

FISHERYPROGRESS.ORG

Human Rights and Social Responsibility Policy Guidance on FIP Reporting Schedules

Version 1.0, March 2022

Introduction

In May 2021, FishChoice released the [FisheryProgress Human Rights and Social Responsibility Policy](#) along with a new set of features on the FisheryProgress website to allow fishery improvement projects (FIPs) to publicly report on social performance. In order to allow time for FIPs and their stakeholders to understand and begin to implement the new policy, the requirements were designed to go into effect through a phased implementation timeline.

Purpose

The purpose of this guidance document is to help FIPs understand when they must meet each requirement of the Human Rights and Social Responsibility Policy.

Key Terms and Definitions

The following terms and definitions are key concepts that help the reader understand the guidance provided in this document:

Existing FIPs

All active FIPs, including both basic and comprehensive FIP types, reporting on FisheryProgress before the relevant Human Rights and Social Responsibility Policy requirement effective date. This also includes FIPs that have already submitted a profile to be listed as active prior to the relevant policy requirement effective date.

New FIPs

All FIPs, including both basic and comprehensive FIP types, that submit a profile to be listed as active on FisheryProgress after the relevant Human Rights and Social Responsibility Policy requirement effective date.

Next report

The first report due after the relevant policy requirement effective date. The next report could be either a six-month or annual report, whichever comes first.

Overview

To allow time for FIPs to review and begin to implement the new requirements outlined in the [FisheryProgress Human Rights and Social Responsibility Policy, Version 1.0 and Amendment](#), FisheryProgress is phasing in requirements over time. The effective dates for each requirement are presented below (Table 1).

Table 1: Phased Implementation Timeline

Currently in effect (as of Nov. 1, 2021)
1.5 Self-evaluation 2.1 Risk assessment (if required) ¹ 2.2 Social workplan (if required) ² 2.3 Social workplan progress reporting (if required) ³ Component 3 Voluntary reporting
Effective May 1, 2022
1.2 Vessel list 1.4 Grievance mechanism
Effective Jan. 1, 2023
1.1 Policy statement 1.3 Fisher awareness of rights

Although Table 1 indicates when requirements go into effect, specific deadlines for FIPs to meet requirements vary according to their unique reporting schedules and when they were first listed as active on FisheryProgress.

For new FIPs, the document submission and review process for each requirement depends on when the FIP is listed as active on FisheryProgress. Once in full effect, many of the requirements must be met in order to be listed as active.

For existing FIPs, the document submission and review process for each requirement occurs as part of the FIP's regular six-month and annual reporting. Any existing FIP that does not meet the initial deadline for a policy requirement is moved to inactive status. This ensures that existing FIPs are held to the same reporting standard as new FIPs.

It is also important to remember that for each requirement, FIPs must meet both initial and progress reporting deadlines, which ensures that information is kept up to date.

¹ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

² FIPs must develop a social workplan to address all red indicators in the risk assessment.

³ FIPs with a social workplan must report on action progress every six months.

Reporting Schedules by FIP Publication Date

Because of the phased implementation timeline, the reporting schedule changes based on when the FIP is listed as active (“published”) on FisheryProgress. FIPs fall into one of six categories:

1. [FIPs active before 1 Nov 2021](#)
2. [FIPs published between 1 Nov 2021 and 31 Dec 2021](#)
3. [FIPs published between 1 Jan 2022 and 30 Apr 2022](#)
4. [FIPs published between 1 May 2022 and 30 June 2022](#)
5. [FIPs published between 1 July 2022 and 31 Dec 2022](#)
6. [FIPs published after 31 Dec 2022](#)

FIPs active before 1 Nov 2021

Table 2 outlines the initial reporting timelines for FIPs that were listed as active as of 31 October 2021. Progress reporting requirements for six-month and annual reports differ, and are not included in Table 2. Please see the [example](#) below for more information.

Table 2: Initial deadlines for FIPs active before 1 Nov 2021

Next report after 1 Nov. 2021
1.5 Self-evaluation
Next report after 1 May 2022
1.2 Vessel list 1.4 Grievance mechanism
Next report after 1 Nov. 2022 (= 12 months after submission of the self-evaluation)
2.1 Risk assessment (if required) ⁴ 2.2 Social workplan (if required) ⁵
Next report after 1 Jan. 2023
1.1 Policy statement 1.3 Fisher awareness of rights
Next report after 1 May 2023 (= 6 months after submission of a social workplan)
2.3 Social workplan progress reporting (if required) ⁶

FIPs active before 1 Nov 2021 can also use [this interactive tool](#) to determine their precise reporting schedule.

⁴ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

⁵ FIPs must develop a social workplan to address all red indicators in the risk assessment.

⁶ FIPs with a social workplan must report on action progress every six months.

FIPs published between 1 Nov 2021 and 31 Dec 2021

Table 3 outlines the initial and progress reporting deadlines for FIPs that were published between 1 Nov 2021 and 31 Dec 2021.

Table 3: Initial and progress reporting deadlines for FIPs published between 1 Nov 2021 and 31 Dec 2021

To be listed as active
<p>Initial review:</p> <ul style="list-style-type: none"> • 1.5 Self-evaluation
First six-month report
<p>Initial review:</p> <ul style="list-style-type: none"> • 1.2 Vessel list • 1.4 Grievance mechanism
First annual report
<p>Initial review:</p> <ul style="list-style-type: none"> • 2.1 Risk assessment (if required)⁷ • 2.2 Social workplan (if required)⁸ <p>Progress reporting:</p> <ul style="list-style-type: none"> • 1.2 Vessel list • 1.4 Grievance mechanism • 1.5 Self-evaluation
Second six-month report
<p>Initial review:</p> <ul style="list-style-type: none"> • 1.1 Policy statement • 1.3 Fisher awareness of rights <p>Progress reporting:</p> <ul style="list-style-type: none"> • 2.3 Social workplan progress reporting (if required)⁹
Second annual report
<p>Initial review: N/A</p> <p>Progress reporting:</p> <ul style="list-style-type: none"> • 1.2 Vessel list • 1.3 Fisher awareness of rights • 1.4 Grievance mechanism • 1.5 Self-evaluation • 2.3 Social workplan progress reporting (if required)¹⁰

⁷ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

⁸ FIPs must develop a social workplan to address all red indicators in the risk assessment.

⁹ FIPs with a social workplan must report on action progress every six months.

¹⁰ FIPs with a social workplan must report on action progress every six months.

FIPs published between 1 Jan 2022 and 30 Apr 2022

Table 4 outlines the initial and progress reporting deadlines for FIPs that were published between 1 Jan 2022 and 30 Apr 2022.

Table 4: Initial and progress reporting deadlines for FIPs published between 1 Jan 2022 and 30 Apr 2022

To be listed as active
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.5 Self-evaluation
First six-month report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.4 Grievance mechanism
First annual report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.1 Policy statement ● 1.3 Fisher awareness of rights ● 2.1 Risk assessment (if required)¹¹ ● 2.2 Social workplan (if required)¹² <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.4 Grievance mechanism ● 1.5 Self-evaluation
Second six-month report
<p>Initial review: N/A</p> <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 2.3 Social workplan progress reporting (if required)¹³
Second annual report
<p>Initial review: N/A</p> <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.3 Fisher awareness of rights ● 1.4 Grievance mechanism ● 1.5 Self-evaluation ● 2.3 Social workplan progress reporting (if required)¹⁴

¹¹ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

¹² FIPs must develop a social workplan to address all red indicators in the risk assessment.

¹³ FIPs with a social workplan must report on action progress every six months.

¹⁴ FIPs with a social workplan must report on action progress every six months.

FIPs published between 1 May 2022 and 30 Jun 2022

Table 5 outlines the initial and progress reporting deadlines for FIPs that were published between 1 May 2022 and 30 Jun 2022.

Table 5: Initial and progress reporting deadlines for FIPs published between 1 May 2022 and 30 Jun 2022

To be listed as active
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.5 Self-evaluation
First six-month report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.4 Grievance mechanism
First annual report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.1 Policy statement ● 1.3 Fisher awareness of rights ● 2.1 Risk assessment (if required)¹⁵ ● 2.2 Social workplan (if required)¹⁶ <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.4 Grievance mechanism ● 1.5 Self-evaluation
Second six-month report
<p>Progress reporting:</p> <ul style="list-style-type: none"> ● 2.3 Social workplan progress reporting (if required)¹⁷
Second annual report
<p>Initial review: N/A</p> <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.3 Fisher awareness of rights ● 1.4 Grievance mechanism ● 1.5 Self-evaluation ● 2.3 Social workplan progress reporting (if required)¹⁸

¹⁵ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

¹⁶ FIPs must develop a social workplan to address all red indicators in the risk assessment.

¹⁷ FIPs with a social workplan must report on action progress every six months.

¹⁸ FIPs with a social workplan must report on action progress every six months.

FIPs published between 1 July 2022 and 31 Dec 2022

Table 6 outlines the initial and progress reporting deadlines for FIPs that were published between 1 July 2022 and 31 Dec 2022.

Table 6: Initial and progress reporting deadlines for FIPs published between 1 July 2022 and 31 Dec 2022

To be listed as active
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.5 Self-evaluation
First six-month report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.1 Policy statement ● 1.3 Fisher awareness of rights ● 1.4 Grievance mechanism
First annual report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 2.1 Risk assessment (if required)¹⁹ ● 2.2 Social workplan (if required)²⁰ <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.4 Grievance mechanism ● 1.5 Self-evaluation
Second six-month report
<p>Progress reporting:</p> <ul style="list-style-type: none"> ● 2.3 Social workplan progress reporting (if required)²¹
Second annual report
<p>Initial review: N/A</p> <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.3 Fisher awareness of rights ● 1.4 Grievance mechanism ● 1.5 Self-evaluation ● 2.3 Social workplan progress reporting (if required)²²

¹⁹ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

²⁰ FIPs must develop a social workplan to address all red indicators in the risk assessment.

²¹ FIPs with a social workplan must report on action progress every six months.

²² FIPs with a social workplan must report on action progress every six months.

FIPs published after 31 Dec 2022

Table 7 outlines the initial and progress reporting deadlines for FIPs that were published after 31 Dec 2022.

Table 7: Initial and progress reporting deadlines for FIPs published after 31 Dec 2022

To be listed as active
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.1 Policy statement ● 1.2 Vessel list ● 1.5 Self-evaluation
First six-month report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 1.3 Fisher awareness of rights ● 1.4 Grievance mechanism
First annual report
<p>Initial review:</p> <ul style="list-style-type: none"> ● 2.1 Risk assessment (if required)²³ ● 2.2 Social workplan (if required)²⁴ <p>Progress reporting:</p> <ul style="list-style-type: none"> ● 1.2 Vessel list ● 1.3 Fisher awareness of rights ● 1.4 Grievance mechanism ● 1.5 Self-evaluation
Second six-month report
<p>Progress reporting:</p> <ul style="list-style-type: none"> ● 2.3 Social workplan progress reporting (if required)²⁵

²³ FIPs that meet one or more of the criteria for increased risk of forced labor and human trafficking (see Requirement 1.5) must complete a risk assessment.

²⁴ FIPs must develop a social workplan to address all red indicators in the risk assessment.

²⁵ FIPs with a social workplan must report on action progress every six months.

Example

FIP X was listed as active on FisheryProgress on June 3, 2021. This FIP is therefore considered an “existing FIP” for all social policy requirements and will be required to report on social and environmental performance according to their existing reporting schedule. If the FIP misses any of the initial review deadlines, their profile is moved to inactive status. If the FIP misses any of the progress reporting deadlines, the report will be considered missed. Two consecutive missed reports (including a report that was missed then submitted later) will render the FIP inactive.

Table 7: Initial and progress reporting deadlines for FIP X

3 Dec 2021 - First Six-Month Report
<p>Initial Review:</p> <ul style="list-style-type: none">• Self-evaluation of risk criteria (Requirement 1.5)<ul style="list-style-type: none">◦ FIP is notified that it meets risk criteria and must submit a risk assessment in 12 months. <p>Progress Reporting:</p> <ul style="list-style-type: none">• Environmental action progress
3 Jun 2022 - First Annual Report
<p>Initial Review:</p> <ul style="list-style-type: none">• Vessel list (Requirement 1.2)• Grievance mechanism (Requirement 1.4) <p>Progress Reporting:</p> <ul style="list-style-type: none">• Environmental action progress• Environmental indicator scores
3 Dec 2022 - Second Six-Month Report
<p>Initial Review:</p> <ul style="list-style-type: none">• Risk assessment (Requirement 2.1)<ul style="list-style-type: none">◦ FIP has red-scoring indicators• Social workplan (Requirement 2.2) <p>Progress Reporting:</p> <ul style="list-style-type: none">• Environmental action progress
3 Jun 2023 - Second Annual Report
<p>Initial Review:</p> <ul style="list-style-type: none">• Policy statement (Requirement 1.1)• Fisher awareness of rights (Requirement 1.3) <p>Progress Reporting:</p> <ul style="list-style-type: none">• Environmental action progress• Environmental indicator scores• Report on changes to the self-evaluation of risk criteria (Requirement 1.5)• Report on changes to the vessel list (Requirement 1.2)• Report on the effectiveness of the grievance mechanism (Requirement 1.4)• Report on progress on the actions in the social workplan (Requirement 2.3)