

Cloth & Co.

STANDARD FOR WORKING WITH ARTISANS

The Cloth & Co. Standard is designed to address the unique issues associated with working with artisans, which includes all labour performed in and not exclusive to a centralised site and home based work. This *Standard* promotes the importance of addressing significant issues in a workplace environment, tailored to work conducted outside a traditional factory setting. In all cases, this *Standard* must be adhered to along with all relevant standards imposed by local and international laws.

1. Child Labor

1.1 The organisation and/or artisans conducting work shall not engage in or support the use of child labour. Child labour is defined as any work performed by a child or any person under the age of 15, unless the minimum age for work or mandatory schooling is higher by local law, in which case the stipulated higher age applies in that locality. Artisans of Fashion understands that some work may be conducted in the home and around children, as well as the importance of passing down traditional artisanal techniques, however children should not be used in production except as provided for by ILO Recommendation 146.

1.2 The organisation and/or artisans conducting work shall not expose children or young workers to any situations - in or outside of the workplace that are hazardous or unsafe to their physical and mental health and development.

2. Forced or Compulsory Labor

2.1 All production must be done by individuals working of their own free will. The organisation and or/artisans conducting work shall not engage in or support the use of forced or compulsory labour.

2.2 Neither the organisation and/or artisans conducting work nor any entity supplying labour to the organisation and/or artisans shall withhold any part of any personnel's salary, benefits, property or documents in order to force such personnel to continue working for the organisation.

3. Health and Safety

3.1 Whether a centralised set up or a home-based site, the workplace environment shall be a safe and healthy place to conduct work. All effective steps to prevent health and safety incidents and occupational injury or illness arising out of, associated with or occurring in the course of work shall be minimised or eliminated so far as is reasonably practicable.

3.2 The organisation and/or artisans conducting work shall provide to personnel, on a regular basis, effective health and safety training, including on-site training and, where needed, job-specific training. Such training shall also be repeated for new and re-assigned personnel, where incidents have occurred, and where changes in technology and/or the introduction of new machinery or chemicals present new risks to the health and safety of artisans/personnel.

3.3 All artisans/personnel should be provided with and warranted free access to personal protective equipment, safe machinery, sanitation and emergency procedures.

4. Freedom of Association and the Right to Collective Bargaining

4.1 All artisans/personnel must have the right to form, join and organise trade union(s) of their choice and lawful rights to freedom of association and collective bargaining must be respected.

4.2 All artisans/personnel must have a clear and documented means to voice their opinions and to report concerns to management, without fear of recrimination.

5. Discrimination

5.1 The organisation and/or artisans conducting work shall not engage in or support discrimination in hiring, remuneration, access to training, promotion or retirement based on race, national or territorial or social origin, caste, birth, religion, disability, gender, sexual orientation, family responsibilities, marital status, union membership, political opinions, age or any other condition that could give rise to discrimination.

5.2 The organisation and/or artisans conducting work shall not interfere with the exercise of artisans/personel's rights to observe tenets or practices or to meet needs relating to race, national or social origin, religion, disability, gender, sexual orientation, family responsibilities, union membership, political opinions or any other condition that could give rise to discrimination.

6. Disciplinary Practices

6.1 The organisation and/or artisans conducting work shall treat all personnel with dignity and respect. The organisation and/or artisans shall not engage in or tolerate the use of corporal punishment, mental or physical coercion or verbal abuse. No harsh or inhumane treatment is allowed.

7. Working Hours

7.1 The organisation and/or artisans shall comply with all applicable laws, collective bargaining agreements (where applicable) and industry standards on working hours, breaks and public holidays.

7.2 All overtime shall be voluntary. In specific cases where overtime is needed in order to meet short-term business demands and a freely negotiation collective bargaining agreement is in place, over time work may be required to be in accordance with such agreement.

8. Remuneration

8.1 All artisans and personnel must be paid a living wage. A living wage is defined as, but not exclusive to; a wage sufficient to provide the necessities and comforts essential to an acceptable standard of living.

8.2 All wages shall always be paid at or above legal or industry minimum standards, or collective bargaining agreements (where applicable).

8.3 Piece-rate payment structures should be fair as advised by the International Labour Organization. Piece rate systems should be transparent, and reward difficulty and quality of work. Rates should be set to ensure that motivated workers can earn

substantially more than minimum wage and at least a living wage. Work and remuneration should be in compliance with all local laws and regulations.

8.4 Artisans and/or personnel should always be paid in a timely manner.

8.5 Artisans employed on a piece rate system shall have the right to work for other clients.

8.6 Under a piece rate system, guidelines for quality and associated remuneration should be clearly defined. Deductions in remuneration against a substandard product for artisans and personnel may only be taken when these guidelines and quality expectations are standardised and clearly communicated prior to the acceptance of a production order.

9. Management System & Transparency

9.1 This *Standard* and any accompanying Company Policies must be available and communicated to all artisans in a manner that provides them a clear understanding of their rights in the local language and with provisions for illiteracy.

9.2 This *Standard* and any applicable laws shall be reviewed regularly and routine audits shall be conducted accordingly.

9.3 The organisation and/or artisans shall demonstrate a commitment to transparency. All records relevant to this *Standard* and applicable laws will be up-to-date and readily available.

9.4 The organisation and/or artisans shall administer due diligence to ensure that this *Standard* is adhered to when engaging other organisations, personnel or artisans.

9.5 The organisation and/or artisans shall demonstrate a commitment to improve on any areas not in compliance with this *Standard*, if an element does not meet the requirements of this *Standard*, necessary steps shall be taken to remediate identified issues.

10. Environmental Care

10.1 The organisation and/or artisans shall take all steps necessary to avoid a negative environmental impact, including but not exclusive to; minimizing waste, reduce energy and water use, reduce chemical input and impacts.

10.2 The organisation and/or artisans shall only use low impact materials in production; environmentally friendly, recycled and/or natural fibres.

10.3 The organisation and/or artisans shall only use low impact dyes in production, which is defined as dyes that do not contain AZO or heavy metals like chrome, copper and zinc. Furthermore, a responsible wastewater management shall be adhered to.

The Cloth & Co. Standard for Working with Artisans

Cloth & Co. August 2019

This is a voluntary Standard, setting out the requirements to be met by organisations and artisans working with or in association to Cloth & Co..

The foundational elements of this Standard are based on the UN Declaration of Human Rights, conventions of the ILO, the Social Accountability Standard, international human rights norms and national labour laws.