

Friend of the Sea Standard

FOS - Wild –Non-Freezer Vessels Sustainable fishing Requirements

REV	DATE	REASON	VALIDATION	APPROVAL
0	18/01/2013	First issue	OK	OK
1	01/07/2015	Content update	OK	OK
2	27/12/2015	Update Document Title	OK	OK

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Introduction

Friend of the Sea is a non-governmental organisation established in 2008, whose aim is to safeguard the marine environment and its resources incentivising a sustainable market and implementing specific conservation projects.

Friend of the Sea certification program allows assessment of fisheries and aquaculture products according to sustainability criteria and requirements. The certification, granted by Independent Certification Bodies following an audit, ensures that a product complies with the sustainability requirements.

The Friend of the Sea fishing certification program complies with the "**GUIDELINES FOR THE ECOLABELLING OF FISH AND FISHERY PRODUCTS FROM MARINE CAPTURE FISHERIES (FAO)**". All requirements refer to criteria which conform with the "Minimum substantive criteria" included in the following FAO Guidelines.

"Management systems

28. Requirement: The fishery is conducted under a management system which is based upon good practice and that ensures the satisfaction of the requirements and criteria described in Paragraph 29. The management system and the fishery operate in compliance with the requirements of local, national and international law and regulations including the requirements of any regional fisheries management organization that manages the fisheries on the "stock under consideration".

28.1 For the "stock under consideration" there are documented management approaches with a well based expectation that management will be successful taking into account uncertainty and imprecision.

28.2 There are objectives, and as necessary, management measures to address pertinent aspects of the ecosystem effects of fishing as per paragraph 31.

29. The following criteria will apply to management systems for any fisheries, but it must be recognized that special consideration needs to be given to small-scale fisheries with respect to the availability of data and with respect to the fact that management systems can differ substantially for different types and scales of fisheries (e.g. small scale through to large scale commercial fisheries).

29.1 Adequate data and/or information are collected, maintained and assessed in accordance with applicable international standards and practices for evaluation of the current state and trends of the stocks⁴ (see below: Methodological aspects). This can include relevant traditional, fisher or community knowledge, provided its validity can be objectively verified.

29.2 In determining suitable conservation and management measures, the best scientific evidence available is taken into account by the designated authority, as well as consideration of relevant traditional fisher or community knowledge, provided its validity can be objectively verified, in order to evaluate the current state of the "stock under consideration"⁵ in relation to, where appropriate, stock specific target and limit reference points.

29.2bis: Taking due account of paragraph 32, for the "stock under consideration" the determination of suitable conservation and management measures should include or take account of:

- Total fishing mortality from all sources is considered in assessing the state of the "stock under consideration", including discards, unobserved mortality, incidental mortality, unreported catches and catches in other fisheries.*

- Management targets are consistent with achieving maximum sustainable yield (MSY) (or a suitable proxy) on average, or a lesser fishing mortality if that is optimal in the circumstances of the fishery (e.g. multispecies fisheries) or to avoid severe adverse impacts on dependent predators.*

- The management system should specify limits or directions in key performance indicators (see 30.2), consistent with avoiding recruitment overfishing or other impacts that are likely to be irreversible or very slowly reversible, and specify the actions to be taken if the limits are approached or the desired directions are not achieved.*

29.3 Similarly, data and information, including relevant traditional, fisher or community knowledge, provided its validity can be objectively verified, are used to identify adverse impacts of the fishery on the ecosystem, and timely scientific advice is provided on the likelihood and magnitude of identified impacts (see paragraph 31).

29.4 The designated authorities adopt and effectively implement appropriate measures for the conservation and sustainable use of the "stock under consideration" based on the data, information and scientific advice referred to in the preceding bullets.⁷ Short-term considerations should not compromise the long-term conservation and sustainable use of fisheries resources.

29.5 An effective legal and administrative framework at the local, national or regional level, as appropriate, is established for the fishery⁸ and compliance is ensured through effective mechanisms for monitoring, surveillance, control and enforcement (see paragraph 6).

29.6 In accordance with the Code of Conduct Article 7.5, the precautionary approach is being implemented to protect the "stock under consideration" and to preserve the aquatic environment.

Inter alia this will require that the absence of adequate scientific information should not be used as a reason for postponing or failing to take conservation and management measures. Further, relevant uncertainties are being taken into account through a suitable method of risk assessment. Appropriate reference points are determined and remedial actions to be taken if reference points are approached or exceeded are specified.

Stocks under consideration

30. Requirement: The "stock under consideration" is not overfished, and is maintained at a level which promotes the objective of optimal utilization and maintains its availability for present and future generations taking into account that longer term changes in productivity can occur due to natural variability and/or impacts other than fishing. In the event that biomass drops well below such target levels, management measures (Code of Conduct Article 7.6) should allow for restoration within reasonable time frames of the stocks to such levels (see also paragraph 29.2.bis). The following criteria are applicable:

30.1 The "stock under consideration" is not overfished if it is above the associated limit reference point (or its proxy).

30.2 If fishing mortality (or its proxy) is above the associated limit reference point, actions should be taken to decrease the fishing mortality (or its proxy) below that limit reference point.

30.3 The structure and composition of the "stock under consideration" which contribute to its resilience are taken into account.

30.4 In the absence of specific information on the "stock under consideration", generic evidence based on similar stocks can be used for fisheries with low risk to that "stock under consideration". However, the greater the risk the more specific evidence is necessary to ascertain the sustainability of intensive fisheries.

Ecosystem considerations

31. Requirement: Adverse impacts of the fishery on the ecosystem should be appropriately assessed and effectively addressed. Much greater scientific uncertainty is to be expected in assessing possible adverse ecosystem impacts of fisheries than in assessing the state of target stocks. This issue can be addressed by taking a "risk assessment/risk management approach". For the purpose of development of ecolabelling schemes, the most probable adverse impacts should be considered, taking into account available scientific information, and traditional, fisher or community knowledge provided that its validity can be objectively verified. Those impacts that are likely to have serious consequences should be addressed. This may take the form of an immediate management response or further analysis of the identified risk. In this context, full recognition should be given to the special circumstances and requirements in developing countries and countries in transition, including financial and technical assistance, technology transfer, and training and scientific cooperation. The following criteria are to be interpreted in the context of avoiding high risk of severe adverse impacts:

31.1 Non target catches, including discards, of stocks other than the "stock under consideration" are monitored and should not threaten these non-target stocks with serious risk of extinction; if serious risks of extinction arise, effective remedial action should be taken.

31.2 The role of the "stock under consideration" in the foodweb is considered, and if it is a key prey species in the ecosystem, management measures are in place to avoid severe adverse impacts on dependent predators.

31.3 There is knowledge of the essential habitats for the "stock under consideration" and potential fishery impacts on them. Impacts on essential habitats and on habitats that are highly vulnerable to damage by the fishing gear involved are avoided, minimized or mitigated (Code of Conduct 7.2.2). In assessing fishery impacts, the full spatial range of the relevant habitat should be considered, not just that part of the spatial range that is potentially affected by fishing.

31.4 In the absence of specific information on the ecosystem impacts of fishing for the unit of certification, generic evidence based on similar fishery situations can be used for fisheries with low risk of severe adverse impact. However, the greater the risk the more specific evidence is necessary to ascertain the adequacy of mitigation measures.

Methodological aspects

Assessing current state and trends in target stocks

32. There are many ways in which state and trends in stocks may be evaluated, that fall short of the highly quantitative and data-demanding approaches to stock assessment that are often used for large scale fisheries in developed countries. Use of less elaborate methods for stock assessment should not preclude fisheries from possible certification for ecolabelling. However it should be noted that, to the extent that the application of such methods results in greater uncertainty about the state of the "stock under consideration", more precautionary approaches to managing fisheries on such resources will be required which may necessitate lower levels of utilization of the resource. There is a variety of management measures commonly used in small scale or low value fisheries that nonetheless can achieve quite adequate levels of protection for stocks in the face of uncertainty about the state of the resource. A past record of good management performance could be considered as supporting evidence of the adequacy of the management measures and the management system."

Friend of the Sea criteria and their compliance with Minimum Substantive Criteria (FAO)

For each of the following criteria whose compliance is verified in the course of the audit, the respective FAO Minimum Substantive Criterion observed is mentioned in brackets.

1. Status of stock (30)
2. Ecosystem Impact (31)
3. Selectivity (31)
4. Legal Compliance (28)
5. Management (28, 29)
6. Waste management
7. Energy Management
8. Social Accountability

Each one of these criteria contains essential or important requirements or recommendations.

Essential Requirements. 100% conformity to Essential Requirements is mandatory in order for the Certification Body to certify the Organisation's product. Any lack of compliance with these requirements will generate a Major Non-Conformity and the Organisation has to undertake effective Corrective Actions, to be implemented within three months from the issuing of the Non-Conformity. The Organisation shall provide satisfactory evidence to the Certification Body of correction of all major non-conformities. Six months are allowed exclusively for correction of requirements 2.1 and 2.2, in consideration of their more complex nature.

Important Requirements. 100% conformity to Important Requirements is mandatory in order for the Certification Body to certify the Organisation's product. Any lack of compliance with these requirements is to be considered as a Minor Non-Conformity and the Organisation has to propose effective Corrective Actions (declaration of intents and implementation plan), to be submitted to the Certification Body within three weeks from the issuing of the Non Conformity. This proposal must also include a timetable concerning the implementation of each correction measure. Each proposed Corrective Action must be fully implemented within the following twelve months.

Recommendations. Compliance with Recommendations is not mandatory for the product to be certified. However compliance with Recommendation will be verified during the audit and any deficiency (k day du) will be included in the Audit Report as a Recommendation. The Organisation shall inform the Certification Body, during the following audit, regarding any corrective measures implemented.

Requirements which are not applicable to the audited Organisation will be marked with "N.A."

g) VESSELS AUDITED ON SITE:(the auditor must list the vessels which have actually been audited on site as sample representing the fleet). Annex g

<i>Name of the fishing vessel</i>	<i>Registration number</i>	<i>Unloading harbor</i>
CLAM LEGEND	63018	CLOUDY BAY

h) FISHING ZONE (*Coordinates and/or FAO area and/or subarea and/or ICES area and/or EEZ. If available please include also a map*)

FAO 81

Annex h

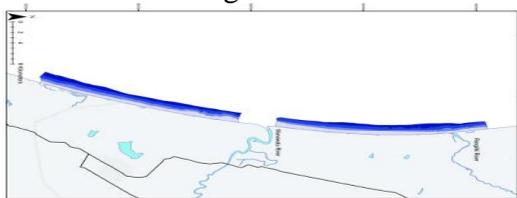
Fishing area FMA 3



Fishing area FMA 7



Fishing area FMA 8



i) COMMON AND SCIENTIFIC NAME OF THE SPECIES TO BE AUDITED

Common Name	Scientific Name
DIAMOND SHELL	<i>Spisula aequilatera</i>
STORM CLAM	<i>Mactra muchisoni</i>
TUA TUA	<i>Paphies donacina</i>
MOON SHELL	<i>Dosinia anus</i>

j) TOTAL NUMBER OF EMPLOYEES:

80

k) ENVIRONMENTAL CERTIFICATIONS AND AWARDS

N

l) ADDITIONAL INFORMATION:

- XThe Friend of the Sea project was introduced**(If not the Auditor must provide a short description)
- XThe Organisation and the shipowners were informed of the opportunity, in case of approval, of using the Friend of the Sea logo on the certified products**
- XThe Organisation has a document qualifying and confirming the roles of the staff carrying out the audit**
- XThe duration of the Audit was agreed**
- XThe information included in the Preliminary Information Form has been confirmed:** *(in case of changes to the PIF, an updated version has to be promptly provided)*

CERTIFICATION BODY: RINA SERVICES S.p.a.	AUDIT TEAM: MARCO PEDOL (Lead Auditor)	AUDIT START AND END DATE: 01/09/2016 02/09/2016
SIGNATURE OF AUDITOR: 	NAME OF THE PERSON IN CHARGE FROM THE ORGANISATION AND ACCOMPANYING THE AUDITOR DURING THE AUDIT: GLENN FARRINGTON fisheries and logistics manager	AUDIT CODE Contract nr. 2016/QHE/27 File nr. 2016 DG DF 32

NOTES TO THE AUDITOR

- 1) The auditor must fill out all fields in the checklist.
- 2) Checklist compilation guidelines are highlighted in the blue boxes.
- 3) The Auditor must provide explanation when requirements are not applicable.
- 4) The Auditor must write YES when the Organisation complies with a requirement and NO when it does not.
- 5) The Auditor must comment and explain the positive or negative answers. YES, NO, N.A. are not enough
- 6) Each relevant document must be added to the final Audit Report in a separate and numbered attachment
- 7) Photographic explanations added to the checklist or attached are appreciated

1 – STOCK STATUS

No.	Requirement	Level	Quantitative parameters	Y/N	Comments																																																																																																																																																																															
1.1	Up-to-date data and/or information on the stock status is available from one of the following: FAO, Regional Fisheries Management Organisation, Marine Research National Authority, University, other independent research institute. This data concludes that the stock is NOT:			Y	A regular assessment on stock levels is carry out by MPI Ministry of primary industries in collaboration with industries and Universities. Annex 1.1																																																																																																																																																																															
1.1.1	Data deficient	Essential		Y																																																																																																																																																																																
1.1.2	Over-exploited (F>Fmsy)	Essential	F<Fmsy within probability range of available stock assessments	Y	The stock for surf clams is not overexploited <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th>Species name</th> <th>Primary stock</th> <th>Last assessment date</th> <th>At or above target levels?</th> <th>Below the soft limit?</th> <th>Below the hard limit?</th> <th>Overfishing?</th> </tr> </thead> <tbody> <tr><td>Shearwater</td><td>STAF, STAZ, STAB</td><td>-</td><td></td><td></td><td></td><td></td></tr> <tr><td>Shearwater</td><td>STAZ</td><td>2014</td><td></td><td>●●</td><td>●●</td><td></td></tr> <tr><td>Shearwater</td><td>STAZ</td><td>2011</td><td>●●</td><td>●●</td><td>●●</td><td>●●</td></tr> <tr><td>Shearwater</td><td>STAZ</td><td>2014</td><td>●</td><td>●●</td><td>●●●</td><td>●●</td></tr> <tr><td>Shearwater</td><td>STAZ</td><td>2014</td><td>●●</td><td>●●●</td><td>●●●</td><td>●●</td></tr> <tr><td>Sheep mutton (not in 2012)</td><td>STMI</td><td>2012</td><td>●</td><td>●●</td><td>●●</td><td>●●</td></tr> <tr><td>SURF CLAMS</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Chesapeake Tusk</td><td>POCI, POCB</td><td>2008</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Chesapeake Tusk</td><td>POCI</td><td>1984</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Chesapeake Tusk</td><td>POCB</td><td>1995</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Frieded versus stag</td><td>BYAT</td><td>1994</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Lease Trough Stag</td><td>NBA3</td><td>2008</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Lease Trough Stag</td><td>NMA7</td><td>1994</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Lease Trough Stag</td><td>NMB</td><td>1995</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Shoal Ostrac</td><td>DANZ, DAN3</td><td>2008</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Shoal Ostrac</td><td>DAN7</td><td>1994</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Shoal Ostrac</td><td>DAN8</td><td>2013</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Towhee Stag</td><td>SAEZ, SAE3</td><td>2008</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th>Species name</th> <th>Primary stock</th> <th>Last assessment date</th> <th>At or above target levels?</th> <th>Below the soft limit?</th> <th>Below the hard limit?</th> <th>Overfishing?</th> </tr> </thead> <tbody> <tr><td>Towhee Stag</td><td>SAE7</td><td>1994</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Towhee Stag</td><td>SAE8</td><td>2013</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Towhee Stag</td><td>MDI2</td><td>2008</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Towhee Stag</td><td>MDI7</td><td>1994</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> <tr><td>Towhee Stag</td><td>MDI8</td><td>1995</td><td>●●●</td><td>●●●</td><td>●●●</td><td>●●●</td></tr> </tbody> </table>	Species name	Primary stock	Last assessment date	At or above target levels?	Below the soft limit?	Below the hard limit?	Overfishing?	Shearwater	STAF, STAZ, STAB	-					Shearwater	STAZ	2014		●●	●●		Shearwater	STAZ	2011	●●	●●	●●	●●	Shearwater	STAZ	2014	●	●●	●●●	●●	Shearwater	STAZ	2014	●●	●●●	●●●	●●	Sheep mutton (not in 2012)	STMI	2012	●	●●	●●	●●	SURF CLAMS							Chesapeake Tusk	POCI, POCB	2008	●●●	●●●	●●●	●●●	Chesapeake Tusk	POCI	1984	●●●	●●●	●●●	●●●	Chesapeake Tusk	POCB	1995	●●●	●●●	●●●	●●●	Frieded versus stag	BYAT	1994	●●●	●●●	●●●	●●●	Lease Trough Stag	NBA3	2008	●●●	●●●	●●●	●●●	Lease Trough Stag	NMA7	1994	●●●	●●●	●●●	●●●	Lease Trough Stag	NMB	1995	●●●	●●●	●●●	●●●	Shoal Ostrac	DANZ, DAN3	2008	●●●	●●●	●●●	●●●	Shoal Ostrac	DAN7	1994	●●●	●●●	●●●	●●●	Shoal Ostrac	DAN8	2013	●●●	●●●	●●●	●●●	Towhee Stag	SAEZ, SAE3	2008	●●●	●●●	●●●	●●●	Species name	Primary stock	Last assessment date	At or above target levels?	Below the soft limit?	Below the hard limit?	Overfishing?	Towhee Stag	SAE7	1994	●●●	●●●	●●●	●●●	Towhee Stag	SAE8	2013	●●●	●●●	●●●	●●●	Towhee Stag	MDI2	2008	●●●	●●●	●●●	●●●	Towhee Stag	MDI7	1994	●●●	●●●	●●●	●●●	Towhee Stag	MDI8	1995	●●●	●●●	●●●	●●●
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The Auditor must take into consideration only the most up-to-date official studies on the stock status. These studies can be provided by the company to be audited, by Friend of the Sea, by other interested parties and by the auditor. Most updated stock assessments for tuna resources are carried out by the tuna RFMOs (IOTC, IATTC, CIAT, WCPFC). The Auditor must provide evidence on the conclusion regarding the status of the stock including clear reference to documents and websites.

1.2	Requirement 1.1 and sub do not apply to Fisheries or fleets which comply with all other requirements and which are not responsible for stock over-exploitation and do not catch more than 10% in weight of total fish in the stock under consideration.	Essential	Weight of catches by fishery with same fishing method as the one under audit, same capacity and targeting same stock is not over 10% of total catches from the same stock.	N/A	
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The Auditor must fill-in these fields ONLY in case of negative answer to the 1.1 requirement

2-ECOSYSTEM IMPACT

No.	Requirement	Level	Quantitative parameters	Y/N	Comments
2.1	The fishery or fleet complies with Marine Protected Areas regulation.		Verify compliance also by use of VMS and plotters tracking and World database www.mpaglobal.net	Y	All the vessels are equipped with GPS and VMS clearly indicating the position of MPA

The Auditor, through random sampling, using the Satellite Control System on the vessels or valid alternative evidence, must verify that the fishing activity is not carried out in infringement of Marine Protected Areas (MPA). Alternatively an official declaration from local Control Authorities must be produced. The Auditor must provide a list of Protected Marine Areas in the area (refer to www.mpaglobal.org).

2.2	The fishery or fleet must use fishing gears that do not affect the sea bed unless proven that such impact is negligible.		The seabed and benthic marine wildlife must revert to their original conditions within a maximum of 30 days from the impact of the fishing gear on the seabed.	Y	The fleet uses Hydraulic dredges and the effect on the seabed are continually monitored. The Organisation supplies evidence of a survey conducted in collaboration with the University that the plume resulting from the dredging activity completely disappear after less than thirty minutes. All the dredging activity is carried on sand and mud seabed with any effect on kelps or nursery regions. Annex 2.2
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The Auditor must collect conformity evidence.

2.3	The ecosystem impact of the fishery or fleet is taken into consideration by the RFMOs. (Cfr. Art. 31.2 of FAO guidelines 2009)	Recommendation	The RFMO must carry out studies which consider the impact of the fleet or fishery on the ecosystem and it must take this into account when producing managements advices.	Y	The ecosystem impact is taken into consideration in the stock assessments and in the surveys carried on about dredging activities.
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The Auditor must provide evidencereferring to all available studies.

3- SELECTIVITY

No.	Requirement	Level	Quantitative parameters	Y/N	Comments
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3.1	<p>Accidental catches must not include species listed in the IUCN red list of endangered species as Vulnerable or higher risk.</p> <p>The IUCN assessment must have been carried out no more than 10 years before and it must have not been outdated by a more recent stock assessment for the given species / stock.</p>	Important	<p>Bycatch studies must have been carried out by the relevant bodies (FAO or RFMOs or National Authorities or Universities) and they must provide information regarding level of bycatch and bycaught species</p> <p>These studies must not indicate the presence of species vulnerable or worse among the regularly (over 0.25% of total weight) species according to www.redlist.org.</p>	Y	Bycatch of non-commercial species is very low and does not include any IUCN red list species.
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The Auditor must obtain a list of the species that are generally caught accidentally. Such list must be provided by the audited organisation with the available studies. The information included in the list must be compared with the accidental catches actually occurred on site at the time of unloading. The list must also be compared with the database of the IUCN red list www.redlist.org. The Auditor must provide a final document that shows if any of the accidentally caught species is included in the IUCN list.

3.2	The level of discard (in weight) must not be over 8% of total catch.		Discards are bycaught species which are not used for human consumption not for fish meal or fish-oil production.	Y	The whole catch is landed. No discards occur in the dredging activities. Undersize clams are selected on board if not already selected by the dredge and released alive at sea. It could happen to have very small amount of sand fish as sole and plaice or crab. But all the live animals are released at sea.
3.3.1	<p>THIS REQUIREMENT IS TO BE COMPLIED WITH ONLY BY TUNA FLEETS/FISHERIES. FOR ALL OTHER FLEETS/FISHERIES, IT IS NOT APPLICABLE (NA).</p> <p>FADs (Fish Aggregating Devices)</p> <p>The fleet or fishery must provide a census of number of FADs deployed in the previous 12 months per vessel and its must report on a yearly basis to Friend of the Sea regarding FADs deployment per vessel.</p>	Important	Auditor must collect the data provided by the Fleet or fishery and attach it to the Audit Report	N/A	
3.3.2	<p>THIS REQUIREMENT IS TO BE COMPLIED WITH ONLY BY TUNA FLEETS/FISHERIES. FOR ALL OTHER FLEETS/FISHERIES, IT IS NOT APPLICABLE (NA).</p> <p>FADs (Fish Aggregating Devices)</p> <p>The fleet must use non entangling FADs only, to avoid entanglement of sharks and turtles.</p>	Important	Audit must collect evidence including pictures of FADs, purchase invoices with technical specifications to prove compliance.	N/A	

4 - LEGAL CONFORMITY

N°	Requirement	Level	Quantitative parameters	Y/N	Comments
4.1	All fishing vessels	Essential	Vessel	Y	All Vessels are officially registered. All

	must be officially registered.		registration and fishing license inspection.		vessels visited had their registration documents onboard. See Annex 4.1
The Auditor must request a list of all the fishing boats and the respective registration number. The Auditor must collect on site all the documents concerning the registration of at least 10% of the audited boats (copies of photos of the documents)					
4.2	The fleet does not include boats with a flag of convenience.	Essential	The auditor must verify that the boat is not registered to another Nation identified as Flag of Convenience (http://www.itfseafarers.org/foc-registries.cfm).	Y	All fishing vessels are registered in New Zealand and have New Zealand flags.
The Auditor must verify according to the website http://www.itfseafarers.org/foc-registries.cfm.					
4.3	The fleet does not include IUU (illegal, unreported, unregulated) fishing vessels.	Essential	The boat cannot be included in the list http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2012:350:0038:0043:EN:PDF	Y	The fleet does not report any IUU fishing vessels. The fleet is just operating inside the EEZ
The Auditor must verify according to the list on the website http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2012:350:0038:0043:EN:PDF					
4.4	THIS REQUIREMENT IS TO BE COMPLIED WITH ONLY BY TUNA FLEETS/FISHERIES. FOR ALL OTHER FLEETS/FISHERIES, IT IS NOT APPLICABLE (NA). The fleet must be "Dolphin Safe" approved by the Earth Island Institute.	Essential	The organisation must be included in the Dolphin-Safe list of the Earth Island Institute: www.dolphinsafetuna.org	N/A	
The Auditor must verify the conformity on the list www.dolphinsafetuna.org or else the company must sign the EII DS Policy and a copy must be included in the audit report					
4.5	The fishing company complies with national and international regulations. Compliance with the following regulations in particular has to be confirmed and verified:	Essential	Countries' fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.	Y	The fishery respects national and international regulations. The fishery is regulated by quota system
4.5.1	TAC (Total catching allowed)	Essential	Countries' fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.	Y	Tac for surf clams are yearly defined by MPI ministry for primary industries Annex 4.5.1
4.5.2	Use of a logbook	Essential	Countries' fisheries laws are available on the	Y	All the vessels are equipped with log book and at unloading skipper compile The Catch Effort and Landing Return Annex 4.5.2 recording all the figures of the fishing: name

			website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.		of the vessel, registration number, name of the skipper, date of fishing, fishing area, species, quantities, target species, by catch and discards Annex 4.5.1
4.5.3	Mesh size	Essential	Countries' fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.	Y	The fleet is fishing with hydraulic dredge. There is not a legal limit for the dimension and distance of the barrels but the organization uses a precautionary approach doing a first selection with the dredge and a second selection on board by hand to reject at sea alive all the juveniles. Annex 4.5.3 
4.5.4	Net size	Essential	Countries fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.	Y	There is not a limit in the dimension of the dredge See 4.5.3
4.5.5	Minimum size	essential	Countries' fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.	Y	There is no minimum size
4.5.6	Distance from the shore	Essential	Countries' fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators	Y	No distance from the coast is requested
4.5.7	Measures for the reduction of accidental catches	Essential	Countries fisheries laws available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators.	Y	The Organization use large distance among the barrels of the dredge. In case of by catches animals are released alive at sea
4.5.8	No fishing in protected habitats	Essential	Countries' fisheries laws are available on the website FAO http://www.fao.org/fishery/countryprofiles/search/en . The Auditor must specify applicable indicators	Y	No fishing is allowed in marine protected area that are clearly indicated on the gps 
4.5.9	Use of forbidden gears, chemical substances and explosives	Essential	Countries' laws are available on the website FAO	Y	No forbidden gears are on board and the vessels are only equipped with hydraulic dredges

			http://www.fao.org/fishery/countryprofiles/search/en. The Auditor must specify applicable indicators		
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The Auditor must verify, according to national and international regulations, that the aforementioned legal requirements are met and provide an exhaustive report with reference to the law. Where possible, the Auditor shall provide documents and photographs. A detailed description of the fishing regulation concerning each Country is available on FAO's website <http://www.fao.org/fishery/countryprofiles/search/en>

5 – MANAGEMENT

No.	Requirement	Level	Quantitative parameters	Y/N	Comments
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5.1	The fishing company has a legal and administrative structure, locally, nationally or regionally, as appropriate (Code of conduct for responsible fishing, article 7.7.1).	Essential	Procedure and organisational chart.	Y	The fishing company comply with New Zealand and international framework. The company has an EC and US export number according to European Community and FDA rules.
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5.2	According to the Code of conduct (art 7.5) a precautionary approach is undertaken to protect the target stock and safeguard the marine environment.	Important	Procedure and evidence of conformity.	Y	The fishing company comply with the quota set by New Zealand authority in order to protect the target stock and safeguard the marine environment. New Zealand has ratified Fao code of conduct for responsible fisheries. Annex 5.2
The Auditor must verify if the Country the flag of the fishing company refers to has ratified the FAO Code of conduct. Otherwise the Organisation must include a precautionary approach in their procedures.					
5.3	The compliance with points 5.1 and 5.2 is achieved through monitoring, surveillance, control and application. (Code of conduct for responsible fishing, article 7.7.1)	Essential	Procedure and evidence of monitoring and control.	Y	All the boats have to compiled log book and the Catch Effort and Landing Return register that is delivered to MPI (ministry for primary industries) the 15 of every month. This figures are matched with the reception sheet that companies authorize to receive fish have to fill up with the data of the received raw material. The quotas are directly controlled by the Ministry that is double checking if the boats are complying with. If any boats exceed the quota assigned the ministry immediately stop the boat fishing.
The Auditor must describe briefly the monitoring, surveillance, control, and application methods.					
5.4	The fleet or fishery must record bycatches per each fishing trip	Essential	Procedure and evidence of recording during at least one fishing trip.	Y	All bycatch is recorded as per national regulation on the logbook and on the Catch Effort and Landing Return register.
5.5	The fleet or fishery must record discards.	Essential	Procedure and evidence of conformity	Y	All discards are recorded as per national regulation on the logbook and on the Catch Effort and Landing Return register.
The Auditor must provide evidence (photos or copies) of the report on accidental catches and discarded fish.					
5.6	A management system to prevent possible accidental catching of endangered species must be in place.	Essential	Procedure and evidence of conformity.	Y	There are not cases of accidental by-catch of endangered species. However, Skippers are trained to release alive at sea any possible by catch.
5.7	The fleet implements a management program that guarantees that any live animals that may be accidentally caught are immediately released in the water under conditions that guarantee high chances of survival.	Essential	Procedure and evidence of conformity.	Y	The dredge fishing allows to take on board animals alive and release them to the sea
5.8	The fleet is equipped with measures which guarantee a quick retrieval of lost fishing device to avoid "ghost fishing".	Essential	Procedure and evidence of conformity.	Y	It results no possible to lose at sea any possible part of the dredge or the same dredge as being steel tool attached to the boat any detachment could compromise the safety of the boat. However, as the dredging activity is carry on in shallow water fishermen can easily recover the equipment.
The Auditor must obtain a copy of the aforementioned procedure.					
5.9	The fishing company implements "Threshold Reference Limits" or "Precaution Limits" for both, biomass and quantity of fish caught.	Important	Evidence of the values implemented	Y	Yes the fishery respects the threshold limits set by the authorities.
The Auditor must verify if the "Reference Points" and the "Precaution Limits" are set by the Regional Bodies and must verify they are complied with.					

6 – WASTE MANAGEMENT

No.	Requirement	Level	Quantitative parameters	Y/N	Comments
6.1	The fishing company recycles, re-uses or re-processes all materials used during fishing, conservation and transport of the fish up to the selling point, including packaging.	Essential	Procedure and evidence of conformity.	Y	All equipment in the industry is cleaned and mended and reused for as long as possible. All the bins and cages are on plastic material.
6.2	The fishing company implements measures to prevent dispersion of waste in the sea (including fuels and lubricants and plastic matter)	Essential	Procedure evidence of conformity.	Y	All the waste on board is collected at the plant and treated consequently.
6.3	The fishing company utilises all the chemical non-toxic alternatives available in order to reduce the use of toxic, persistent or bio-accumulating substances.	Essential	Procedure evidence of conformity.	Y	The vessels wash down mainly with water.
6.4	The company does not use CFC, HCFC, HFC or other refrigerants that cause ozone depletion.	Essential	Procedure evidence of conformity.	Y	All the vessels and plant are dealing only with live animals no refrigerant are used. It is used only gel packed that is previously frozen in the Nelson plant refrigerated with an Ammonium system.

The Auditor must provide procedures complete with photographic evidence.

7 – ENERGY MANAGEMENT

No.	Requirement	Level	Quantitative parameters	Y/N	Comments
7.1	The Organisation must keep a register of the energy sources and use, updated at least once a year.	Essential	<p>The at least yearly frequency of the energy consumption records must be included in the procedure.</p> <p>The register must state at least the following parameters:</p> <ol style="list-style-type: none"> 1. incoming energy sources (renewable or not) 2. energy consumption per process line (fishing, processing, transport) 	Y	Boats are regularly recording fuel consumption Annex 7.1 while the plant is recording power consumption. No renewable energy is used.

7.2	The Organisation should calculate its Carbon Footprint per product unit and engage to reduce it every year.	Recommendation		N	This is not done for either the factory or the vessels.
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The Auditor must request copies of the registers.

8 - SOCIAL ACCOUNTABILITY

No.	Requirement	Level	Quantitative parameters	Y/N	Comments
8.1	The Organisation must respect human rights, complying with the following requirements:				
8.1.1	compliance with national regulations and ILO on child labour	Essential	Refer to ILO: http://www.ilo.org/global/standards/introduction-to-international-labour-standards/lang-en/index.htm	Y	No children are employed in the industry.
8.1.2	pay the employees adequate salaries compliant at least with minimum legal wages	Essential	Minimum wages vary depending on the country. The Auditor must verify the Organisation knows about it.	Y	All the workers are paid with a minimum legal wages. All the employees have signed an individual employment agreement stating all the condition of the relationship Annex 2.1.2 (traceability) The Employees have also to sign code of conduct, pre- employment declaration, Hazard Reporting & Assessment form
8.1.3	grant employees access to healthcare	Essential		Y	The Health care system is granted to all the workers. The Organisation is also providing an external health insurance to its workers aside to the national ACC. Anne 2.1.3 (traceability)/(SOTHERN CORSS HEALTH SOCIETY)
8.1.4	apply safety measures required by the law	Essential		Y	Safety measures are in place and described in the Health & Safety Manual Procedures Annex 2.1.4 (traceability)
8.2	The organisation should be SA8000 certified.	Recommendation		N	Evaluate possible SA8000 certification

The Auditor must verify the compliance with the requirements through documental evidence (work-contract samples) and on-site observation.

Further comments:

CONCLUSIONS:

The Auditor must fill-in the following fields

The fleet COMPLIES with Friend of the Sea requirements

The fleet DOES NOT COMPLY with Friend of the Sea requirements

MAJOR NON-CONFORMITIES (to be corrected within 3 months)

List major non conformities

MINOR NON-CONFORMITIES (corrective plan to be produced within 3 weeks and correction within 1 year)

List Minor non conformities

RECOMMENDATIONS (to be communicated within the next inspection)

List recommendation

7.2	The Organisation should calculate its Carbon Footprint per product unit and engage to reduce it every year.
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8.2	The organisation should be SA8000 certified.
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NEXT AUDIT SUGGESTED PLANNING

	TYPE	BY THE DATE
	Surveillance audit	
	Renewal audit	