



# **GoodWeave International New Sector Standard: Embellished Apparel, Fashion Jewelry and Home Textiles**

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## Objectives

The broad aims of the Standard are:

- To eliminate child labour, forced labour and bonded labour in high risk production sectors by ensuring compliance with the standard and implementing effective and sustainable remediation procedures;
- To provide a coherent and consistent standard that may be applied across all countries within the scope of the standard, taking into account different production methods;
- To bring benefits to workers, particularly homeworkers, the most vulnerable actors in the supply chain
- To facilitate transparent monitoring and verification of working conditions;
- To encourage positive changes in the community, particularly the reduction of child labour, forced labour and bonded labour and an increase in access to children's education; and
- To provide an independent assurance through the GoodWeave label for consumers worldwide that producers meet the GoodWeave Standard.

## Scope

This Standard is a product standard and attests to the conditions under which an embellished apparel, fashion jewelry or home textile product is made. It applies to the facilities seeking compliance with the GoodWeave Standard in supply chains producing embellished apparel, fashion jewelry and home textile products. This includes medium and large size factories, with more than 20 workers, which may be production and exporting facilities or subcontracted units (level 1), dedicated centers and small factories, with 20 or fewer workers (level 2) and home based production (level 3) (see figure 1).

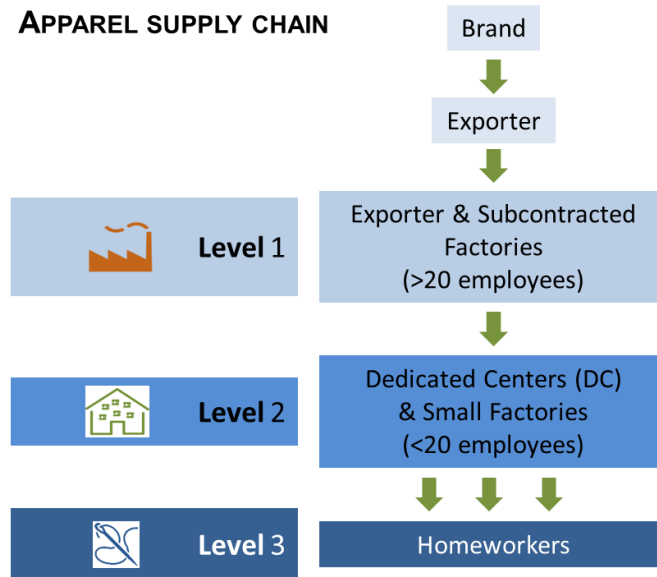
This Standard covers all workers and workplaces in which embellished apparel, fashion jewelry and home textile products are produced. This includes all processing activities from receipt of raw material until the finished product and specifically includes all subcontracted processes and homemaker production units. The GoodWeave license holder is responsible for the operations of its subcontracted units and workers and is encouraged to continuously monitor the compliance of the standard at all levels of the supply chain.

The geographical scope of this Standard is limited to India in the piloting phase. The scope of the Standard does not include the raw material supply chain. The Standard is limited to the production stages of embellished apparel, home textile products and fashion jewelry. The boundaries of the Standard are those processes for which the producer and its subcontractors are directly responsible:

- Where the main material for manufacture is bought, ready spun or dyed, the Standard is valid at the point of entry to the facility or home based unit. The scope does include these processes where they are carried out within the production facilities of the producer or its sub-contractors.
- Where all processes are carried out at vertically integrated manufacturing sites, as well as for other sites which use subcontractors, the scope includes the main site plus all subcontracted production and wet processing.



## APPAREL SUPPLY CHAIN



### Compliance with the Standard

*To define who is responsible at each level.*



### GoodWeave Certification Label

In order to receive the GoodWeave certification label, exporters must be licensed with GoodWeave and all producers and their subcontractors in the supply chain must adhere to the requirements contained in this standard.

### Standard Structure

The GoodWeave International Standard for Embellished Apparel, Fashion Jewelry and Home Textiles consists of three Certification Principles covering the fundamental values underlying this Standard: child labour, forced and bonded labour, and the transparency needed to verify compliance. The Certification Principles are numbered A1 through A3 and are presented in a table format.

Under each Principle there is an Intent section which provides a clarification of the intent and the aim of the Principle. This is followed by the Certification Requirements which provide the details on what is expected of the producer at the different levels of production. The different levels of production are indicated by icons for easy identification as follows:

	<p><b>Level one:</b> The first tier in the supply chain. Criteria in this section are applicable to the GoodWeave license holder and includes exporters, exporting factories and subcontracted factory production units.</p>
	<p><b>Level two:</b> The second tier in the supply chain. Criteria in this section are applicable to smaller factories and subcontracted production units such as Dedicated Centers (DCs).</p>





**Level three:** The third tier in the supply chain. Criteria in this section are applicable to home worker production.

## Application and Review Timetable

GoodWeave follows the *Standard Operating Procedure (SOP) Development of GoodWeave Standards Version 5.0, 9 August 2016* for the process of reviewing, revising and implementing changes to the Standard.<sup>1</sup>

**tbd**

## Terms and Definitions <sup>2</sup>

**Bonded labour or debt bondage:** The practice of requiring someone to work to pay off a loan, when the value of their work greatly exceeds the value of the original loan. It arises from a pledge by a debtor of his or her personal services or of those of a person under his control as security for a debt, when the value of those services as reasonably assessed is not applied towards the liquidation of the debt or the length and nature of those services are not respectively limited and defined.

**Broker:** A person acting as an intermediary between the producer, subcontractor or employer and workers, specifically workers in dedicated centers and homeworkers.

**Child<sup>3</sup>:** Any person less than 18 years of age. This Standard follows the requirements of ILO C138 by imposing a minimum limit of 14 years on any work, unless local minimum age law stipulates a higher age for work or the end of mandatory schooling, in which case the higher age shall apply.

**Child labour:** Child labour is defined as any work or economic activity which is likely to be harmful to the health or development of a child; or would prejudice their attendance at school, their participation in vocational or training programmes 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.

**Dedicated center (DC):** A centralized space designed to offer homeworkers a safe working environment that is in close proximity to their homes. Workers are generally outsourced and work by quota or piece rate.

**Embellished apparel:** Clothing, garments, wearable textiles that have embellishments such as beading, embroidery, sequins requiring hand work.

**Employed/Employment:** The position of being paid to carry out work. Other terms may also be used such as “engaged.” Employment may be formal or informal, and may occur with or without a written contract.

**Employer:** The person or entity responsible for providing work. This may be an exporter or subcontractor, or an agent working on the behalf of either of these.

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<sup>1</sup> Please visit <http://www.goodweave.org/standard/standard-development> for more information about the standard development process.

<sup>2</sup> The complete GoodWeave International glossary of terms is under development

<sup>3</sup> As defined by ILO Conventions 138 and 182 and the UN Convention on the Rights of the Child



**Exporter:** The supplier producing, finishing or handling the finished products before exporting for sale. The exporter is generally the GoodWeave license holder and responsible for meeting the GoodWeave licensing requirements and ensuring the requirements in this Standard are met.

**Factory** A facility which includes some or all aspects of production from goods in, through dyeing, weaving and finishing, and where all (or some) employees work at the facility. The term includes any production facility outside the home.

**Fashion jewelry:** Decorative personal ornaments, such as earrings, necklaces, or bracelets, that are typically made from inexpensive metals, glass beads etc.

**Forced Labour:** All work or service that is extracted from any person under the menace of any penalty for which said person has not offered himself/herself voluntarily, including such work or service which is imposed as a means of repayment of debt.

**Home textiles:** Hand decorated textiles used in home furnishings such as beaded pillow cases, embroidered window coverings, decorated bedspreads, etc.

**Home worker:** Subcontracted workers who are dependent on others for their work - including those who work for an employer, intermediary or subcontractor for a piece rate, and/or are not responsible for designing or marketing the product, but simply contribute their labour.

**Forced or compulsory labour:** All work or service that a person has not offered to do voluntarily and is made to do under the threat of punishment or retaliation or that is demanded as a means of repayment of debt.

**Licensee:** In this Standard the term “licensee” is used to refer to producers/manufacturers who are exporters participating in the GoodWeave certification programme and who are licensed based on demonstrating compliance with the GoodWeave standard.

**Producer:** An individual or company that owns the production process and is responsible for putting in place the requirements of the GoodWeave Standard. Both licensees and their subcontractors are considered producers.

**Piece rate or quota:** Compensation based on a worker's quantitative output or production, usually an agreed sum per article of work turned out.

**Supplier:** An external entity that supplies standard goods or services, as opposed to a contractor or subcontractor who commonly adds specialised input to deliverables. Also called a vendor. This does not include other sites owned by the producer from which goods are transferred.

**Subcontractor:** Any external entity or individual(s) in the supply chain that directly provides the exporter with specialized inputs integral to, utilised in or for the production of the final product.

**Worker:** The term includes all types of workers, including migrant, temporary, seasonal, part-time, subcontracted and permanent workers. Workers is not limited to factory workers but includes all other hired labour personnel (e.g. employees working in the company's administration). The term is limited to personnel that can join an association (e.g. union) and therefore normally excludes middle and senior management. Workers include those working full- or part-time on a fixed hourly, weekly or monthly basis will also include those who are paid on a piece rate for the amount produced.



**Young worker or adolescent worker:** Children or youth under the age of 18 who are above the statutory minimum age for employment (14 or 15 years old). Also referred to as “young persons,” they are restricted from certain working conditions, such as hazardous work.






## Certification Principles and Requirements

### Principle A1: No child labour is allowed










**Intent.** The producer shall not engage in or support the use of child labour. All practices must conform with the relevant ILO standards (Conventions 138 and 182) and national law at a minimum. Where national law or international conventions set a lower age limit for employment or work than the GoodWeave Standard, the higher age limit shall be observed. GoodWeave further recommends that the minimum age for entry to work is progressively raised from 14 to 15 years old. In situations where child labour is found, remediation procedures shall be put in place and no further recruitment or replacement of children is allowed.

ILO Convention 177 on home work also applies throughout the standard regarding working conditions. The responsibility for meeting the Certification Requirements in these situations rests with the employer<sup>4</sup> who has contracted the work with the homework unit. GoodWeave will also provide homework guidelines to aid in the implementation of this principle. Wherever possible the producer or contractor should co-operate with local community initiatives to contribute to the establishment of social norms, good practice and/or functioning institutions to ensure that every child receives educational opportunities.

A.1.1	<b>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.</b>
	The producer has a written policy on child labour that is compliance with national legislation and this Standard. All employees, management and workers, are aware of and understand this policy.
	The producer policy on child labour is effectively communicated and understood by all subcontracted units and workers.
	<p>The employer (subcontractor) must understand the child labour policy and national legislation, and it is the responsibility of the employer to ensure that homeworkers understand this child labour policy and national legislation. Where work is carried out in homes, home workers are made aware of the limitations on hours and type of work in which children and young persons can be involved, and are made aware of the specific dangers to children in the workplace.</p> <p>Children may help their parents in the home under the following circumstances only when:</p> <ul style="list-style-type: none"> <li>• The child's work does not jeopardise her or his attendance at school, and is not so demanding as to undermine her or his educational attainment.</li> <li>• The work does not jeopardise the child's social, moral or physical development and does not constitute a hazard to the child's general health and wellbeing.</li> <li>• The child is supervised and guided by an adult member of the immediate family.</li> </ul>










<sup>4</sup> An employer can be the license holder, subcontractor or an agent working on the behalf of either.



<b>A.1.2</b>	<b>Notices declaring that producers do not allow child labour</b>
 	The policy and national legislation on child labour is displayed prominently in the work place, in languages understood by all employees.
	The subcontractor has written verification from the homemaker that they will not engage children in production.
<b>A.1.3</b>	<b>Verification of the age of workers to ensure that no children are employed or allowed to work illegally</b>
 	Verifiable records are kept of all workers in all production sites. All available forms and documents, including but not limited to birth certificates, dental reports, etc. shall be used as identification to verify the age of workers.
	Ages of all children living on the premises of home production sites are recorded and verifiable. The subcontractor and homemaker keeps these copies of these records.
<b>A.1.4</b>	<b>Processes are in place for remediation where child labour is found<sup>5</sup></b>
 	There is a remediation plan in place if child labour is found. Producers work with GoodWeave and/or local remediation projects in cases where child labour is found.
	If children are found to be working in the home, the license holder works with the subcontractor, the homemaker, the community and GoodWeave on remediation projects.
<p><b>Safe conditions for young workers</b></p> <p>“Young workers” or “young persons,” between the ages of 15 to 18 years old are restricted from certain kinds of work. The producer shall not expose children or young workers to situations that are physically, psychologically or morally hazardous, unsafe or unhealthy. This includes the children of workers who live in or regularly visit the factory compound or worksite.</p> <p>This is in line with international norms including ILO conventions and the UN Convention on the Rights of the Child. Where national law prescribes a lower age range for defining young workers, this higher range shall be followed.</p>	
<b>A.1.5</b>	<b>Records of young workers and the work that they do</b>

<sup>5</sup> See Appendix 2 for Guidelines for Child Labour Prevention and Remediation









 	<p>There is a register stating the age of young workers under 18 years and the work they do. All legal requirements for young workers are followed and documentation kept as prescribed by local and national law and regulations as well as international conventions for work given to children below the age of 18.</p> <p>Young workers are exempted from hazardous work, night work and overtime.</p> <p>The combined hours of daily transport, school and work time do not exceed the national or international limit.</p>
	<p>Where there are young workers, age 15 to 18, the employer must make it understood to the young worker that no hazardous work, night work or excessive working hours are allowed. The employer must keep a record of young workers and the work that they do.</p>
<p><b>A.1.6</b></p>	<p><b>Hazardous work</b></p>
 	<p>There is a list of the tasks carried out by young workers and potential hazards are identified to ensure that young workers are not engaged in hazardous work.</p> <p>A risk assessment is performed to mitigate potential hazards and create awareness on health and safety issues.</p>
	<p>Where there are young workers present in the home, the young worker must be able to demonstrate they understand what is considered hazardous work and explain or provide examples of the kind of work they perform to ensure that no hazardous work is performed.</p> <p>The employer is responsible for ensuring that hazardous work is understood and that young workers are not engaged in such work.</p>
<p><b>A.1.7</b></p>	<p><b>Education</b></p>
 	<p>An education/employment plan is in place for children and young workers who are subject to compulsory education laws to ensure the work does not interfere with their schooling.</p>
	<p>Where there are children or young workers who are subject to local compulsory education laws present in the home, the contractor must show that no child or young person is working during school hours.</p>

## Principle A2: No forced or bonded labour is allowed



**Intent:** No one shall be forced or otherwise compelled to work. All practices must conform with the relevant ILO standards (C29 and C105) and national law at a minimum. The following situations suggest that bonded labour is taking place:

- There is no agreement with the workers for his/her work;
- The worker is not free to work for another employer;
- The worker is not allowed to move outside the workplace.

The Certification Requirements below outline the practices that ensure on that forced or bonded labour does not occur.

<b>A.2.1</b>	<b>Workers are not forced or otherwise compelled to work</b>
 	<p>Producers must not restrict the movement of workers. Employers must not use any form of physical or psychological measures to prevent workers from leaving employment.</p> <ul style="list-style-type: none"> <li>• Working hours are clearly specified</li> <li>• Workers are free to leave employment after a reasonable and agreed notice period without penalty. Workers are free to work for another employer.</li> <li>• Workers are free to leave work premises at any time after a standard work day.</li> <li>• Workers are not required to lodge deposits or surrender original identity papers in return for work.</li> <li>• Workers must not be recruited using loans to their families that pressure young workers to remain in employment to pay off family loans. This in effect constitutes debt bondage.</li> <li>• There is time recording system in place where beginning and the end of workday is registered for each individual employee</li> </ul>
	<p>Homeworkers are not bound to work with one employer or contractor, they must be free to work with other contractors.</p> <p>Homeworkers are not required to lodge deposits or surrender original identity papers in return for work.</p>
<b>A.2.2</b>	<b>Employment agreements or contracts are provided</b>
 	<p>Producers have a written or verbal employment agreement in place with the workers on terms and conditions of employment, in whatever form is most suitable for the situation. This agreement must be in a format and language the workers understand. The employment agreement must include at least the job description, working hours and pay rate.</p>
	<p>Employers or contractors have a written or verbal employment agreement in place with the homemaker on terms and conditions of employment, in whatever form is most suitable for the situation. This agreement must be in a format and language the workers</p>



	<p>understand. The employment agreement must include at least type of work and piece rate, quota or hourly wage</p> <p>There must be a recording method in place where homeworkers input the number of hours worked and pieces completed where relevant, each day.</p>
<p><b>A.2.3</b></p>	<p><b>Workers are not bound to the job through their debt and are provided with clear individual wage records, including in-kind payments (if any) and payments against company loans.</b></p>
	<p>The producer must provide pay records that specify wages paid, hours worked and any deductions. Pay records must comply with national legislation and are understandable accessible to workers.</p> <p>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. Wages shall not be withheld nor workers forced to work as a payment against a debt to the employer. Payment in kind is 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. If workers are recruited through an intermediary, these same requirements apply to the recruiter or contractor.</p>
	<p>The employer or subcontractor must provide pay records that specify wages paid for work completed and any deductions. Pay records must comply with national legislation and are understandable and accessible to workers.</p> <p>Employers 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. Wages shall not be withheld nor workers forced to work as a payment against a debt to the employer. Payment in kind is 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. If workers are recruited through an intermediary, these same requirements apply to the recruiter or contractor.</p> <p>The subcontractor must ensure that no part of homeworkers salary, payments or benefits are withheld in order to force such worker to continue working for the subcontractor.</p>










### Principle A3: Conditions of work are documented and verifiable







**Intent:** In order to ensure that conditions of work are verifiable, producers must administer business practices, which are transparent towards GoodWeave and adhere to all relevant local and national laws and regulations at all levels of the supply chain. Exporters must meet all GoodWeave requirements for licensing, which includes:

- All company registration and tax documents (as applicable) are completed.
- All associated GoodWeave license fees are paid.

Licensees must be able to show a fully traceable supply chain for the production processes and register all production sites with GoodWeave.

Producers should ensure all workers covered by the Standard aware of its content and implementation processes, and share knowledge to help improvement in the industry.

<b>A.3.1</b>	<b>Producers disclose a fully traceable supply chain for all production processes</b>
 	At the exporter and factory level, all processes and all suppliers, subcontractors and brokers are listed and submitted to GoodWeave. This list must be kept up to date and any changes in the supply chain recorded.
	In the case where a producer directly, or through its contractor is hiring home workers, more detailed information should be provided (e.g. village name, number of family members and children per household). In the case of homework, the employer (producer or contractor) that has contracted work with the unit is responsible for ensuring the Certification Requirements are met with respect to every homework unit.
<b>A.3.2</b>	<b>All production sites are registered</b>
  	All production sites are registered with GoodWeave, including individual homeworkers, dedicated centers and subcontracted units used for specific elements of the whole process. Only production sites registered with GoodWeave are used.
<b>A.3.3</b>	<b>Access to relevant documentation and personnel during verification visits</b>
  	Producers at all levels of the supply chain must allow GoodWeave inspectors access to all relevant and necessary documents and personnel in order to verify compliance with the Certification Principles and related Requirements in this Standard for certification purposes.
<b>A.3.4</b>	<b>Access for unannounced inspections by GoodWeave</b>

  	<p>Producers at all levels of the supply chain must allow access to production sites for unannounced inspections by GoodWeave approved personnel.</p>
<p><b>A.3.5</b></p>	<p><b>Access is provided to workers for confidential interviews during verification visits</b></p>
  	<p>GoodWeave inspectors must be able to interview workers in all factories, subcontracted units, dedicated centers and home workers without the presence of management, to ensure confidentiality.</p>