



FRIEND OF THE SEA
Sustainable Fish



FRIEND OF THE SEA FISH FEEDS AND OILS CERTIFICATION CHECKLIST

(Last Update 15/05/2009)

The following criteria are declined in specific requirements with three levels of importance: Essential, Important, Recommended

Essential Requirements: compliance of 100% of Essential applicable requirements is needed for the Organization to be recommended for certification. Any deficiency against one of these requirements is considered as Major Non Conformity and the relevant Corrective Actions must be implemented by the Organization in a maximum time of 3 months since the date the Major Non Conformity was raised. The Organization must provide Certification Body with satisfactory evidence of all Major Con Conformities having been rectified.

Important Requirements: compliance of 100% of Important applicable requirements is needed for the Organization to be recommended for certification. Any deficiency against one of these requirements is considered as a Minor Non Conformity and the relevant proposal of Corrective Action (state of intent & action plan) must be submitted by the Organization to Certification Body within a maximum period of 3 weeks since the date the Non Conformity was raised. In the proposal the Organization must define the timescale to implement every Corrective Action (maximum time to full implementation: 1 year since the date the Minor Non Conformity was raised).

Recommended requirements: it's not strictly necessary to comply with this kind of requirement in order to be granted the certificate. Nevertheless all the applicable requirements will be inspected and any gap will be always reported in the Audit Report as a recommendation. In case of recommendation the Organization has to evaluate if corrective actions are needed and, by the next surveillance audit, has to inform Certification Body about its decision and about any Corrective Actions applied.

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Fishfeeds and Oils Check-list

This document must be used together with: Preliminary Information Form completed by the audited Company. The Preliminary Information Form must be confirmed on site

COMPANY: (and site if applicable)	PRODUCT/S:	
ADDRESS:	DATE(S) OF VISIT:	
ACTIVITY: <input type="checkbox"/> Fish Feed Producer <input type="checkbox"/> Fish Oil Producer <input type="checkbox"/> Importer <input type="checkbox"/> Exporter <input type="checkbox"/> Distributor <input type="checkbox"/> Other (please describe) :	FURTHER INFORMATION: The Company is part of a group? Other production locations: External Warehouses and Cold Stores: Total number of employees: Overall Yearly Revenue: Environmental Certifications and Awards :	
<input type="checkbox"/> Friend of the Sea project has been introduced <input type="checkbox"/> 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 <input type="checkbox"/> The Company has handed over a copy of the company organigram identifying the role of the staff involved in the audit <input type="checkbox"/> Audit timing has been agreed upon. <input type="checkbox"/> Data of Preliminary Information Form have been confirmed. (in case of different info. please detail):		
EVALUATOR NAME:	SIGNATURE:	DATE:

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1 – OGM CRITERIA

n°	Requirement	Level	Y/N	Comments
1.1	The use of GMOs is not allowed (less than 0,9% PCR)	Essential		

2 – FISHFEEDS AND OILS ORIGINS CRITERIA

n°	Requirement	Level	Y/N	Comments
2.1.	<p>Fishfeeds' and Oils marine ingredients must originate from certified fishmeal and fish oil producers, sourcing from approved Friend of the Sea fisheries.</p> <p><i>MARINE INGREDIENTS' ORIGINS CONFORMING TO FRIEND OF THE SEA CRITERIA</i></p> <ul style="list-style-type: none"> - <i>Trimmings</i> - <i>Anchovies and Pacific Mackerel (Peru)</i> - <i>Menhaden (USA)</i> - <i>Sardines and Mackerel (Morocco)</i> 	Essential		

3 – SOCIAL ACCOUNTABILITY

n°	Requirement	Level	Y/N	Comments
	The Organization must comply with the following:			
3.1	Respect Human Rights.	Essential		
3.2	Respect National and International Labor legislation (International Labor Organization (ILO) Core Conventions.	Essential		
3.3	Pay fair wages, that are at least equal to the highest of legal minimum wages or local average wages for similar activities.	Essential		
3.4	Apply health and safety measures at a minimum at the level of legal requirements.	Essential		
3.5	Ensure employee access to adequate medical care, wherever possible.	Essential		
3.6	When relevant, have equitable access agreements that protect security for local populations.	Essential		

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n°	Requirement	Level	Y/N	Comments
3.7	Train and employee local people in its operations, wherever possible.	Essential		
3.8	Have equitable benefit sharing arrangements.	Essential		
3.9	The organization should be certified SA8000	Recommended		

4- TRACEABILITY

n°	Requirement	Level	Y/N	Comments
4.1	The Organization guarantees that a specific traceability system is in place in order to demonstrate that the product audited respects all requirements of this Standard and there is not possibility of mix with other products not under certification.	Essential		

Additional Comments

Please register below the traceability test specifying the appropriate collected data:



CONCLUSIONS:

- The Product complies with Friend of the Sea requirements
- The Product does NOT comply with the following Friend of the Sea requirements:

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