard to these requirements is considered as a Major Nonconformity and corrective actions are necessary, to be carried out within a maximum term of three months from the date of the Nonconformity finding. The enterprise must provide the Certification body with satisfactory evidence of corrective actions for all Major Nonconformities. Solely for requirements 2.1 and 2.2, in consideration of the complexity of the information to be covered, the term allowed for assessing the nonconformity is extended to 6 months.

Important Requirements: 100% conformity to important requirements is necessary in order for the Certification body to recommend the enterprise for certification. Any shortfall with regard to these requirements is considered as a Minor Nonconformity and corrective actions (declaration of intent and plan of action) must be proposed to the Assessing Entity, to be submitted within a maximum term of three weeks from the date of the Nonconformity finding. The enterprise must include in their proposal a timeline for the achievement of each corrective action. The maximum term for the complete implementation of each corrective action is one year.

Recommendations: conformity to recommendations is not a strict requirement in order to be recommended for certification. However, as part of the assessment, all aspects relating to such requirements will be inspected and each shortfall will be indicated in the Audit report under the form of a Recommendation. The enterprise must assess any possible corrective action and, no later than the subsequent inspection, must inform the Certification body of decisions taken and corrective actions carried out.

Where a requirement is not applicable to the Organisation assessed this requirement should be marked N/A.



FRIEND OF THE SEA

Sustainable Seafood

This document may only be compiled by the Certification body and by the Auditor responsible for the inspection. The form must be compiled in the Auditor's mother tongue or in English if fluent.

a) NAME OF THE ORGANISATION BEING AUDITED:
b) IS THE ORGANISATION PART OF A GROUP?
c) ADDRESS OF THE ORGANISATION BEING AUDITED:
d) COMMON NAME OF THE AQUATIC SPECIES FARMED: <i>(e.g.: cod, prawn)</i>
e) SCIENTIFIC NAME OF THE AQUATIC SPECIES FARMED: <i>(e.g.: Gadus morhua)</i>
f) SITES SUBJECT TO THE AUDIT: <i>(list names of sites and location)</i>
g) SITES VISITED BY THE AUDITOR: <i>(sites to be audited, where different from f)</i>
h) DESCRIPTION OF AQUACULTURE INSTALLATION: <i>(e.g.: on land, in bay, offshore, extensive, intensive, closed, pool, cage, nets, etc, geographic extension, other. Where available include a map)</i>



FRIEND OF THE SEA

Sustainable Seafood

i) DESCRIPTION OF FARMING TECHNIQUES:

(Summary of the techniques used in the farming area, from the hatching of the eggs to the finished product)

j) OPERATIONS OF THE ORGANISATION BEING AUDITED:

- farming
- pre-transformation
- final transformation
- importing
- exporting
- distribution
- other (description) :

k) DESCRIPTION OF THE FINAL PRODUCT:

(e.g.: fresh, frozen, packaged, other)

l) FINISHED PRODUCT BRANDS:

(List of brands under which the product is sold. Where available include brand images)

m) DESCRIPTION AND LOCATION OF ANY REFRIGERATION UNITS AND WAREHOUSES

(for the purposes of the products' traceability)

n) TOTAL NUMBER OF EMPLOYEES:

Optional

o) ENVIRONMENTAL CERTIFICATIONS AND ACKNOWLEDGEMENTS:

p) ADDITIONAL INFORMATION:



FRIEND OF THE SEA

Sustainable Seafood

Friend of the Sea project has been introduced

(If not, auditor should provide short description)

The Audited company has been informed that in case of approval confirmation, it can use the Friend of the Sea logo on its certified products

The Company has handed over a copy of the company organigram identifying the role of the staff involved in the audit

Audit timing has been agreed upon.

Data of Preliminary Information Form have been confirmed: (In case of different info please detail)

NAME OF THE CERTIFICATION BODY:	AUDIT TEAM:	AUDIT START AND END DATE:
SIGNATURE OF AUDITOR:	NAME OF PERSON IN CHARGE OF THE ORGANISATION ACCOMPANYING THE AUDITOR THROUGH THE ASSESSMENT:	AUDIT CODE:



FRIEND OF THE SEA

Sustainable Seafood

NOTES FOR THE AUDITOR

- 1) The Auditor must complete all fields of the checklist.
- 2) Instructions for completing the checklist are indicated in blue
- 3) The Auditor must provide an explanation when qualification requirements are not applicable
- 4) The Auditor must answer Yes (Y) when the Organization is compliant with the requirement and No (N) when it is not compliant
- 5) The Auditor must provide comments and explanations for positive or negative responses. Yes, No or Not Applicable are not sufficient
- 6) Any significant documentation must be attached to the final audit report in a separate and numbered appendix
- 7) Photographs added to the checklist and/or as an annex will be helpful

1 - MANAGEMENT OF A SUSTAINABLE AQUACULTURE INSTALLATION

No.	Requirement	Level	Y/N	Comments
1.1	A sustainable aquaculture installation must include procedures for the management of the following:			
1.1.1	authority and responsibility in the enterprise's environmental management	Important		
1.1.2	management of documents and ledgers (including updating of environmental standards to be complied with)	Important		
1.1.3	management of monitoring systems and measurement of environmental impact parameters	Important		
1.1.4	maintenance and control of infrastructure	Important		
1.1.5	preparation for environmental emergencies and response capability	Important		
1.1.6	management of corrective actions (originating from nonconformities and recommendations).	Important		

The Auditor must examine the procedures used by the Organisation, indicating the number of the relative procedure as well as the manual (quality, environment or other) that describes it.

2 - SITE LOCATION

No	Requirement	Level	Y/N	Comments
2.1	An Environmental Impact Assessment (EIA) or equivalent has been carried out with a positive outcome by the presiding authority, taking the following into consideration:			
2.1.1	impact on the ecosystem	Essential*		
2.1.2	impact on the countryside	Essential*		

The auditor must check whether an environmental impact assessment, taking the above factors into account, was carried out prior to the installation. The auditor



FRIEND OF THE SEA

Sustainable Seafood

No	Requirement	Level	Y/N	Comments
<i>must specify the title, date, author and significant conclusions of the inspected EIA or equivalent document. *Where an environmental impact assessment prior to installation is not mandatory in certain countries, this requirement can be met by full conformity to requirement 2.2.</i>				
2.2	No critical alterations found to ecosystems, such as rivers, lakes, bays, estuaries	Essential		
<i>The auditor must acquire documented information and evidence (text, photos, official documents to be annexed to the audit report) of the environmental conditions of the ecosystem prior to the installation and assess whether the installation has had a negative impact.</i>				
2.3	The coastal communities continue to have access to fishing areas	Important		

3 - INFRASTRUCTURE

No	Requirement	Level	Y/N	Comments
3.1	In order to avoid the dispersal of farmed material and the materials that form the installation itself the Organisation has implemented:			
3.1.1	resistance standards of installation (nets, booms, anchoring weights and similar) compatible with site oceanographic features (tides, wave motion...)	Essential		
3.1.2	installation maintenance and control schedules: anchoring systems, buoyancy systems, mussel rope integrity, surveillance and monitoring	Essential		
<i>The Auditor must indicate the number referring to the required procedures and the relative Manual.</i>				

4 - PROCUREMENT OF SEED

No	Requirement	Level	Y/N	Comments
4.1	Foreign invasive species must not be introduced without official authorisation from the presiding body	Essential		
4.2	Naturally harvested seed must not come from over exploited populations	Essential		
4.3	The natural seed harvesting method must not have a negative impact on the environment and the seabed.	Essential		
<i>The Auditor must describe the seed procurement method. If it is natural the Auditor must request evidence from the Organisation that the population is not over exploited and that the environmental impact is negligible. To this end the Organisation must provide the Auditor with independent studies and research.</i>				

5 - WATER MONITORING

No	Requirement	Level	Y/N	Comments
5.1	The sediment quality parameters	Essential		



FRIEND OF THE SEA

Sustainable Seafood

	in the area around installation must conform to current regulations.			
<i>The Auditor should append a copy of the most recent sediment analysis carried out by the National presiding body, complete with an official declaration of compliance with regulations. *If the regulations do not indicate minimum acceptable parameters, the Auditor must request evidence from the Organisation, in conformity to requirement 5.2</i>				
5.2	Organizations operating in countries where water parameter regulations are not in place must demonstrate, via independent laboratory analysis carried out at least annually, that the farming has a neutral or negligible impact on the seabed by showing a non-significant variation of the following parameters:			
5.2.1	communities of benthic macroinvertebrates	Essential		
5.2.2	nitrogen and phosphorus content	Essential		
5.2.3	oxygen concentration	Essential		
5.2.4	Increase of sedimentation and the granulometric variation	Essential		
5.2.5	deposits of organic matter	Essential		
<i>The Auditor must examine the procedure relating to the frequency and method of monitoring and shall record the number of the procedure and the relative manual. The Auditor must examine previous annual analyses of water and sediments.</i>				

6 - HAZARDOUS SUBSTANCES

No	Requirement	Level	Y/N	Comments
6.1	The use of toxic and persistent chemical compounds (e.g. TBTs, Malachite Green, DDT) is not permitted. The use of hazardous substances must be carried out in compliance with safety regulations.	Essential		
<i>The Auditor must examine the procedures for the use of hazardous substances in the Safety Manuals and indicate the number of the procedure. In addition the Auditor must also verify their conformity during the inspection.</i>				

7 - ENERGY MANAGEMENT

No	Requirement	Level	Y/N	Comments
7.1	The Organisation must maintain a record of energy consumption updated at least annually	Important		
7.2	The Organisation should calculate its Carbon Footprint per unit of product and undertake to reduce it annually	Recommendation		
<i>The Auditor must obtain copies of the records.</i>				



FRIEND OF THE SEA

Sustainable Seafood

8 - SOCIAL ACCOUNTABILITY

No	Requirements	Level	Y/N	Comments
8.1	The Organisation must respect human rights by conforming to the following requirements :			
8.1.1	compliance with international and ILO directives regarding child labour	Essential		
8.1.2	remunerating workers with salaries conforming at least to the legal minimum	Essential		
8.1.3	assuring workers' access to medical care	Essential		
8.1.4	applying safety measures in accordance with legal requirements	Essential		
8.2	The organisation should be SA8000 certified	Recommendation		

The Auditor must check conformity to requirements via documented evidence (examples of labour contracts) and on site observations

9 - TRACEABILITY

No	Requirement	Level	Y/N	Comments
9.1	The enterprise must have a system that allows verification that certified products originate from approved installations and that there is no possibility of interchange with products from non-approved installations.	Essential		



FRIEND OF THE SEA

Sustainable Seafood

Additional comments:

CONCLUSIONS:

It is important that the Auditor also completes the following fields

The Organisation's products originate from an aquaculture installation that **CONFORMS** to Friend of the Sea requirements.

The Organisation's products originate from an aquaculture installation that **DOES NOT CONFORM** to Friend of the Sea requirements.

The Auditor has found the following nonconformities:

MAJOR NONCONFORMITY (to conform within 3 months)

Specify

MINOR NONCONFORMITY (proposal within 3 weeks and conformity within 1 year)

Specify

RECOMMENDATIONS (notification before the subsequent inspection)

Specify