

Friend of the Sea

FOS

Criteria and indicators for sustainable sea salt certification



CATEGORIES OF REQUIREMENTS

1. SOCIAL AND ENVIRONMENTAL MANAGEMENT SYSTEM
2. LEGAL COMPLIANCE
3. CONSERVATION OF THE ECOSYSTEM
4. PROTECTION OF WILD FAUNA AND FLORA
5. USE OF HAZARDOUS SUBSTANCES
6. WATER RESOURCES
7. CONTROL OF THE OUTPUTS
8. WASTE MANAGEMENT
9. ENERGY MANAGEMENT
10. SOCIAL ACCOUNTABILITY
11. ECONOMIC SUSTAINABILITY

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

If the organization is a Co-operative of Producers, audits will be carried out annually on a verified homogeneous sample, equal at least to the total square root of the Co-operative member companies.

a) ADDRESS OF THE ORGANIZATION BEING AUDITED:

b) IS THE ORGANIZATION PART OF A GROUP OR ASSOCIATION?

c) SALT PANS:

Name of the location	Coordinates	Description

d) AREA/ADDRESS OF SALT PANS:

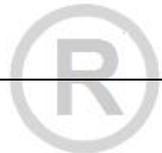
(e.g.: coordinates, extension, etc. Include a map, when available)

g) TOTAL NUMBER OF EMPLOYEES:

Family members	External members	Total

h) AVAILABLE ENVIRONMENTAL CERTIFICATIONS AND ACKNOWLEDGEMENTS:

i) ADDITIONAL INFORMATION:



Friend of the Sea project has been introduced

(If not, the Auditor shall provide a short description)

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

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

The duration of the Audit has been agreed upon.

Data of Preliminary Information Form have been confirmed: (in case of different information, please detail)



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

NOTES FOR THE AUDITOR

- 1) *The Auditor shall complete all the fields of the checklist*
- 2) *The Auditor shall read the notes in the blue boxes before filling in the fields*
- 3) *The Auditor shall provide an explanation when qualification requirements are not applicable*
- 4) *The Auditor shall write YES (Y) when the Organization complies with the requirement and NO (N) when it does not*
- 5) *The Auditor shall provide comments and explanations for positive or negative responses. Yes, No or Not Applicable are not sufficient. Any significant document shall be added to the final audit report in a separate and numbered attachment*
- 6) *Photographs added to the checklist and/or attached are appreciated*

As a first step of the audit, the Organization shall describe all aspects of the production system of the Salt pan

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

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

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

Where it is not applicable to the assessed Organization, this requirement should be marked N.A.

1 – SOCIAL AND ENVIRONMENTAL MANAGEMENT SYSTEM

N°	Requirement	Level	Y/N	Comments
1.1	The Organization's social and environmental management system includes necessary policies, programmes and records certifying the compliance with the requirements of this rule.	Essential		
1.2	The Organization introduces professionals required for environmental management (ecologists, biologists, ornithologists, etc.) or it has entered into collaborations with other organizations, creating a permanent workgroup, able to coordinate the implementation of environmental management plan with other activities.	Important		
1.3	The Organization has found out a person in charge for verifying the compliance with social and environmental management system.	Essential		
1.4	All the documents relating to social and environmental management system have been completed for at least three years.	Important		
1.5	The Organization has carried out an LCA study on its own production system.	Recommendation		

The Auditor shall examine documented evidence in support of the above-mentioned requirements.

1.6	Personnel management			
1.6.1	The Organization has identified practices preventing unauthorised people access to the employment buildings.	Important		
1.6.2	Training of the internal and external personnel of the Organization is done (in case of necessary use). Record completed training activities. Show planned topics about environmental protection and prevention of dangerous practices in this regard.	Important		
1.7	Emergency procedures			
1.7.1	Inside the company there are emergency procedures. Include at least the following topics: <ul style="list-style-type: none"> • map or address of Salt pan; • contact person/people; • list of emergency telephone numbers; • position of the nearest telephone; • position of fire-extinguishers; 	Important		

	<ul style="list-style-type: none"> centralised electrical switch points and areas with taps for turning off water and gas. 			
1.7.2	There are procedures to ensure the effective implementation of corrective actions in case of accidents related to waste management.	Important		
1.8	Machinery and equipment			
	Their maintenance prevents that breaking and anomalies may pollute the surrounding environment.	Essential		



2 – LEGAL COMPLIANCE

N°	Requirement	Level	Y/N	Comments
2.1	The Organization provides evidence of compliance on production and agricultural operations with all the local, federal, national and international environmental laws and regulations.	Essential		
2.2	Medical approval The Organization has its own identification number.	Essential		

The Auditor shall examine documented evidence provided by the Authorities in support of the requirement 2.1.

3 – CONSERVATION OF THE ECOSYSTEM

N°	Requirement	Level	Y/N	Comments
3.1	From the date of the certification request onwards, the Organization must not have destroyed any natural ecosystem. Moreover, from the 1st of January 1950 onwards, no natural ecosystem must have been destroyed by or because of significant management activities of Salt pan.	Essential		
3.2	Mitigation measures:			
3.2.1	If a natural ecosystem has been destroyed by or because of significant management activities of Salt pan from the 1st of January 1950, the Organization must have documented ecological significance and impact of the destruction.	Essential		
3.2.2	If a natural ecosystem has been destroyed by or because of significant management activities of Salt pan from the 1st of January 1950, the Organization must have developed, with the help of an expert in the field, a mitigation plan in compliance with the legislation in force and offsetting	Essential		

	negative impact. The plan includes the purchase of CO2 offsets.			
3.2.3	If a natural ecosystem has been destroyed by or because of significant management activities of the farm from the 1st of January 1950, the Organization must have implemented mitigation plan activities.	Essential		
The Auditor shall collect and attach documented evidence of the fact that, from January 1950 onwards, no natural ecosystem has been destroyed.				
3.3	All the natural ecosystems, both aquatic and terrestrial, in the Organization location must be identified, protected and restored through a protection programme, which also takes account of non-productive areas.	Essential		
3.4	There must be no area of production in places that may have negative effects on national parks, natural ecosystems, forest reserves, spawning areas or other public or private safeguard areas of biological resources.	Essential		
3.5	The Organization shall implement a plan to maintain or restore the interconnection of natural ecosystems existing within its borders, taking account of the interconnection of habitats on a landscape level.	Important		
3.6	Protection of aquatic ecosystems:			
3.6.1	The Organization protects aquatic ecosystems from the possible contamination of chemicals of different types used in the production process.	Essential		
3.7	Development and recovery of company locations not intended for production (buildings, sheds, etc.) provide for the assessment of the impact on landscape, and of the impacts dealt in the points 3.1 and 3.2.	Important		

4 – PROTECTION OF WILD FAUNA AND FLORA

N°	Requirement	Level	Y/N	Comments
4.1	It is necessary to create and keep an inventory of wild fauna and flora recorded annually in the farm.	Essential		
4.2	The Organization takes special measures to protect the species of the farm and identified as 'vulnerable' or threatened in IUCN's Red List.	Essential		
4.3	The Organization protects and restores ecosystems which constitute habitats for wild fauna and flora next to Salt pan	Important		

	through lots of actions. In particular, it shall:			
4.3.1	lay cables underground;			
4.3.2	install crash barriers for the protected flora;			
4.3.3	stabilise water levels to ensure the aquatic bird species keep on nesting;			
4.3.4	submerge islets at least for a month in winter in order to avoid the presence of colonies of rats or other rodents;			
4.3.5	maintain different degrees of salinity in the different basins in order to keep the levels of biodiversity as high as possible;			
4.3.6	fill all the basins used for productive purposes before the migration period to prevent the settlement of bird colonies on their bottom;			
4.3.7	control annually local islets and vegetation;			
4.3.8	create new islets for restoring over-reduced basins and replacing those which are eroded or covered by vegetation to encourage the presence of nesting birds (install basins in order to meet various species' needs);			
4.3.9	set nets of at least 30 cm down the embankments, where birds nest near salt extraction basins, in order to prevent that chicks fall into over-salty water;			
4.3.10	preserve marginal areas for halophilous species through ordinary management activities for embankment and basin maintenance every second year, without changing more than 30 percent of colonised marginal areas;			
4.3.11	preserve eternal halophilous habitats on top of shores, without ever managing more than 10 percent of colonised marginal areas;			
4.3.12	maintain water connections between storage basins and the sea to allow the return of migrating fishes;			
4.3.13	maintain a high salt concentration of water basins (at least 70 percent), to encourage the presence of extreme halophilous invertebrates;			
4.3.14	maintain polyhaline, sometimes moderately hyperhaline, waters of marginal areas and channels, and the submerged rich vegetation, the ideal habitat for the spawning of euryhaline fishes;			
4.3.15	prevent airplanes, ultra-lightweight planes and drones from flying over the Salt pans;			

4.3.16	implement a monitoring of weather conditions;			
4.3.17	monitor the nesting specimens, the most relevant wintering birds, the extent and structure of the most important habitats, and the environmental evolution of Salt pans.			

To verify the requirement 4.3 it is necessary to attach a brief description of protection systems and collect objective evidence.

5 – USE OF HAZARDOUS SUBSTANCES

N°	Requirement	Level	Y/N	Comments
5.1	The Organization has provided to check possible presence of asbestos and has followed the recommendations for eventual disposal.	Essential		
5.2	The Organization does not use chemical pesticides for flies and mosquitoes. It's allowed to use biological pesticides (e.g. Bacillus Thuringiensis)	Essential		
5.3	The Organization does not use poison baits for unwanted rats and mammals.	Essential		
5.4	The Organization does not use PVC and its monomer, Vinyl Chloride.	Recommendation		
5.5	Chemicals, fuels, oils and other substances which are potentially hazardous to the environment and men's health and used in the production process are treated in a way to avoid salt or environmental pollution and to prevent risks for humans.	Essential		
5.3	Purchase, storage, transport, use and disposal of these products must follow the instructions of the legislation in force in order to not cause trouble to authorised personnel and for not polluting the environment.	Essential		

The Auditor shall examine documented evidence in support of the above-mentioned requirements.

6 – WATER RESOURCES

N°	Requirement	Level	Y/N	Comments
6.1	The Organization provides for the periodic maintenance of hydraulic system and has implemented a record of interventions.	Essential		
6.2	The Organization maintains and provides for restoring natural environments and ecological	Important		

	connections (water and land) between salt pan and sea.			
6.3	The Organization provides for quality improvement of the released water and indicates the proper times for water immissions into the sea and into the field.	Essential		
6.4	The Organization has phytodepuration systems for waters to be released.	Recommen dation		
6.5	The Organization constantly monitors water quality. It carries out at least an annual check for types of water different from those which remain inside the net.	Essential		
6.6	The Organization has implemented a daily monitoring system of evaporation and sedimentation during the summer and the production time.	Important		
6.7	The Organization has fixed and implemented strategies for the adaptation to coastal erosion and the control of the sea-level rise.	Recommen dation		

The Auditor shall examine procedures and records, and collect objective evidence.

7 – CONTROL OF THE OUTPUTS

N°	Requirement	Level	Y/N	Comments
7.1	The Organization has found possible sources of GHG emissions during the production stage and has fixed reduction targets and strategies to be implemented in order to achieve them.	Essential		
7.2	The Organization has found sources of dust and emissions of particulate. It has fixed reduction targets and strategies to be implemented in order to achieve them.	Essential		
7.3	The Organization does not use ozone-depleting products/substances.	Essential		

The Auditor shall examine procedures and records, and collect objective evidence.

8 – WASTE MANAGEMENT

N°	Requirement	Level	Y/N	Comments
8.1	Organic and inorganic waste storage does not have a negative impact on surrounding structure or environment (e.g. causing dispersion).	Essential		
8.2	Possible residues of the production activities in the Salt pan and potential	Essential		

	organic waste, contaminated by biological or chemical sources, are not subject to compost or mulch and are not reused.			
8.3	There are procedures used to separate organic and inorganic waste in order to ensure their reuse/recycling/composting.	Essential		
8.4	The Organization reuses or recycles all the waste resulting from inorganic materials, which can be reused or recycled in compliance with the local regulations on separate collection.	Essential		
8.5	Containers and other non-recyclable materials:			
8.5.1	Is it planned to apply a method to preserve materials used during the production phase of the Salt pan? If it is, describe it.	Important		
8.5.2	Is it planned to apply a method to dispose of materials used during the production phase of the Salt pan? If it is, describe it.	Important		
8.5.3	Specialised companies are involved in this business.	Important		
8.5.4	Evidence of correct waste disposal is provided (delivery notes, additional documents).	Important		
8.6	The Organization uses recyclable materials for packaging.	Important		
8.7	The Organization uses biodegradable materials for packaging.	Recommendation		

The Auditor shall collect all the documents necessary to check waste disposal methods of the Organization and attach a short description.

9 – ENERGY MANAGEMENT

N°	Requirement	Level	Y/N	Comments
9.1	<p>The total amount of net energy consumption resulting from the operations is calculated annually by including:</p> <ul style="list-style-type: none"> • direct consumption of external energy (both renewable and non-renewable), • internal renewable energy production and consumption, • fuels used for transportation and functioning of the equipment of Salt pan, 	Important		

	<ul style="list-style-type: none"> grey energy use and production (e.g. input, packaging, equipment) 			
9.2	The Organization has outlined the objectives for the reduction of energy resources and the implementation of strategies and assessment methods to achieve these goals.	Important		
9.3	The Organization undertakes to draw the energy needed using renewable energy systems. If not all the energy needed comes from renewable sources, the Organization undertakes to purchase "green credits" on the market.	Important		®

The Auditor shall provide procedures, records and energy contracts.

10 – SOCIAL ACCOUNTABILITY

N°	Requirement	Level	Y/N	Comments
10.1	The Organization shall respect human rights, complying to the following requirements:			
10.1.1	compliance with national regulations and ILO on child labour	Essential		
10.1.2	pay the employees adequate salaries compliant at least at minimum legal wages	Essential		
10.1.3	grant employees access to health care	Essential		
10.1.4	apply safety measures required by the law	Essential		
10.1.5	The Organization should have SA8000 certification.	Recommendation		

The Auditor shall verify conformity to requirements via documented evidence (examples of labour contracts) and on-site observations.

11 – ECONOMIC SUSTAINABILITY

N°	Requirement	Level	Y/N	Comments
11.1	Salt pans are used for the environmental education activities of specialised centres.	Recommendation		
11.2	Salt pans have turned into birdwatching sites in order to boost the profits of companies and make them aware of avifauna conservation.	Recommendation		
11.3	Organizations specialising in ecotourism development inspect Salt pans that have turned into birdwatching sites	Recommendation		
11.4	Salt has been labelled to ensure its authenticity through quality mark certified by independent Certification Body.	Recommendation		
11.5	The Organization has developed a different strategy from those mentioned to give salt an added value. Describe the strategy	Essential		
The Auditor shall verify conformity to requirements via documented evidence and on-site observations.				

Additional comments:

CONCLUSIONS:

It is important that the Auditor also completes the following fields

The Production of Salt CONFORMS to Friend of the Sea requirements.

The Production of Salt DOES NOT CONFORM to Friend of the Sea requirements.

The Auditor has found the following nonconformities:

MAJOR NONCONFORMITIES (to conform within 3 months)

Specify

N°	Requirement	Level	YES/NO	Comment

MINOR NONCONFORMITIES (proposal within 4 months and conformity within 1 year)

Specify

N°	Requirement	Level	YES/N O	Comment

RECOMMENDATIONS (notification before the subsequent inspection)

Specify

N°	Requirement	Level	YES/N O	Comment

