



# Application Procedure

## for potential members of the Floriculture Sustainability Initiative

### Objective

*The application procedure outlines the application process for potential members and the guidelines for acceptance and rejection of membership.*

### 1. Application

An organization that applies for FSI membership submits the following at the FSI Secretariat:

- a. Completed application form
- b. Signed document on Membership Rules
- c. Description of organization, incl. mission statements, goals, relationship floriculture sector (max. 1 page)
- d. Publicly available financial information (this is needed to determine membership fee)

### 2. Admission and rejection

- a. The FSI Secretariat presents the application to the FSI Board. The Board may ask for additional information about the applicant.
- b. The Board will vote whether or not to approve membership.
- c. The FSI Board can reject an admission as a member if the applicant has neither demonstrated a perceptible commitment to a sustainable floriculture sector nor a valid stakeholder interest in the objectives of the FSI, or if any social, environmental or legal grievances are found.

### 3. Membership

- a. The FSI secretariat will inform the applicant of their acceptance or rejection within two months of having received the application.
- b. The FSI secretariat also calculates the membership fee for each applicant according to the membership rules.
- c. Only when the membership fee is received is the applicant considered a member, and is the organization allowed to communicate about their FSI membership.
- d. Approved applicants will be added to the FSI members' directory on the FSI website.
- e. Members will be sent the FSI logo for display on their website once payment has been received.



FLORICULTURE SUSTAINABILITY INITIATIVE

# Application Form

## Membership Floriculture Sustainability Initiative

Organization name: \_\_\_\_\_

Stakeholder group:  Producer North  Trade/Wholesale  
 Producer (Sub-) Tropical Country  Standard/Certification Scheme  
 Retail  Civil Society Organization  
 Other, please specify: \_\_\_\_\_

Type of organization:  Individual company/organization  
 Branch organization national  
 Branch organization international

Contact person: Mrs/Mr \_\_\_\_\_

Position: \_\_\_\_\_ Email: \_\_\_\_\_

Address line 1: \_\_\_\_\_ Postal code: \_\_\_\_\_

Address line 2: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Type of FSI membership requested:**

- Ordinary membership (producers, trade/wholesale, retail, CSOs)  
 Associate membership (all others)

*For more information on the types of memberships and membership fees, see FSI Membership Rules below.*

*By signing the application form I confirm that I have read and understood the Application Procedure and the FSI Membership Rules as provided by the FSI.*

Signature

Date

FSI Membership Application form – 2016



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## Motivation for application

### KEY TOPICS

Through projects, FSI members engage in several Key topics. Please indicate the sustainability issues you would like to focus on with FSI:

Working conditions:



**Improving working conditions at large farms and processing units is a key aspect to enhance the sustainability of food supply chains. This may include issues such as decent wages, nutrition, gender equality, housing, health & safety (farm & factory), building & fire safety, and sanitation.**

Agrochemical use:



Responsible agricultural practices are a key issue for retailers and manufacturers. Although there are numerous checks and balances in the supply chain, the potential reputational risk of non-safe products and supply shortage (due to non-compliance through e.g. residue) is enormous. This reduces the appetite of retailers to source products from these destinations (small and large farms). Moreover misuse of agrochemicals causes severe health and safety issues for farm workers and farmers, and can lead to environmental damage and long-term impact on soil health and productivity.

Climate:



Reducing CO2 emissions within the supply chain, for example by adapting to more efficient transport modalities or through more efficient production and chain management. Through reduction of (post-harvest) waste for example enormous savings on water and CO2 can be achieved.

Smallholder farmers:



Most of the Fresh and Ingredients products are grown by smallholder farmers. They face issues around low productivity, sustainability (such as the use of pesticides, health and safety, working conditions, soil and water management), poverty and lack of access to service providers. To overcome these problems, the Fresh and Ingredients program will develop cost-efficient approaches, create cross-category learning and will undertake service delivery model analyses with the aim to contribute to better farmer livelihoods and to bring smallholder approaches closer to the core business of companies.

FSI Membership Application form – 2016



## FLORICULTURE SUSTAINABILITY INITIATIVE

### REGIONS

If applicable, please indicate the **specific region(s)** you are focusing or would like to act on:

REGION	TOPIC

### PROJECTS

If applicable, please indicate which potential **project** and/or **existing initiatives** you would like to conduct/ link up to and the potential organizations you could partner with?

Existing project	Partner organization	New project	Potential Partners

### OTHER

**Comments on Key Topics and Regions:**

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# Membership Rules

## for members of the Floriculture Sustainability Initiative

### Objective

*Ensure that all FSI members know what is expected of them in terms of commitment, communication, transparency and contribution in order to guarantee credibility and continued progress of FSI.*

### 1. Membership categories

- a. FSI membership is open to profit and not-for-profit organizations that are a stakeholder in the international floricultural sector. FSI divides stakeholders into two categories of membership:

Ordinary membership	Associate membership
<p>Individual companies and branch organizations with a direct link to the floriculture sector can become ordinary members of the FSI. They are directly involved in the supply chain. FSI knows 5 types of stakeholder groups:</p> <ul style="list-style-type: none"> <li>- Producers North</li> <li>- Producers (Sub)-Tropical Counties</li> <li>- Trade/wholesale</li> <li>- Retail</li> <li>- Civil Society Organizations</li> </ul>	<p>Individual companies, (branch) organizations and institutes that are a stakeholder in the floriculture sector but do not have a direct link to the supply chain can become an associate member of the FSI. Examples of stakeholder groups are:</p> <ul style="list-style-type: none"> <li>- Governmental agencies</li> <li>- Donor organizations</li> <li>- Sustainability standards</li> <li>- Research organizations</li> <li>- Consumer organizations</li> <li>- Flower/Plant care organizations</li> </ul>

- b. FSI members have a seat on organizational basis.  
 c. Stakeholder groups can be represented by individual companies or branch organizations.  
 d. Admission requests for membership must occur according to the 'FSI Application Procedure'.



## **2. Rights of FSI members**

- a. Ordinary members are entitled to vote in the General Assembly meetings. They can be elected for a seat in the Board and can be invited by the FSI Board to participate in one of the Working Groups/committee.
- b. Associate members are observing members and can be invited by the FSI Board to participate in one of the Working groups/ committees
- c. All members are encouraged to take part in the General Assembly meetings and engage in the discussion with FSI throughout the year.
- d. All FSI members will be informed about the activities of FSI and its members through the FSI secretariat.

## **3. Duties of FSI members**

- a. FSI members respect the vision, mission and ambition of the FSI and will actively support its objectives in terms of financial and personal contribution.
- b. FSI members pay their membership fee (section 4 & appendix I) in time.
- c. FSI members are transparent to the FSI secretariat about their sustainably produced and traded volume of flowers and pot plants in order to enable credible communication.
- d. FSI members represent their respective organization and become ambassadors of FSI.
- e. FSI members will promote and communicate their commitment throughout their own organization and to their customers, suppliers, subcontractors and other relevant actors of the supply chain from production to consumption.

## **4. Membership fees**

- a. FSI members shall pay an annual membership fee (see appendix I).
- b. The FSI Board reviews the amount, scaling method of membership fees on an annual basis and submits the proposal to the General Assembly for approval.
- c. Membership fees must be paid by April 1<sup>st</sup> of each year.
- d. Members joining the Association part way through a financial year shall pay the amount of membership fees as calculated for their membership category on a pro rata basis.

## **5. Termination of membership and readmission**

- a. Membership terminates by:
  - i. Voluntary withdrawal. Possible any time via written notice of resignation to the FSI secretariat. No reimbursement of membership fee.
  - ii. Exclusion from the FSI based on a complaint (see separate complaint and grievance procedure) by the FSI Board via a majority of votes. No reimbursement of membership fee.
  - iii. Failing to pay their membership fee in time.
  - iv. Dissolution of the member organization.
- b. Re-entry into FSI is possible if the respective reasons for termination of the membership are no longer valid. Readmission is possible at the discretion of the FSI Board without having to complete the application procedure for new members.



APPENDIX I

## FSI Membership fees

Membership fee category	Size (if applicable)	Annual Membership fee (EUR)
<b>Branch organizations</b>	< 250 companies and revenue < EUR 150,000	<b>2,250.00</b>
	250-1000 companies or revenue EUR 150.000-5 mio	<b>5,250.00</b>
	>1000 companies and revenue > EUR 5 mio	<b>9,000.00</b>
<b>Retail/florists</b>	< 20 stores	<b>750.00</b>
	> 20 stores	<b>4,500.00</b>
<b>Trade/Wholesale/Industry</b>	revenue < EUR 2.5 mio	<b>2,250.00</b>
	revenue EUR 2.5 mio – 50 mio	<b>3,000.00</b>
	revenue > EUR 50 mio	<b>4,500.00</b>
<b>Producers</b>	revenue < EUR 1 mio	<b>750.00</b>
	revenue EUR 1 mio – 8 mio	<b>2,250.00</b>
	revenue > EUR 8 million	<b>4,500.00</b>
<b>CSOs</b>	International CSOs and CSOs in developed <sup>1</sup> countries and CSOs with an annual budget >EUR 250,000	<b>2,250.00</b>
<b>Standards/Certification Schemes</b>		<b>2,250.00</b>
<b>All others/ Associate members</b>		<b>1,500.00</b>