



Guidelines for the GoodWeave International Generic Standard

Purpose of the guidelines

GoodWeave – a nonprofit organization founded in 1994 by Nobel laureate Kailash Satyarthi – is the leading global institution with a mission to end child labor, forced labor, and bonded labor in global supply chains. This document provides guidance on applying and implementing the GoodWeave International Generic Standard. Particular examples are used for illustrative purposes and are drawn from the countries falling within the current scope of the Standard (India, Afghanistan and Nepal). This document is to be read in conjunction with the GoodWeave International Generic Standard, which will be referred to throughout the document as ‘the Standard.’ In the case of questions or clarifications, please contact standards@goodweave.org

Principle A1: No child labor is allowed

A.1.1: Children below the age of 14 are not employed or allowed to work. Where the national legal limit or end of compulsory school age is above 14, the higher age limit will be followed.

Child labor is defined as any work or economic activity which is harmful to the health or development of a child; or would prejudice their attendance at school, their participation in vocational or training programs approved by the competent authority, or their capacity to benefit from the instruction received. This includes the sale and trafficking of children and all forms of slavery or practices similar to slavery of children.

Child labor often occurs when

- children are forced to work as bonded laborers to pay off the debts of their parents,
- children are compelled to leave their homes as trafficked child labor to work with distant relatives or agents or others,
- they are children of adult workers who do not regularly attend school and/or who live at the factory site,

- they are children of migrant adult workers who do not attend local schools and often end up working alongside parents or elder siblings, and
- they are compelled to participate in handwork with family members at home.

GoodWeave distinguishes between child labor and child work. Not all work undertaken by children is illegal, unacceptable or harmful particularly in the context of the family unit. Children may appropriately be introduced to the world of work when it does not interfere with their schooling and overall development, when they are properly supervised, and when they work in acceptable conditions with provisions for rest and recreation.

Child labor specifically refers to children who are engaged in work which is in violation of internationally established standards, national laws, and the GoodWeave Standard.

The GoodWeave Standard states that children below the age of 14 may not be employed or allowed to work. (Where the national legal limit or end of compulsory school age is above 14, the higher age limit will be followed.)

Below is information on the legal requirements applicable in different countries where GoodWeave operates.

Country	Minimum Age for Regular Work	Minimum Age for Light Work	Minimum Age for Hazardous Work	Source and legal Reference
India	14 years	14 years	18 years	UN Convention on the Rights of the Child, Child & Adolescent Labour (Prohibition) Bill in the Child Labour (Prohibition & Regulation) Act
Afghanistan	14 years	14 years		UN Convention on the Rights of the Child, ILO Conventions Nos. 138 and 182, Afghanistan Labour Code
Nepal	16 years	14 years	16 years	ILO Conventions Nos. 138 and 182, Nepal Child Labour Act

Children and Home-based Workers

Home-based work is a common reality in the production of apparel, jewelry, and home textiles because of various, complex socioeconomic factors.

The Standard requirement A.1.1 describes the exceptional circumstances under which children under the age of 14 may help their parents at home. But, children should not spend more than four hours per day on work or more than eight hours per day on combined schooling and work.

Furthermore, no children under the age of 12 should be working at home in an economic activity. A working child who is not enrolled in a formal school or education program shall always be classified as a child laborer, and the home-based work unit shall be deemed non-compliant with the GoodWeave Standard.

Lastly, the most important guiding principle is the best interest of the child, which is to be assessed for each situation.

A.1.2: Notices are provided declaring that producers do not allow child labor

Producers post the policy against child labor in a location of high importance and visible to both visitors and workers.

Exporters and subcontractors maintain records of written commitments from all home-based workers to not engage children in production beyond what is allowed in A.1.1.

A.1.3: The age of workers is verified to ensure no children are employed or allowed to work illegally

Employers verify the age of all young workers at the time of hiring. This should be done by requesting a birth registration certificate.

In the absence of a birth certificate, the employer should seek a certificate of age from an appropriate (if possible, governmental) medical authority. The employer is responsible for the charges payable to the medical authority.

The employer should also obtain, when possible, written approval from the father, mother, or guardian of the young worker; and an official labor office.

In the absence of a birth certificate, employers also have procedures for estimating the age of employment for young candidates, such as average height or knowledge of historic events.

Employers can research when classes are held in local schools and ensure children who have not passed the age of compulsory schooling are not hired.

A.1.4: Processes are in place for remediation in case child labor is found

If children are found working, GoodWeave inspectors first verify whether the situation is harmful to the child or his/her ability to benefit from education. If the work is deemed physically or mentally demanding, or otherwise interferes with the child's education and/or ability to benefit from it, a remediation plan is immediately put in place with the support of both GoodWeave and the exporter.

Remediation takes a rights-based approach (survival and development rights, protection rights, and participation rights) and adheres to the best interests of the child without discrimination.

Appropriate measures are taken to remove children from work, return them to their respective families where possible and encourage them to go to school.

Children are removed from the workplace (ensuring the safety and welfare of the child is protected in the process). The inspector and the employer works with the families to identify additional educational opportunities for the children and to reduce the hours of work. All efforts are carried out for the rehabilitation of children, including medical, psychological, social, educational and economic assistance, and reintegration in society.¹

A.1.5: Records are kept of young workers and the work they perform

A register of all young workers employed at the factory is maintained showing

- the name and date of birth of each young worker
- the nature of his/her work
- the hours and periods of work and intervals of rest to which he/she is entitled
- the group, if any, in which he/she is included
- where his/her group works on shifts, the relay to which he/she is allotted
- the number of his/her certificate of fitness

To prove young workers meet the physical standards of work, they must obtain a certificate of fitness. To do so, young workers, their parent/guardian, or the factory manager apply to a certifying surgeon capable of granting a certificate of fitness after an examination.

A.1.6: Hazardous work is prohibited for young workers

Work is considered hazardous when, by its nature or the circumstances in which it is carried out, it is likely to harm the health, safety, or morals of the young worker.

More specifically, young workers do not

- lift, carry, or move more than the maximum allowed load (25 Kg for young male, 20kg for young female);
- operate dangerous machinery, equipment, and tools;
- handle chemicals;
- work in awkward positions;
- work in repetitive movements;
- work in inadequate lighting, temperature, noise levels, or vibrations;
- work in confined spaces; and
- work long hours.

Regarding working hours for young workers, the following national provisions must be met:

	Afghanistan	India	Nepal
Weekly hours	Max 35 hours	Max 36 hours	Max 36 hours

¹Please find full information in GoodWeave Child Labor Remediation Policy:

<https://goodweave.org/policies-and-procedures/>

Daily hours	Max 4 hours	5 hours with one hour of compulsory break after 3 hours of work	Max 6 hours
Night work	Prohibited	Prohibited (between 7pm and 8 am)	Prohibited (between 6pm and 6pm)
Other	Prohibited: Overtime work, work during public holiday. Work requiring travel	One rest day per week	Half hour break for every 3 hours of consecutive work On rest day per week

The prohibitions described in the requirement A.1.6 should not be confused with minimum age requirements. Producers are to comply with minimum age requirements as described in requirement A.1.1 regardless of whether the work performed is harmful or not.

A.1.7. Education/employment plans are in place

Records are maintained to ensure the employment of young workers does not interfere with their schooling or exceed the limit allowed by law.

This includes tracking the number of hours the young worker spends in transport, at school, and at work.

Principle A2: No forced or bonded labor is allowed

A.2.1. Workers are not forced or otherwise compelled to work

Forced and bonded labor can occur under many different types of situations; consequently there are many possible indicators suggesting forced or bonded labor may be taking place in different regions and industrial contexts.

Producers must not use any form of physical or psychological means to prevent workers from leaving employment. This includes any threat of penalty (physical threats or punishment, monetary fines, abuse, harassment, etc.) against the workers for leaving employment or for working for another employer. Examples of such penalties may include beating, throwing objects at an individual, asking an individual to stand or run as a punishment, not allowing breaks, or not providing/not allowing an individual to take meals, etc.

As noted in the definition of bonded labor, loans or advances in themselves are permissible. However, the employer must ensure that the terms and conditions of work allow the worker to pay off the debt within a reasonable amount of time (and thus to leave work, if desired, without penalty) without the assistance of children or other family members who are not part of the regular workforce. This also applies to seasonal workers who must not be bonded to

return the following season to the employer because of advances or debt they may have taken on from their employer.

Workers must not be required to pay a deposit or to give their original documents (identity papers, citizenship cards, land deeds, birth certificates, etc.) to the employer to be held as collateral. This leaves workers in a position of vulnerability and restricts their freedom to leave employment. In addition, such practices create a potential for abuse as the employer may refuse to return the collateral to the worker.

A.2.2. Workers do not endure harsh, inhumane, or inappropriate treatment

Employers make every effort to prohibit verbal and physical harassment or any form of degrading treatment in the workplace (causing workers fear, suffering, and humiliation; aggressive pressure; or intimidation). Employers develop prevention policies, facilitate open communication, and provide training. The training programs ensure workers understand the company's policy regarding harassment, the definition of harassment, and the consequences of engaging in such acts.

The grievance mechanism enables hearing, processing, and settling grievances. This includes grievances regarding harassment or any other form of degrading treatment.

Through this mechanism workers can anonymously report workplace related concerns. If a complaint is made, the company responds in a timely and efficient manner ensuring there is no retaliation against the worker(s) who made the complaint.

The grievance mechanism is gender sensitive, and any grievance committee is gender balanced.

A.2.3 Producers do not restrict the movement of workers

Both regular and overtime hours must be recorded on the same time document and in the same system.

Producers must not restrict the movement of workers and allow workers to leave work premises at any time after a standard work day. A standard work day is 8 hours (48 hours per week), while additional working hours are considered overtime.

Workers are not retaliated against or penalized for refusing to work overtime hours.

The specific start and end times of the workday may vary, provided it is understood and agreed on between the employer and workers. In addition, employers maintaining facilities such as factories must have unobstructed exits from the workplace at all times during the workday for breaks (i.e. factory doors may not be locked preventing workers from leaving the facility).

A.2.4 Employment agreements or contracts are provided in a written form and understood by all workers

Producers must have a written agreement with the workers regarding the terms and conditions of work. This agreement must include the nature of work, remuneration (e.g. piece rate), payments (period, day, and method of payment), working hours, rest days/holidays, and any other benefits which do not contradict the provisions of the GoodWeave standard or

the local law. If a loan or advance is given, then the amount and terms of repayment must also be agreed upon.

For home-based workers the agreement may not contain all elements described above but it should at least be in written form and include two signatures, one for the worker and one for the employer. If possible, the agreement must contain objective reasoning for the acceptance/rejection of finished goods and maximum delays for payments. Before home-based workers begin work, the employer must make sure they understand the terms of the contract and agree to them.

The employer must keep other available documentation of the agreement (e.g. general terms and conditions such as standard piece rates or publicly displayed job descriptions, pay records, etc.). These records will be compared to the worker interviews to verify whether workers and employers have a common understanding of the terms and conditions of the work agreement.

Examples of written employment agreements/letters as well as the related personnel and payment records are available to producers in the GoodWeave Producer Support Toolkit.

It is important the agreement be made explicitly and directly between the employer and each individual worker, including if the work is done as a team. This practice ensures every worker understands the terms and conditions of the work agreement.

A.2.5 Workers are not bound to the job through their debt

Workers may not be recruited using loans or advances to their families which pressure workers, namely young workers, to remain in employment to pay off family debt.

The debt incurred through advances or loans must not be used to bond or force workers into employment through terms of repayment which prevent the worker from leaving work after a reasonable period as agreed to with the worker in advance. For the purposes of GoodWeave certification, a “reasonable” period for paying off a loan or advance through labor is understood to be no more than 6 months. However, it is recommended that employers ensure the amount and the terms of repayment of advances are such that they can be paid off within less than 3 months to minimize the risk of a worker being forced into a continuous cycle of debt.

The producer shall not provide loans to workers with interest rates at a level which leaves them in difficulty of repayment and binds them to the job. The maximum interest rate must be consistent with the guidelines mentioned above. It must be possible to pay off the advance within a maximum of 6 months, preferably within 3 months, without working overtime hours or involving the assistance of other workers/family members not covered by the work agreement such as children.

Wages shall not be withheld nor workers forced to work as a payment against a debt to the employer. All earnings must be paid in full (after deductions, if any) on a regular basis as per the agreed terms and conditions of work. Workers must be allowed to pay back debt through means other than working for the creditor, such as working for a different employer.

If agreed in advance with the worker, deductions from wages against an advance or loan are permissible, provided these deductions do not constitute a majority of the wages paid (it is recommended no more than 25% of monthly earnings) and are allowed by law.

In addition to deductions for advances, there are other legally allowed deductions which vary by country.² Examples of deductions not allowed by law include: production losses, commissions paid to labor contractors, and additional deductions not outlined on the employment contract.

In-kind payments are only permissible when they constitute partial payment for work performed and are allowed by law. Such payments must be correctly valued and appropriate for the use of the worker and his/her family. For example, in-kind payment could include provision of housing, meals, or transportation. In the textile industry it is not customary for such in-kind benefits to be deducted from wages, and thus are generally not included in the calculation of total wages earned.

However, it is permissible for an employer to include in-kind benefits/payments to workers in the calculation of advances or loans only if

- it is agreed to in advance with the worker;
- it only constitutes partial payment for the work performed, (e.g. it does not eliminate the repayment of a workers' debt from his/her labor);
- it is a benefit and of value to the worker or his/her family's personal use;
- it meets minimum standards for decency, such as privacy and safety in the case of accommodation or nutritional value for meals, as determined by the worker;
- its value does not exceed the cost to the employer, thereby ensuring employers do not profit from providing in-kind benefits; and
- its value does not exceed the replacement cost to the worker if s/he had to purchase it, thereby ensuring the value used is "fair and reasonable" to workers.

Equipment and materials required for work, such as tools or protective clothing, are not considered in-kind benefits. Employers are obligated to provide these items.

A.2.6 Responsible use of labor brokers

Contracts are directly between the producer and the worker. The labor broker does not act as a middleman or hold the contract with the worker. The worker has no economic relationship with or responsibility to the labor broker.

Principle A3: Conditions of work are documented and verifiable

A.3.1 Producers disclose a fully traceable supply chain for all production processes

Producers are required to provide complete lists of their production sites and those of their respective subcontractors. Each tier of subcontractors is required to provide this information, so facilities at all levels of the supply chain are known.

² For example these may include social security, provident fund contribution, unemployment insurance, government medical insurance, union fees as permitted in writing by workers, tax liabilities (e.g. statutory income taxes deductions), voluntary deductions such as personal savings accounts/funds or voluntary, health insurance contribution, other liability to third party such as bank loan instalment for which employee has consented when employer has been guarantor for the loan

Producers must immediately record and notify GoodWeave of any changes in the supply chain, whether adding new suppliers or closing out relationships with existing suppliers.

A current supplier list must be sent to GoodWeave every 6 months whether changes have occurred or not.

The license holder can (but is not obliged to) publish this list. Business confidentiality and data protection of suppliers and workers shall be protected.

The list should provide the following information:

- the full name of all authorized production units and processing facilities,
- the site addresses,
- the parent company (company which has majority ownership or control) of the business at the site,
- the type of products made,
- the number of workers at each site, and
- for home-based workers: name, address, family members (and number of children), and intermediary if applicable.

A.3.2 All production sites are registered

All production sites must be registered with GoodWeave, including the sites of home-based workers.

In practice, supply chain information will routinely be checked during the inspection process by cross-checking information with subcontractors, workers, and members of the community to confirm all production sites are registered with GoodWeave.

A.3.3 Access is provided to relevant documentation and personnel during verification visits

Producers must willingly provide access to the facilities, workers, and any information necessary for conducting audits and unannounced inspections.

Producers must not impede the audit or inspection process, access to production sites, or access to workers for confidential interviews.

Each producer must

- provide immediate and unhindered entry for audits and inspections of all activities within the facility premises;
- provide requested information including any applicable worker employment data, wage records, attendance records, warehouse or shipping data, or other documents indicating workplace standards and production capacity;
- cooperate with approved inspectors (no verbal or physical threats, abuse, or other interference with the work of inspectors);
- provide access to all workers for confidential interviews; and
- allow photos and video to be taken of the facility by GoodWeave inspectors and its other approved personnel to document any non-compliances.

During inspections, the license holders and their subcontractors will allow access to relevant documentation related to wages, working hours, and working environment (health and safety).

A.3.4 Access is provided to facilities for unannounced inspections by GoodWeave

For unannounced inspections, no prior notice is sent.

Producers must willingly provide access to the facilities, workers, and any information necessary for conducting audits and unannounced inspections.

Producers must not impede the audit or inspection process, access to production sites, or access to workers for confidential interviews.

The license holder and their subcontractors are advised to brief their organization and suppliers in advance on unannounced audit eventualities and procedures.

During an unannounced audit, the auditors arrive onsite, present their identification, and explain the approach to the senior management.

The license holders and their subcontractors allow access to the manufacturing sites, to relevant documentation, and to workers when individual interviews are deemed necessary.

To conclude, the assessors will provide a brief closing meeting and may provide details of the findings.

A.3.5 Access is provided to workers for confidential interviews during verification visits

Producers must willingly provide access to the facilities, workers, and any information necessary for conducting audits and unannounced inspections.

Producers must not impede the audit or inspection process, access to production sites, or access to workers for confidential interviews.

Producers must not punish, penalize, pressure, or retaliate against workers interviewed during an audit or inspection.

PROGRESS PRINCIPLES

Principle B1: No Discrimination is practiced

B.1.1 No discrimination is practiced on the basis of race, color, caste, national origin, social extraction, religion, education level, gender, age, marital status, sexual orientation, pregnancy, childbirth, disability, disease, union membership, political affiliation.

Discrimination occurs whenever company policies, practices, or procedures target, treat differently, or negatively impact a particular group of people because of a distinguishing personal characteristic.

To avoid this, the license holder and their subcontractors must set up a clear non-discrimination policy (and related procedures) ensuring objective criteria such as a worker's skills, qualifications, and experiences are used when making the following employment decisions:

- hiring,
- job allocation,
- remuneration,
- access to employment benefits,
- access to training,
- advancement and promotion,
- dismissal,
- discipline, and
- retirement.

Personal irrelevant information must not be sought from candidates and employees (such as religion, creed, caste, national origin, family circumstances, or parent's occupation) when the information is unrelated to the functions of the position.³

In interviews, applicants must not be asked questions regarding their marital status, intent to have children, or number of dependents (which is sometimes used as a method to avoid hiring women).

Applicants or employees must not be required to take pregnancy tests, get abortions, or sign agreements not to become pregnant.

Job descriptions must be clearly defined and only refer to requirements necessary to perform the job functions. They must not refer to irrelevant characteristics and must not contain criteria that discriminate against certain groups.

Allocation of labor functions/occupations must be based on objective criteria and relevant qualifications. Workplace expectations must be clearly communicated to all employees.

Employee compensation must be based on the concept of equal pay for work of equal value, and differences in rates of remuneration between workers must correlate specifically to objective job criteria. Employment benefits (sick leave, holiday, housing, health care, transportation, etc.) must be granted in a non-discriminatory manner.

³ There are a few exceptions where personal information is legitimately requested and used by employers, for instance when the company has policies for special measures on positive differential treatment of discriminated group

Layoff, recall, and termination procedures must be fair and transparent, with a policy explaining the grounds of potential discipline or dismissal. Layoffs due to the company's poor economic performance or merger/takeovers must not selectively target marginalized groups of employees. Home-based workers may not lose their jobs without written reasons and can always bring a complaint to the grievance mechanism body (see Standard requirement A.2.2)

India, Nepal and Afghanistan have ratified the following conventions relevant to discrimination: International Convention on Civil and Political rights, International Convention on Economic, Social and Cultural Rights, Convention against Racial Discrimination, ILO Discrimination (Employment and Occupation) Convention (C111:1958)

Access to training opportunities must be equitable and not prevent advancement of workers from marginalized groups. Managers must be trained on the non-discrimination policy and procedures.

Furthermore, the work environment must be culturally sensitive and non-discriminatory.

Benefit and vacation policies must allow for the observance of different cultural/religious holidays, even for cultures which are in the minority in the region.

Training programs are culturally appropriate, gender neutral, and respectful of diversity. Training manuals and company literature must not use examples or illustrations that stereotype or categorize any group of people.

Employees must be allowed to dress in traditional cultural garments if the clothing is appropriate for business and does not increase the risk of accidents in the workplace.

In case of strong cultural/religious tensions in the external environment, special measures may be taken by the license holder and its subcontractors to create an environment of trust and inclusion to avoid conflicts arising in the workplace.

In case of endemic problems of discrimination in the region (against women, disabled, indigenous, or ethnic and religious minorities, etc.) the license holder may develop a specific policy and measures targeting traditionally discriminated groups.

B.1.2 The special needs of workers are accommodated

Producers must make reasonable accommodations in job conditions for workers with special needs such as disabled, pregnant or nursing workers. Examples of these accommodations include job reassignments to non-hazardous or lighter work, provision of seating, extended or more frequent breaks, etc.

Principle B2: Freedom of association and collective bargaining are recognized

B.2.1 All workers have the right to join or form trade unions and to bargain collectively

Workers must be allowed the freedom to associate with organizations of their choice for the purpose of protecting their employment interests.

Producers should not discriminate against workers in retaliation for exercising employee rights, submitting grievances, participating in union activities, or reporting suspected legal violations.

In certain cases, union members may face an increased risk of physical or verbal harassment by the non-union members in the workplace. In such circumstances, producers are required to take special measures to secure an environment conducive to the realization of the right to freedom of association.

Home-based workers enjoy the same rights of association and are given the opportunity to elect a representative specifically for themselves. There are, furthermore, a growing number of home-based worker organizations and regional networks which they can join to protect their specific rights.

When state law does not allow the right to unionize and bargain collectively or when only state-controlled organizations are allowed, producers still have an obligation to respect the right of workers to assemble and associate independently. Producers must ensure other forms of workers meetings and representation are allowed. In addition, producers must take measures to ensure open channels of communication and negotiation between management and workers concerning all work-related issues.

Female workers must be allowed to join worker organizations and the meetings should be held at a time and location convenient for female workers.

B.2.2 Producers maintain an open attitude toward trade unions/workers associations and communicate to workers their rights to associate freely

Producers do not use undue influence, employee transfers, or other coercive tactics to improperly interfere with the ability of worker representatives to effectively negotiate on behalf of its members during the bargaining process. They do not use military actors to discourage strikes, intimidate workers, or interfere with the exercise of employee rights

Producers must respect the role of unions/worker organizations and allow them to function independently without interference. They must hold regular consultations with authorized workers' representatives concerning working conditions, remuneration, dispute resolution, internal relations and matters of mutual concern. They must make copies of the current collective bargaining agreements available to workers' representatives so the terms to be negotiated are easily accessible.

Producers allow worker representatives reasonable access to company documents and the employees to fulfill their duties. They must also provide reasonable notice of impending changes in operations which affect employment, such as anticipated mergers and layoffs.

Principle B3: Health and Safety

B.3.1 Risk assessment, training, and PPE

Producers must provide safe and healthy working facilities while taking appropriate precautionary measures to protect workers from work-related hazards and anticipated dangers in the workplace.

When doing the risk assessment, producers

- identify work processes and tasks which have the potential to cause harm,
- identify workers who may be exposed to the hazards,
- evaluate the likelihood the hazard can lead to harm or injury and how severe that injury is likely to be,
- consider what control measures are in place and whether they are sufficient,
- focus on collective protection and preventative measures, and
- use the knowledge of workers to ensure hazards are spotted and workable solutions implemented.

Reasonable responses to dangers could include increasing lighting on the premises, installing video cameras, installing property fencing, the increasing the number of unarmed security guards, or even suspending operations – in the most extreme cases – for as long as is necessary to remedy the problem. If an unanticipated danger is identified, producers must act swiftly to remedy the defect and institute a prevention plan to deter future incidents.

The health and safety standards are made available to workers in a language they understand.

Accidents are documented and processes are adjusted to prevent recurring problems. Producers routinely monitor their production processes, machinery, and equipment to ensure they are safe and in good working order.

Producers provide personal protective equipment (PPE) to workers free of charge. They also ensure workers are trained appropriately on how to use the equipment while monitoring proper use of the equipment by workers. Visible signs are posted in the workplace displaying appropriate PPE required for each workplace or working area. PPE refers to gloves, safety glasses and shoes, earplugs or muffs, respiratory protection, etc. Worn out or damaged equipment must be replaced free of charge.

Main H&S risks and precautions in textile production

Many textile machines contain dangerous and rapid moving parts. Some processes may use machinery using steam and high temperature. In these cases such machines must be fitted with guards. Steam pipes and high-temperature equipment must be insulated and protected.

Textile processes may produce significant quantities of dust, making eye and respiratory protection necessary.

Equipment for dyeing and washing must be designed to avoid scalding with hot liquids using safety locks to prohibit accidental opening. Stenters must be fitted with equipment to reduce the volatile emissions and odors in the exhaust gases.

Chemical safety is also key in this sector.

B.3.2 Safety, security and evacuation procedures

First aid kits must be quickly accessible at all times.

There are fully functional fire extinguishers and fire escapes on all workplace premises.

If producers use uniforms or other work specific clothing, they provide suitable facilities for changing, storing, and drying the clothing.

The workplace has sufficient and suitable ventilation, with fresh or purified air, appropriate for the climate.

Workers must not be exposed to noise which is so loud that they have to shout to communicate with a person standing 0.5-1 meter away.

Trainings can be provided regarding these aspects.

B.3.3 Vulnerable workers

Vulnerable workers such as pregnant or nursing women, people with mental disabilities, or people with chronic and respiratory diseases must not perform hazardous work.

B.3.4 Sanitary facilities and safe drinking water

Safe drinking water must be provided for all employees.

Producers must provide an adequate number of separate toilets for each gender.

All toilet facilities should be cleaned and disinfected at least daily.

Workers have access to restrooms during breaks. Special attention should be given to pregnant women in this respect so they have access to more frequent restroom breaks.

B.3.5 Residential accommodations

Housing should be structurally sound, in good repair, clean, secure, and provide safe protection to the occupants against the elements.

Principle B4: Working hours, Wages and Benefits

B.4.1 Wages and Benefits

When minimum wages are fixed by national law, GoodWeave demands that this minimum is met or exceeded.

Piece-rate payment structures must be closely evaluated to ensure that the total salary paid meets minimum wage requirements of the workers; that the price per piece is not too low; and the production expectations are not too high so that workers are required to work extra unpaid hours to meet the demands. Piece-rates should also include a premium to cover the costs of production absorbed by the home-based workers (workplace, equipment, utilities, and transport).

When possible, the employer should seek to pay a living wage that will ensure an adequate standard of living for all of the workers and their dependents. This includes food, housing and water, but also education and disposable income. Living wage calculations are available per sector and region.

B.4.2 Working hours are regulated

Producers must comply with national legislation regarding working hours, overtime, and leave.

In any case:

- the regular work week shall not exceed 48 hours,
- the number of hours per day must be limited to 8,
- overtime must be voluntary and not exceed 12 hours per week,
- producers shall allow workers at least 24 consecutive hours of rest in every seven-day period, and
- workers must be allowed to have regular breaks during working days.

Producers must grant all workers paid annual holiday and sick leave according to local laws.

ILO standards require all employees to be granted no less than three weeks of holiday per year.

In relation to maternity leave, it is recommended the producer work toward granting its employees a minimum of 14 weeks of maternity leave, or more if provided for by national legislation. The entire maternity leave should not automatically apply only to the mother.

Working mothers who are nursing infants should be allowed to take regular short breaks to feed their child.

Principle B4: Environmental Impact

Dyes and chemicals as referred in the ZDHC's Manufacturing Restricted Substances List (MRSL) are reduced and eliminated for health reasons tied to their:

- carcinogenicity,
- mutagenicity,
- dustiness,
- risk for respiratory problems, and
- risk for allergies.

If producers use wet processing (e. g., desizing, bleaching, mercerizing, dyeing, printing), wastewater is treated to prevent ground water pollution and measures are taken for reduction of water consumption.

Producers do not reuse empty hazardous chemical containers for water or food storage. Empty containers are triple rinsed, punctured and stored while awaiting disposal.

All waste equipment which has been in contact with pesticides or hazardous chemicals is cleaned and stored in a proper way.

Producers measure energy consumption and GHG emissions and develop a plan for reduction and recovery.

