

Human Rights and Social Responsibility (HRSR) Policy

Extension Request Form for Additional Extensions

Version 1.0, February 2024

FIPs making good faith efforts to implement the relevant requirement from the HRSR Policy, but that are unable to do so due to exceptional circumstances, may request an additional extension. **This form is to be used by any FIP requesting an additional extension**, beyond their initial 12-month extension, to any HRSR Policy Requirement due to exceptional circumstances that prevented the FIP from meeting the requirement during the initial extension period. Information from the prior year’s extension request can and should be carried over from the old request to this new one. **Please fill out one extension request form for each HRSR Policy requirement**.

FIPs requesting an additional extension should fill out the fields below in detail, using this as an opportunity to share out progress made, despite challenges they are facing. Please note that any additional extension requests (beyond the initial 12-month extension) will be considered only for FIPs facing exceptional circumstances and demonstrating good faith efforts, and not all additional extension requests will be granted.

To request an initial 12-month extension, please refer to the [Extension Request Form](https://fisheryprogress.org/resources/launching-fip) available on the FisheryProgress website.

# Requestor Information

**Full Name:**

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**Job Title:**

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**Organization:**

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# FIP Information

**FIP Name**

*Please use the FIP name as displayed on the FIP’s FisheryProgress profile. If not yet listed as active, please provide the country/geography, species, and gear types*

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**FIP Identification (ID) Number**

Find the FIP ID number by going to the Overview tab of the FisheryProgress FIP profile. The FIP ID Number is located under the "FIP Leads" section on the Overview tab.

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# Policy Requirement

Please select the HRSR policy requirement for which the FIP is requesting the extension.

|  | 1.1 Policy Statement on Human Rights and Social Responsibility |
| --- | --- |
|  | 1.2 Vessel List and/or Fisher Information |
|  | 1.3 Fisher Awareness of Rights |
|  | 1.4 Grievance Mechanism |
|  | 2.1 Risk Assessment |
|  | 2.2 Social Workplan |

# Rationale/Motivation

Please select a rationale or rationales for why the FIP requires additional time to meet the requirement.

|  | Need time to complete work already in progress |
| --- | --- |
|  | Need time to fundraise |
|  | Need time to build staff capacity |
|  | Need time to find or engage a qualified consultant |
|  | Need time to complete the SRA equivalency mapping process |
|  | Other (please explain below) |

If you selected Other, please explain:

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**Further explanation for additional extension**

*Please elaborate: provide a detailed progress update and rationale for needing more time to complete the requirement beyond the initial 12-month extension. Please include in your rationale the following:*

* *A detailed account of progress to date and efforts made.*
* *The reasons for not meeting the previous action’s or actions’ goal(s) and timeline(s), including a detailed account of challenges faced and steps taken to address those challenges. If funding has been part of the challenge, please include details of your fundraising efforts.*
* *Any other extenuating circumstances that have affected your timeline.*
* *Identification of areas where a requirement may be partially met and partial information could be published to the FIP’s profile (e.g., if the FIP has identified grievance mechanisms available to half of the fishers in the FIP but is still working to secure such mechanisms for the other half of the fishers).*

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**Supporting Documentation Filename(s)**

*Please list the filenames of supporting documentation related to the rationale and progress to date here. Supporting documentation must be uploaded in the same section this extension request form is being uploaded.*

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# List of Actions

Please complete the table(s) below, detailing the action(s) the FIP will undertake to meet the criteria for the specific HRSR policy requirement for which it is requesting the additional extension. At least one action must be provided, but FIPs are encouraged to provide more than one. For progress reporting on extension request actions, please complete the “Progress Reporting” section in the table below.

*Text in red italics provides additional guidance and* ***must*** *be removed from the final version of this document. Copy and paste the table(s) to outline additional actions.* Highlighted text***must*** *be replaced to reflect the information for the FIP.* Black *or* white *text* ***must*** *not be changed.*

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# Action 1: Action Name

| **Action Description** | *State the action’s objective and provide a brief summary of the steps involved in the action, including what steps will be taken to address the challenges faced.* |
| --- | --- |
| **Expected Completion Date** | *Note that this date cannot exceed 12 months from the date of the extension request.* |
| Responsible Party(ies) | *Please list the party or parties responsible for implementation.* |
| Budget | *Current or anticipated budget to complete the action. Please specify whether there are existing funds or what amount is still needed to carry out the action.* |
| **Supporting Documentation Filename(s)** | *Please list the filenames of supporting documentation here. Supporting documentation must be uploaded in the same section this extension request form is being uploaded.* |
| **Additional Information (Required)** | |
| *Note whether this action is carried over from the prior extension request or if it is new to the additional extension request. Provide any helpful additional information, for example any relevant background information or constraints.* | |

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| **Progress Reporting *(To be completed at the FIP’s next progress report)*** | | |
| --- | --- | --- |
| **Date** | **Supporting Documentation Filename(s)** | **Status** |
| *Note the date of the update* | *Please list the filenames of supporting documentation here. Supporting documentation must be uploaded in the same section this extension request form is being uploaded.* | *Please provide a detailed summary on progress made toward completing the action, including identifying any ongoing or new challenges and actions being taken to overcome them.* |

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# Action 2: Action Name

| **Action Description** | *State the action’s objective and provide a brief summary of the steps involved in the action, including what steps will be taken to address the challenges faced during the previous extension.* |
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| **Expected Completion Date** | *Note that this date cannot exceed 12 months from the date of the extension request.* |
| Responsible Party(ies) | *Please list the party or parties responsible for implementation.* |
| Budget | *Current or anticipated budget to complete the action. Please specify whether there are existing funds or what amount is still needed to carry out the action.* |
| **Supporting Documentation Filename(s)** | *Please list the filenames of supporting documentation here. Supporting documentation must be uploaded in the same section this extension request form is being uploaded.* |
| **Additional Information (Required)** | |
| *Note whether this action is carried over from the prior extension request or if it is new to the additional extension request. Provide any helpful additional information, for example any relevant background information or constraints.* | |

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| **Progress Reporting *(To be completed at the FIP’s next progress report)*** | | |
| --- | --- | --- |
| **Date** | **Supporting Documentation Filename(s)** | **Status** |
| *Note the date of the update* | *Please list the filenames of supporting documentation here. Supporting documentation must be uploaded in the same section this extension request form is being uploaded.* | *Please provide a detailed summary on progress made toward completing the action, including identifying any ongoing or new challenges and actions being taken to overcome them.* |

# [Please copy and paste the action and progress reporting tables from above as needed to list all the planned actions.]