



FAIR TRADE USA CERTIFICATION

Recognizing Sustainability and Equitable Trade

What is Fair Trade USA?

Brand and retailer sustainability efforts increasingly require social responsibility and ethical sourcing, with a strong focus on audits and certifications to confirm legal compliance and best practices. Fair Trade is a simple, powerful and authentic way to communicate to consumers that your brand is dedicated to sustainability. The Fair Trade USA certification model is designed to ensure trade practices at every level of the supply chain are registered and audited to the Fair Trade USA Agriculture Production and Capture Fisheries Standards (APS and CFS). Fair Trade empowers consumers to support farmers and fishermen, protect the environment and foster community development through their everyday purchases.



Why choose SCS Global Services?

SCS Global Services offers the strongest expertise in the implementation of the Fair Trade Model, built from our long-standing collaboration with Fair Trade USA as the first approved certification body to both programs. In 2011, SCS Global Services collaborated in the development of Fair Trade USA's first Agriculture Production Standard followed by the first Capture Fisheries Standard. SCS Global Services brings to each client:

- 36+ years of experience in sustainable agriculture and seafood assessment
- Regional auditors with experience and extensive industry knowledge
- Expert support to help you navigate new customer requirements
- Exceptional customer service and quick turnaround time
- Ability to bundle Fair Trade certification with other food certifications for added efficiency and cost savings

For more information visit:

www.scsglobalservices.com/services/fair-trade-certification



STEPS TO CERTIFICATION

1

Apply for Certification

Complete a Fair Trade USA application form and email the application to: applications@fairtradeusa.org. Once Fair Trade USA has reviewed your application to ensure eligibility, your application will be forwarded to SCS Global Services.

2

Authorize a Proposal

SCS Global Services will review your application and prepare a proposal with scope of work, timeline and quote for your review and approval. We will also work with you to schedule audit dates. To initiate the certification process, sign and return the Work Order.

3

Prepare for Audit

Upon receipt of the signed Work Order, SCS Global Services will request documents and provide an audit plan in advance of the onsite audit.



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Undergo Audit

The onsite audit includes field visits, worker interviews, management interviews and document review. Preliminary findings are communicated on the last day of the audit during the closing meeting. The audit report is then sent to you within 28 days.

5

Certification Approval

Certification or recertification is granted if any identified Priority Non-Conformities (NCs) are corrected and closed. If a positive certification decision is made, a 3.5-year certificate is issued. SCS Global Services issues and sends the certificate with the final audit report. Surveillance audits are conducted annually to maintain the certificate in good standing.

6

Corrective Actions

Any issues cited in the Non-Conformity Report (NCR) are addressed in the Corrective Action Plans (CAPs) process. CAPs are your opportunity to conduct a root cause analysis, make necessary corrections, propose preventive actions on the NCs found, and provide clear evidence that implementation has occurred. To maintain your certificate in good standing, the CAP process has to be completed within five rounds of CAP and a maximum period of 6 months.

