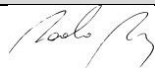

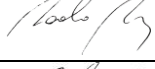



Friend of the Sea Standard

FOS - Wild Sustainable Fishing Requirements

Friend of the Sea
www.friendofthesea.org

REV	DATE	REASON	VALIDATION	APPROVAL
1	18/01/2013	First issue	Paolo Bray	
2	01/07/2015	Update	Paolo Bray	
3	30/09/2016	Standard update	Paolo Bray	
3.1	18/10/2017	Definitions and guidance to standard	Paolo Bray	

REV	DATE	REASON	APPROVED	VALIDATED	RATIFIED
4	Under revision	Standard update			

Valid from: To be defined.

Compulsory from: To be defined.

Foreword

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

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

Requirements are classified as Essential, Important or Recommendations, according to their level of importance.

Essential Requirements: The unit of certification shall be 100% compliant with essential requirements to be recommended for certification by the Certification Body (CB). Failure to comply with essential requirements is a major non-conformity. To achieve certification, corrective actions shall be implemented within three months from the date of assessment of non-conformities. Exclusively for the correction of requirements 2.1, 2.2, 3.1.1, 5.1.1b and 5.10.2 due to their more complex nature, six months are allowed. The unit of certification shall provide the CB with satisfactory evidence of correction of all major non-conformities, if necessary, with additional audits.

Important Requirements: Failure to comply with important requirements is a minor non-conformity. To achieve certification, the unit of certification shall first propose a corrective action plan within maximum three weeks from the date of assessment of the non-conformities - to the satisfaction of the CB. In the proposal, the unit of certification shall include the timeframe for the implementation of each corrective action, considering that all minor non-conformities must be closed before the surveillance audit. The proposal shall be analysed by the CB regarding its consistency and feasibility. If accepted, the certificate can be granted. Then, in the surveillance audit, the unit of certification shall be able to demonstrate that all minor non-conformities reported in the approved proposal were solved. If the approved proposal has not been fully implemented, the certificate is suspended until the resolution of any remaining minor non-conformities.

Recommendations: It is not compulsory for the unit of certification to comply with recommendations to achieve certification. Nonetheless, compliance with recommendations shall be verified during the audit and any non-conformities shall be highlighted in the audit report as a "recommendation". The unit of certification shall inform the CB, during the following audit, regarding any corrective measures implemented.

Requirements that are not applicable to the audited unit of certification will be marked with "N.A."

Description of the Unit of certification

This document shall only be filled out by personnel of the CB in charge of the audit.
It shall be filled out in English, if spoken fluently.

a) NAME OF THE UNIT OF CERTIFICATION TO BE AUDITED:

b) NAME OF THE UNIT OF CERTIFICATION REQUESTING THE AUDIT:

c) IS THE UNIT OF CERTIFICATION TO BE AUDITED PART OF A GROUP? IF SO, PLEASE SPECIFY THE NAME OF THE GROUP AND LIST ALL MEMBERS:

d) ADDRESS OF THE UNIT OF CERTIFICATION TO BE AUDITED:

e) NAME AND CONTACT DETAILS OF THE PERSON AT THE UNIT OF CERTIFICATION RESPONSIBLE FOR THE AUDIT AND CONTACTS WITH THE AUDITOR:

f) FLEET TO BE AUDITED:

<i>Name of the fishing vessel</i>	<i>Registration number</i>	<i>Vessel's flag</i>	<i>Fishing method</i>	<i>Capacity (MT)</i>	<i>Unloading harbour</i>	<i>Ship owner, if different from "a"</i>

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

Name of the fishing vessel	Registration number	Unloading harbour

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

i) COMMON AND SCIENTIFIC NAME OF THE SPECIES TO BE AUDITED, WITH THE RESPECTIVE FISHING METHODS:

Common Name	Scientific Name	Fishing method

j) TOTAL NUMBER OF EMPLOYEES:

k) ENVIRONMENTAL CERTIFICATIONS AND AWARDS

I) STAKEHOLDERS INPUT:

Before or during the audit, the CB shall inform all the relevant stakeholders about the audit of the unit of certification and recommend their input. Please refer to [Circular n.2](#) (dated 04/10/2017) and provide the list of all contacted stakeholders below:

m) ADDITIONAL INFORMATION:

Please specify the type of audit (initial, surveillance, additional, unannounced or recertification). In the case of multi-site audits, please specify also the method for calculation of sites inspected.

- The Friend of the Sea project was introduced** *(If not, the auditor shall provide a short description).*
- The unit of certification and the ship owners were informed of the opportunity, in case of approval, of using the Friend of the Sea logo on the certified products.**
- The unit of certification has a document qualifying and confirming the roles of the staff carrying out the audit.**
- The duration of the audit was agreed upon.**
- The information included in the Preliminary Information Form (PIF) was confirmed** (in the case of changes to the PIF, an updated version has to be promptly provided).

CERTIFICATION BODY:	AUDIT TEAM:	AUDIT START AND END DATE:
SIGNATURE OF AUDITOR:	NAME OF THE PERSON IN CHARGE OF THE UNIT OF CERTIFICATION AND ACCOMPANYING THE AUDITOR DURING THE AUDIT:	AUDIT CODE:
		TYPE OF AUDIT:

NOTES TO THE AUDITOR

- 1)** The auditor shall fill out all fields in the checklist.
- 2)** Checklist compilation guidelines are highlighted in the blue boxes.
- 3)** The Auditor shall provide an explanation when requirements are not applicable.
- 4)** The Auditor shall write YES when the unit of certification complies with a requirement and NO when it does not.
- 5)** The Auditor shall comment and explain the positive or negative answers. Simple "YES," "NO," or "N.A." are insufficient.
- 6)** Each relevant document shall be added to the final audit report in a separate and numbered attachment.
- 7)** Photographic evidence added to the checklist or attached are appreciated.
- 8)** After a revised standard come into effect, a transitional period of three years is given to the certified companies to come into compliance. After this transitional period, the revised standard is considered compulsory.
- 9)** The application process is NOT discriminatory on size, scale, management, minimum number of operators and number of vessels involved.
- 10)** Enhanced fisheries and enhancement activities are not applicable to this standard. Friend of the Sea has excluded enhanced fisheries and enhancement activities from its Wild Standard because, among other reasons, these practices imply human intervention in the natural biological cycles of aquatic species. Due to the lack of knowledge on the consequences of these practices on the environment, Friend of the Sea has decided to adopt a responsible approach.
- 11)** The FOS Audit Guidance Version 2 provides guidance on the content of this document. Please review the following definitions: "*best scientific evidence available*", "*management objectives*", "*precautionary approach*", "*irreversible or very slowly reversible*", "*enhanced fisheries*", "*enhancement activities*" "*essential habitat*", "*ecosystem (structure, processes and function)*", "*recruitment overfishing*", "*resilience*", "*fishery management plan*", "*participatory*", "data (information): adequate, reliable, current", "*stock under consideration*" and "*management system*".

1 – STOCK STATUS

No.	Requirement	Level	Parameters and information	Y/N/ N.A.	Comments
1.1.1	<p>The fisheries management organization or arrangement shall coordinate the collection and analysis of adequate, reliable and current data and/or other information necessary to assess the state and trends of the stock under consideration taking into account the structure and composition of that stock which contribute to its resilience. Management decisions made by the fisheries management organization or arrangement shall be based on this assessment.</p> <p>In data limited situations, with special regards to the deep-sea fisheries stocks in the high seas, a precautionary approach shall be applied. In these cases, it is required to the fishery to acknowledge and explain challenges in data collection and maintenance to cover all stages of fishery development, in accordance with applicable international standards and practices.</p>	Essential	<p>The fishery shall demonstrate it collects adequate, reliable and current data and /or information in accordance with applicable international standards (e.g. Coordinating Working Party on Fishery Statistics, the FAO Guidelines for the routine collection of capture fishery data, FAO Fisheries Technical Paper No. 382).</p>		

The fisheries management organization is an institution responsible for fisheries management, including the formulation of rules governing fishing activities. The fishery management organization may also be responsible for collection of information, its analysis stock assessment, monitoring, control and surveillance.

FAO 1997: FAO Technical Guidelines for Responsible Fisheries.

1.1.2	<p>The stock under consideration shall NOT be overexploited.</p>	Essential	<p>$F \leq F_{msy}$ within probability range of available stock assessments or at least $F \leq F_{lim}$ (limit reference point – or its proxy).</p> <p>If overfishing of a stock under consideration of a certified fishery occurs, the certification of this fishery is suspended or revoked.</p>		
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1.1.3	The stock under consideration shall NOT be overfished.	Essential	<p>$B \geq B_{msy}$ within probability range of available stock assessments or at least $B > B_{lim}$ (limit reference point – or its proxy).</p> <p>If the stock under consideration of a certified fishery becomes overfished, the certification of this fishery is suspended or revoked.</p>		
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The auditor shall take into account the best scientific evidence available and, in the case of data limited fisheries, shall consider the Precautionary Approach.

1.1.4	The current status and management measures for the stock under consideration shall include data of bycatch, discards, unobserved mortality, incidental mortality, unreported catch, and catch of all the fisheries over the entire area of the distribution of the stock under consideration.	Essential	Documented evidence		
1.1.5	The methodology, the results and the trends of the stock status assessment under consideration shall be made publicly available in a timely manner and based on the best scientific evidence available, respecting confidentiality where appropriate.	Essential	Documented evidence		

2 – ECOSYSTEM AND HABITAT IMPACT

No.	Requirement	Level	Parameters and information	Y/N/N.A.	Comments
2.1	<p>Adequate, reliable and current data and/or other information are collected and updated at the level of the Fishery Management System, taking into account the best scientific evidence available, in order to make an assessment of the effects of the unit of certification on the ecosystem structure, function, processes and essential habitats for the stock under consideration and for habitats that are vulnerable to damage by the fishing gear of the unit of certification (with special consideration to deep-sea fisheries in the high seas and vulnerable marine ecosystems). This includes knowledge of the full spatial range of the relevant habitat, not just that part of the spatial range that is potentially affected by fishing and an assessment on non-target stocks, Endangered, Threatened and Protected (ETP) species, habitats and ecosystem services.</p> <p>The methodology and results of the likelihood and magnitude of adverse impacts of the unit of certification on the ecosystem shall be made publicly available in a timely manner, respecting confidentiality where appropriate.</p> <p>In order to assess severe adverse impacts¹ on dependent predators, data and information shall be collected considering the role of the stock in the food web, including all sources of fishing.</p>	Essential	<p>Data collection shall be in accordance with international standards (e.g. CWP and DSF in the High Seas, FAO Programme). The data and analysis may include any traditional, fisher or community knowledge used within the management system.</p> <p>¹Severe adverse impacts can be regarded as those that are likely to be irreversible or very slowly reversible.</p>		
2.2	The unit of certification complies with the Marine Protected Areas regulations.	Essential	Verify compliance also by use of VMS and plotters tracking and World database.		

The auditor, through random sampling, using the Satellite Control System on the vessels or valid alternative evidence, shall verify that the fishing activity is not carried out in infringement of Marine Protected Areas (MPA). Alternatively, an official declaration from local Control Authorities shall be produced. The Auditor shall provide a list of Protected Marine Areas in the area (refer to <http://www.mpatlas.org/map/mpas/>, where applicable).

2.3	The unit of certification shall use fishing gears that do not affect the seabed, unless it is proved that such impact is negligible.	Essential	The seabed and benthic communities shall return to their original conditions within a maximum of 30 days from the impact of the fishing gear on the seabed.		
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The Auditor shall collect conformity evidence.

3 - GEAR SELECTIVITY

No.	Requirement	Level	Parameters and information	Y/N/ N.A.	Comments
3.1	<p>Accidental catches (bycatch) coming from the unit of certification shall not include species listed in the IUCN red list of endangered species as Vulnerable or higher risk.</p> <p>The IUCN assessment shall have been carried out no more than 10 years before.</p>	Important	<p>Bycatch studies shall have been carried out by the relevant bodies (FAO or RFMOs or National Authorities or Universities) and they shall provide information regarding level of bycatch and bycaught species.</p> <p>These studies shall not indicate the presence of species vulnerable or higher risk among the regularly caught (over 0.25% of total weight) species according to www.iucnredlist.org.</p>		
3.2	<p>The unit of certification collects and maintains adequate, reliable and current data and/or other information about its effects on endangered species, non-target catches and discards in accordance with applicable international standards and practices. It is required the monitoring and subsequent assessment of the extent to which non-target catches and discards by the unit of certification of stocks other than the stock under consideration threaten those non-target stocks with recruitment overfishing or other impacts that are likely to be irreversible or very slowly reversible.</p>	Essential	Evidence of conformity		

The auditor shall obtain records kept by the unit of certification of the species that are caught accidentally, and an assessment of the effects of the fishery on non-target stocks. The information included in the list shall be compared with the accidental catches actually occurred on site at the time of unloading. The list shall also be compared with the database of the IUCN red list www.redlist.org. The Auditor shall provide a final document that shows if any of the accidentally caught species is included in the IUCN list.

3.3	The level of discard shall not be over 8% of total catch (in weight).	Essential	Discards are bycaught species, which are not used for human consumption nor for fishmeal or fish oil production.		
3.4.1	<p>The unit of certification shall provide a census of the number of all fish aggregating devices (FADs) deployed during the previous 12 months and shall report on a yearly basis to Friend of the Sea regarding FAD deployment per vessel.</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	Important	Auditor shall collect the data provided by the fleet or fishery and attach it to the audit report.		
3.4.2	<p>The unit of certification shall use non-entangling FADs only, to avoid entanglement of sharks, turtles and other non-target species.</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	Important	Auditor shall collect evidence including pictures of FADs, purchase invoices with technical specifications to prove compliance.		
3.4.3	<p>Marking FADs and FAD components with ownership details, consistent with the Voluntary Guidelines for the Marking of Fishing Gear, adopted at the FAO's Committee on Fisheries (COFI 33).</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	Important	<p>More information about Voluntary Guidelines for the Marking of Fishing Gear at this link: https://www.wcpfc.int/system/files/WCPFC_Gear%20Marking_FAO.pdf</p> <p>The auditor shall attach to the report at least one picture of markers as example.</p>		

<p>3.4.4</p>	<p>Equipping all FADs with a tracking device and sharing real-time FAD location with relevant authorities.</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	<p>Important</p>	<p>Evidence of compliance, such as purchase invoices with technical specifications and maintenance records.</p> <p>If possible, the auditor can include pictures of tracking devices.</p>		
<p>3.4.5</p>	<p>Recovering all deployed FADs and avoiding their deliberate abandonment.</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	<p>Important</p>	<p>Evidence of recovering all deployed FADs, e.g. logbook.</p>		
<p>3.4.6</p>	<p>Ensuring there is adequate storage space on boats/vessels for recovered FADs.</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	<p>Essential</p>	<p>Verify that there is adequate storage space on boat/vessels for recovered FADs, collecting evidence through pictures that have to be attached to the audit report.</p>		
<p>3.4.7</p>	<p>Reporting of lost FADs with date, time and last known position to relevant authorities.</p> <p>Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.</p>	<p>Essential</p>	<p>Verify the existence of a logbook where reported cases of loss and attach to the audit report at least one example.</p>		

3.5	Shark finning is prohibited.	Essential	<p>Procedure and evidence of conformity: site inspection and interview.</p> <p>The unit of certification shall declare that they do not practice shark finning.</p>		
3.6	<p>Turtle excluder devices (TEDs) are in place and subjected to periodic maintenance.</p> <p>Only applicable to fisheries and fleets targeting shrimps. N/A to fisheries targeting any other species.</p>	Important	<p>The unit of certification shall have appointed at least one employee to monitor the functioning and maintenance of TEDs.</p> <p>The auditor shall collect evidence of compliance, such as purchase invoices with technical specifications and maintenance records.</p> <p>If possible, the auditor can include pictures of TEDs.</p>		
3.7	<p>The unit of certification shall use circle hooks.</p> <p>Only applicable to fisheries and fleet using pole and line and long line fishing methods.</p>	Recommendation	Evidence of conformity		

4 - LEGAL CONFORMITY

No.	Requirement	Level	Parameters and information	Y/N/N.A.	Comments
4.1	All fishing vessels shall be officially registered.	Essential	Vessel registration and fishing license inspection.		
<p>The Auditor shall request a list of all the fishing boats and the respective registration number. The Auditor shall collect on site all the documents concerning the registration of at least 10% of the audited boats (copies of photos of the documents).</p>					
4.2	The fleet does not include vessels with a flag of convenience.	Essential	The auditor shall verify that each vessel is not registered to another Nation identified as Flag of Convenience. Please refer to: https://www.itfseafarers.org/foc-registries.cfm		
4.3	The fleet does not include illegal, unreported, unregulated (IUU) fishing vessels.	Essential	The auditor shall verify that the vessels are not listed in EU IUU vessel list (https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv%3AOJ.L_.2015.199.01.0012.01.ENG), or in the IUU vessel list made available by the competent RFMO.		
4.4	The fleet shall be "Dolphin Safe" approved by the Earth Island Institute. Only applicable to fisheries and fleet targeting tuna. N/A to fisheries targeting any other species.	Essential	The unit of certification shall be included in the Dolphin-Safe list of the Earth Island Institute: www.dolphinsafetuna.org		

The Auditor shall verify conformity on the latest list of approved Dolphin Safe companies and/or importers, brokers, and retailers. A copy of the signed EII DS Policy shall be included in the audit report.

4.5	The unit of certification complies with local, national and international fisheries regulations. In particular, based on the best scientific evidence available, compliance with the following regulations has to be confirmed and verified:	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		
4.5.1	Total Allowable Catches (TAC).	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable limits.		
4.5.2	Use of a logbook.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		
4.5.3	Minimum net mesh size.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		
4.5.4	Net size.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		

4.5.5	Minimum legal size of the target species.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		
4.5.6	Distance from the shore.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/		
4.5.7	Measures that minimize unwanted catch and discards, where appropriate.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable measures.		
4.5.8	No fishing in protected habitats.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		
4.5.9	Use of forbidden gear, chemical substances and explosives.	Essential	Countries' fisheries laws are available on the FAO website: http://www.fao.org/faolex/en/ The auditor shall specify applicable indicators.		

The auditor shall verify, according to fisheries 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/faolex/en/>.

5 – FISHERY MANAGEMENT

No.	Requirement	Level	Parameters and information	Y/N/ N.A.	Comments
5.1.1a	<p>The fishery management system of which the unit of certification is a part is managed under an effective legal framework according to a regularly updated Fishery Management Plan (FMP), at the appropriate level, and complies with local, national and international laws and regulations.</p>	Essential	<p>The Unit of Certification shall provide a copy of the FMP according to the Fishery Management System (FMS). In addition, national fishery ministries and authorities can be considered, e.g. Fisheries Management Organisations (FMOs). A map of existing RFMOs is available at http://www.fao.org/figis/geoserver/factsheets/rfbs.html</p>		
5.1.1b	<p>If the stock under consideration is a transboundary fish stock, straddling fish stock, highly migratory fish stock or high seas fish stock, a bilateral, sub regional or regional fisheries organization or arrangement is in place.</p> <p>States and entities in the arrangement shall collaborate in the management of the whole stock unit and bycaught or discarded species, over their entire area of distribution, with clear roles and responsibilities. The arrangement shall ensure the rights of the small-scale fishing communities are granted. In order to find out the potential effects of bycatch management and discard reduction measures, States shall also provide an assessment on livelihoods to ascertain the potential effects of their implementation and the support necessary to facilitate their uptake.</p>	Essential	Evidence of conformity. In case this is not applicable, provide justification.		

5.1.1c	The fishery management organization or arrangement convenes to update its management advice according to the most updated data and in a timely manner, with special consideration to deep-sea fisheries, adverse impacts on vulnerable marine ecosystems, bycatch management, reduction of discards and ecosystem structure, function and processes.	Essential	Evidence of meeting frequency.		
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The Auditor shall verify and describe briefly the legal and administrative structure of the fishery management system in force and provide the evidence of compliance with local laws and regulations.

Small-scale fisheries are here intended as those using fishing craft with size < 24 m and engine <375 kW.

Large-scale fisheries are intended as those using fishing craft with size ≥ 24 m, engine ≥375 kW, vessels with freezing facilities and/or factory vessels (i.e. ocean-going vessels with on-board facilities for processing and freezing).

5.1.2	The fisheries management system (FMS) under which the fishery or fleet under audit is managed shall be both participatory and transparent, including consultation with “responsible” deep-sea fishers, to the extent permitted by national laws and regulations.	Essential	Information and advice used in FMS decision- making is publicly available. A consultation process regularly seeks and considers relevant information. Consultation with Deep Sea fishers shall be carried out when applicable.		
5.2.1	A precautionary approach shall be applied, through the FMS, taking into account the best scientific evidence available to protect the target stock and its habitat and preserve the marine environment, with special consideration for data limited fisheries.	Essential	Procedure and evidence of conformity.		

5.2.2	<p>Management measures specify the actions to be taken in the event that the status of the stock under consideration (with special consideration to deep-sea stocks) drops below a level consistent with achieving management objectives that allow for the restoration of the stock to such levels within a reasonable timeframe. These measures shall be based on the best scientific evidence available.</p> <p>This requirement also pertains to species introductions or translocations that have occurred historically and that have become established as part of the natural ecosystem.</p>	Essential	Procedure indicating target reference points and timeframe.		
5.2.3	<p>Efficacy of management measures and their possible interactions are kept under continual review in order to evaluate and adjust the regulatory measures as necessary. The assessment shall take into account the multipurpose nature of the use patterns in inland and marine waters.</p>	Essential	Evidence of periodical reviews of the management measures shall be provided.		

The auditor shall verify if the Country the flag of the unit of certification refers to has ratified the FAO Code of conduct. Otherwise, the unit of certification shall include a precautionary approach in their procedures, including a risk assessment procedure.

5.3	<p>The compliance with fishery regulations is ensured by the fishery management organization or arrangement through an effective and suitable monitoring, surveillance, control and enforcement.</p>	Essential	<p>This requirement refers to the wider fishery of which the unit of certification is a part. Procedure and evidence of monitoring and control by the fishery management authority.</p>		
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The Auditor shall describe briefly the monitoring, surveillance, control, and application methods and provide the evidence of the activities undertaken by the wider fishery of which the unit of certification is a part and its enforcement system to ensure compliance.

5.4	The unit of certification shall record bycatch and discards during every fishing trip.	Essential	Procedure and evidence of conformity.		
5.5	Bycatch and discard data shall be made publicly available by the fisheries management system.	Recommendation	Procedure and evidence of conformity.		

The auditor shall attach copies of the bycatch and discard reports to the audit report.

5.6	A management system to prevent possible accidental catch, reduction of discards and significant negative impacts of endangered species shall be in place and in compliance with national policies, legal and institutional frameworks. This shall consider international fisheries management plans and include objectives, strategies, standards and directed measures.	Essential	Procedure, performance indicators and evidence of conformity.		
5.7	The unit of certification implements a management program with an effective and suitable monitoring, surveillance, control and enforcement to manage bycatch and reduce discards. The management of bycatch shall be consistent with achieving management objectives and include procedures for the release of live animals under conditions that guarantee high chances of survival. This shall consider the "FAO International Guidelines on Bycatch Management and Reduction of Discards", where applicable.	Essential	Procedure, performance indicators, and evidence of conformity. Refer to: http://www.fao.org/docrep/015/ba0022t/ba0022t00.pdf , Para 4.1.4.		

The auditor shall provide documented evidence that the unit of certification collects data to assess the impact of the fishing activities on non-target species and endangered fauna (i.e. IUCN listed). The data collection shall address specific outcome indicator(s) consistent with achieving management objectives.

5.8	The fleet is equipped with measures that guarantee a quick retrieval of lost fishing gear to avoid "ghost fishing".	Essential	Procedure and evidence of conformity.		
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5.8.1	Vessels shall have appropriate equipment on board to assist in the safe recovery of lost fishing gear.	Important	Evidence of conformity.		
5.8.2	<p>When retrieval is not possible, the vessel must record the last known position of lost gear and report to the relevant authorities.</p> <p>If fishing authorities do not have the means to collect information on lost fishing gear, an alternative option is to report the details to the Global Ghost Gear Initiative via the Ghost Gear Reporter App.</p>	Important	<p>Procedure and evidence of conformity.</p> <p>Further information about the Ghost Gear Reporter App: https://www.ghostgear.org/news/2018/7/6/gqi-ghost-gear-reporter-app</p>		
5.8.3	Vessels shall be prepared and commit to the recovery and salvage of fishing gear lost by other vessel operators and to recycle damaged or found fishing gear, where appropriate and practically possible.	Important	Procedure and evidence of conformity.		
5.8.4	The unit of certification undertakes an annual assessment of the lost gear records (amount and reasons for loss) and implement mitigation measures to address instances where gear loss is high.	Important	<p>Procedure and evidence of conformity.</p> <p>Such measures could include: reducing soak times, implementing gear use limits in high-risk areas or during high-risk times (e.g. inclement weather), implementing other spatial or temporal measures as needed (e.g., to avoid severe weather or crowded fishing areas) and measures to reduce gear conflict that could result in gear loss.</p>		

The auditor shall obtain a copy of the procedures.

<p>5.9</p>	<p>The unit of certification has an independent observer on board, from the fisheries management organizations or States. In alternative, a CCTVs system has been deployed and it is accessible by the auditor to verify compliance with Friend of the Sea requirements.</p> <p>Only applicable to large-scale vessels and fleets. Not applicable to small-scale artisanal fisheries.</p>	<p>Important</p>	<p>Documented evidence of employment. At least one monthly report of the on-board inspector.</p>		
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The auditor shall verify the presence of the observer(s) and obtain their CV and contacts. See definition for large-scale fisheries in section 1.

<p>5.10</p>	<p>Outcome indicator(s), including target and limit reference points, shall be consistent with all management objectives related to the unit of certification and the conservation of stock under consideration.</p> <p>Management objectives shall take into account the best scientific evidence available and, where applicable, take into account a Precautionary Approach regarding:</p>	<p>Essential</p>	<p>Documented evidence.</p>		
<p>5.10.1</p>	<p>Clear target reference points consistent with achieving Maximum Sustainable Yield, MSY (or a suitable proxy) on average and limit reference points (or proxies) consistent with avoiding recruitment overfishing or other impacts that are likely to be irreversible or very slowly reversible.</p>	<p>Essential</p>	<p>A proxy is a surrogate or substitute approach that results in acceptable outcomes consistent with the primary approach.</p>		
<p>5.10.2</p>	<p>Marine resources exploited in deep-sea fisheries in the high seas that have low productivity. Biological reference points shall be set, in a precautionary manner and determined on a case-by-case basis, to ensure long-term sustainability.</p> <p>Only applicable to deep-sea fisheries.</p>	<p>Essential</p>	<p>Documented evidence that deep-sea stocks are harvested at levels that are sustainable in the long term.</p>		

5.11	There are clear management objectives ¹ based on the best scientific evidence available, applicable to the unit of certification and the stock under consideration, as well as consistent with the outcome indicators and measures defined and periodically reviewed by means of risk assessment, including knowledge of the full spatial range of the relevant habitat ² , to ensure protection and/or avoid significant/severe ³ adverse impacts ⁴ on:	Essential	¹ Management objectives consider all the economic, social and environmental aspects for the fishery of which the unit of certification is part. In addition, it includes recruitment overfishing or other impacts likely to be irreversible or very slowly reversible. ² Consideration of the full spatial range of the relevant habitat, not just that part of the spatial range that is potentially affected by fishing. ³ Severe adverse impacts can be regarded as those that are likely to be irreversible or very slowly reversible and are applicable only in relation to dependent predators. Thus, the auditor shall consider the term "severe adverse impacts" only in relation to the requirement 5.11.4 and the term "significant adverse impacts" in relation to the requirements 5.11.1, 5.11.2, 5.11.3 and 5.11.5. ⁴ Adverse impacts are from the interaction with the unit of certification.		
5.11.1	Essential habitats and vulnerable marine ecosystems (with special consideration to high seas), that are specifically those of the unit of the certification, and on habitats that are highly vulnerable to damage by the fishing gear of the unit of certification.				
5.11.2	Endangered species.				
5.11.3	<p>Non-target stocks represented by non-target catches and discards coming from the unit of certification.</p> <p>Additional research shall be conducted where information is insufficient to conduct a risk assessment.</p>				
5.11.4	Dependent predators resulting from fishing on the stock under consideration and/or key prey species.				
5.11.5	Ecosystem (structure, processes and function).				

5.12	A yearly reviewed Ecosystem Approach to Fisheries (EAF) that considers the interdependencies and functioning of the ecosystem, minimizing cumulative negative impacts and, as far as possible, enhancing ecosystem health and integrity is in place.	Recommendation	Documented evidence Refer to the EAF: http://www.fao.org/fishery/topic/16034/en		
5.13	Fisheries management approaches, plans and strategies are an integral part of integrated coastal management, and/or ocean management for oceanic fisheries. Safeguards are in place to protect the fisheries ecosystems from adverse effects coming from other sectors.	Recommendation	Documented evidence		
5.14	Any traditional, fisher or community knowledge ¹ used within the management system can be objectively verified.	Essential	¹ Uncertainties can be assessed using a risk assessment/risk management approach.		

The auditor shall provide evidence of the reference values targeted and implemented. In some cases, these can be threshold reference limits and precaution limits set by regional bodies. Therefore, the auditor shall verify if such limits were measured or estimated with acceptable certainty.

6 – WASTE MANAGEMENT

No.	Requirement	Level	Parameters and information	Y/N/N.A.	Comments
6.1	The unit of certification 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.		
6.2	The unit of certification implements measures to prevent dispersion of waste at sea (including fuels, lubricants and plastic materials).	Essential	Procedure and evidence of conformity.		
6.3	The unit of certification utilizes all the chemical non-toxic alternatives available in order to reduce the use of toxic, persistent or bio-accumulating substances.	Essential	Procedure and evidence of conformity.		
6.4	The unit of certification does not use CFC, HCFC, HFC or other refrigerants that cause ozone depletion. Only applicable to large-scale vessel.	Essential	Procedure and evidence of conformity.		
6.5	Fishing vessels must be equipped with storage facilities for damaged or end-of-life fishing gear.	Important	Evidence of conformity		
6.6	Gear shall be properly disposed of at port. If appropriate disposal facilities are not available, the unit of certification shall endeavour to work with port operators to provide adequate, low-cost and accessible disposal facilities.	Important	Procedure and evidence of conformity.		
6.7	Where applicable, the unit of certification shall work with ports to implement gear collection and/or recycling programs for end-of-life gear.	Recommendation	Procedure and evidence of conformity.		

The auditor shall provide procedures complete with photographic evidence. See definition of large-scale fisheries in section 5.

7 - ENERGY MANAGEMENT

No.	Requirement	Level	Parameters and information	Y/N/ N.A.	Comments
7.1	The unit of certification shall keep a register of all energy sources and their use, updated at least once a year.	Essential	<p>Energy consumption records, which shall be created at least once a year shall be included in the procedure.</p> <p>As a minimum, the register shall include 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). 		
7.2	The unit of certification should calculate its carbon footprint per product unit and commit to reducing it every year.	Recommendation	Procedure and evidence of conformity.		

The Auditor shall request copies of the registers.

8 - SOCIAL ACCOUNTABILITY

No.	Requirement	Level	Parameters and information	Y/N/N.A.	Comments
8.1	The unit of certification shall respect human rights, complying with the following requirements:				
8.1.1	Compliance with national regulations and ILO on child labour.	Essential	<p>The Minimum Age Convention 1973 (No. 138) sets "the general minimum age for admission to employment or work at 15 years (13 for light work) and the minimum age for hazardous work at 18 (16 under certain strict conditions). It provides for the possibility of initially setting the general minimum age at 14 (12 for light work) where the economy and educational facilities are insufficiently developed".</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		

8.1.2	Pay the employees adequate salaries compliant at least with the minimum legal wages.	Essential	<p>The minimum wages vary depending on the country. The Auditor shall verify that the unit of certification is aware of the minimum wages of the countries in which it operates.</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		
8.1.3	Grant employees access to health care.	Essential	<p>The unit of certification shall have workers' compensation insurance to cover their employees when an illness or injury happens at work.</p> <p>The auditor shall verify that the unit of certification provides, where necessary, measures to deal with emergencies and accidents, including adequate first-aid arrangements.</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		

8.1.4	Apply safety measures required by the law. Nonetheless, compliance with the minimum safety requirements are mandatory, even if not required by local law.	Essential	<p>To assess the minimum safety requirements, the auditor shall verify and collect evidence of hazards and risks in the work environment, dangers to life, safe drinking water, health and safety training and use of Personal Protective Equipment (PPE).</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		
8.1.5	Keep records of accidents or injuries.	Important	<p>These records shall be used to take corrective measures and identify the causes of the incidents, preventing future occurrences.</p>		
8.1.6	Freedom of association and collective bargaining.	Essential	<p>The auditor shall verify if workers are free to form organizations to bargain collectively, advocate for and protect their rights.</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		

8.1.7	No forced or compulsory labour.	Essential	<p>All work, including overtime, must be voluntary.</p> <p>The hours worked in excess of the normal working hours must be remunerated at the rates prevailing in the case of overtime for voluntary labour.</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		
8.1.8	No discrimination.	Essential	<p>Opportunities for recruitment, access to training, promotion, compensation, termination and retirement shall not be made based on race, colour, sex, religion, political opinion, national extraction or social origin.</p> <p>Physical, verbal or sexual abuse, bullying or harassment are prohibited.</p> <p>Refer to ILO: https://www.ilo.org/global/lang-en/index.htm</p>		

<p>8.1.9</p>	<p>Rights on board.</p>	<p>Essential</p>	<p>The auditor shall verify if the vessels are maintained in a clean and habitable condition and check if regular periods of rest of sufficient length are given to fishers.</p> <p>Refer to ILO: www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_ILO_CODE:C188</p>		
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Further comments:

CONCLUSIONS:

The Auditor shall fill out the following fields

- The unit of certification COMPLIES with Friend of the Sea requirements**

- The unit of certification 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 recommendations