

Report

Fair Trade Laos Annual meeting 2016

March 3, 2017



I. Background.

Regarding to the plan and agreement of members, FTL annually organize general membership meeting in order to report its working progress and discuss with member for feedback of the previous year and plan for the next year.

The annual meeting of this year we have two main objectives:

- Report FTL working activities in 2016 and participatory discuss for future plan.
- As FTL has been developing the New Fairtrade Laos' principles and Certification system. Since last year FTL has organized consultancy **Workshop on Amendment Fair Trade Laos Standards and certification system**, once in Vientiane and once in Luangprabarng. Now, the guideline of FTL certification system has been drafted regarding to the input from FTL's members so we also would like to involve the members in the finalize session process. Because we want this new system to be the participatory system. Therefore, in this finalize session we want our members to vote if they agree on the new certification system and select for FTL's members' representatives to sign for the endorsement.

II. Activities

- Presented new certification system (standards, process, certification committee)
- Discussed for annual membership and application fee.
- Presented on FTL work in 2016 and financial report.
- Discussed for the future plan of FTL.
- Selected three organizations to represent FTL members sign on the endorsement letters.

III. Result

- Most of the participants basically agreed with new certification system;
- In the meeting FTL initially proposed the membership fee which is calculated based on the size/number of staff for the organization as shown below:

Members/Applicants	Annual Membership Fee (LAK)
Small Producer	300.000
Company, Cooperative, Organization	< 10 people: 1.000.000/year 10 - 30 people: 1.500.000/year > 30 people: 2.000.000/year

Though, the members disagreed with this way it will not fair for the big companies because bigger companies will have higher expenses with labor cost so they want FTL setting fix membership fee

- We got mutual agreement from the participants for membership fee
 - Flat membership fee (1,500,000LAK/year) for existing member but for the new applicants FTL will look at the payment capacity but the minimum membership fee is *500,000 LAK/year*
 - 300,000LAK/year for small group of producers;
- We had new certification committee members that have name below:
Mr. Mr. Vorasone Dengkayaphichith
Mrs. Vilayvanh Saysanavongphet

Mrs. Chanthila Kongthongthip;

Please refer to annex for their short Biography and role of the committee members.

- We got three organizations represent FTL members to sign on endorsement letters that have name below:

Ma Te Sai

Agro Asie

Bolaven Plateau Coffee Producers Cooperative

- Participants got clear understanding with FTL working activities and financial situation through report and discussion.
- Members are interested to be more collaboration on the marketing of Fair Trade Laos. They are interested to share a story on why they are becoming Fair Trade Laos members. Why Fair Trade is value for their business and their producers. Theme of the story should be firstly defined. Members will share their post with Fair Trade Laos to share on FTL Facebook beside the theme story that FTL will be develop in the future.
- FTL members will share any upcoming funding opportunities with FTL
- FTL members understood that fundraising is important for FTL operation regarding the limitation number of members/SMEs and cost of membership fee as well as the neutral of every network function and operation.

IV. Next Plan.

- Create awareness activities to make FTL to be well known to the public and organize distribution workshop with potential organization to attract more members, especially to the tour companies, hotels, retailers, wholesalers,
- Building capacity of Fair Trade Laos member's focal point and staff on the new guideline and FTL standards,
- Create a network and database to tell fair Trade Laos members' story,
- Open for new members application

Photos



Annex

- Endorsement Letter (see attachment)
- Certification committee's profile and roles (see attachment)
- Registration list.