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1. INTRODUCTION

- 1.1** The official language for all documents associated with the *Small Producers' Symbol* is Spanish. In the case of any doubt arising from a translated version, the Spanish document shall be used as the only valid version
- 1.2** This document cancels and replaces:
Code of Conduct
Small Producers' Symbol
Version 1 01-DEC-2010
Translation 08-FEB-2011
- 1.3** If you would like to see the changes between this new edition and the previous one, please consult the chart listing the changes, presented at the end of this document.
- 1.4** This code reflects the good conduct that *SPP Global* believes should be followed at all times by the stakeholders involved in the *Small Producers' Symbol*.
- 1.5** The Code of Conduct is a document that must be signed by all stakeholders certified or registered by the Certification Entity to use the *Small Producers' Symbol*.
- 1.6** The Code of Conduct is not a part of *SPP Global's* General Standard. Nevertheless, it does serve as a general framework to be followed. Failure to comply with this Code of Conduct may result in exclusion from participation in the *Small Producers' Symbol* system, on a temporary or permanent basis, and regardless of whether or not *Small Producers' Symbol* certification, registration or a user's contract is in effect.
- 1.7** If the Certification Entity (*SPP Global* or a certification entity recognized by *SPP Global* for *Small Producers' Symbol* certification or registration) detects or receives a complaint regarding non-compliance with this Code of Conduct, it will be investigated and examined in accordance with the Dissents Procedures (or equivalent) established by the Certification Entity.
- 1.8** The Certification Entity must have been provided with evaluation procedures and categories of sanctions at the time non-compliance with this code is detected, as part of its Dissents Procedures (or equivalent).
- 1.9** If a case of Non-compliance takes place during the initial Certification or Registration process, the information will be incorporated into the evaluation process described in the Certification and Registration procedures, as part of the Objection Process

2. REFERENCES

- 2.1** Code of Ethics of Comercio Justo–Mexico A.C., 2007 edition.
- 2.2** Declaration of Principles of the *Small Producers' Symbol*, 2010 edition.
- 2.3** The Code is in a process of ongoing review, supervised by *SPP Global's* Board of Directors.



3 CONDUCT

Participants in the *Small Producers' Symbol* system make a commitment to maintain their conduct, at all times, in line with the following values:

- 3.1 INCLUSION.** Participants in the *Small Producers' Symbol* system will make efforts to buy products from different participating producers' organizations, as long as this practice does not restrict the freedom of choice between buyers and producers.
- 3.2 SUSTAINABILITY.** Producers' organizations and traders participating in the *Small Producers' Symbol* system will consistently work to maintain stable, long-lasting commercial relationships that allow small producers' families to live with dignity.
- 3.3 SOLIDARITY.** All entities involved in the *Small Producers' Symbol* system will promote the principles of solidarity. In other words, they will share information and knowledge with their counterparts in order to encourage increased participation in the use of the Symbol.
- 3.4 RESPECT.** Participants in the *Small Producers' Symbol* system make a commitment to respect other stakeholders in the chain and to respect the environment. They are also obliged to respect the *Small Producers' Symbol* and to refrain from any actions that could damage its prestige.
- 3.5 TRANSPARENCY.** The principles of honesty and transparency must be respected in all relationships arising between stakeholders in the *Small Producers' Symbol* system. Respect and clear communication must be sought between stakeholders, in order to avoid unfair competition and encourage the exchange of information.
- 3.6 LIBERTY.** Those involved in the Symbol will establish economic and social relationships based on the freedom of choice for both parties, within the framework of the rules established by the *Small Producers' Symbol*.
- 3.7 EQUITY.** The organizations and the companies involved in producing, processing and trading will consistently work to establish policies that allow and encourage participation, work and equitable remuneration for both women and men.
- 3.8 DIVERSITY.** In the framework of the *Small Producers' Symbol* system, the principles of respect for political, religious, sexual, cultural and ethnic diversity will be followed at all times.
- 3.9 CONGRUENCE.** In addition, stakeholders will refrain from taking any actions that are contrary to the principles of the *Small Producers' Symbol* system, even in activities outside the system's framework.
- 3.10 LOCAL ECONOMY.** All participants in the *Small Producers' Symbol* system will, at all times, place a high priority on products and services from the small producers' organizations and local or regional companies involved in any stage of the production-commercial chain.
- 3.11 RESPONSIBILITY.** Each participant in the *Small Producers' Symbol* system will responsibly assume their commitments and activities within the framework of the system, and will, at all times, make decisions based on the principles and values of the *Small Producers' Symbol*.



Code of Conduct

Small Producers' Symbol

Version 1 2010-12-01

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- 3.12 JUSTICE:** Relationships between those participating in the *Small Producers' Symbol* system will be based on actions that promote social, economic, cultural and political justice.
- 3.13 INTEGRITY:** All interactions among participants must be characterized by integrity at all times. Those involved in marketing may not use the contracts established under the terms of the symbol exclusively for their own benefit. This signifies, for example, that a contract established within the *Small Producers' Symbol* system may not be subject to compliance with other contracts outside the *Small Producers' Symbol* system.
- 3.14 CONFIDENTIALITY:** Those involved in the *Small Producers' Symbol* must make proper use of, protect and respect the information they obtain intentionally or unintentionally from all other stakeholders in the system.
- 3.15 HONESTY:** Those participating in the *Small Producers' Symbol* must honor the truth at all times.
- 3.16 QUALITY:** Commitment to quality is key to product development and service delivery within the framework of the *Small Producers' Symbol*.
- 3.17 CHILDREN'S WORK:** Work performed by children and young people may be permitted as long as it is carried out in an appropriate, enjoyable manner, given its importance in learning processes related to family, the economy and culture. However, child employment must never be allowed in the operations of *Small Producers' Symbol* stakeholders.
- 3.18 PROFESSIONALISM:** Stakeholders and entities involved in the *Small Producers' Symbol* system make a commitment to monitor the professionalism and loyalty of the individuals involved in the different activities associated with the *Small Producers' Symbol*.

4 CHANGES TO PREVIOUS VERSION OF DOCUMENT

Previous version of document

Code of Conduct

Version 1 2010-12-01

Translation 2011-02-08

#	Change	Reason	Type of Change	Date effective
1	In 1.1, 1.2 and 1.3	There is now more clarity with regard to language, validity and application of the document.	Editing	2011-06-10
2	In 1.7 and 1.8	Reference is made to Dissent Procedures instead of Complaints Procedures.	Editing	2011-06-10
3	In 1.9	Clarification has been provided with regard to the way dissent will be addressed.	Editing	2011-06-10