

Ethical Trading Initiative Core Code

1. VOLUNTARY EMPLOYMENT

1.1 No slave or forced labor, including prisoners, shall be used.

1.2 Employees are not required to make "deposits" or deposit identity documents with the employer; employees have the right to terminate their employment after an appropriate period of notice.

2. FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE NEGOTIATIONS ON EMPLOYMENT CONDITIONS

2.1 Workers have the right, without exception, to form and join trade unions of their choice and to negotiate collectively with employers.

2.2 The employer takes an open attitude towards trade union activities and their organizational activities.

2.3 Employee representatives are not discriminated and are free to perform their representatives functions in the workplace.

2.4 Where freedom of association and the right to collective negotiations are restricted by law, the employer shall not impede the development of substitute means of independent, free association and negotiation, but such development facilitates.

3. SAFE AND HYGIENIC WORKING CONDITIONS

3.1 Employees shall be provided with a safe and hygienic working environment, corresponding to the current state of knowledge in a given industry and taking into account possible hazards. Appropriate measures will be taken to prevent accidents and injuries arising out of, in connection with or in the course of work by minimizing the causes of hazards in the working environment as far as possible.

3.2 Employees shall receive regular documented occupational safety and health training; such training will be carried out again for new and transferees employees.

3.3 Access to clean toilets and drinking water shall be provided and, where necessary, hygienic food storage areas.

3.4 Accommodation, if provided, shall be clean, safe and satisfying employees' basic needs.

3.5 A company adhering to the Code will appoint a senior management representative responsible for occupational health and safety.

4. THE COMPANY WILL NOT USE CHILD LABOR

4.1 There will be no new recruitment of children.

4.2 Companies will develop guidelines and programs to ensure that any identified working child is transferred to an appropriate school and enable them to continue their education until they are no longer a child, or participate in and contribute to such programs; the terms 'child' and 'child labour' are defined in the annexes.

4.3 Children and young people under the age of 18 will not be employed to work at night or in hazardous conditions.

4.4 These guidelines and procedures will comply with the provisions of the relevant standards International Labor Organization.

5. FAIR PAY

5.1 Wages and benefits for a standard working week meet at least national legal standards or benchmark industry standards, whichever is higher. Regardless, the pay should always be sufficient to satisfy basic needs and provide some surplus.

5.2 Regarding wages all employees will be made aware of their terms and conditions in writing and in an understandable form employment information: prior to commencement of employment and in detail pay for the period, with each payment.

5.3 Deductions from wages as a disciplinary measure will not be allowed; will also not be allowed any deduction from wages not provided for by national law without the employee's express consent. All disciplinary measures should be documented.

6. PROHIBITION OF EXCESSIVE WORKING TIME

6.1 Working hours must comply with national laws, collective agreements and the following provisions 6.2 to 6.6, whichever provides employees with a better one protection. Subsections 6.2 - 6.6 are based on international labor standards.

6.2 Working hours, excluding overtime, should be contractually agreed and must not exceed 48 hours per week.*

6.3 All overtime will be voluntary. Overtime hours will be used in responsibly and taking into account all of the following: scope, frequency and working hours of individual employees and all employees collectively. Overtime hours will not be used to replace normal employment. Overtime will always be paid at a higher rate and it is recommended that it is not less than 125% of the normal rate.

6.4 The total number of hours worked in any seven-day period cannot exceed 60 hours, except as provided in section 6.5 below.

6.5 Hours of work may exceed 60 hours in any seven-day period only in exceptional circumstances where all of the following conditions are met:

- national law allows it;
- this is allowed by a collective agreement negotiated voluntarily with a workers' organization representing a significant proportion of the workforce;
- adequate safeguards are taken to protect health and safety and
- the employer can demonstrate that there are exceptional circumstances, such as unexpected increases in production, unexpected increases in production, accidents or emergencies.

6.6 Employees are entitled to at least one day off in every seven-day period or, where national law allows, two days off in every 14-day period.

* International standards recommend a gradual reduction of normal working hours, as appropriate to the circumstances, up to 40 hours a week without reducing the remuneration of employees in connection with shortening working time.

7. PROHIBITION OF DISCRIMINATION

7.1 There is no discrimination in terms of race, caste, nationality, religion, age, disability, gender, marital status, sexual orientation, union membership or political beliefs in recruitment, compensation, access to training, promotion, dismissal and retirement.

8. REGULATED EMPLOYMENT RELATIONSHIP

8.1 As far as possible, all work carried out must be carried out on the basis of a recognized employment relationship as provided for by the law and practice of the country.

8.2 The employer shall not evade its obligations towards employees under labor law or social legislation and related to a regulated employment relationship by using mandate/task contracts, subcontracting or homework contracts or apprenticeship/training programs without a real intention to transfer skills or provide permanent employment, or by the excessive use of fixed-term contracts.

9. PROHIBITION OF INHUMAN TREATMENT

9.1 Violence and corporal punishment, threats of violence, sexual or other harassment, abusive language and other forms of intimidation are prohibited.

The provisions of this Code set minimum standards, not maximum standards, and the Code should not be used to prevent companies from exceeding these standards. Companies adhering to the Code are expected to act in accordance with applicable national and other applicable laws by law, and where the law and this Core Code cover the same subject, companies are expected to use a measure that provides better protection