

WiN = WiN fair ■ stone



Safety and Health



Human and Labour Rights



Environment



Management System

International Standard for the Natural Stone Industry



Fair Stone Handbook

International Standard for the Natural Stone Industry

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Fair Stone Standard

Introduction

Fair Stone is an international social and environmental standard for the natural stone industry. Its main objective is to assure decent labour and working conditions within global production networks in emerging markets. At the same time WiN=WiN Fair Stone is a trademark, a label that can be used for marketing purposes by our partners and thereby contribute to a sustainable and fair global trade in the natural stone industry.

“Fair Stone Suppliers” are quarries and factories (and exporters) in Asia, Latin America and Africa. They take actively part in the process of improving their own social and environmental conditions.

“Fair Stone Partners” are international traders and importers which use the label Fair Stone for their marketing. These partners are primarily responsible for the implementation of the standard at their suppliers’ working premises. At the same time our partners have to safeguard transparency and credibility of their supply chain. The criteria for the supply chain of the Fair Stone Standard are shown in Part III of this document.

“Associated Fair Stone Partners” are retailers, stone masons and other commercial clients of the partners who intend to support the Fair Stone program, and which strengthen their marketing by benefiting from the Fair Stone label. Associated Partners assume no responsibility for their supply chain. They have a participatory role. The criteria for Associated Partners are shown in Part IV of this document.

The role of the Fair Stone association is to coordinate, support and monitor the implementation process whereas international certification bodies/CABs carry out mandatory annual audits as well as the final full-scoped audit and certification against the Fair Stone Standard. See Part V of this document.

Fair Stone offers two certification schemes with different focuses and requirements. The differences are due to their use in different industries.

In general, Fair stone partners (importers), which intend to qualify their suppliers and supply chain for Fair Stone have to pay an entry fee and an annual fee to finance comprehensive services of Fair Stone including advice, training, marketing and monitoring.

All certification activities and shipments are tracked via a Fair Stone traceability platform (tracing.fairstone.org // tracingfairstone.com),. It lies within the sole responsibility of partners and suppliers to implement the Fair Stone Standards in their supply chain.

(!) Important (!)

Unless audits have been conducted and passed, no certificates are issued and no labels are authorized. We do not accept self-declarations or self-assessments.

I. WiN=WiN Fair Stone

WiN=WiN Fair Stone certification scheme is a step by step process in a timeframe of 48 months to implement the Fair Stone Standard. Partners are working closely together with their exporters; Fair Stone supports the effort of both. First steps are the signing of cooperation contract, payment of fees and the submission of a signed copy of the agreement of their suppliers stating compliance with (a) all ILO Core Labour Conventions and (b) committing to improve working conditions in the premises.

From the day of the mandatory registration audit (Day 1) these suppliers are subject to independent auditing and certification. If they do not meet the standard a re-audit is possible during the fifth year from Month 48 – 52 before revocation of the Fair Stone Certificate.

WiN=WiN Fair Stone covers a wide range of social/labor aspects, such as non-discrimination, minimum wage, occupational safety and health, capacity building for employees, risk assessment of hazards, accident insurance for workers to name a few. Environmental aspects are required to a lesser extent but encompass points such as waste management, resource efficiency, effluent treatment, storage of chemicals and adherence to international treaties (Minamato – Mercury, Stockholm – POPs, Basler – forbidden waste).

II. Fair Stone BASIC

Fair Stone BASIC is the underlying third-party audit scheme to verify annual compliance with minimum criteria until reaching full WiN=WiN Fair Stone compliance.

It enables the Fair Stone partners to perform immediate 3rd party audits with the registration of their supply chains (=Day 1). The audits have a validity of only one year.

Fair Stone BASIC should be understood as a path of continuous improvement to reach full WiN = WiN Fair Stone compliance. In the past 2nd party audits were conducted by Fair Stone representatives to ensure compliance with minimum criteria for logo usage. Since 2019, a set of minimum criteria and year-specific special criteria (i.e. Worker Dialogue, worker welfare, Chemical Handling etc.) will now be verified by accredited Conformity Assessment Bodies (CABs)/Assurance Providers.

To ensure that there is no confusion on the different scope of compliance, an additional Logo is used.



Fair Stone BASIC Logo which appears on all Third-Party Certificates

If the factory passes the Fair Stone BASIC audit, the certification is valid for 12 months. It has to be repeated every year for a maximum of four consecutive years.

After a maximum of 48 months the full WiN=WiN Fair Stone audit becomes mandatory for a continued cooperation. The Fair Stone Standard is fully examined.

In the event of failure of an audit, no logo usage will be granted and a follow-up audit needs to be carried out within six months or sooner based on the urgency of the Fair Stone Partner.

Only those parts have to be re-audited which were not fulfilled during the first audit.

The adjusted requirements of the Fair Stone BASIC Certification include minimum criteria such as:

- All ILO Core Labour Conventions: 29, 87, 98, 100, 105, 111, 138 and 182
- Minimum wage and accident insurance for employees
- Additional Fair Stone criteria:
 - OSH (Occupational Safety and Health) measures
 - First response (first aid kit & fire extinguisher)
 - PPE (Personal Protective Equipment): helmets, masks, glasses, ear protection and work specific equipment depending on the risk assessment where necessary
 - Capacity Building for workers

A scoring system of 0 (The criterion is not fulfilled) to 2 points (The criterion is fulfilled to an excellent level) is used for the evaluation. A minimum of 1 point for each essential criterion needs to be reached to pass these half-day audits.

As before, the audits will be carried out by independent and experienced institutions. The auditors need to be trained and accredited beforehand by Fair Stone. Auditors have to use a standardized FS BASIC manual. In addition to the test aspect, audits provide the opportunity to support the suppliers. The contact to workers and management will be used to execute content specific workshops about OSH and labor rights (=capacity building).

III. Fair Stone MONUMENT

FS Monument has been developed due to the change in the funeral law of the state of North Rhine-Westphalia in Germany end of 2019. The latest certification scheme of Fair Stone covers supply chains of partners regarding compliance with ILO 182. Due to different minimum criteria and danger of confusion with the other two Fair Stone certifications a new logo has been established. Furthermore, exclusion of modern slavery and bonded labour are minimum criteria for certification as well.

The current law does not require 3rd party audits. Fair Stone ensures compliance with the criteria through its own employees (2nd party), contracted consultants/freelancers or 3rd party auditing companies/ CABs.



Fair Stone MONUMENT Logo which is used by Fair Stone Partners in the Segment Gravestones/Monuments

Introduction: History of WiN=WiN Fair Stone, Problem Description & SDGs

In close cooperation with ISSA Mining and other international experts WiN=WiN, Agency for Global Responsibility, established the social and environmental standard *Fair Stone* (www.fairstone.org) in 2008. In 2014 the Fair Stone Association was founded.

The Fair Stone standard focuses on ILO Conventions as well as occupational safety and health at the workplaces, the management system and environmental issues. Its objective is to improve the working conditions in quarries and factories for natural stones in emerging economies. Until now, *Fair Stone* has a mandate to supervise natural stone supply chains from China, Vietnam, India, Cambodia, Türkiye and Brazil.

Fair Stone Management staff and local representatives regularly visit the factories and quarries that are registered within the Fair Stone system to control, support and strengthen the implementation process during annual trips. Furthermore, internal on-site inspections take place to check whether the conditions in the factory are suitable to label the consignments.

Regularly, Workshops concerning Occupational Safety and Health (e.g. on danger of silicosis and different preventive measures: types and use of masks, earplugs, goggles, etc.), labour rights, ethical standards and grievance report system are conducted in the *Fair Stone* Suppliers' facilities. Safety signs were designed and installed in the different working areas. Furthermore, cooperation with local institutions is pursued.

Stone is a natural product of the Earth. It does not require other materials or resources to create it. There is an abundant supply and natural stone is durable and outlasts most other building materials. Also, it is often recycled. For instance, granite as the most popular material with certification, is one of the hardest natural stones and able to be salvaged, re-cut, and reused - closing the life cycle. Furthermore, natural stone contains no harmful chemicals or toxins.

Good quarry planning and operations allows for eventual reclamation of the quarry site and many studies have documented that unique ecosystems and wildlife habitats can result from this.

Natural stone processing in contrast is dusty, wet and dangerous. Lack of awareness of occupational health and safety (OHS) often causes work-related diseases such as lung diseases and loss of hearing. Accidents, lack of insurance and employment contracts are the main problems in the natural stone sector. Additionally, in some countries such as India, child labour and forced labour/debt bondage can still occur.



Workers in Shandong are being trained in First Aid.



Worker from Fujian equipped with Personnel Protective Equipment (PPE).



Quarrying by wire saws – an efficient method without residue.



Our Chinese Fair Stone Workshop Trainer (right side) emphasizes the importance of using PPE in the workplaces.

The following table gives an overview of the main problems which persist in the natural stone industry as well as the indicators used for internal measurement of scheme impact:

Country	Quarry	Processing	Indicators
China	<ul style="list-style-type: none"> ▪ Freedom of association ▪ Occupational Safety and Health ▪ Awareness of workers 	<ul style="list-style-type: none"> ▪ Freedom of association ▪ Occupational Safety and Health ▪ Awareness of workers ▪ Environmental Pollution (Air) ▪ Export of non-indigenous animal species (i.e. Asian long-horned beetle) 	<ul style="list-style-type: none"> ▪ Number of workshops conducted and participants reached ▪ Amount of PPE or investments made ▪ Factory Rating ▪ Number of interviews conducted
Vietnam	<ul style="list-style-type: none"> ▪ Occupational Safety and Health ▪ Awareness of workers ▪ Lack of infrastructure 	<ul style="list-style-type: none"> ▪ Occupational Safety and Health ▪ Awareness of workers ▪ Environmental Pollution (Air, Water) 	<ul style="list-style-type: none"> ▪ Number of workshops conducted and participants reached ▪ Amount of PPE or investments made ▪ Number of interviews conducted
India	<ul style="list-style-type: none"> ▪ Lack of Governmental Control ▪ Lack of documentation (contracts, attendance etc.) ▪ Lack of living wages ▪ Debt Bondage ▪ Accidents due to blasting and lack of PPE ▪ Discrimination ▪ Sanitation & Hygiene ▪ Environmental Degradation ▪ Lack of infrastructure ▪ Child Labour 	<ul style="list-style-type: none"> ▪ Lack of Governmental Control ▪ Lack of documentation (contracts, attendance etc.) ▪ Debt Bondage ▪ Lack of living wages ▪ Discrimination ▪ Sanitation & Hygiene ▪ Lack of infrastructure ▪ Child Labor 	<ul style="list-style-type: none"> ▪ Assessment of Age Verification System ▪ Upfront salary payments or credit issued to workers to make them financially dependent of employer ▪ Number of interviews conducted ▪ Number of workshops conducted and participants reached ▪ Amount of PPE or investments made

Risks are prioritized according to the severity of their impact on affected parties and on-site audits and control visits are conducted regularly to identify them in the supply chains. For imports from conflict regions, the importer exercises increased due diligence to identify additional risks, for example by involving further expertise.

In order to standardize and structure risk assessment as well as resulting control visits (announced and semi-unannounced), the performance and red flags at a supplier are evaluated through a questionnaire:

	Risk Assessment	YES (=1)	NO (=0)	SCORE
1	General Impression of the auditor			
1.1	Was the auditor received in an unfriendly/unpolite manner or was there trouble in aligning the audit?			
1.2	Did any red flags appear like discrepancies between documents, statements of the managers or during worker interviews?			
2	Infrastructure and Operations			
2.1	Is the audit site not gated/fenced/walled or no company name visibly displayed?			
2.2	Is the audit site operated at a low capacity? Production is not going on during audit or at low level, workers are not busy or barely any staff is present.			
3	Availability of Documents			
3.1	Were Age verification documents not available during the audit?			
3.2	Is an insurance provider not commissioned to cover the company?			
4	Occupational, Safety and Health			
4.1	Have there been accidents in the past?			
4.2	Is an OSH Manager not appointed and received no qualification?			
5	Audit history and performance			
5.1	Is entity not able to provide further certification from relevant international or national schemes?			
5.2	Is there negative press about the company? Is their reputation damaged?			
	Final Score			

Score	Evaluation
0-2	Not significant
3-6	Low - Moderate
7-8	Serious
9-10	Critical

Compliance Level	Risk Level	Improvement Trend
Satisfactory	Not significant	Positive
Needs Improvement	Low - Moderate	Stable
Needs Significant Improvement	Serious	Negative
Unsatisfactory	Critical	N/A

The WiN=WiN Fair Stone certification scheme supports the following Sustainable Development Goals (SDGs) of the United Nations:



Part I+II: WiN=WiN Fair Stone as well as Fair Stone BASIC

1. Pre-Condition

To join Fair Stone and become a Partner a company simply has to submit the following commitments from its suppliers, quarries and/or factories (at least from one of them):

Prohibition of Exploitive Child Labour

The company does not make use of child labour (ILO Convention 182). The minimum age for admission to employment shall not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 15 years (ILO Convention 138). Children in the age of 15-18 years shall not perform work which, by its nature or the circumstances in which it is carried out, is likely to harm their health, safety or morals.

Prohibition of Forced Labour

The company does not make use of forced, including bonded, labour (cf. ILO Convention 29 & 105). Employment is freely chosen.

The company does not withhold identity documents, part of personnel's salary, benefits. The company does not use corporal punishment, mental or physical coercion and verbal abuse to force employees to work or stay with the company. Employees are free to leave the employer after reasonable notice.

No discrimination regarding employment or remuneration (ILO 100 & 111)

No ban on worker committees or collective bargaining (ILO 87 & 98)

Improvement of Working Conditions

The management shall commit itself in writing to improve the working conditions in its factories/quarries to a timeframe agreed upon with Fair Stone and provide and maintain a safe working environment.

2. Organisation of Standard Implementation

Stone quarries and factories are dangerous work places demanding particular attention from managers and staff. An appropriate management system covering the areas safety and health, labour rights and environment is necessary for the process of improving working conditions in the quarry and factory. Trained human resources, minor investments, instruction guidelines and proper documentation to initiate and monitor the process of Fair Stone implementation are necessary.

- 2.1 A Quarry Management Plan is required to collect information on the quarry site, infrastructure, scope of exploitation, the quarry management and the responsibilities for implementing the standard.
- 2.2 An organization chart must be available that shows for each work area, i.e. Fair Stone, OSH (Occupational Safety and Health), labour rights and environment the key personnel and their responsibilities.
- 2.3 Responsible persons for each work area shall give advice to the employer in all matters concerning their respective area. They must be trained and educated for their duties.

- 2.4 Employer shall undertake pre-employment medicals to ensure that the person is fit for the duties they will be required to perform. All health surveillance should be conducted professionally by competent persons.
- 2.5 Annual medical check-up is provided to all workers at risk.
- 2.6 Persons responsible for keeping the premises clean shall be nominated for all relevant parts of the quarry and factory.
- 2.7 The employer shall formulate an OSH-Policy for the prevention of work-related injuries and occupational diseases for his enterprise. The OSH-Policy must be communicated to all employees.
- 2.8 Where risks exist, they must be marked with appropriate safety signs. Such signs (e.g. emergency exit signs, caution signs, warning signs, etc.) must be placed at appropriate points. Workers must be informed of the measures to be taken and must be given appropriate training.

Occupational Safety and Health (OSH)

The management of the quarry and the factory shall provide a safe and healthy workplace environment and shall take effective steps to prevent work-related accidents, occupational hazards and injury to workers' health. Major risks in quarries are falling rocks, overburdens, accidental detonations before, during and after blasting; removal and transport of rock piles, accidents with drilling equipment, heavy machinery and trucks or other movable equipment. Typical risks in factories are noise and dust pollution, flying fragments, falling and tipping parts, accidents when handling forklifts during transport and loading work (cf. ILO Convention 155 & 164).

3. Risk Assessment

- 3.1 A systematic analysis of all risks and major hazards that may occur in the quarry (list of all hazards resulting from operation, malfunction, breakdown, maintenance and repair) is recommended. The risks associated with the particular operation and the methods of reducing those risks, should be revealed during the risk assessment.
 - Identify the hazards of (a) excavation, (b) waste dumps, (c) machinery, (d) handmade drilling and (e) blasting
 - Decide who might be harmed and how
 - Evaluate the risks and decide on precautions
 - Record your findings and implement them
 - Review your assessment and update if necessaryThe measures and methods as a result of a risk assessment should follow the hierarchy of control STOP (Substitution, technical solution, organisational solution, personal solution)
- 3.2 If necessary, measurements shall be done in order to clarify the potential hazards to worker's health, the level of exposure and the exposed workers (e.g. dust and noise measurements).
- 3.3 The employer shall take all necessary measures (technical, organisational, personal) to control risks and hazards.
- 3.4 The employer should update the risk assessment once a year or after essential changes (e.g. investments in new technology, new substances, new construction).

4. Training and Instruction

- 4.1 Regular training of managers and master craftsmen on general duties, OSH-principles, individual responsibilities, social competence and motivation techniques is required.
- 4.2 Each new worker shall receive initial training. This training shall include health and safety aspects (i.e. use of PPE [Personal Protective Equipment]), safe operating procedures and practices for work tasks, safe handling of equipment and machinery, proper handling and storage of hazardous substances.
- 4.3 In addition, specific training for workers and instruction on specific work procedures, chemicals, machinery, use of PPE is necessary.
- 4.4 Training must be carried out by competent persons in a manner and language, which is understood by all workers.
- 4.5 Employer shall set up and implement a training plan. This plan must cover
 - training needs of workers and supervisors
 - responsibilities for preparing, conducting the training
 - training curricula
 - training schedule
- 4.6 Manufacturer's operating and maintenance manuals as well as **Standard Operating Procedures** must be available for all fields of activity and major production procedures (e.g. working in quarry faces, operating machinery, handling hazardous substances). These SOPs should be straightforward and understandable.
- 4.7 Workers engaged in specialized operations (e.g. blasting, operators of large earthmoving equipment, excavators, cranes, forklifts, vehicles drivers) must receive professional training and acquire the relevant operator's licence.

5. Maintenance and Inspections

- 5.1 The employer establishes a plan for systematic and regular inspections of all machinery, fixed and handhold tools, electrical installations, vehicles, ladders and other equipment.
- 5.2 The employer ensures that periodic inspections and preventive maintenance are carried out by qualified persons. Maintenance of plant and equipment in accordance with the manufacturer's specifications is essential. Inspection schedules and results must be documented.

6. First Aid and Fire Prevention

The company must elaborate emergency procedures and make them known to all personnel. First Aid posters, first aid instructions (telephone numbers of fire brigade, physician, hospital, ambulance), emergency plans must be displayed in the workplace. In the event of a work related injury the company shall provide first aid and assist the worker in obtaining follow-up medical treatment.

- 6.1 The company must prepare emergency plans and provide first-aid training.

- 6.2 Workers and supervisors must have basic knowledge of first aid measures and standard rescue procedures.
- 6.3 Rescue chain including the procedure for access to additional care must be organized and known by all employees.
- 6.4 First Aid boxes must be available in the workplace, clearly marked and accessible for everybody. At least one first aid box for each 25 workers should be available.
- 6.5 First Aid materials have to be refilled and renewed at least every 2 years.
- 6.6 Fire fighting equipment including fire extinguishers must be available at the workplace and within easy reach.
- 6.7 Fire extinguishers must be checked by competent persons at least every 2 years.

7. Personal Protective Equipment (PPE)

Regulations and procedures must be established and followed regarding occupational health and safety, especially the provision and use of personal protective equipment.

The company shall provide at its own expense appropriate personal protective equipment to personnel wherever it is necessary:

- Safety helmets
- Hearing protection
- Dust mask for silica dust
- Suitable protective gloves
- Safety shoes
- Safety glasses
- High visible cloths
- If necessary: water proof clothing

- 7.1 The company shall ensure that personal protective equipment is actually used by personnel. In case of non-compliance disciplinary action should be considered.
- 7.2 Workers must use and take good care of all PPE, provided by the employer.
- 7.3 PPE must be maintained and replaced according to the manufacturer's specifications.
- 7.4 Safety glasses must be worn wherever eye injuries can occur due to airborne dust particles, splitters, stone chips or other flying debris.

8. Workplace Safety

Quarry:

- 8.1 Overall working environment and building safety
Working environment should be safe and controlled so that no worker needs to fear fires, building collapses, or other accidents that could be prevented with reasonable health and safety measures.
- 8.2 Design of Quarry
The owner of the quarry has overall responsibility for planning, co-ordinating and overseeing all work at the quarry, including the work of contractors. The owner manages the safety and

health of all operations to ensure that risks are properly controlled (Overburden movement; face stability; width of levels; stabilisation of slipping masses, undercuts and overhangs) and he must ensure that contractors have correctly identified hazards and control measures by carrying out risk assessments.

8.3 Management and supervision

The management and supervision of a quarry can be perceived by people with the appropriate training, having knowledge of occupational safety and health.

8.4 Traffic and transport

The manager has to draw up transport rules to regulate the movement of all vehicles and their operation in a quarry. The transport rules should be posted and a copy given to all drivers and equipment operators. Safe roads and edge protection on roads and levels have to be ensured. The technical condition of the vehicles should also be checked regularly, for example by means of a brake test.

8.5 Occupied workstations at the quarry

Workers should never work alone in the quarry but in a team of at least two. Occupied workstations at the quarry shall be visited at least once during each shift by a competent person.

8.6 Use of heavy machines and extraction measures

These activities pose an accident risk. For this reason, great care must be taken, especially when performing the following activities:

- Safety in drilling (inspection of area for misfires, sockets, loose edges and other hazards)
- Transport from site by derrick cranes (knowledge of appropriate hand signals, safe distance, well secured and balanced load).
- Manual stone dressing (glasses for operator due to danger of splinters; ladders to reach large raw blocks, Replace heavy hand drills with mobile drills).
- Wire saws (definition of dangerous area; fitted guards; no unauthorized persons in work area)
- Earthmoving machines (protective roof against flying stones. The windscreens of the devices should be additionally provided with safety glass to protect the operator from pieces of stone flying)
- Blasting specification (is to minimise the risk associated with the firing of shots; to take account of site conditions)
- Misfires (investigated to determine the cause and to enable action to be taken to avoid a recurrence. A record should be kept of all misfires)
- Shotfiring rules (practical operating procedures which ensure that shotfiring operations take place in a quarry without endangering the safety of the workforce and the public)
- Use of vehicles to transport explosives at the quarry (provided with suitable fire extinguishers and signs, flashing lights or flags to be easily recognisable)
- Overhead power lines on roads (Precautions and check-ups of danger zones for safe access of vehicles)

Factory:

8.7 The working environment should be safe and controlled so that no worker needs to fear fires, building collapses, or other accidents that could be prevented with reasonable health and safety measures. The structural integrity of production halls has to be ensured.

8.8 Floors, platforms and stairways shall be plane and of robust construction.

- 8.9 Platforms and walkways for maintenance and repair of machinery shall be accessible via permanent stairways or fixed ladders. Fall protection should be implemented at stairways, platforms and walkways when falling height is more than 2 m; vertical ladders should be fitted with an integrated safety cage when height is more than 2.5 m
- 8.10 Water ducts and floor openings have to be covered.
- 8.11 Waste water basins, all open sides of workplaces, walkways, staircases workplaces from which persons may fall shall be fenced with an upper rail at 1000 mm or higher. If possible a tripartite fencing with middle and baseboard rail is preferred.
- 8.12 Floors, platforms and stairways shall be regularly maintained, kept clean, free of oil or other slippery fluids, materials and obstacles.
- 8.13 Workplaces, walkways and storage areas must be clean and in good order.
- 8.14 Workplaces and walkways should always be well lit.
- 8.15 Stone debris shall be collected in waste containers.

9. Silica Dust and Mineral Dust

- 9.1 The employer shall take all possible measures in order to eliminate exposure or reduce the concentration of silica dust in the workplace.
- 9.2 Introduce technical measures such as wet processing or dust extraction and take organisational measures e.g. segregate areas with a higher level of concentration from those with a lower level, minimize periods/levels of exposure.
- 9.3 Dry dust shall be extracted by vacuum dust collectors wherever possible.
- 9.4 Regular cleaning of machinery, cabins and rooms in order to avoid dust accumulation is essential.
- 9.5 To avoid the spread of dust, use water or a vacuum cleaner. Avoid using a broom.
- 9.6 In case of wet drilling or sawing, water quantity has to be sufficient and water feed shall be initiated before processing.
- 9.7 The workforce should be informed about the risks of silica dust and the suitable prevention measures in order to create awareness.
- 9.8 The company or a third-party measured air quality/emissions in the workplace and surroundings to ensure no negative impact from them. Mitigation strategies have been implemented to further reduce these emissions.

10. Noise and Vibration

- 10.1 Noise measurements should be used to identify the areas with noise risks. Noise zones must be clearly marked.

- 10.2 Introduce technical measures such as low noise blades for circular saws and noise absorbers or take organisational steps e.g. segregate areas with a higher noise level from those with a lower level, minimize periods/levels of exposure.
- 10.3 The installation of a new production line, new production methods or the redesign of workplaces, has to be planned in such a way that noise and vibration are minimized.
- 10.4 Workers should be informed about the risks of noise and vibration as well as suitable prevention measures in order to create awareness.
- 10.5 Drivers' seats of your mobile equipment (e.g. forklifts, trucks, excavators) have to be maintained properly or exchanged for new seats with good vibration absorbing performance.
- 10.6 The company or a third-party measured noise emissions in the workplace and surroundings to ensure no negative impact from them. Mitigation strategies have been implemented to further reduce these emissions.

11. Hazardous Substances

Safety data sheet of all hazardous substances should be always on-site, working instructions for correct handling should be developed; additional PPE (chem. gloves, face shield, lab coat or aprons) should be held available on site.

- 11.1 The employer shall identify hazardous substances in the workplaces and check if less hazardous substances are available.
- 11.2 In case of the use of hazardous substances the exposure of the workers has to be minimized.
- 11.3 Operating instructions for handling hazardous substances must be available.
- 11.4 It is forbidden, to fill hazardous substances or chemicals in drinking bottles.
- 11.5 Poisonous, corrosive, suffocating, flammable, or explosive substances must be stored separately and safely.
- 11.6 The handling and proper storage of hazardous substances is only done by qualified personnel. Basic information is presented to all employees during the regular workshops.

12. Machinery and Equipment

- 12.1 All moving parts of machines such as belts, pulleys, gears, shafts must be guarded with fixed guards, fences or light barriers in order to prevent accidents.
- 12.2 Machines must be equipped with a lockable main switch and an emergency cut-out switch.
- 12.3 For maintenance of machines a LOTO (Lockout Tagout) procedure should be installed. Workers are made aware of this through workshops or safety signs.
- 12.4 Handhold machines and hand tools must be kept in safe condition.
- 12.5 Circular saws must be fitted with an adjustable hood guard and a suitable riving knife. Keep the gap between the edge of the blade and the knife as small as practicable.

13. Electrical Appliances

Electricity has great potential to seriously injure and kill. The company has the responsibility to ensure that the electrical wiring and electrical equipment in the workplace is safe, used properly and maintained in good repair. This must only be done by personnel with proper qualification.

- 13.1 Working at any electrical installations are only allowed when following the 5 electrical base rules (1)Disconnect from the mains, 2)Secure against reconnection, 3)Verify that the system is dead, 4)Carry out earthing and short circuiting, 5)Provide protection from adjacent live parts)
- 13.2 All electrical installations shall be designed for use in rough industrial conditions and wet areas where necessary.
- 13.3 Power distributors shall be enclosed and located in a suitable place with access restricted to authorized personnel only.
- 13.4 Electrical switch boxes must be kept closed at all times.
- 13.5 Live parts of all electrical equipment must be completely enclosed or otherwise guarded against accidental contact.
- 13.6 Do not repair damaged electric power cords with insulating tape.
- 13.7 Use only waterproof electrical connectors, connection boxes or cable drums to connect electric power cords.
- 13.8 Electrical installations, switch boxes and connection boxes shall be properly labelled.
- 13.9 Handheld electric power tools must have a quick-release (dead-man) control that shuts off power when control switch is released.
- 13.10 Handheld electric power tools must be adequately earthed or double-insulated.

14. Storage

- 14.1 Blasting explosives and detonator products must be kept and handled separately. The explosive magazine must be kept locked for access by authorised and trained personnel only.
- 14.2 Separate Storage of hazardous substances, gas bottles and the like. For example, spatially separated storage between flammable and oxidizing substances and gases.
- 14.3 Blocks, slabs and products of natural stone shall be stored in a way to prevent slipping or toppling.
- 14.4 Storage racks and shelves must be of adequate strength for the loads and conditions under which they are used. They shall be set on firm ground and designed to prevent toppling.
- 14.5 The maximum load of racks and shelves must be known to the workers.

15. Transportation and Lifting Gear

- 15.1 Tyres, lights and driver's seats of forklifts must be maintained in good working condition.

- 15.2 Cranes must be labelled with the maximum load.
- 15.3 The crane control unit must be kept locked in the cab.
- 15.4 Ensure a means of safe and adequate access and egress is provided for operation, maintenance and inspection of the crane.
- 15.5 All lifting devices such as hoist ropes, slings and hooks must be in undamaged condition.
- 15.6 Hooks must have a safety latch to prevent slings or load from accidentally slipping off the hook.
- 15.7 Transport and lifting equipment must be available to reduce the risks involved in manual handling.

16. Ergonomics at Work: Healthy Work Habits

- 16.1 Workplaces and work processes should be designed in such a way as to avoid health risks from repetitive movements, unhealthy working postures, lifting or carrying heavy loads.
- 16.2 Workbenches and scaffolds should be available to allow working in an ergonomic position.
- 16.3 Workers should be trained in ergonomic work techniques.
- 16.4 Workers should be informed about the physical risks related to lifting and carrying heavy loads, unhealthy working postures and repetitive movements.

17. Auxiliary

- 17.1 If accommodation is provided it should be separated from the production area and reasonable levels of decency, hygiene and comfort should be maintained, according to local customs.
- 17.2 Drinking water (in potable quality) for workers must be available at all times.
- 17.3 There should be separate change rooms and washing rooms for men and women.
- 17.4 Eating and smoking in a dusty work environment should be avoided. A separate lunchroom or area should exist.
- 17.5 Sanitation facilities need to be provided by the employer and cleaned regularly to ensure that no health/infection risks result for the workers. If both genders are employed, separate sanitation facilities need to exist.

18. Shipping

- 18.1 Containers must be loaded in a way that loading process could be safely initiated.
- 18.2 Packing and loading the container should allow for safe unloading.
- 18.3 Fumigation of containers with hazardous substances shall be avoided.

Labour Issues and ILO Conventions

The issues listed here relate to working conditions applicable to the personnel employed by companies active in the natural stone sector, including casual, seasonal, migrant, subcontracted and permanent employees.

The company respects all applicable national laws and regulations, industry minimum standards, and any other relevant statutory requirements whichever requirements are more stringent.

The company strives for all work to be performed on the basis of recognized employment relationship in compliance with national law.

The company does not make use of exploitive child labour (cf. ILO Convention 138 & 182).

The company does not make use of forced, including bonded, labour (cf. ILO Convention 29 & 105).

No discrimination shall be tolerated in hiring and remuneration (cf. ILO Convention 100 & 111).

The company shall ensure that wages paid for regular working hours shall always meet at least legal or industry minimum standards and shall be sufficient to meet the basic needs of personnel.

The employer shall allow the workers to organise collective meetings and to assemble together with the aim of addressing issues of common concern (cf. ILO Convention 87 & 98).

19. Prohibition of Discrimination in Employment

19.1 The company ensures that all employees receive equal treatment independent of their race, sex, religion, national or social origin, caste, birth, disability, sexual orientation, family responsibilities, marital status, union membership, political opinions, age or any other personal characteristics (cf. ILO Convention 111).

19.2 Employees are given the opportunity to report on incidents of discrimination.

19.3 The company ensures that any kind of exploitation, mistreatment, insult or sexual harassment is prohibited. Any such behaviour is immediately sanctioned. Different genders/all workers receive equal remuneration for tasks which require the same skill level. (cf. ILO Conventions 100 & 111)

20. Compliance with National Laws and Regulations

20.1 The company respects all applicable national laws and regulations and the company ensures that all relevant and up-to-date permits are held. This includes all relevant and up-to-date licences concerning their environmental impact or the usage of environmental factors (water, land, etc.)

20.2 Local and migrant, seasonal and permanent employees receive equivalent benefits and employment conditions for equal work performed.

20.3 The management is obliged to cooperate with the respective public authorities.

20.4 Workers in positions of responsibility are made aware of the negative effects of corruption and bribery and are also trained about corruption prevention. During worker interviews, feedback/oral evidence about corruption and bribery is to be verified in cases of reasonable suspicion.

20.5 The company specifically considered the impact on the environment in case of expansion of factory halls/premises; introduction of new processing or transport techniques etc.

21. Labour Contract

- 21.1 All employees must have a legally binding written contract of employment (in local language) signed by employee and employer including
- description of the work
 - hours of work
 - amount of pay and overtime rate
 - any deductions
 - holidays
 - notice period
- 21.2 The company keeps a written employment register, listing – among other things – the name of the employee, the nature of work performed, the wages paid and the hours worked in overtime.
- 21.3 Employees as well as subcontracted workers shall be allowed to organise collective meetings and to assemble together with the aim of addressing issues of common concern (cf. ILO Convention 87 & 98). Where restricted under law, other means of workers voice and representation are allowed (e.g. worker committees, Fair Stone as a mediator for labor disputes, Workers have a right to elect or name a worker representative).

22. Working Hours, Rest and Vacations

- 22.1 Employees shall not be required to work in excess of the maximum working hours defined by national law or ILO regulations, whichever is the more stringent one. As a rule of thumb, regular weekly working hours do not exceed 48 hours per week. Overtime work is voluntary and must be paid higher than regular work; it shall not exceed 12h per week (max. 60h per week). No unjust fees are levied. (cf. ILO Convention 1)
- 22.2 Employees shall be provided with at least one day off for every seven-day period.
- 22.3 Employees shall enjoy paid holidays according to the State regulations such as public holidays, annual leave, home leave, marriage and funeral leave and maternity leave.
- 22.4 The company shall keep an Attendance Record in which the working hours of each worker are recorded individually and continuously.
- 22.5 Employees are free to leave their workplace once their workday is finished. Relevant documents of workers/employees are not withheld by the management (i.e. in order to make them unable to leave).

23. Wages

- 23.1 Wages paid to labourers by the employing unit shall not be lower than the local minimum wages. Equal remuneration for men and women/different genders/all workers for work of equal value or same skillset is ensured (cf. ILO Convention 100).
- 23.2 The company ensures that payments are made regularly and in a timely manner and are properly documented.
- 23.3 Wages and benefits composition are detailed clearly and regularly in writing for each pay period.
- 23.4 In case of labourers working on the basis of piecework, the employing unit shall rationally fix quotas of work and standards on piecework remuneration.

- 23.5 Deductions for substandard work must be clearly specified and reasonable.
- 23.6 Deductions that are not legally required, such as housing, food or other services must be explained to and agreed upon by employees before the employment relationship becomes effective.
- 23.7 All overtime is paid at least according to national law or sector agreements.

24. Social Insurance

- 24.1 Employer must register all employees with social security and pay social security contributions according to the local law (e.g. ESI/Employee State Insurance/ Pf Provident Fund or Pension Insurance/Medical Insurance (Cf. ILO 102 and ILO 121)
- 24.2 The company shall keep a register for all employees recording the length of service, wage and social security contribution to old age, unemployment, and work-related injuries.
- 24.3 Employer shall provide insurance coverage against accident for each worker where social security does not exist.
- 24.4 Prior to any employment, an age verification system ensures that the age of workers is correctly verified and documented.

25. Information and Complaints – Grievance Management

- 25.1 Basic information on human and labour rights, OSH & PPE Usage and ethical business conduct (anti-corruption/bribery) is provided to staff during brief workshops (Including distribution of flysheets and informational material) issued during visits of the Fair Stone representative or accredited auditors.
- 25.2 Employees have possibilities to complain about working conditions to Fair Stone Grievance Coordinators (subcontracted locally to native speakers) which compile and verify complaints before contacting Fair Stone Management. An email contact and telephone helpline are provided for anonymous complaints. Voice messages are important for illiterate workers.
- 25.3 Installation of a suggestion box, where workers can submit suggestions and complaints anonymously concerning areas of this standard. The suggestion box should be placed in an area where certain anonymity can be ensured.
- 25.4 Fair Stone Grievance Coordinators are also responsible for local community complaints. Understanding resource conflicts and threats to the livelihood of the local population due to possible negative impacts of raw materials extraction, processing or manufacturing of products are important in order to moderate these conflicts similarly to worker complaints.
- 25.5 Whenever possible, discussions with local community organizations, elected bodies, local press, trade unions, civil society organizations and government departments are to be integrated into field trips to ensure a comprehensive picture.

26. Other Labor Rights – Maternity Leave

- 26.1 Maternity leave at pre- and post-delivery is provided at least according to local law. If there is a significant number of female workers, the benefits need to be displayed in local language. (cf. ILO 183)

Environmental Issues – local impacts

Quarrying operations have high impact on natural ecosystems. Large areas of land are temporarily disturbed. Steps must be taken to minimise impacts on ground water, land and vegetation in compliance with local and national regulations.

It is essential that disturbed landscapes are rehabilitated. Proper planning is necessary for the successful rehabilitation of a site.

Policies and legal requirements in the country must be respected.

A rehabilitation plan is the formal outcome of the process for organizing the rehabilitation works. It typically includes:

1. A list of works to be undertaken (landscaping, safety of the faces, movement of topsoil, overburden and other materials, vegetation patterns...)
 2. A timeline describing the main steps and, if possible, ongoing or progressive restoration
 3. A map of the result of the quarry rehabilitation (presenting landforms, vegetation, infrastructure...)
- (CSI 2010)

27. Intervention into Nature

- 27.1 A Quarry Rehabilitation Plan is recommended to be prepared. It should contain (a) a description of the land use and natural habitats before the quarry opened, (b) environmental mitigation measures during quarry operations and (c) plans for the rehabilitation of the production site.
- 27.2 The company initiates rehabilitation of abandoned quarry areas as soon as possible.
- 27.3 The company protects the topsoil and subsoil. Soil resources need to be protected from erosion and either reused on restoration areas as soon as possible or stored for a transitional period to avoid damage or loss.
- 27.4 The company protects ground water and surface water and avoids any contamination during quarry operation or after-use.
- 27.5 The company implements and carries out production policies that prevent and/or mitigate negative impacts on neighbourhood, flora and fauna.
- 27.6 National and regional obligations concerning environmental protection and biodiversity have to be respected. Furthermore, areas which have been identified to contain any of the six high conservation values (HCVs), as defined by the HCV resource network, cannot be registered and certified.

28. Waste Management

- 28.1 A study on how to reduce and recycle waste must be undertaken and documented.
- 28.2 Minimise production of waste, use all possibilities of waste separation or recycling and ensure the responsible disposal based on principles of sustainability.
- 28.3 Used cleaning rags are collected in flame-resistant containers with a lid.

- 28.4 Waste must be disposed of at regular intervals.
- 28.5 Combustible waste, debris, and rubble must be collected and promptly removed from the workplace.
- 28.6 The company monitors their waste and residue streams. They collect quantitative data about non-recyclable and recyclable waste. A waste management plan is in place with the aim of reducing non-recyclable waste. The percentage of non-recyclable waste was reduced historically.

29. Energy and Water Consumption

- 29.1 A study on how to save water and other consumables, and how to recycle waste water must be undertaken and documented.
- 29.2 The company must take appropriate measures to ensure economical use of electrical energy and water. All staff must know how to save energy and water.
- 29.3 The company uses quarrying and production methods that minimize water consumption.
- 29.4 Use only energy-efficient equipment and lighting systems.
- 29.5 Machinery and equipment must be maintained regularly to stay energy efficient.
- 29.6 The company monitors their energy usage. An energy management plan is in place with the aim of reducing energy consumption, improving energy efficiency or increasing the share of renewable energy sources. Energy consumption was reduced historically.
- 29.7 The company keeps track of their effects on the local water quality, or they have undergone an environmental impact assessment by a third party to verify no negative impact. Management and work force take care that water consumption is minimized where possible.
- 29.8 The company keeps track of their effects on the local water level, or they have undergone an environmental impact assessment by a third party to verify compliance with this.

Part III: Fair Stone MONUMENT

1. Pre-Condition

To join Fair Stone, partners have to present the following commitments from their suppliers, quarries and/or factories (at least from one of them):

Prohibition of Exploitive Child Labour

The company does not make use of child labour (ILO Convention 182). The minimum age for admission to employment shall not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 18 years (ILO Convention 138). Children in the age of 16-18 years shall not perform work which, by its nature or the circumstances in which it is carried out, is likely to harm their health, safety or morals. All work in natural stone quarries is considered as harmful to their health and safety.

Prohibition of Forced Labour

The company does not make use of forced, including bonded labour (cf. ILO Convention 29 & 105). Employment is freely chosen.

The company does not withhold identity documents, part of personnel's salary, benefits. The company does not use corporal punishment, mental or physical coercion and verbal abuse to force employees to work or stay with the company. Employees are free to leave the employer after reasonable notice.

2. Process of registrations and continuous surveillances

An announced registration visit is scheduled with the exporting company. Processing units will be controlled first. During these visits, the management has to provide evidence of raw material suppliers (for example, E-Way Bills for raw block transport and purchase). Before any material from Asian countries can be listed as FS Monument-Compliant, at least 1 quarry per material needs to be visited and free of child labor as well as other serious human rights violations such as debt bondage/forced labor.

If a supplier is found to violate the above conditions, the company will be excluded from certification. It is not possible to repeat the audit or control visits.

Labour Issues

The issues listed here relate to working conditions applicable to the personnel employed by companies active in the natural stone sector, including casual, seasonal, migrant, subcontracted and permanent employees.

The company respects all applicable national laws and regulations and any other relevant statutory requirements whichever requirements are more stringent.

The company strives for all work to be performed on the basis of recognized employment relationship in compliance with national law.

The company does not make use of exploitive child labour (cf. ILO Convention 138 & 182).

The company does not make use of forced, including bonded, labour (cf. ILO Convention 29 & 105).

Part IV: Fair Stone Social Standard for the Chain of Custody

1. General Obligations of Fair Stone Partners

“Fair Stone“ is an international social and environmental standard. Its main goal is to improve the labour conditions for workers in the natural stone industry in emerging economies. It is expected that Fair Stone Partners (importers) support the program of Fair Stone and actively contribute to its improvement and expansion.

The Fair Stone certification program gives partners a way to independently confirm compliance with minimum social, economic and environmental requirements throughout their supply chain. The Win=Win Fair Stone certification program is a step by step process with an ample time schedule that allows even small-scale factories/Suppliers to get certified. The Fair Stone Certificate helps consumers recognize those quarries and factories of the natural stone industry that are responsibly managed.

The Standard is implemented in individual production units (quarries, factories) and not necessarily throughout the whole supply chain. However, the chain of custody from a registered quarry/ factory to the final destination in Europe includes certain duties for the companies involved.

“Fair Stone“ products are physically not different from others. Careful monitoring and supervision of the chain of custody therefore is of crucial importance to maintain credibility and the value of the brand “Fair Stone“.

- 1.1 Partner should appoint one person who has overall responsibility for implementing the Fair Stone Standard.
- 1.2 If a Supplier already delivers to another Fair Stone Partner they will not be registered twice in the Fair Stone System. To minimize efforts and costs Fair Stone only controls and communicates with the Coordinator of this registered supplier.
- 1.3 A Partner with his own chain of custody may be registered with Fair Stone as Partner and Supplier at the same time.
- 1.4 Due-Diligence Policies: The FS Partner commits to implementing general due diligence obligations within its company and supply chains. For this purpose, they have a principle statement on the implementation of due diligence obligations, which is based on internal and external expertise and refers to the UN Declaration of Human Rights. This statement is endorsed by the highest management level, formulates human rights-related expectations for employees and suppliers, and is reflected in operational policies and procedures. The principle statement is accessible to the public. (UN Guiding Principles on Business and Human Rights No. 16)
- 1.5 Measures and Communication: The partner takes measures such as informing the supplier about risks and suggestions for risk minimization; conducting training sessions or adjusting purchasing practices. (UN Guiding Principles No. 17 and 18; OECD Guidelines No. 10 and 12). The partner ensures that its employees and those of the suppliers are informed about their rights and obligations.
- 1.6 Monitoring and Reporting: The FS Partner monitors the implementation of risk minimization measures in its company and with suppliers. After each audit, the partner or its suppliers provide feedback on the implemented measures. (UN Guiding Principles No. 19, 20, 21)
- 1.7 Remediation: If the risk analysis reveals that the FS Partner has caused or contributed to harmful impacts, the importer remedies the caused damage. (UN Guiding Principles No. 22)

- 1.8 Grievance Mechanism: The FS Partner establishes a grievance mechanism and ensures that suppliers also have such a mechanism for affected individuals or groups. It may also commission Fair Stone to handle this. It is recommended that grievance mechanisms meet the following requirements: legitimate, accessible, transparent, predictable, equitable, rights-compatible, and promote continuous learning. It is recommended that companies regularly evaluate the grievance mechanism's performance through dialogue with stakeholders.

2. For the Attention of Partner's Suppliers

- 2.1 Partners decide which Suppliers of their supply chain they want to have included in the process. Partners notify Fair Stone e.V. of the location of all business premises, contact details, products, material, scope of business and whatever information Fair Stone may ask for each individual supplier's registration (Supplier Agreement).
- 2.2 Partner submits for each Supplier a signed "Agreement of Cooperation/Supplier Agreement" as a precondition of participation in the Fair Stone Program.
- 2.3 Partner will ensure that Suppliers take the measures necessary to implement the Fair Stone Standard. The sole responsibility for implementation lies with the Partner but may be delegated.
- 2.4 Partner and Fair Stone agree on a time schedule outlined by the increasing requirements to pass the audits in Y1, Y2, Y3 and Y4 for the implementation of the Fair Stone Standard at each of their suppliers.
- 2.5 A Partner who purchases products from a Supplier who has already submitted his Fair Stone Agreement of Cooperation to another Fair Stone Partner also strengthens and supports the implementation process.
- 2.6 After at most 5 years the Fair Stone Standard should be completely implemented and a comprehensive audit including revision of documents has to be carried out by an independent audit body/ CABs on request of the Partner. This audit will be valid for a duration of up to 3 years, but control visits of auditors will take place regularly.

3. Accuracy and Credibility of Supply Chain Management

- 3.1 Natural stones which are not from registered suppliers are never to be sold as Fair Stone products.
- 3.2 From the moment of supplier's registration all Fair Stone consignments must be entered into the "Tracing Fair Stone" web application: <http://www.tracingfairstone.com> or www.tracing.fairstone.org
- 3.3 Within the approved timeframe the Partner initiates independent auditing and certification of his chain of custody by external Fair Stone accredited auditors.

4. Marketing, Use of Fair Stone Label

- 4.1 The partner provides Fair Stone with all necessary information for joint marketing.
- 4.2 Partner uses the Fair Stone Certificate exclusively for the marketing of Fair Stone products.

4.3 All use of logo must be in compliance with the current guidelines for the use of the Fair Stone logo.

5. Reporting to Fair Stone

5.1 Annually reports on status quo or the progress of standard implementation and on major events (such audit dates and results) have to be submitted to Fair Stone without request.

5.2 Partner accepts unannounced visits by Fair Stone Representatives at any time.

5.3 For monitoring and internal as well as external controls complete documentation of all relevant activities is necessary.

6. Responsible Purchasing Practices:

Adopting responsible purchasing practices is essential for ensuring ethical and sustainable supply chains in the natural stone industry. FS Partners strive for mutually beneficial and long-term cooperation with their suppliers and as such respect: a) Timely Order Placement: Place orders well in advance to avoid creating pressure on suppliers, reducing the need for overtime and ensuring fair working conditions, b) Transparency: Maintain transparency regarding certification requirements and timelines, c) Fair Pricing: Offer fair prices that reflect the true cost of ethical production, including fair wages for workers, d) Support Certified long-term Suppliers: Prioritize long-term suppliers and reduce open competition for orders whenever possible and e) Engage with other Stakeholders: Collaborate with Stakeholders and NGOs to stay informed about best practices and emerging issues in ethical sourcing.

Part V: Fair Stone Standard for Associated Partners (AP)

“Associated Fair Stone Partners” are retailers, stone masons and other commercial clients of the partners who intend to support the Fair Stone program and which strengthen their marketing by benefiting from the Fair Stone label. They are not official Fair Stone importers and thus have no responsibility for implementing the Fair Stone Standard at their overseas suppliers.

1. Registered Associated Fair Stone Partners have the right to use the Fair Stone label and the Fair Stone certificate according to the terms and conditions set forth in the licence agreement. The licence is non-transferable and subject to fees. All rights concerning the label remain with Fair Stone e.V.
2. Associated Partners receive an individual Fair Stone Certificate which contains name and address of the Associated Partner.
3. They will be listed as Fair Stone trader on the Fair Stone website: <http://www.fairstone.org>
4. Fair Stone will provide specific marketing support for Fair Stone products on request.
5. Associated Partners are not allowed to mix Fair Stone goods with ordinary goods that do not come from Fair Stone production, to hand down the fair Stone certificate to third party or to modify or copy the label.
6. Associated Partners particularly agree to accept unannounced compliance visits and to provide each and any information the inspectors might ask for to verify the Fair Stone delivery chain.
7. The partners keep a record of in-and-out commissions of Fair Stone material and allow Fair Stone e.V. to examine the files.
8. The license is valid for 1 year and will be renewed automatically year after year unless it is terminated by written notice 3 months prior to expiration date.
9. The licence agreement becomes null and void if the licensee breaches any obligations or commits an infringement of the label. The Associated Partner must return the Fair Stone Certificate. In case of deliberate unauthorized use of the label a penalty of up to EUR 5.000 shall be due.

Part VI: Management System

WiN=WiN, Agency for Global Responsibility, has developed Fair Stone in cooperation with the International Social Security Association (ISSA), international experts for human/labour rights and environment as well as trading companies. The start was co-financed by funding of the German government (DEG). Fair Stone is a worldwide applicable standard that addresses all professional criteria for prevention and care in the natural stone industry. It is feasible and fulfils the growing demand for social and environmental standards in international trade.

Fair Stone provides orientation to companies which intend to improve the working conditions in their quarries and factories. Increasingly the Fair Stone label will strengthen the marketing of our partners.

A label is a promise. It is the task of the Fair Stone association to maintain the Fair Stone promise and never give reasons to any stakeholder for disappointment.

Fair Stone e.V. shall treat all data and information supplied by partner and his suppliers as strictly confidential. This data may only be disclosed with the partner's written consent. Fair Stone shall e.g. not disclose partner's supply chain participants.

Fair Stone has become an experienced standard by now focussing on social and additionally environmental criteria. Fair Stone e.V. will continue the international stakeholder dialogue which is an integral part of the standard.

Fair Stone e.V. will continuously encourage its partners and suppliers to make all efforts in their quarries, factories and chains of custody to implement "Fair Stone". We are convinced that a self confident management is an effective driving force for progress. Controls and penalties are indispensable but have merely supportive functions.

The control of documentation, the inspection of our partners' and suppliers' premises, unannounced visits and continuous efforts regarding credibility and transparency are necessary to make Fair Stone a worldwide success.

In cooperation with ISSA and other experts, Fair Stone offers partners and suppliers consulting and training at additional costs.

A standard must be feasible, acceptable and, where possible, avoid any additional costs. The criteria for avoiding unnecessary burdens are essential for Fair Stone.

1. Structure of Fair Stone Management System

- 1.1 Fair Stone is an independent association managed by a General Manager, an Administrative Officer as well as the members of the board.
- 1.2 Regional Fair Stone Representatives or Fair Stone Coordinators are responsible for all Fair Stone activities and grievance management in the regions of all registered supply chains. Regional Fair Stone Representatives or Fair Stone Coordinators report to Fair Stone Headquarter.
- 1.3 Fair Stone Implementation managers are employed by Fair Stone Partners' registered companies. They report to their managers but keep also close contact with the regional Fair Stone Representative/ Fair Stone Coordinator.
- 1.4 Each supplier registered in the Fair Stone system has to appoint at least one person who is responsible for implementing the relevant Fair Stone Standard in his production unit. For

large production units with many employees it is recommended to have a Fair Stone implementation Manager for each section of the standard (safety/health, human/labour rights and environment).

2. Support and Control Mechanism

- 2.1 Fair Stone Partners and their suppliers are responsible to implement the standards in the quarries and factories.
- 2.2 Partners and their suppliers are required to enter each consignment of Fair Stones into the “Tracing Fair Stone” web application. They get their individual access code and are instructed how to use the software.
- 2.3 Partners and their suppliers have to accept unannounced site visits by Fair Stone staff members. Such visits will take place based on the risk-profile of the supplier or any other red-flags (outside information, worker grievances etc.). This applies independently to all Fair Stone standards.
- 2.4 Headquarter and regional representatives of Fair Stone provide training and inspection material to their partners for implementation of the standard.
- 2.5 Training courses and supportive inspection visits are offered by Fair Stone e.V. to partners and suppliers free of charge to a limited extent. Additional training courses and visits can be booked and shall be charged at cost.

3. Auditing

- 3.1 The framework and the content of an audit are based on the relevant standard.
 - WiN=WiN Fair Stone: According to the approved timeframe an independent auditing will be conducted in Year 5 at the request and expense of Partner or Supplier by Fair Stone accredited international audit companies.
 - Fair Stone BASIC: independent auditing at the expense of Partner by Fair Stone accredited international audit companies combined with the registration of new supply chains. Fair Stone BASIC ensures that minimum criteria which can legally be requested in public tenders are met and that compliance is independently confirmed.
 - Fair Stone Monument: No independent auditing is required but can be commissioned on the basis of availability. All control visits/audits are performed by Fair Stone Employees, consultants or CABs.
- 3.2 Auditing guidelines define the minimum level of acceptable performance required to meet the standard.
- 3.3 The audit report remains confidential and is addressed to the partner and/or supplier. A copy is sent to Fair Stone e.V.
- 3.4 In case the audited quarry or factory does not meet the standard a second audit becomes necessary. The management of the supply chain is given time to make improvements. A maximum of six months to fulfil the requirements or remediate deficiencies can be used. If the standard is not met the supply chain loses the right to use the Fair Stone label. Through TracingFairStone, orders need to be authorized by FS Management. Label usage rights can therefore be revoked in real-time. All certificates state that certification is only valid in conjunction with the usage of TracingFairStone.

3.5 Audit organizations and their auditors are trained in the Fair Stone Standard. They shall be accredited after having passed training successfully.

4. Association members, Advisory Board, External Support

4.1 The Fair Stone association is assisted by its members. The members monitor the implementation of Fair Stone and are consulted regarding all major decisions which concern label and standard, by consensus.

4.2 Fair Stone e.V. intends to extend the advisory board by personalities/experts from China, India, Vietnam and other regions where Fair Stone is active.

4.3 To ensure a balanced member structure, decisions about modifications to the standards have to be agreed on during an association meeting which consists of at least the following representatives: 1x NGO, 1x Civil Society, 1x Business, 1x Association, 1x Founding Member.

5. Marketing

5.1 After complying with all entry requirements Fair Stone Partners may use the logo for their marketing. They are obliged to follow the guidelines for the use of the Fair Stone Logo.

5.2 Fair Stone e.V. actively promotes the Fair Stone concept through marketing and communication. This will be achieved by the following activities:

- Fair Stone e.V. visits trade fairs, keeps steady contact to journalists, specialised newspapers, magazines and stakeholders to constantly raise awareness about the Fair Stone Project.
- Fair Stone e.V. organises and participates in press conferences, seminars, workshops and lectures to public authorities as well as other stakeholders.
- Fair Stone e.V. encourages buyers to ask for and purchase Fair Stone products wherever possible

6. Monitoring and Evaluation

6.1 The impact of the Fair Stone Schemes will be evaluated on an annual basis. The description of problems in the individual countries, mentioned at the beginning of the standard document, serves as template for this evaluation. Improvements will be recommended based on this evaluation. The most significant intended effects of the WiN=WiN Fair Stone Scheme is to increase occupational health and safety in the participating supply chains, raise awareness about workers' rights, exclude child and bonded labor and increase the usage of certified materials in construction projects.

The aim of Fair Stone Monument is to exclude child labour of monument/ gravestone supply chains primarily. In cooperation with the Fair Stone Partners, supply chain stakeholders shall be sensibilised for compliance with further human rights e.g. bonded labour.

6.2 The annual evaluation will cover the following areas:

- The purpose of the evaluation and the guiding questions
- The names of the people involved in conducting the evaluation
- The methodology
- Annual Budget: Income sources and expenses in relative values

- Development of Fair Stone supply chains in China, India and Vietnam
- Impact Assessment: Number of workers reached, number of workshops conducted, number of interviews conducted etc.
- Recommendations to improve or enhance impact of the scheme and external factors/context
- Estimated impact in the context of select SDG Indicators