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| **Definition Key Development Partner (KDP):** A KDP is typically a processor in the country of origin that sources products froma group of farmers under an Internal Control System (ICS**).**  **Please note: The KDP is responsible for the proper distribution of the Social Premium to the farmers and needs to actively support the Fair Trade idea. Furthermore, the KDP is responsible for supporting the development project, distributing the Social Premium per the Community Development Proposal and pay out the Fair Price Premium as received by FairTSA licensed buyers.** | |
| 1. **General Information** | |
| * 1. **Contact Information** | |
| **Name:** | **Client Number:** |
| Address: | Phone:  Cell phone: |
| Zip Code and Town: | Fax: None  E-mail: |
| State/Province/Region | Country: |
| Contact for organic and Fair Trade program manager with phone numbers, e-mail, etc, (if different from above): | |
| Contact for General Manager, CEO: | |
| Contact for Sales Person (s): | |
| **1.2 Certificate Holder** | |
| Name & address of entity in whose name the certificate should be issued: | |
| **1.3 Organic Certification** | |
| Is the operation certified organic? Yes □ No □ | |
| If yes, please provide the contact information of the organic certifier and the name of the representative in charge: | |

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| 1. **Raw Product Supply** | |
| What is the acreage/no. of hectares the KDP sources products from (rough estimate is ok): | |
| Please attach a list of all supplying farmers with the application. | |
| Please describe in detail the setup of the company connection with the farmer. Include the following: are written contracts between the processor and the farmers in place? Is the agreement exclusive or are farmers free to sell to other buyers?  Explain any special arrangements in detail, such as” renting” coconut trees or any other special arrangements that are helpful in assessing the feasibility of Fair Trade certification. | |
| 1. **Products and Amounts to be Certified** | |
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| Please list the products to be certified and expected annual sales volume. | |
| **Product** | **Approximate amount sold as FairTSA FT certified:** |
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| **4. Interested Buyers for FairTSA Fair Trade Certified Products** | |
| **Please list the contact information for all interested buyers for FairTSA Fair Trade certified products. We are happy to contact them and discuss the program with them in case of questions. Getting existing buyers to sign up as licensees is the quickest way to get a Community Development Project going, which in turn makes buying your products more interesting to new clients interested in Fair Trade!** | |
| **5. Contract, Seasonal and Migrant Workers and On-site Housing** | |
| Does the operation employ contract, seasonal or migrant workers? Yes □ No □  If yes, please be aware that these workers need to have a simple employment contract. In addition, these types of workers have the same basic rights as full-time workers.  Does the operation provide on-site housing for workers? Yes □ No □ | |
| **6. Standard Awareness** | |
| Does the operation have a copy of the standard? Yes □ No □  The operation is aware of the following basic standard requirements: | |
| * Minimum wages or industry-average wages have to be paid to all workers, including seasonal, migrant, and contract workers: Yes □ No □ | |
| * Written employment contracts for all workers are necessary: Yes □ No | |
| A written Occupational Health & Safety Policy is required if dangerous equipment is being used: Yes □ No □ | |
| * No discrimination of workers because of race, gender, creed or sexual orientation is permissible: Yes □ No □ | |
| * Workers have the right to organize themselves, either in trade unions or in worker committees for a specific facility: Yes □ No □ | |
| 1. **Potential Buyers of FairTSA Fair Trade Certified Products** | |
| I am aware that in order to sell products as FairTSA Fair Trade certified a valid licensing agreement between FairTSA and the buyer of the products needs to be in place. Yes □ No □ | |
| 1. **Signature of Responsible Person** | |
| I declare that the above statements are correct and that I am entitled to represent the organization. I either have or will transfer the annual producer fee of $400 to FairTSA.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of legal representative  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of legal representative  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Title | |