

Company name	
--------------	--



FairWild Management Plan Template

Version – Jan 2024

The FairWild Management Plan Template provides a framework for operators to develop and manage their business sustainably. A management plan also helps the operator to evaluate the sustainability of their processes, and provide evidence that requirements will be met during a FairWild audit.

The plan should include all components required by a certification body in terms of an Operator Profile. It should provide a comprehensive overview of a company’s approach to sustainable management of the resources they are harvesting from the wild and efforts to promote equity in social aspects of their operation, as well as promoting responsible business practices.

Please complete all sections of this management plan template and attach Supporting documentation as requested

Index

- 1. Operator information 2
- 2. Species information 3
- 3. Collection area information 4
- 4. Planning sustainable collection 5
- 5. Implementing sustainable collection and post-harvest practices 6
- 6. Rights for collectors and workers 6
- 7. Traditional use and access 6
- 8. FairWild premium fund 7
- 9. Legal compliance 7
- 10. Responsible business practices 7
- Annexes. Supporting documentation 8

1. Operator information	
Company name	
Address	
Website	
Social media	
FairWild contact <ul style="list-style-type: none"> • Name • Job title • Email • Phone 	
Legal status	
Aim and objectives	
Company history <i>(approx. 50 words)</i>	
Main activities <i>(approx. 50 words)</i>	
Current customers	
Business plan summary <ul style="list-style-type: none"> • Growth plans • Future collection or processing objectives • Marketing objectives • Logistical considerations, • Sustainable financial and cash flow plans • Business risk assessment • Risk mitigation strategies 	
Short company description for FairWild communications	

2. Species information

Please detail all wild species for which you are applying for FairWild certification.

Please add columns on a separate page if needed

Species	1	2	3
Species identification			
• Scientific name			
• Common name(s)			
• Evidence for correct species identification			
• Plant part(s) collected			
Conservation status assessment – as per the FairWild Species Risk Classification (SRC)			
• SRC category – <i>Low, Medium, or High</i>			
• SRC score – <i>a number between 9 and 27</i>			
• <i>Key findings – relevant to sustainable management</i>			
Biological information			
• Short description of the species			
• Reproduction mode/system			
• Replacement rate			
• Role in local ecosystem			
Context information			
• Short description of the collection methods used			
• Short description of standard quality and market requirements			
• Importance of the species for the company			
• Importance of the species for any local communities			
Auditor evaluation			

3. Collection area information

Please detail the collection areas from the species proposed for FairWild certification.

Please add columns on a separate page if needed

Collection area	1	2	3
Name/identification code of area			
Location of the area			
Size of the area (hectares)			
Description of the area			
Ownership of the area			
Access/tenure of area			
Are any parts of the area unsuitable for collection?			
Are any parts of the area protected or sensitive?			
Do other species which are sensitive to disturbance occur in the area?			
What habitat management practices (if any) apply in the area?			
Auditor evaluation			

4. Planning sustainable collection		<i>Auditor evaluation</i>
<p>Short summary of the findings of the resource inventory for each species being certified.</p> <ul style="list-style-type: none"> • Health • Status • Size density - number per unit area • Abundance - total number in a specified area 		
<p>Short summary of yield and regeneration information/studies consulted or carried out.</p>		
<p>Short summary of the main landscape impact risks identified and how they will be mitigated.</p>		
<p>Short summary of any other management plans identified as relevant to the harvested species and sites (e.g., protected areas) and how key aspects are integrated to this sustainable collection plan.</p>		
<p>Short summary of the monitoring plan</p> <ul style="list-style-type: none"> • When last updated • How often it is revised, • What indicators are looked at • Relevant management plans from third parties. 		

5. Implementing sustainable collection and post-harvest practices		<i>Auditor evaluation</i>
How many collectors are registered to collect species which will be certified?		
Short summary of the collector registration and training process.		
Short summary of the collection rules for each species.		
Short summary of the procedures for product storage, processing and handling.		
Short summary of how you monitor implementation of these policies and procedures.		

6. Rights for collectors and workers		<i>Auditor evaluation</i>
Short summary of how worker and collector rights are assured through the policies and procedures		
Short summary of the policy on protection of children		
Short summary of the procedures to ensure health and safety.		
Short summary of the policy on price setting and payments for collectors.		
Short summary of how the implementation of these policies and procedures is monitored.		

7. Traditional use and access		<i>Auditor evaluation</i>
Short summary of any cultural or religious significance of each target species in the collection area; and, if none, please detail how this was determined.		
Short summary of any local community customary rights to harvest target species and impact of planned collection activities on these		
Short summary of how identified impacts are reduced, and the grievance procedure		

8. FairWild premium fund		Auditor evaluation
Short summary of how the premium fund policy meets the FairWild requirements		
If certified for a year or more, a short summary of how the premium fund has been used over the past year		

9. Legal compliance		Auditor evaluation
Short summary of any relevant local or national permitting processes		
Short summary of other relevant legal requirements for wild collection		
Short summary of how compliance with these requirements is maintained and monitored		
Short summary of any relevant national or international laws relating to access and benefit sharing		
Short summary of any access and benefit sharing agreements in place		

10. Responsible business practices		Auditor evaluation
Short summary of the purchase system from collectors		
Short summary of the product traceability system		
Please summarise how contamination risk is identified and mitigate and mitigated		
Please summarise how key stakeholders were identified		

Annexes. Supporting documentation	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<i>Auditor evaluation</i>
1. Operator information		
1.1 List of key staff and their responsibilities		
1.2 Current certificates for any other certifications the company holds		
1.3 Business plan		
2. Species information		
2.1 Documentation on the harvested species (Red List, species+, and species use databases, etc)		
3. Collection area information		
3.1 Map(s) of the collection area(s) <ul style="list-style-type: none"> • Resource/growing locations • Sites of potential contamination • Zones where collection is prohibited • Any other relevant information 		
4. Planning sustainable collection		
4.1 Species-area management plan for harvested species and sites, where available as a separate document		
4.2 Resource inventories		
4.3 Yield and regeneration information for each harvested species		
4.4 Landscape impact risk assessment		
4.5 Monitoring plan		
5. Implementing sustainable collection and post-harvest practices		
5.1 Collection rules		
5.2 List of registered collectors		
5.3 Collector registration and training policy		
5.4 Storage, processing and handling procedures (including by collectors)		
5.5 Internal product quality standard (minimum product quality and hygiene requirements)		
6. Rights for collectors and workers		
6.1 Human resources and rights policy		
6.2 Protection of children policy		
6.3 Health and safety in the workplace policy (including collection)		

Annexes. Supporting documentation	<input checked="" type="checkbox"/> <input type="checkbox"/>	Auditor evaluation
6.4 Price setting and payments for collectors		
6.5 A sample collector contract		
7. Traditional use and access		
7.1 Traditional use and access policy and procedures		
8. FairWild premium fund		
8.1 FairWild premium fund policy and procedures		
8.2 If certified for a least one year, the latest premium fund annual report		
9. Legal compliance		
9.1 Collection permits and any other required permits		
9.2 Summary of relevant legal, regulatory and administrative requirements		
9.3 Procedure on monitoring and maintaining legal compliance		
9.4 Access and benefit sharing agreements in place (if any)		
10. Responsible business practices		
10.1 Collector purchase procedures		
10.2 Traceability procedures		
10.3 Contamination risk analysis and mitigation procedures		
10.4 List of key stakeholders		