


|   |  |   |  |
|---|--|---|--|
|  | <p style="text-align: center;">Guidance Document No. 13<br/>Certificate Extensions due to COVID-19</p> | <p style="text-align: center;"><b>CODE:</b></p> | <p style="text-align: center;">SSD-en-Certificate<br/>Extension COVID-19<br/>GD-13</p> |
|---|--|---|--|

## Fair Trade Sustainability Alliance Guidance Document No. 13

### Certificate Extensions due to COVID-19

**Scope:** This document defines allowable certificate extensions due to the travel and face-to-face meeting restrictions caused by COVID-19.

**Goal:** The goal of the document is to enable producers in good standing to extend their sales of FairTSA certified products in this difficult time.

**Certificate Extensions** or letters confirming that an operation is in good standing with FairTSA may be issued by FairTSA Accredited Certification Agencies under the following conditions:

1. Travel and face-to-face meetings are severely restricted by the authorities in charge.
2. The operation is in good standing and has no unresolved major noncompliances.
3. The operation has Agricultural Production or Wild Collection as part of its scope and the farms are difficult to reach and WiFi access is limited or non-existent.

If the conditions above are met, the certificate may be extended for 6 months. After that time, a second extension of up to 2 months is possible.

After that time, a Remote Audit is mandatory, and an on-site audit must follow suit as soon as conditions allow.



Dr. Winfried Fuchshofen, Executive Director

|                      |              |                     |           |                  |
|----------------------|--------------|---------------------|-----------|------------------|
| Prepared: 08/27/2014 | Revised: n/a | Approved:08/28/2020 | Version 1 | Pages:<br>1 of 1 |
|----------------------|--------------|---------------------|-----------|------------------|