

## Cafe Network - 2022

**Questions requiring answers are marked with an asterisk\***

### PAGE 1

#### **FTF Member Information**

\*Your First & Last Name:

\*Public business name:

Registered business name (only if drastically different):

\*How many people does your organization employ in the USA/Canada (please use whole numbers)?

\*How many volunteers work for your organization in the USA/Canada (please use whole numbers)?

\*Does your business report sales to a taxing authority in Canada or the USA?

Yes       No

If no, please explain:

\*Update the FTF staff: Has your organization undergone any major changes in the last year (ex. moved, major staff changes, introduced e-commerce, etc.)?

\*Please indicate which of these *fair trade* items are sold in your business:

- Clothing/accessories
- Jewelry
- Miscellaneous gift items
- Coffee
- Tea
- Food/drink items
- Other (please specify):

\*In addition to fair trade products, do you sell any of the following:

- Educational products (e.g. books, music, posters, etc.)
- Products from local or small-scale producers in the US or Canada
- Environmentally sustainable products
- Any other products that are not sourced according to the fair trade principles
- None of the above

\*What percentage of your annual purchases are fair trade products?

\*What additional research do you do when considering sourcing from a supplier?

\*Which, if any, certifications or memberships does your café use to vet suppliers?

\*Does your business purchase any products directly from the producer, farmer, or artisan?

- Yes
- No

\*If yes, please explain. If no, write n/a:

\*Does your business incorporate participation in prayer, study/discussion of religious texts, and/or participation in any religious services into your programming and/or any work days?

- Yes
- No

\*If yes, is participation from individual staff members required?

- Yes
- No
- N/A

\*How is the invitation to participate communicated to individual staff members? Include both the method(s) of communication and wording that's used. If your business does not incorporate any religious activities, write n/a.

## PAGE 2

### **FTF Logo Usage Requirements**

We encourage all members to proudly display the FTF member logo as a symbol of our community's high bar of fair trade practice. *Please note, no member may use the FTF organizational logo (the version without "member" underneath) at any time.*

Please review the following summary of our Logo Usage Requirements and answer the questions \*at the bottom of the page\*. The full requirements are located on the Member Hub. They include further details for using the member logo as well as non-compliance penalties.

\*I/we have read the requirements and agree to abide by the FTF Logo Usage Requirements in my/our use of the FTF logo.

Yes       No

\*Enter your full name, which serves as an electronic signature for the above requirements:

\*Our business has used or currently uses the FTF logo on hang tags and/or packaging:

Yes       No

Additional comments:

**Develop Transparent and Accountable Relationships**

PRINCIPLE: Fair Trade involves relationships that are open, fair, consistent, respectful, and value an equitable distribution of power. Members are transparent with customers and producers about their supply chains by sharing information about the entire trading chain through honest and proactive communication. They create mechanisms to actively involve producers and customers in the trading chain. If problems arise, members work cooperatively with fair trade partners and other organizations to implement solutions.

\*How many wholesale suppliers does your business purchase from on a regular basis?

\*How does your café communicate major changes in buying patterns with your wholesale suppliers?

\*Describe how your café shares financial and business practices with other fair trade organizations.

\*Provide a detailed example of how your wholesale suppliers build transparency into their trading relationships with suppliers/artisans/producer partners.

\*Describe any collaborative work your café undertook in the past year, particularly with other organizations involved in fair trade.

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### **Ensure the Rights of Children**

PRINCIPLE: Fair trade means that all children have the right to security, education, and play. Throughout the trading chain, Members respect and support the UN Convention on the Rights of the Child, as well as local laws and social norms. Members disclose the involvement of children in production. Members do not support child trafficking and exploitative child labor.

\*Are any individuals under the age of eighteen involved in the production/growth/harvest/processing of items your café sells?

Yes                       No

\*If yes, please describe their role in production in detail. If no, describe in detail how this is confirmed.

\*How often does your café evaluate children's roles in production among wholesale suppliers?

\*Does your café employ individuals under the age of sixteen?

Yes                       No

\*If yes, describe their role(s) and how your business ensures this does not interfere with educational opportunities. If no, write n/a.

Additional comments:

\*Please confirm renewal contact email address:

**Goals for Continuous Improvement:**

***We're improving member profiles for 2022! If you'd like your responses to this section to be added to your FTF profile, please check the boxes under each question. Members who add all three replies to their profile will be entered into a drawing for prizes, including a free one-hour consultation with Manpreet Kalra!***

How has the FTF community supported your growth as a fair trade enterprise?

If you want the response to this question to be added to your FTF profile page, check here.

Which principle(s) align most with the work your organization *has been focusing on* to improve your fair trade practices? Describe in detail.

If you want the response to this question to be added to your FTF profile page, check here.

Which principle(s) align most with the work your organization *will be focusing on in 2022* to improve your fair trade practices? Describe in detail.

If you want the response to this question to be added to your FTF profile page, check here.