

Fairtrade ANZ Counter-Terrorism Policy

1. Purpose

The purpose of this policy is to:

- Articulate Fairtrade Australia and New Zealand's (**Fairtrade ANZ**) commitment to complying with United Nations resolutions and Australian and New Zealand laws relating to counter-terrorism and avoid involvement in terrorist activities or supporting terrorism in any way.
- Establish controls for all Fairtrade ANZ's activities and personnel to avoid any involvement in or support of terrorism activities.
- Ensure Fairtrade ANZ's operations and activities are conducted in an accountable, transparent and ethical manner.

2. Related Policies

- Control of Funds Policy;
- Anti-Fraud and Corruption Policy; and
- Procurement Policy.

3. Who does this policy apply to?

This policy applies to:

- All personnel and associates of Fairtrade Australia and New Zealand, including permanent, fixed term and casual employees, contractors, interns, volunteers and Board and Committee members;
- All personnel, partners and subcontractors that are engaged by Fairtrade Australia and New Zealand; and
- All Fairtrade ANZ funded projects (both in Australia, New Zealand and overseas), including their management, staff, volunteers, contractors and governing authorities.

4. Fairtrade ANZ's Commitment (Policy Statement)

- 4.1. As a not-for-profit organization operating in Australia, New Zealand and overseas, Fairtrade ANZ recognizes there is a risk of Fairtrade ANZ's assets being misused, either directly or indirectly, by individuals or other organisations to support terrorist activity. Fairtrade ANZ recognizes that in order to mitigate this risk, it is important that appropriate oversight and controls are in place for the delivery and operation of its projects, particularly the in-country projects it funds.
- 4.2. This policy aims to ensure that Fairtrade ANZ's funds and resources are not being used, directly or indirectly, to support terrorist activities, and to provide a clear guide on what to do if terrorist activity is suspected.
- 4.3. Fairtrade ANZ renounces all forms of terrorism and will never knowingly support, tolerate or encourage terrorism or the activities of those who embrace terrorism and will make every effort to ensure that its resources are not used to facilitate or support terrorist activities.
- 4.4. Fairtrade ANZ acknowledges that terrorism is against the law, both domestically and internationally and is also against Australia and New Zealand's national interests and undermines sustainable

development. Fairtrade ANZ is also aware that national and international funding bodies impose strict obligations on funding recipients to ensure funds do not support terrorist activities.

4.5. Fairtrade Australia and New Zealand will use best practice principles to ensure that its activities are conducted in the context of these laws, obligations and requirements, including (but not limited to) those specified by:

- The United Nations Security Council;
- The Australian and New Zealand Governments,
- Australian Council for International Development (ACFID) Code of Conduct; and
- New Zealand Council for International Development (CID) Code of Conduct.

5. Policy

5.1. Fairtrade ANZ acknowledges that Australian and New Zealand legislation prohibits dealing with listed terrorist organisations and individuals. Fairtrade ANZ acknowledges it has responsibilities under these laws and will therefore exercise all reasonable care and make every reasonable effort to ensure that its funds and activities are not misused to further terrorism or support terrorism activities.

5.2. Fairtrade ANZ will confirm the identity, credentials and good standing of the people and organisations it supports and will check that these people or organisations are not on prohibited lists maintained by the Australian and New Zealand Governments.

5.3. Fairtrade ANZ will not knowingly remit any funds to known or suspected terrorist organisations or individuals.

5.4. Fairtrade ANZ will use its best endeavors to ensure that overseas recipients of Fairtrade ANZ funds are aware of and obliged to comply with the relevant Australian and New Zealand anti-terrorist legislation, and have policies and procedures that enable them to comply with these laws.

5.5. Fairtrade ANZ will report any known or suspected terrorist links to the relevant national authority

5.6. Fairtrade ANZ will monitor all development activities funded by or through Fairtrade ANZ and its partner organisations and relevant staff, volunteers and contractors to ensure they are not in breach of this policy.

5.7. Fairtrade ANZ will cease forwarding funds and withdraw all support, including provision of resources, if it has reason to believe that a partner organisation has breached the requirements of this policy.

5.8. Fairtrade ANZ will ensure that all Fairtrade ANZ's partner organisations are made aware of this policy and Fairtrade ANZ's obligations under Australian and New Zealand law and will be required to adopt similar measures in respect of funds received from Fairtrade ANZ.

5.9. Fairtrade ANZ will ensure that all Fairtrade ANZ staff, consultants and volunteers are aware of this policy and implement training and procedures to ensure compliance with the policy.

6. Responsibilities

6.1. Fairtrade ANZ's Board is committed to compliance with Australian and New Zealand anti-terrorist legislation and avoiding dealing with personnel or organisations associated with terrorism. The Board is responsible for oversight and review of this policy.

6.2. Fairtrade ANZ's CEO is responsible for distributing and explaining this policy to all Fairtrade Australia and New Zealand employees and partner organisations and ensuring that they carry out procedures to implement the policy to minimize the risk of supporting terrorist organisations or individuals. This includes the induction process for new staff.

6.3. Fairtrade Australia and New Zealand's managers and supervisors are responsible for:

- Designing and implementing appropriate training and development programs to aid compliance with this policy.

- Communicating this policy to all partner organisations, and ensuring that partner organisations communicate this policy to their board members, staff, volunteers and contractors implementing funds and development activities funded by, or through Fairtrade ANZ.
- Approving activities and/or funding only when the requirements of this policy have been met.
- Providing the CEO and executive management with all information that relates to breaches or potential of breaches of this policy.

6.4. All employees and volunteers are responsible for complying with this policy.

7. Definitions

Producer Organisations: This is either an association of farmers or a company dependent on hired labour that produces one or more commodities for which there are [Fairtrade Standards](#) and that has been certified to meet those standards. Once certified, they are added to the Fairtrade product register and registered companies can buy from them under Fairtrade terms.

Partner Organisations: implementing funds and development activities funded by, or through Fairtrade ANZ.

A Terrorist Act- (Australia's terrorist act offences are contained in the *Criminal Code Act 1995*)

A 'terrorist act' is an act, or a threat to commit an act, that is done with the intention to coerce or influence the public or any government by intimidation to advance a political, religious or ideological cause, and the act causes:

- Death, serious harm or endangers a person
- A serious damage to property
- A serious risk to the health or safety of the public, or
- Seriously interferes with, disrupts or destroys critical infrastructure such as a telecommunications or electricity network.

A Terrorist Offence:

The terrorist act offences mean it is an offence to:

- Commit a terrorist act
- Plan or prepare for a terrorist act
- Finance terrorism or a terrorist act
- Provide or receive training connected with terrorist acts
- Possess things connected with terrorists acts, or
- Collect or make documents likely to facilitate terrorist acts.

DFAT: Department of Foreign Affairs and Trade, Australia

MFAT: Ministry of Foreign Affairs and Trade, New Zealand

8. Document Control

This policy will be available in the shared Fairtrade Australia and New Zealand drive for all employees and in its website.

A copy of this policy will be provided to any person or organisation on request.

9. For More Information

For more information or to report any concerns/violations, please contact info@fairtrade.com.au or info@fairtrade.org.nz

10. Approval and Review

This policy will be reviewed once every 3 years.

Last Approved By Board: 21 May 2018

Scheduled Review Date: May 2021