



Fair Trade Association Australia and New Zealand

FAIR TRADE COMMUNITIES Guidelines for Universities

Becoming a Fair Trade Community is a way to support and promote Fair Trade and be recognised for it.

Becoming a Fair Trade University is a great way of acknowledging a commitment to Fair Trade. It also enables groups that are promoting Fair Trade to have their work recognised. Once receiving recognition, Fair Trade Communities receive on-going support and updates from the Fair Trade Association.

Requirements

The Fair Trade Communities Guidelines consist of minimum requirements, suggested initiatives and progress reporting.




Minimum requirements must be met in order for the community to receive its' initial Fair Trade Communities recognition.

Suggested initiatives are not necessary for obtaining or maintaining recognition. However, the community is encouraged to pursue the additional suggestions as a means of broadening the influence of Fair Trade products and principles, as an organisation and within the broader community.

An annual progress report is required from each recognised Fair Trade Community, which addresses its Fair Trade changes, achievements, challenges, and goals, as outlined in the provided template.

There is an *annual Fair Trade University accreditation fee*.

The Fair Trade Association recognises the following Fair Trade systems:

<p>1. The World Fair Trade Organisation (WFTO).</p> <p>WFTO members are accredited as Fair Trade Organisations and can be recognised by the WFTO logo. http://www.wfto.com</p> <p>2. Fair Traders of Australia (FToA).</p> <p>FToA is a system that endorses Fair Trade Association members in Australia who are committed to and assessed as compliant with international Fair Trade principles in line with the WFTO. http://www.fairtraders.org.au</p>	 
<p>3. Fairtrade International.</p> <p>Fairtrade International is responsible for setting product standards, Fairtrade Certification and labelling. http://www.fairtrade.net</p> <p>Fairtrade ANZ licenses businesses in Australia and New Zealand to put the Fairtrade Certified™ mark on products that have been certified by Fairtrade International. http://www.fairtrade.com.au</p>	

Note that when the term 'Fair Trade' is used below, we are referring to products that have been accredited under one of the above three systems.

Minimum Requirements:

1. The Student Union (SU) and University Council (UC) pass a resolution in support of Fair Trade. The resolution should state that the SU and UC will create a Fair Trade policy to facilitate meeting the minimum requirements for Fair Trade Universities.
2. A Fair Trade Steering Group is established that enables the university to meet the minimum requirements and suggested initiatives. Membership should be drawn from both the SU and UC and other relevant stakeholders (such as procurement and sustainability faculty members) within the university.
3. Fair Trade products are made readily available at as many on-campus retail outlets as possible (at least 30%). For example, Fair Trade coffee, tea, chocolate and snacks in cafes and cafeterias (Fairtrade certified commodities in Australia). Fair Trade soaps, toiletries, stationery and books available at retail outlets

4. Fair Trade tea and coffee (Fairtrade certified coffee and tea in Australia) are the default options at all UC and SU meetings and in (as a preferred goal) at least 50% of all university departments, student union offices, kitchenettes and staff rooms.
5. Fair Trade is promoted within the university. This should include:
 - a) Use of Fair Trade promotional materials: Eg. Placing Fair Trade Association's posters on noticeboards, stickers placed in cafe windows or information sheets left in staff and student gathering areas. Resources can be obtained from the Fair Trade Association's website:
www.fta.org.au/printable-resources.html
www.fta.org.nz/printable-resources.html
 - b) Hosting at least one Fair Trade focused event each year. Event suggestions include a Fair Trade market, Bake-off, film night, fashion show, morning or high tea. Photos, videos and information from these events can be provided to the Fair Trade Association, to support the application and to be shared with our wider community.

Suggested Initiatives:

1. The Steering Group endeavours to incorporate other Fair Trade products into university activities, such as Fair Trade cotton clothing for university promotions or events, Fair Trade sports balls in recreational centres, Fair Trade products used by University clubs, and Fair Trade hampers for gifts or fundraising activities.
2. There is a growth in the number of retail outlets selling Fair Trade products and University departments using Fair Trade tea and coffee (Fairtrade certified coffee and tea in Australia).
3. Link in with your local Fair Trade Network's Fair Trade Fortnight activity. Information on your local Network is available on the Fair Trade Association website.
4. Educational campaigns are organised to develop staff and students' understanding of the issues around trade and poverty. This could include incorporating Fair Trade into course subject matter.

Reporting:

1. When lodging their application to become a Fair Trade University, the university should present a proposed timeline for the implementation of suggested initiatives and goals, together with relevant information.
2. Once recognised as a Fair Trade Community by the Fair Trade Association the University Steering Group is required to provide an annual report of its activities using the provided template.

Fees:

Fair Trade University annual accreditation fees are as follows:

Australia:

Large University (more than 50,000 students) - \$1500

Medium University (more than 20,000 but less than 50,000 students) - \$1000

Small University (Less than 20,000 students) - \$500

New Zealand:

Large University (more than 20,000 students) - \$1500

Medium University (more than 12,000 but less than 20,000 students) - \$1000

Small University (Less than 12,000 students) - \$500

For Further Information:

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