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FCF Co., Ltd.

FCF Supplier Social Requirement - for Vessel Owners

豐群水產股份有限公司

豐群水產供應商社會責任要求：船東責任

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Reference Documents 參考文件

- Seafood Task Force Auditable Standards & Recruitment Fee Guidance
水產品工作小組的社會責任稽核標準與聘僱費用指南
- ILO Conventions
國際勞工組織公約
- Best Seafood Practices: Responsible Fishing Vessel Standard (RFVS)
最佳水產品實踐盡責漁船標準
- Fairness, Integrity, Safety and Health (FISH) Standard for Crew
船員公平、誠信、安全和健康標準
- FCF Tuna Sustainability Policy
豐群水產鯷魚永續政策

Social Requirements 社會責任要求

所有供應給豐群水產股份有限公司的船東以及與其配合提供船員的勞務仲介，應遵循“豐群鯷魚永續政策”以及下述的社會責任要求：

All vessel owners supplying tuna to FCF Co., Ltd., and their cooperating recruitment agencies providing crew, shall comply with the “FCF Tuna Sustainability Policy” and the following social requirements:

1. Underage Labour 未成年勞工

- 1.1 確保船上不存在任何形式的未成年(未滿 18 歲)勞工。
There shall be no underage labour (under 18 years old) on board any fishing vessels.
- 1.2 制定書面的政策規章及程序，嚴禁僱用未成年勞工。
There shall be written policies and procedures in place to strictly prohibit the employment of underage labour.
- 1.3 制定查核船員年齡的作業程序，包含驗證場合及驗證方式。
There shall be procedures that are implemented to verify the age of crew members, including a detailed verification process.
- 1.4 留存能夠查核證實船員年齡的文件副本。
A copy of an official document that certifies the age of each crew member shall be maintained (e.g. passport, etc).
- 1.5 制定政策規章及程序，能夠在發現未成年勞工時給予保護及補救，包含即刻停止該名

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船員的工作、持續支付工資、免費提供一切食宿及儘速安排遣返等。

There shall be policies and procedures in place to protect and remedy any potential case of underage labour, including immediate removal of the relevant crew member from work, continuation of wage payment, provision of free room and board, and arrangement for repatriation as soon as possible.

2. Forced Labour 強迫勞動

- 2.1 確保船上不存在任何形式的強迫勞動、抵債勞工、契約勞工，囚禁勞工、奴役或人口販運。

There shall be no form of forced labour, bonded labour, indentured labour, prison labour, slavery or trafficking of persons on board a fishing vessel.

- 2.2 制定書面的政策規章及程序，嚴禁強迫勞動、抵債勞工、契約勞工，囚禁勞工、奴役或人口販運。當中包括以威脅、武力、脅迫、綁架或欺詐等手段運送、藏匿、招募、轉移或接收勞動人口或服務。

There shall be written policies and procedures that prohibit forced labour, bonded labour, indentured labour, prison labour, slavery or trafficking of persons. This includes transporting, harboring, recruiting, transferring or receiving persons or services by means of threat, force, coercion, abduction or fraud.

- 2.3 確認所有船員接受聘僱是出自於他們的自由，並且確保船員想要終止聘僱關係時，不會受到或擔心受到恐嚇、威脅、暴力、報復或懲罰。

All crew members shall have entered employment voluntarily and shall not face actual or credible intimidation, threats, violence, retaliation or punishment should they wish to terminate their employment.

3. Employment Contract and Work Agreement 聘僱契約及工作協議

- 3.1 留存經簽署的聘僱契約及工作協議。

Employment contracts and work agreements shall be signed and maintained.

- 3.2 提供經簽署的聘僱契約及工作協議的副本給船員，同時在船上保存一份副本，供船員需要時查閱。

A copy of the signed employment contracts and work agreements shall be provided to each crew member. The copies shall be maintained on board the fishing vessel and accessible to crew members upon their request.

- 3.3 聘僱契約及工作協議應以船員能夠理解之語言所撰寫。

Employment contracts or work agreements shall be written in a language crew members

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understand.

- 3.4 在簽署聘僱契約或工作協議之前，應以船員能夠理解的語言，確實告知船員工作的狀況、條件以及相關責任權利。

Before an employment contract or work agreement is signed, the crew member shall be made aware of the work assignment, the working conditions, and related rights and responsibilities, in a language that the crew member can understand.

- 3.5 聘僱契約或工作協議中應訂定工資並符合法定最低工資標準，且獎金或分紅不屬於法定最低工資涵蓋範圍。

The wage agreed upon in the employment contract or work agreement shall meet the minimum wage standard in accordance with applicable law. Bonuses or catch shares shall not be considered in meeting the statutory minimum wage requirement.

- 3.6 聘僱契約或工作協議中應訂定工資付款週期並符合適用的法律。

The employment contract or work agreement shall contain a wage payment period that complies with applicable laws.

- 3.7 任何自工資的扣款應在勞務契約或工作協議中明確註明，並以書面的形式經船員確認。

Any deduction from wages shall be clearly stated in the employment contract or work agreement and agreed upon by each crew member in writing .

- 3.8 聘僱契約或工作協議中應訂定工作或休息時間，給予船員足夠的休息以確保其安全和健康並符合適用的法律，且符合在任何 24 小時內，最短休息時間不得少於 10 小時，在整個航行期間平均每週休息 77 小時。當關係到船隻、船上人員或貨物的緊急安全或出於幫助海上遇險的其他船隻或人員時，船長仍有權要求船員繼續工作直到狀況解除為止，但船員應在切實可行的範圍內盡快獲得補償性休息時間。

The employment contract or work agreement shall contain detailed information about hours of work or hours of rest, allowing enough rest to the crew members to ensure their health and safety and in compliance with applicable laws. In any 24-hour period, the minimum rest period shall be no less than 10 hours, and the average weekly rest period during a voyage should be no less than 77 hours. In the event where it is necessary for the immediate safety of the vessel, persons on board, or catch, or during events in which the vessel is providing assistance to other vessels or persons in distress at sea, the captain may require crew members to perform any hours of work necessary until the normal situation has been restored, and the crew members shall be provided with an adequate period of rest as soon as practicable to compensate for the overtime performed.

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- 3.9 聘僱契約或工作協議中應訂定由船東負擔，或由船東保險包含下述船員工作期間的責任及費用並符合適用的法律：

The employment contract or work agreement shall provide that the vessel owner is liable, or the vessel owner's insurance covers the following responsibilities and expenses during the employment period of crew members and in compliance with applicable laws:

- 3.9.1 提供船員醫療以及必要的藥品和治療設備的相關費用，以及船員死亡時的返鄉費用。

Expenses related to the provision of crew medical treatment and the cost of repatriation in the event of death of the crew member.

- 3.9.2 當船員因職業傷害或疾病導致失去工作能力，在船員休養期間或得到遣返前持續支付工資。

When a crew member is unable to work due to occupational injury or disease, wages shall continue to be paid during the recovery period of the crew member or until the crew member has been repatriated.

- 3.9.3 當船員因職業傷害或疾病而導致死亡或長期殘疾失能時能夠獲得賠償。

Compensation is available to the crew member in the event of long-term disability due to occupational injury or disease, or to crew member's family in the event of death.

- 3.10 聘僱契約或工作協議中應訂定由船東負擔船員遣返的所有費用，除非船員沒有正當理由或依照約定提前通知而終止聘僱關係，或根據國家法律、條例或其他措施或適用的集體談判協定，船員出現嚴重失職的情況而被遣返。

The employment contract or work agreement shall stipulate that the costs of repatriation of crew members are borne by the vessel owner, unless the crew member terminates the employment relationship without justifiable reason or is not giving notice in accordance with the provisions of contract/agreement, or where the crew member has been found, in accordance with national laws or regulations or other measures or applicable collective bargaining agreements, to be in serious default of the crew member's employment obligations.

- 3.11 當船員在沒有正當理由而終止聘僱關係的情況下，如船東要求此時船員應負擔部分遣返費用，則應在聘僱契約或工作協議中訂定負擔方式，船員負擔的部分應不超過未完成合約的比例。

Where a crew member terminates the employment relationship without justifiable reasons, if the vessel owner requests that the crew member should bear a part of repatriation costs, the calculation terms should be stipulated in the employment contract or work agreement, and the proportion borne by the crew member should not exceed the proportion related to the outstanding contract period.

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- 3.12 當聘僱契約或工作協議中未約定預告時間時，船員有權利在任何時間終止聘僱關係。如船東需要船員滿期前終止聘僱關係應提前預告通知，則應在聘僱契約或工作協議中和船員約定預告時間。

Crew members shall have the right to terminate the employment relationship at any time when there is no notice period set out in the employment contract or work agreement. If a notice period is requested for the early termination of employment relationship, it shall be stipulated in the employment contract or work agreement.

- 3.13 聘僱契約或工作協議中應註明船隻每一次作業航程的平均天數，並明確提示這有可能是船員在海上請求遣返所需等待的時間。

The employment contract or work agreement should specify the average number of days planned for each fishing trip of the vessel, and clearly indicate that this may be the waiting time for crew members to be repatriated if the request is made at sea.

- 3.14 聘僱契約或工作協議中應註明船員在工作期間應遵守的紀律政策。

The employment contract or work agreement shall make clear reference to the disciplinary policy for crew members during employment.

- 3.15 聘僱契約或工作協議中應註明船員在工作期間可用的申訴方式。

The employment contract or work agreement shall make clear reference to the grievance mechanisms available to the crew members during employment.

- 3.16 確保招聘流程、聘僱契約及工作協議中所有工作性質、物質條件、條款細節和權利義務與實際的工作情況相同，且必須是船員自願同意及接受的，並不存在與事實不相符、欺騙、強迫、扭曲或威脅懲罰。

The work assignment, work environment, employment terms and conditions, provisions, and rights and responsibilities described in the recruitment process and the employment contract or work agreement shall be consistent with actual conditions and are voluntarily agreed upon by the crew members without deception, coercion, extortion, or threat of penalty.

- 3.17 確保聘僱契約及工作協議中任何條款的修訂或增列都有告知船員並在他們了解並同意的情況下進行，並且是在自願而沒有受到懲罰與任何威脅的前提之下。契約或協議中不得以任何方式削減調降船員最初預期的工資金額、福利或其他工作條件。

Any amendments to the terms of employment contracts or work agreements are communicated to the crew members and voluntarily made with their knowledge and consent, and without penalty or threat. No amendments can in any way diminish or reduce

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the wages, benefits, or other working standards originally agreed upon by crew members.

4. Freedom of Movement and Personal Freedom 行動自由和個人自由

- 4.1 確保船員的行動自由沒有受到不合理的限制，除非是考量到船員、船隻或漁獲的安全而限制他們進入船隻的某些特定工作區域。確保沒有違背船員的意願把他們監禁或限制在船上或特定場所。

The crew members' freedom of movement shall not be unreasonably restricted. In situations where there are concerns about the safety of crew, the vessel, or the catch, certain working areas of the vessel may be restricted. The crew members shall not be restricted or confined to the ship or to a specific location against their will.

- 4.2 確保船員在船上的工作和非工作時間都可以不受限制地獲得基本必需品如飲用水、使用廁所等。

Crew members shall have unrestricted access to basic necessities such as drinking water and the use of toilets at all times.

5. Retention of Personal Documents 保留個人文件

- 5.1 確保沒有以任何理由銷毀、隱藏、沒收或以其他方式讓船員無法取得船員的身份或移民文件，包括護照、居留證或工作許可證或其他個人證件，如銀行存摺或提款卡。

The crew members' identity documents such as passports, residency cards, work permits, bank books, or other personal documentation shall not be destroyed, concealed, confiscated, or otherwise denied access from the crew members, for any reason.

- 5.2 確保當船員個人證件因為官方規定或行政程序而被收取保管時：

In the circumstances where personal documents of crew members are taken into custody due to legal requirements or administrative procedures, the vessel owner shall:

- 5.2.1 制定書面的政策規章及程序來確保此一制度不會被濫用，其中包含指定一位保管證件的負責人員，並確保船員有被告知此一政策規章及程序。

Have written policies and procedures to prevent abuse, including nominating a person responsible for the custody of the documentation, and ensuring crew members are informed of these policies and procedures.

- 5.2.2 收取個人證件應取得船員的同意並有留存相關的書面記錄。

Obtain the consent of crew members for the collection of personal documents and relevant written records shall be kept.

- 5.2.3 確保船員能夠在任何時間自由取回個人證件。

Ensure that crew members are free to retrieve personal documents at any time.

- 5.2.4 當個人證件被收取時，提供一份證件的副本給船員。

Provide a copy of the document to the crew members when the personal document is

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collected.

6. Recruitment Fees 聘僱費用

- 6.1 確保船員未被收取法規允許之外的招聘或聘僱相關費用。
Crew members shall not be charged recruitment or employment-related fees other than those permitted by laws.
- 6.2 制定政策規章及程序，嚴禁向船員收取法規允許之外的招聘或聘僱相關費用。
There shall be policies and procedures in place to strictly prohibit crew members being charged any recruitment or employment-related fees other than those permitted by law.
- 6.3 制定查核程序，確認船員沒有為了得到工作而被收取法規允許之外的費用，並在發現船員有被收取法規允許之外的費用時，返還或補償該費用給船員。
There shall be verification procedures to ensure that crew members have not been charged recruitment fees other than those permitted by law. In the event crew members are found to have been charged unlawfully, the vessel owner shall reimburse or compensate crew members for such charges.

7. Humane Treatment 人道待遇

- 7.1 確保船上不存在任何形式的虐待、暴力、騷擾、恐嚇和霸凌。
There shall be no abuse, violence, harassment, intimidation, or bullying of any kind on board fishing vessels.
- 7.2 制定書面的政策規章及程序嚴禁威脅或使用身體或性暴力、騷擾、恐嚇和霸凌。
There shall be written policies and procedures that prohibit the threat or use of physical or sexual violence, harassment, intimidation and/or bullying.
- 7.3 確保船上沒有使用非法處分，例如強迫船員工作、非法罰款，扣減其工資或福利，以此作為對船員進行紀律處分的手段。
There shall be no unlawful disciplinary action used on board such as imposing work, unlawful fines, or wage / benefit deductions, as a means of disciplinary action against crew members.
- 7.4 制定書面的政策規章及程序禁止為了管理船員而實施非法處分，例如強迫船員工作、非法罰款，扣減其工資或福利，以此作為對船員進行紀律處分的手段。
There shall be written policies and procedures that prohibit unlawful disciplinary action on board such as imposing work, unlawful fines, or wage or benefit deductions, as a means of disciplinary action against crew members.

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8. Workplace Equality 職場平等

- 8.1 確保船上所有船員，無論國籍或出身地區、宗教、種族、社會階級、生理或社會性別、婚姻狀況、性取向、生育狀況、與工作無關的身體狀況、工會成員、政治派別、法律地位、是否參加集會或集體談判或其他個人特徵，在招聘、工作和生活條件、獲得培訓、晉升、終止僱傭關係或退休方面都得到平等對待，沒有存在任何歧視現象。
Crew members on board, regardless of their nationality or local origin, religion, race, social class, sex, gender, marital status, sexual orientation, pregnancy or maternity status, medical condition irrelevant to work, union membership, political affiliation, legal status, participation in association or collective bargaining or other personal characteristics, shall be equally treated in recruitment, work and living conditions, access to training, promotion, termination of employment or retirement, without discrimination of any kind.
- 8.2 制定書面的政策規章及程序確保船員得到上述平等對待，並禁止任何歧視現象。
There shall be written policies and procedures that prohibit any discrimination and ensure that crew members are treated equally.

9. Freedom of Association 集會自由

- 9.1 確保船員可以自由討論工作上的問題和顧慮。船上應遵守並符合集會自由和集體談判有關的所有適用之法律，尊重船員參與或籌組工會及集體談判，並允許工會或勞工組織的代表能夠根據適用的法律與船員一起進行活動。船員不會因為參加集會或集體談判而受到騷擾、恐嚇或報復。
Crew members shall be free to discuss issues and concerns at work. The vessel owner shall abide by and comply with all applicable laws regarding freedom of association and collective bargaining, respect the participation to or formation of trade unions and collective bargaining by crew members, and allow representatives of trade unions or labour organizations to carry out their function with crew members in accordance with applicable laws. Crew members will not be subject to harassment, intimidation or retaliation for participating in associations or collective bargaining.
- 9.2 制定書面的政策規章及程序保障船員上述集會自由的權益。
There shall be written policies and procedures to protect the rights of crew members to freedom of association.

10. Grievance Procedure 申訴程序

- 10.1 制定申訴的程序或機制，讓船員可以其能夠理解的語言進行申訴。
There shall be a grievance procedure or mechanism in place that allows crew members to make grievances in a language the crew members understand.

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10.2 申訴程序或機制應完善並包含以下功能：

The grievance procedure or mechanism shall be comprehensive and adhere to the following conditions:

10.2.1 船員可以用匿名且保密的方式進行申訴。

Crew members can lodge a grievance anonymously and confidentially.

10.2.2 允許船員向其直屬主管以外的人申訴的機制。

Mechanisms that allow crew members to lodge a grievance to someone other than their direct supervisor.

10.2.3 申訴之後續處理方式及程序。

Clearly defined procedure for the follow-up of the grievance handling and resolution processes.

10.2.4 船員能夠監督申訴處理狀況的程序。

Option for the crew member to monitor the status of reported grievances.

10.2.5 無法接受處理方式的申訴的上訴制度。

Clearly defined appeal mechanism for unfavorably resolved grievances.

10.2.6 提供船員向公司外第三方機構申訴的管道。

Channels provided to and allowing crew members to lodge grievances, anonymously if relevant, to independent third parties apart from the vessel owner.

10.3 承辦人員及船上幹部都應接受如何處理申訴的訓練。

Persons in charge and the officers on board shall be trained on how to handle grievances.

10.4 船員都應被確實告知船上的申訴程序或機制，並知道如何使用且不會擔心申訴會遭到報復。

Crew members should be properly informed of the grievance procedures or mechanisms on board and know how to use them without fear of retaliation for filing grievances.

10.5 船上的申訴調查流程和處理結果都應保留有書面記錄。

Written records shall be kept of all the grievance reviews, investigation process and resolutions.

11. Wages and Benefits 工資和福利

11.1 確保船上沒有以延遲支付或扣留工資作為留下船員繼續工作的手段。

There shall be no delay in payment or withholding of wages on board as a means of binding crew members to employment.

11.2 根據勞務契約或工作協議，船東應按時確實支付正確足額的工資，且在未約定付款週

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期時至少每月支付一次。

The vessel owner shall pay the correct and full wages on time in accordance with the employment contract or work agreement, and pay at least once a month if the payment period is not stipulated.

- 11.3 當約定之付款週期超過一個月時，船東應確保船員仍有權利隨時請求支付工資，或有其他讓船員不會擔心無法取得工資的保障措施。

When the stipulated payment period exceeds once a month, the vessel owner shall ensure that the crew members still have the right to request payment of wages at any time, or there is other assurance so that the crew will not worry about not being able to receive wages.

- 11.4 不應向船員提供借貸款，且船東只在謹慎考慮後才提供工資預付款給船員。此時應在聘僱契約或工作協議中詳述工資預付款金額以及抵扣償還方式，船員無須支付利息，並且明確註明不履行的一切風險由船東承擔。

No loan shall be offered to crew members. Wage advances are only provided to crew members at the discretion of the vessel owner. In such cases, employment contracts or work agreements shall state the amount and repayment terms of the wage advance, without charging interest. All risk of default on repayment shall be borne by the vessel owner.

- 11.5 不得使用非現金如禮券、本票或其他物質來支付工資。

There shall be no use of non-cash, vouchers, promissory notes, or “in-kind” payments in lieu of wages.

- 11.6 不得以任何形式向船員收取定金、保證金或抵押品。

There shall be no deposit, security payment, or collateral in any form to be collected from crew members.

- 11.7 船員工資當中不得存在因為飲食、住宿、醫療、個人防護裝備、違規懲罰、不合法或未經授權的扣款。

There shall be no illegal or unauthorized deductions from crew wages for food, accommodation, medical care, personal protective equipment, or as a form of disciplinary measure.

- 11.8 確保工資的計算和支付方式包括合法扣款在內，都是完全透明並清楚地向船員解釋，並有提供工資單給船員。

Wages shall be calculated and paid, including legal deductions, in a fully transparent

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manner and clearly explained to the crew. Pay slips shall also be provided to the crew.

11.9 船員不得被迫參加任何的儲蓄計劃，除非儲蓄計劃為國家法律規定。

Crew members shall not be coerced into participating in any savings scheme, unless the savings plan is mandatory by national law.

11.10 如果船員選擇參加自願性的儲蓄計劃，儲蓄計劃的條款和限制都應經過事先解釋，並且不會阻礙船員自由取得並完全控制所有的儲蓄。

If a crew member has opted to participate in a voluntary savings scheme, the terms and limitations of the savings scheme shall be explained in advance and shall not prevent the crew member from free access and full control over all savings.

11.11 確保船員對於他們的工資收入以及運用方式有完全的掌控權。

Crew members shall have full control over their wages and how they are used.

12. Hours of Work and Hours of Rest 工作或休息時間

12.1 船員的工作或休息時間應符合勞務契約或工作協議的約定，並在超出正常工作時間時，支付船員加班費或安排船員補休。

The crew members' hours of work shall comply with the employment contract or work agreement, and crew members shall be paid overtime or provided compensatory rest for hours worked in excess of normal hours of work.

12.2 確保船員在聘僱前被告知並了解漁船上沒有標準的工作時間表，捕撈活動會因漁獲量而有所不同，且通常需要船員長時間進行耗費體力和艱苦的工作。

Crew members shall be informed and acknowledge prior to employment that there is no standard work schedule on board. Fishing activities fluctuate based on catch and often require long hours of physical and hard work performed by crew members.

12.3 船員在船上的工作時間都應被確實記錄。

Records of crew members' working hours on board shall be properly maintained.

13. Health and Safety 健康與安全

13.1 制定安全政策規章及程序，以及負責執行的人員。

There shall be safety policies and procedures in place, and a person responsible for the implementation of said policies and procedures.

13.2 確保船員都有健康檢查證明，以確認船員適任船上工作。

Crew members shall have a medical certificate to confirm they are fit for work on board.

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13.3 漁船應具備有效的檢驗報告或證書，以確認船隻的適航性。

Fishing vessels shall have a valid survey report or certificate to confirm its seaworthiness.

13.4 船東應指派一位負責人員，每年對船隻執行健康及安全風險評估，至少包含以下項目，並留存書面記錄及相關證明：

The vessel owner shall designate a responsible person to conduct a health and safety risk assessment for the fishing vessels on an annual basis, including at least the following items, and documented with written records and relevant certificates:

- 所有捕撈及船隻作業的區域及設施；

All fishing and operational areas and facilities on the vessel;

- 船員的工作類型、人力配置和工作時數；

The type of work, manpower allocation and working hours of the crew;

- 廚房、以及船員和乘客的居住區域；

Galleys, and living areas for crew and passengers;

- 船員和乘客的登船和離船程序。

Embarkation and disembarkation procedures for crew and passengers.

13.4.1 任何在健康及安全風險評估中被鑑別出的風險，都應制定行動計畫並根據行動計畫執行改善措施來降低及最小化風險。

For any risk identified in the health and safety risk assessment, action plans shall be developed and corrective measures shall be conducted according to the action plans to minimize health and safety risks.

13.4.2 任何在健康及安全風險評估中被鑑別出的危險設備，都應配備緊急切斷或停止按鈕，這些按鈕在操作人員可及範圍內，或配備防護機構。

Hazardous equipment identified in the health and safety risk assessment shall be equipped with emergency cut-off or stop buttons, which are within the reach of the operator, or equipped with protective mechanisms.

13.5 船上的意外、虛驚事件都應被確實記錄，調查發生原因並提出改善及預防方式。

Accidents and near misses on board shall be recorded, followed by an investigation and identified corrective and preventive actions.

13.6 確保所有的安全裝備及工作服是容易取得且免費提供給船員使用。

All safety equipment and working clothes shall be readily and freely available to the crew.

13.7 確保所有的安全裝備應都能夠發揮正常功用。船上應有安全裝備的維護/發放記錄。

All safety equipment shall function properly. There shall be maintenance/supply records of

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all safety equipment on board.

- 13.8 確保船上有急救箱和必要的醫療設備和足夠的藥品，船上應有藥品清單，且藥品皆在有效期限之內。

There shall be a first aid kit including necessary medical equipment and sufficient medicines with records maintained on board. All medicines shall be within the expiry date.

- 13.9 確保至少有一位船員知道如何使用船上所有的醫療設備和藥品。

At least one crew member shall know how to use all medical equipment and medicines on board.

- 13.10 確保船上有充足的個人救生裝備和救生筏。

There shall be sufficient Personal Flotation Devices (PFD) and life rafts on board.

- 13.11 救生筏/艇應依照法律規定或其製造出廠標準進行定期檢驗和保養。

Life rafts/boats should be regularly inspected and maintained in accordance with legal requirements and their manufacturer's requirements.

- 13.12 所有滅火器應依照法律規定或其製造出廠標準進行定期檢驗和保養。

All fire extinguishers should be regularly inspected and maintained in accordance with legal requirements and their manufacturer's requirements.

- 13.13 所有逃生出口/消防通道均應有標識且未上鎖。

All escapes/fire exits shall be identified and unlocked.

- 13.14 船上應標示吸煙區或禁煙區。

Smoking or non-smoking areas shall be identified on board.

- 13.15 如果船上有遠端安全偵測設備，其位置和維護應能有效偵測洩漏，例如煙霧、一氧化碳、火災等。

Safety detection equipment shall be available on board, it should be positioned and maintained to effectively detect leaks such as smoke, carbon monoxide, fire, etc.

14. Working and Living Conditions 工作及生活條件

- 14.1 船員或乘客的休息或睡眠區域應保持結構良好。

Rest or sleeping areas for the crew or passengers shall be in structurally good condition.

- 14.2 船上所有的通風管道/系統均應良好運作並得到有效維護。

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All ventilation ducts/systems on board shall be fully operational and effectively maintained.

14.3 每位船員都應擁有自己的個人床位。

Each crew member shall have their own personal bunk/berth.

14.4 睡眠區域不得直接通向機艙、漁獲物儲存艙或加工室。

Sleeping areas shall not directly open into the engine, catch storage, or processing rooms.

14.5 睡眠區域如果臨近機艙或作業區域，應安裝隔音材料以減少噪音。

If the sleeping area is adjacent to engine rooms or fishing operation areas, sound insulation materials shall be installed to reduce noise.

14.6 廚房/烹飪區應保持結構良好及清潔，配備適當的洗手設施，且不會構成健康或安全風險。

The galley/cooking area should be in structurally good condition and clean, with appropriate hand washing facilities, and not pose a health or safety risk.

14.7 所有船員伙食的存放應避免有害污染的風險。

All food provisions should be stored to avoid the risk of harmful contamination.

14.8 提供的食物充足，且不得違反船員的任何道德、宗教或個人權利。

Food provided shall be sufficient and be appropriate to respect the individual moral, religious or personal rights of the crew.

14.9 所有船員都應能夠無限制的取得飲用水。

Crew members shall have unrestricted access to potable water.

14.10 所有船員都應能夠使用乾淨且隱私的衛生和沐浴設施。

Crew members shall have access to clean and private sanitary and washing facilities.

14.11 船上的工作和生活區域應定期清掃並維持環境衛生。

The working and living areas on board shall be regularly cleaned and sanitation maintained.

14.12 船上應有隨時能夠和陸地聯絡的管道，船員可以在必要或緊急時使用。

There shall be ship-to-shore communication channels on board, that are available to crew members in the case of necessity or emergency.

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15. Crew Member Awareness and Training 船員意識和培訓

15.1 所有船員都應在登船時或登船前接受訓練包含以下項目，並留存相關記錄：

All crew members shall receive training on or before boarding the fishing vessel, and records shall be kept including the following items:

15.1.1 漁船規章制度；

Fishing vessel's policies;

15.1.2 工作場所及生活環境須知；

General information for workplace and living environment;

15.1.3 作業流程以及需要穿戴個人防護裝備(PPE)以及個人飄浮裝備(PFD)的場合情況；

Operational procedures and the situations where the crew shall wear personal protective equipment (PPE) and personal flotation equipment (PFD);

15.1.4 漁具器械的操作使用方式和危險注意事項；

The instruction on, and hazards associated with, operating fishing gears and equipment;

15.1.5 其他健康和 safety 危害，以及確保人身安全所需的預防措施。

Hazards to health and safety, and precautions to ensure physical safety.

15.2 所有船員都應經過以下基本安全訓練，並留存相關記錄：

All crew members shall undergo the following basic safety training and records shall be kept:

15.2.1 預防火災及消防訓練； Firefighting and prevention;

15.2.2 海上逃生及求生訓練； Escape and sea survival training;

15.2.3 急救訓練； First aid training;

15.2.4 健康及安全訓練。 Health and safety training.

15.3 所有船員都應定期實施以下狀況演習，至少每半年一次並留存相關記錄：

All crew members shall conduct the following drills regularly, at least once every six months, and records shall be kept:

15.3.1 火災演習； Fire drills;

15.3.2 人員落海演習； Man-overboard drills;

15.3.3 棄船演習； Abandon ship drills.

15.4 所有訓練及演習課程、文件及教材都應以船員能夠理解的語言進行或撰寫。

All training and drill courses, documents and training materials shall be conducted and written in a language the crew can understand.

15.5 船上應張貼船員重要須知，內容包含公司準則、基本注意事項和申訴管道。

Important notices for crew members should be posted on board, including company codes

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of conduct, precautions, and grievance channels.

16. Recruitment Agencies 勞務仲介

16.1 確保勞務仲介合法營運並取得主管機關的執照或許可。

The recruitment agencies shall operate legally with a license or permit from the competent authority.

16.2 船東和勞務仲介應簽訂委託聘僱船員的契約。

The vessel owner and the recruitment agencies shall sign a service contract for the employment of crew members.

16.3 確保勞務仲介有完善的政策規章及程序，能夠配合船東滿足本社會責任要求。

The vessel owners shall coordinate with the partner recruitment agency to ensure that the agency's policies and procedures comply with this Requirement.

16.4 應透過不定期訪談船員或其他可行的方式，對勞務仲介做到盡責調查，並留存相關記錄，包含但不限於以下層面：

Due diligence shall be conducted on recruitment agencies through sample interviews with crew members or other feasible approaches, with relevant records kept, including but not limited to the following topics:

- 強迫勞動、抵債勞工、契約勞工，囚禁勞工、奴役或非法勞工；

Forced labour, bonded labour, indentured labour, prison labour, slave labour or illegal labour;

- 聘僱契約及工作協議、工資和福利、聘僱或招聘相關費用；

Employment contracts and work agreements, wages and benefits, recruitment or employment-related expenses;

- 欺騙、行動自由、扣押證件、虐待、暴力、騷擾、恐嚇、霸凌、歧視或差別待遇；

Deception, freedom of movement, retention of personal documents, abuse, violence, harassment, intimidation, bullying, discrimination or differential treatment;

- 申訴程序或機制、聯絡家人的方式。

Grievance procedures or mechanisms, and contact with family members.

17. General Monitoring and Control 監督管理

17.1 應至少每年重新檢視一次本社會責任要求相關的政策規章及程序，確認內容是否仍適用於其所經營管理的船隻以及配合的勞務仲介。任何被鑑別出有需要修改的部分，都應在設定的期間內調整並實施。

Monitoring and control policies and procedures should be reviewed at least once a year to ensure they are still applicable to the operating vessels and the cooperating recruitment

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agency. Any parts identified as needing modification should be adjusted and implemented within the set time frame.

- 17.2 本社會責任要求相關的政策規章及程序的所有記錄都應保存至少 3 年。
All records related to the monitoring and control policies and procedures shall be maintained for at least 3 years.

By signing in the section below, the Vessel Owner and the Management acknowledge and commit to the provisions set out above in this *Requirement*:

透過在下方欄位簽名，船東及管理階層已知悉本要求的條款並應盡力配合：

Name of the Company: 船公司名:

Name of the Vessel Owner 船東姓名:

Signature 簽名:

Name of the Management 管理階層姓名:

Signature 簽名:

Date 日期: