


Friend of the Earth Sustainable Mining Standard

REV	DATE	REASON	VALIDATION	APPROVAL
1	XXX	First issue	Paolo Bray	

Foreword

Friend of the Earth is an international certification scheme for sustainable agriculture and breeding. It was developed on the basis of the SAFA (Sustainability Assessment of Food and Agriculture systems) guidelines set by the FAO (United Nations Food and Agriculture Organisation) and its principles are based on the safeguarding and protection of the entire ecosystem within which certified companies carry out their activities.

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

Essential Requirements: The company under audit shall be 100% compliant with essential requirements to be recommended for certification by the Certification Body (CB). Failure to comply with essential requirements is a major non-conformity. To achieve certification, corrective actions shall be implemented within three months from the date of assessment of non-conformities. The company under audit shall provide the CB with satisfactory evidence of correction of all major non-conformities, if necessary, with additional audits.

Important Requirements: Failure to comply with important requirements is a minor non-conformity. To achieve certification, the company under audit shall first propose a corrective action plan within maximum three weeks from the date of assessment of the non-conformities - to the satisfaction of the CB. In the proposal, the company under audit shall include the timeframe for the implementation of each corrective action, considering that all minor non-conformities must be closed before the surveillance audit. The proposal shall be analysed by the CB regarding its consistency and feasibility. If accepted, the certificate can be granted. Then, in the surveillance audit, the company under audit shall be able to demonstrate that all minor non-conformities reported in the approved proposal were solved. If the approved proposal has not been fully implemented, the certificate is suspended until the resolution of any remaining minor non-conformities.

Recommendations: It is not compulsory for the company under audit to comply with recommendations to achieve certification. Nonetheless, compliance with recommendations shall be verified during the audit and any non-conformities shall be highlighted in the audit report as a “recommendation”. The company under audit shall inform the CB, during the following audit, regarding any corrective measures implemented.

Requirements that are not applicable to the audited unit of certification will be marked with “N.A.”

Description of the company to be audited

a) Name of the company under audit
b) Is the company under audit part of a group? If yes, specify the name
c) Address of the company under audit

d) Name, role and contact of the representative(s) of the company under audit accompanying the auditor during the inspection:

g) Mine site(s) inspected by the auditor

h) List of minerals extracted

j) Number of employees

k) Certification and awards

l) Other relevant information

m) STAKEHOLDERS ENGAGEMENT: *Before or during the audit, the CB shall inform all the relevant stakeholders about the audit of the applicant organisation and recommend their input. Please provide the list of all contacted stakeholders below.*

- The Friend of the Earth project has been outlined to the company under audit**

(If not, the auditor shall provide a short description to the company)

- The company was informed of the opportunity, in case of approval, of using the Friend of the Earth logo in association with its sea mining activity** (e.g. 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).

CERTIFICATION BODY:	AUDIT TEAM:	AUDIT START AND END DATE:
SIGNATURE OF AUDITOR:	NAME OF THE PERSON IN CHARGE OF THE UNIT OF CERTIFICATION AND ACCOMPANYING THE AUDITOR DURING THE AUDIT:	AUDIT CODE:
		TYPE OF AUDIT:

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	The company under audit has all the national legal authorisations and permits to carry on its activities.	Essential	The related documents shall be attached to the audit report.		

2 – Environmental and social impacts

No.	Requirement	Level	Parameters and information	Y/N	Comments
2.1	An Environmental and Social Impact Assessment (ESIA), must be completed before the start of the extraction activities.	Essential	The auditor shall assess that the ESIA is appropriate to the nature and scale of the proposed mining project and commensurate with the level of its environmental and social risks and impacts. The ESIA shall be made by a third-party entity.		

2.2	The ESIA shall include at least the following:				
2.3.1	A general description of the mining project.	Essential	The auditor shall report evidence of conformity.		
2.3.2	The identification of potential significant environmental and social impacts, and proposed actions to reduce, mitigate or minimize any negative impacts;	Essential	The auditor shall report evidence of conformity.		
2.3.3	Potential impacts of extreme events.	Essential	The auditor shall report evidence of conformity.		
2.3.4	Alternative project designs to avoid significant adverse impacts.	Essential	The alternative projects shall be provided by the company under audit.		

2.3.5	Other actions to minimize identified adverse impacts.	Essential	The other actions shall be provided by the company under audit.		
2.3.6	Contact details of the person in charge of the development of the ESIA.	Essential			
2.4	The company under audit shall have been able to resolve all the problems encountered by ESIA.	Essential	The auditor shall assess the related documentation.		
2.5	The company under audit shall develop and maintain a system to manage environmental and social risks and impacts throughout the life of the mine, based on the results of the ESIA.	Essential	The auditor shall attach to the report the related documents and procedures.		
2.6	The company under audit has dedicated employees to manage environmental and social risks and impacts.	Important	The auditor shall list the name and contacts of the dedicated persons.		
2.7	The dedicated employees have been trained.	Important	The auditor shall assess the training course and get evidence of their training.		

2.8	The dedicated employees follow a refresher course based on the most recent ESIA outcome.	Important	The auditor shall provide evidence of conformity.		
2.6	A new ESIA shall be carried out at least every 3 years, in order to keep under assessment the mining activities.	Important	The auditor shall take into account when the last ESIA has been done and report it.		

3 – Waste management

No.	Requirement	Level	Parameters and information	Y/N	Comments
3.1	The company recycles all waste when recycling option is provided locally. In alternative, it appropriately disposes waste.	Important	Procedure and evidence of conformity by means, as an example of recycling bins.		

4 – Energy management

No.	Requirement	Level	Parameters and information	Y/N	Comments
4.1	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.		
4.2	The company shall set yearly objectives to improve its energy efficiency.	Recommendation			

5 – Social accountability

No.	Requirement	Level	Parameters and information	Y/N	Comments
5.1	The company shall comply with the following requirements:				
5.1.1	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: https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/child-labour/lang-en/index.htm</p>		

<p>5.1.2</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: https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/wages/lang-en/index.htm</p>		
---------------------	---	------------------	---	--	--

<p>5.1.3</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: https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/occupational-safety-and-health/lang-en/index.htm</p>		
---------------------	---	------------------	--	--	--

<p>5.1.4</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: https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/occupational-safety-and-health/lang-en/index.htm</p>		
---------------------	---	------------------	---	--	--

5.1.5	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.		
5.1.6	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: https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/forced-labour/lang-en/index.htm</p>		

<p>5.1.7</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: https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/equality-of-opportunity-and-treatment/lang--en/index.htm</p>		
---------------------	---------------------------	------------------	---	--	--

CONCLUSIONS:

The Auditor shall fill out the following fields:

- The company COMPLIES with Sustainable Mining requirements**

- The company DOES NOT COMPLY with Sustainable Mining 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