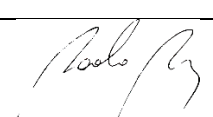


# Friend of the Sea Sustainable Sea Turtle Watching Standard



## Friend of the Sea non Seafood Standard

REV	DATE	REASON	ISSUED BY	APPROVAL
1	10/06/2020	First issue	Mario Passoni	

## Foreword

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

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

**Essential Requirements:** 100% conformity to essential requirements is mandatory in order to be certified. The company 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 shall also include a timetable concerning the implementation of each corrective measure. Each proposed corrective action shall be fully implemented within the following 12 months and verified during the surveillance audit.

**Recommendations:** Compliance with recommendations is not mandatory for the company to be certified. However, compliance with recommendations will be verified during the audit and any deficiency will be included in the Audit Report as a recommendation. The company shall inform the certification body, during the following audit, regarding any corrective measures implemented.

Requirements which are not applicable to the audited company will be marked with 'N.A.'

## **Description of the company to be audited**

<b>a) Name of the company under audit</b>
<b>b) Is the company under audit part of a group? If yes, specify the name</b>
<b>c) Address of the company under audit</b>
<b>d) Name, role and contact of the representative(s) of the company under audit accompanying the auditor during the inspection:</b>



**h) Sea turtle species (common and scientific name) normally found in the area where sea turtle watching is carried out and period of the year during which they can be spotted in the area**

Common name	Scientific name	Period

**i) Coordinates of the sea turtle watching target area**

**j) Number of employees (specify seasonal or permanent employees)**

<b>k) Certification and awards</b>
<b>l) Date and type of the audit (initial audit, surveillance audit, recertification audit)</b>
<b>m) Other relevant information</b>

- The Friend of the Sea project has been outlined to the company under audit**  
*(If not, the auditor shall provide a short description to the company)*
- The organization was informed of the opportunity, in case of approval, of using the Friend of the Sea logo in association with its sea turtle watching activity** (e.g. boats, marketing material and website)
- The duration of the audit has been agreed upon**
- The information included in the Preliminary Information Form (PIF) has been confirmed as valid** (in the case of changes to the PIF, an updated version has to be promptly provided).

### ***Notes to the auditor***

- 1)** The auditor shall fill out all fields in the checklist.
- 2)** The Auditor shall provide an explanation when requirements are not applicable.
- 3)** The Auditor shall write YES when the unit of certification complies with a requirement and NO when it does not.
- 4)** The Auditor shall comment and explain the positive or negative answers. Mere "YES," "NO," or "N.A." are not considered as sufficient and additional certification will be requested.
- 5)** Each relevant document shall be added to the final audit report in a separate and numbered attachment.
- 6)** Photographic and videos added to the checklist or attached can represent valid onsite evidence.

## 1 - Authorisations and permits

No.	Requirement	Level	Parameters and information	Y/N	Comments
1.1	Sea turtle watching operations are authorised by a permit granted by the responsible authority, for a given area, where applicable.	Essential	Image of the permit		
1.2	All vessels used in sea turtle watching operations are authorised under the national legislation, where applicable.	Essential	Image of the authorization		

## 2 - Boats authorized location and approach

No.	Requirement	Level	Parameters and information	Y/N	Comments
2.1	Starting from 20 meters (65 ft) from aggregation sites of sea turtles or as soon as a turtle is sighted, boats shall keep a slow and constant no-wake speed ( $\leq 5$ knots). Chasing sea turtles is not permitted.	Essential	Procedure and evidence of conformity.		



<b>2.2</b>	Boats shall always maintain themselves at a minimum distance from each sea turtle. The minimum distance is 5 meters (16 ft). A shorter distance is prohibited.	Essential	Procedure and evidence of conformity.		
<b>2.3</b>	The boats shall not intentionally approach sea turtles while mating nor sea turtles which appear to be avoiding boats.	Essential	Procedure and evidence of conformity.		
<b>2.4</b>	Engines shall be placed in neutral when tour participants are getting into the water and coming back on the boat.	Essential	Procedure and evidence of conformity.		
<b>2.5</b>	The crew is aware of the position of the sea turtles at any time, in order to avoid collisions.	Essential	Driver must wait for sea turtles to return to the surface from a dive to be sure of their position.		

<b>2.6</b>	The captain and crew of the boat must always pay attention to avoid collisions with marine animals during the cruise phase. If the boat has to anchor, care must be taken to avoid damaging marine organisms.	Essential			
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### 3 - Swim-with sea turtles

No.	Requirement	Level	Parameters and information	Y/N	Comments
<b>3.1</b>	The boat(s) must be at least 5 m (16 ft) away from sea turtle(s) to let tour participants get into the water and swim with them. A shorter distance is prohibited.	Essential	Procedure and evidence of conformity.		
<b>3.2</b>	Tour participants must enter the water in a gentle way, trying to reduce the noise to a minimum. Jumping into the water is not recommended.	Essential			
<b>3.3</b>	Tour participants shall swim gently, if they are snorkelling they have to keep their fins under the top of the surface while swimming, in order to reduce the noise. They also should avoid talking or at least reduce the volume of their voice.	Essential			

<b>3.4</b>	Approach sea turtle only from the side, not from ahead or from the rear.	Essential			
<b>3.5</b>	Do not swim directly above the turtle.	Essential			
<b>3.6</b>	Do not touch sea turtle.	Essential			
<b>3.7</b>	Always keep a minimum distance of 2 m (6 ft) from sea turtles. This also includes selfie stick. If a sea turtle swims towards a tour participant, he/she has to stay calm and move so as not to hinder its path.	Essential			
<b>3.8</b>	Do not use the flash while taking pictures of sea turtle.	Essential			
<b>3.9</b>	The maximum number of people interacting with a sea turtle is 8 plus a trained guide.	Essential	Friend of the Sea recommend, wherever is possible, to reduce as much as possible the number of persons interacting with each sea turtle.		

<b>3.10</b>	The interaction time in water with each turtle must last a maximum of 5 minutes.	Essential			
<b>3.11</b>	It's forbidden to use scooter or jet ski.	Essential			
<b>3.12</b>	Snorkeling/diving guides shall follow a training course about how to interact with sea turtles into the water.				

## 4 – Nesting

<b>No.</b>	<b>Requirement</b>	<b>Level</b>	<b>Parameters and information</b>	<b>Y/N</b>	<b>Comments</b>
<b>4.1</b>	In the case the company arrange activities to watch the nesting of the sea turtles, the following requirements must be applied:				
<b>4.1.1</b>	Keep a distance of at least 5 meters (16 ft) from each sea turtle.	Essential			

<b>4.1.2</b>	Do not obstacle the path of sea turtle. Stay in front of the animal is always forbidden.	Essential			
<b>4.1.3</b>	Don't use flash while taking a picture.	Essential			
<b>4.1.4</b>	Do not point light on the turtle, especially on its face. The use of lights must be reduced as much as possible.  Only the use of red light is allowed.	Essential			
<b>4.1.5</b>	Reduce the noise as much as possible.	Essential			
<b>4.1.6</b>	Don't touch the sea turtle.	Essential			

<b>4.1.7</b>	Inform the competent authorities of the place where the eggs are laid.	Essential			
<b>4.1.8</b>	Guides shall follow a training course about how to interact with sea turtles while nesting.	Essential			

## 5 – Hatching

No.	Requirement	Level	Parameters and information	Y/N	Comments
<b>5.1</b>	In the case the company arrange activities to watch the hatching of the sea turtles, the following requirements must be applied:	Essential			
<b>5.1.1</b>	Keep a distance of at least 5 meters (16 ft) from sea turtle(s). Pay attention on where you step.	Essential			
<b>5.1.2</b>	Do not obstacle the path of sea turtles.	Essential			

<p><b>5.1.3</b></p>	<p>Don't use flash while taking a picture.</p>	<p>Essential</p>			
<p><b>5.1.4</b></p>	<p>The use of lights must be reduced as much as possible, in order to do not distract the sea turtles. Only the use of red light is allowed.</p>	<p>Essential</p>			
<p><b>5.1.5</b></p>	<p>Don't touch or handle sea turtles. This is allowed only if they seem to be confused or disoriented, in order to allow them to go in the right direction (to the sea). In this case, only professionals should handle them.</p> <p>If handled, baby sea turtles have to be posed at least 10 meters (33 ft) from the sea.</p>	<p>Essential</p>	<p>Baby sea turtles have to walk at least 10 m on land for the imprinting process.</p>		
<p><b>5.1.6</b></p>	<p>The company doesn't have to alter the natural hatching of the baby sea turtles.</p> <p>Exception are allowed only if necessary and have to be conducted by professional.</p>	<p>Essential</p>			

<b>5.1.7</b>	Guides shall follow a training course about how to interact with baby sea turtles while hatching.	Essential			
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## 6 – Interaction with sea turtles

No.	Requirement	Level	Parameters and information	Y/N	Comments
<b>6.1</b>	Feeding sea turtles and/or other animals is forbidden.	Essential			
<b>6.2</b>	Accurate information is provided to tour participants on how to behave when sea turtles are sighted.	Essential			
<b>6.3</b>	Accurate information is provided to tour participants about environmental issues related to sea turtles and the marine habitat and how everybody can contribute to reduce the impact.	Essential			



<b>6.4</b>	Training programs for operators and crew on the biology and behavior of target species and on responsible sea turtle watching operations are carried out.	Essential			
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## 7 – Waste management

No.	Requirement	Level	Parameters and information	Y/N	Comments
<b>7.1</b>	The company recycles all waste when recycling option is provided locally. In alternative, it appropriately disposes waste.	Essential	Procedure and evidence of conformity by means, as an example of recycling bins		
<b>7.2</b>	The company implements measures to prevent dispersion of waste at sea (including fuels, lubricants and plastic materials).	Essential	Procedure and evidence of conformity.		
<b>7.3</b>	The company uses non-toxic alternatives available in order to avoid the use of toxic, persistent or bio-accumulating substances.	Recommendation	Procedure and purchase orders evidence.		
<b>7.4</b>	Where applicable, the company does not use CFC, HCFC, HFC or other refrigerants that cause ozone depletion.	Essential	Procedure and evidence of conformity.		
<b>7.5</b>	If spotted, crew must collect floating fishing gear and equipment lost from other boats.	Recommendation	Procedure and evidence of conformity.		

<b>7.5.1</b>	All material collected shall be properly disposed of at port. If appropriate disposal facilities are not available, the company shall endeavour to work with port operators to provide adequate, affordable and accessible disposal facilities.	Recommendation	Procedure and evidence of conformity.		
<b>7.5.2</b>	In the case a sea turtle is entangled in a discarded fishing gear, follow the instructions at the following link: <a href="https://oliveridleyproject.org/wp-content/uploads/2019/07/GRP-Turtle-Entanglement-Protocol_Brochure.pdf">https://oliveridleyproject.org/wp-content/uploads/2019/07/GRP-Turtle-Entanglement-Protocol_Brochure.pdf</a>	Essential	The rescue operation should be done by a trained guide.		
<b>7.5.3</b>	Where applicable, the company shall work with ports to implement gear collection and/or recycling programs for end-of-life gear.	Recommendation	Procedure and evidence of conformity.		
<b>7.6</b>	The company does not hold or handle mono-use plastic (e.g.: drinks plastic bottles; straws; cutlery; plates, etc.) on the boat(s).	Essential	Procedure and onsite inspection. Received invoices review.		

## 8 – Energy management

No.	Requirement	Level	Parameters and information	Y/N	Comments
8.1	The company shall keep a file of energy consumed per use and type of sources (e.g.: gasoline, solar, other), updated at least once a year.	Recommendation	File to be included in the audit report.		
8.2	The company shall set yearly objectives to improve its energy efficiency.	Recommendation			

## 9 – Social accountability

No.	Requirement	Level	Parameters and information	Y/N	Comments
9.1	The company shall comply with the following requirements:				
9.1.1	Compliance with International Labor Organization and National Laws on child labor.	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:  <a href="https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/child-labour/lang-en/index.htm">https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/child-labour/lang-en/index.htm</a></p>		

<p><b>9.1.2</b></p>	<p>Pay the employees adequate salaries compliant at least with the minimum legal wages.</p>	<p>Essential</p>	<p>The minimum wages vary depending on the country. The Auditor shall verify that the company is aware of the minimum wages of the countries in which it operates.</p> <p>Refer to ILO: <a href="https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/wages/lang-en/index.htm">https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/wages/lang-en/index.htm</a></p>		
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<p><b>9.1.3</b></p>	<p>Grant employees access to health care.</p>	<p>Essential</p>	<p>The company 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 company provides, where necessary, measures to deal with emergencies and accidents, including adequate first-aid arrangements</p> <p>Refer to ILO: <a href="https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/occupational-safety-and-health/lang-en/index.htm">https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/occupational-safety-and-health/lang-en/index.htm</a></p>		
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<p><b>9.1.4</b></p>	<p>Apply safety measures required by the National Law. Nonetheless, compliance with the minimum safety requirements are mandatory, even if not required by local law.</p>	<p>Essential</p>	<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: <a href="https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/occupational-safety-and-health/lang-en/index.htm">https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/occupational-safety-and-health/lang-en/index.htm</a></p>		
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<b>9.1.5</b>	Keep records of accidents or injuries.	Recommendation	These records shall be used to take corrective measures and identify the causes of the incidents, preventing future occurrences.		
<b>9.1.6</b>	No forced or compulsory labor.	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:  <a href="https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/forced-labour/lang-en/index.htm">https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/forced-labour/lang-en/index.htm</a></p>		



<p><b>9.1.7</b></p>	<p>No discrimination.</p>	<p>Essential</p>	<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: <a href="https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/equality-of-opportunity-and-treatment/lang--en/index.htm">https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/equality-of-opportunity-and-treatment/lang--en/index.htm</a></p>		
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<p><b>9.1.8</b></p>	<p>Rights on board.  <b>Only applicable to safari boat tour.</b></p>	<p>Essential</p>	<p>The auditor shall verify if the boats are maintained in a clean and habitable condition and check if regular periods of rest of sufficient length are given to the crew.</p> <p>Refer to ILO: <a href="http://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_ILO_CODE:C188">www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_ILO_CODE:C188</a></p>		
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## 10 - Sustainability commitment

No.	Requirement	Level	Parameters and information	Y/N	Comments
10.1	The company introduce to all its tour participants Friend of the Sea Sustainable Sea Turtle Watching project.	Essential	Procedure and evidence of conformity.		
10.2	In order to continuously improve, the company shall recommend all its tour participants to report Friend of the Sea ( <a href="https://friendofthesea.org/contact-us/">https://friendofthesea.org/contact-us/</a> ), in case they perceive that the company does not comply with some of these requirements.	Essential	Feedback forms available.		

## 11 – Other recommendations

No.	Requirement	Level	Parameters and information	Y/N	Comments
<b>11.1</b>	The company promotes the undertaking of an assessment of size, distribution and other characteristics of the target sea turtles' population, in order to also assess potential impact of sea turtle watching.	Recommendation	A marine biologist or a figure who has similar training performs these operations.		
<b>11.2</b>	The company cooperates with universities, research groups and NGOs, providing data on local sea turtles.	Recommendation			
<b>11.3</b>	At least one marine or natural sciences biologist is part of the company's team.	Recommendation	CV must be attached to the audit report.		
<b>11.4</b>	The company is carrying on citizen science project(s). Data collected is shared with universities, and/or research groups, and/or NGOs that are working on local sea turtles' populations.	Recommendation	Project description.		

<b>11.5</b>	The company keeps a logbook with sightings of wounded sea turtles and it shares the information with the competent authority.	Recommendation	Logbook.		
<b>11.6</b>	Where applicable, the company use ducted propellers.	Recommendation	Evidence of conformity.		
<b>11.7</b>	Where applicable, the use of boats without engine is encouraged.	Recommendation	Without engine means, in example, kayaks, sail boats, etc.		
<b>11.8</b>	It is requested to use only sustainable sunscreen cream, where applicable.	Recommendation	For further information regarding sustainable sunscreen refer to: <a href="https://friendofthesea.org/sustainable-standards-and-certifications/sustainable-omega-3-oil-and-uv-creams/">https://friendofthesea.org/sustainable-standards-and-certifications/sustainable-omega-3-oil-and-uv-creams/</a>		

**CONCLUSIONS:**

The Auditor shall fill out the following fields:

**The company COMPLIES with Sustainable Sea Turtle Watching requirements**

**The company DOES NOT COMPLY with Sustainable Sea Turtle Watching requirements**

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

*List essential Non-conformities*

**RECOMMENDATIONS (to be communicated within the next inspection)**

*List recommendations*