

Better Work Haiti: Garment Industry 5th Biannual Synthesis Report Under the HOPE II Legislation

Produced on 16 October 2012

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List of Acronyms

ADIH	Association des Industries d'Haïti
CATH	Centrale Autonome des Travailleurs Haïtiens
CFOH	Confédération des Forces Ouvrières Haïtiennes
CNOHA	Centrale Nationale des Ouvriers Haïtiens
CODEVI	Compagnie de Développement Industriel
CP	Compliance point
CSH	Coordination Syndicale Haïtienne
CTH	Confédération des Travailleurs Haïtiens
CTMO-HOPE	Commission Tripartite de Mise en œuvre de la loi HOPE (Tripartite HOPE Commission)
EA	Enterprise Advisor
HELP	Haiti Economic Lift Program
HOPE	Haitian Hemispheric Opportunity Through Partnership Encouragement
ITUC	International Trade Union Confederation
MSDS	Material Safety Data Sheet
MOISE	Mouvement des Organisations Indépendantes Intégrées aux Syndicats Engagés
MAST	Ministère des Affaires Sociales et du Travail (Ministry of Labour and Social Affairs)
OFATMA	Office d'Assurance de Travail, de Maladie et de Maternité (Office for Work, Health and Maternity Insurance)
ONA	Office Nationale d'Assurance Vieillesse (National Office for Old-Age Insurance)
OSH	Occupational safety and health
PAC	Project Advisory Committee
PICC	Performance Improvement Consultative Committee
PPE	Personal protective equipment
SOFEZO	Syndicat des Ouvriers et Employés de la Zone Franche de Ouanaminthe-Codevi
SOKOWA	Sendika Ouvriye Kodevi Wanament (Trade Union CODEVI Ouanaminthe)
SOMS	Syndicat des Ouvriers de Magic Sewing
SOTA	Sendika Ouvriye Tekstil ak Abiman (Trade Union of Textile and Apparel Workers)
SYNOTHAG	Syndicat des Ouvriers Travailleurs Textiles et Habillement du Groupe GMC
TAICNAR	Technical Assistance Improvement and Compliance Needs Assessment and Remediation
USDOL	United States Department of Labor

Section I: Introduction and Methodology

1.1 Structure of the report

This is the fifth report to be produced by Better Work Haiti in the framework of the HOPE II legislation. The objective of the report is to describe the labour compliance performance of factories participating in the Better Work Haiti programme, including changes in compliance with international labour standards and with national labour law since the publication of the “1st Biannual Report under the HOPE II Legislation” published on 19 October 2010.

The first section of this report gives an overview of the HOPE II legislation and the origin of the Better Work programme in Haiti. This section also includes an explanation of the Better Work methodology, including the reports produced in the framework of the Better Work programme and the HOPE II legislation.

The second section of the report outlines the compliance assessment findings from the fifth round of factory assessments conducted between May 2012 and August 2012.

The third section of the report describes Better Work Haiti advisory and training services in the period from February 2012 to August 2012.

The fourth section of the report outlines the priorities of the Better Work Haiti programme in the upcoming months. Finally, the last section of the report describes the efforts made by the factories to correct the compliance needs identified in the Better Work Haiti compliance assessments. As required by the HOPE II legislation, information provided for each of the participating factories includes: compliance needs for each compliance cluster and each compliance point; details of non-compliance; improvement priorities; efforts made by the factory to remedy the compliance needs as verified in the fifth assessment visit; and with respect to non-compliance areas that have not been remediated, the amount of time that has elapsed since the non-compliance was first reported publicly.

1.2. Context

The HOPE II legislation and the TAICNAR project

The United States Congress enacted the HOPE II legislation in 2008 to enable the Haitian textile and garment industry to benefit from customs exemptions and establish a new programme for strengthening and monitoring working conditions in the textile and garment sector. On 24 May 2010, the Haiti Economic Lift Program of 2010 (HELP Act) was signed into law, expanding the Caribbean Basin Economic Recovery Act and the Haitian Hemispheric Opportunity through Partnership Encouragement Act of 2008 (Haiti HOPE II) to contribute to Haiti’s economic growth and development. Among its provisions, the HELP Act extended the HOPE trade preference program until 2020, and expanded the tariff preference level limits for knit and woven apparel.

The HOPE II legislation allows for duty-free entry into the United States for a limited number of garments imported from Haiti, provided that 50% of the value of the goods and/or the costs of processing the garments originates in Haiti, the United States, or another country that has a free-trade agreement with the United States. This percentage increases to 55% in the fourth year and 60% in the fifth year of HOPE II implementation.

In order to benefit from HOPE II/HELP, Haiti was required to establish an independent Labour Ombudsperson appointed by the President of the Republic in consultation with the private sector and the trade unions. Haiti was also required to work with the International Labour Office (ILO), to develop a programme to assess and promote compliance with core labour standards and national labour law in the factories that are eligible for tariff advantages under HOPE II. This was referred to in the legislation as the *Technical Assistance Improvement and Compliance Needs Assessment and Remediation* (TAICNAR) programme. Finally, Haiti needed to develop a mechanism for ensuring that all producers benefiting from the HOPE II trade preferences participated in the TAICNAR programme.

There are two components to the TAICNAR programme. The first of these consists of technical assistance to strengthen the legal and administrative structures for improving compliance in the industry. The scope of these services is extensive, encompassing technical assistance from the ILO in reviewing national laws and regulations to bring them into conformity with international standards, raising awareness of workers' rights, and training labour inspectors, judicial officers and other government personnel. The second element of the TAICNAR programme focuses on assessing compliance with core labour standards and national labour law, supporting remediation efforts, and publicly reporting on the progress of each factory on the Labour Ombudsperson's register.

To encourage compliance with core labour standards and national labour law, the legislation indicates that preferential treatment may be withdrawn, suspended, or limited by the President of the United States from producers who fail to come into compliance with the core labour standards and national labour law that is related and consistent with those standards.

Better Work Haiti, which is a partnership of the ILO and the International Finance Corporation, is implementing the TAICNAR programme in collaboration with the HOPE Commission, a presidential tripartite commission comprising three members of the Haitian government, three members of the Haitian private sector and three members of national workers' organizations. It is supervised by a President and guided by an Executive Director and a consultant. Since August 2011, the HOPE Commission serves as Better Work Haiti's Project Advisory Committee.

Recent Developments

In the spring 2012, Prime Minister Conille resigned and a new prime minister, Mr. Laurent Salvador Lamothe, was appointed and a new cabinet was formed. The government has focused on creating an environment that brings investment in the country, with "Haiti is open for business" being the slogan of this strategy. The apparel industry is among the potential economic development sectors.

As foreseen in the HOPE II legislation, the Labour Ombudsperson, Mrs Josseline Colimon Féthière, was appointed by the President of the Republic of Haiti on 3 April 2012. Better Work has held meetings with the US Embassy and Ms. Féthière in an attempt to improve coordination among the various entities involved in implementing the HOPE II legislation. Ms. Féthière has already started assisting garment manufacturers in their efforts to comply with the labour eligibility requirements of HOPE II, including by clarifying aspects of the Haitian Labor Code and informing manufacturers of their obligations under ILO core labour standards (CLS) and conventions ratified by Haiti, as well as by mediating several specific workplace disputes.

More recently, the former President of the industry association (ADIH) and Executive Director of the HOPE Commission, Mr. Georges Barau Sassine, was appointed as the Director General of the National Society of the Industrial Parks (SONAPI), including the Metropolitan Industrial Park located in Port-au-Prince and the Northern Industrial Park located in Caracol. *Freedom of association in the Haitian garment industry*

Since the beginning of the year, three new unions were created and received attestation from the Ministry of Labor and Social Affairs. In addition, five SOTA-BO union sections were established in different factories of the capital¹. This new situation in the garment industry in Haiti, particularly in the factories of the capital, impacts considerably the context in which the Better Work Haiti programme evaluates and promotes social dialogue. For example, since the beginning of the year the trade unions and the union sections are sharing information and issues regularly with Better Work Haiti, and this information is being taken into consideration during factory assessments. The unions are also regularly contacting the Labor Ombudsperson to request her intervention in labour issues.

1.3. The Better Work compliance assessment methodology

Better Work compliance assessment framework

The Better Work programme assesses factory compliance with core international labour standards and national labour law. Following assessments, a detailed report is shared with the factory presenting findings on eight clusters, or categories, of labour standards, half of which are based on international standards and half on national legislation.

Core labour standards: The ILO Declaration on Fundamental Principles and Rights at Work, adopted in 1998, calls upon Member States to respect and promote these principles and rights in four areas, whether or not they have ratified the relevant conventions. These categories, or clusters, are: freedom of association and collective bargaining, the elimination of forced or compulsory labour, the abolition of child labour and the elimination of discrimination in employment and occupation. The conventions on which the 1998 Declaration is based are Nos. 29, 87, 98, 105, 100, 111, 138, 182, and they form the reference base in assessing factory compliance with fundamental rights for all the Better Work programmes in various countries. For some issues, such as minimum legal working age, provisions in national law specify requirements for the application of international conventions. If national law is not consistent with international standards pertaining to core labour standards, the international standards are applied. Haiti has ratified all eight core Conventions listed above. According to the Haitian Constitution, ratified conventions become self-executing and therefore part of Haitian law.

National labour law: The remaining four clusters refer to standards set in national legislation, and therefore vary from one country to another. These categories cover compensation, contracts and

¹ The following unions are currently operating in the factories participating in Better Work Haiti:

- **SOFEZO:** A new union formed by CATH in September 2011 at the CODEVI factory in Ouanaminthe.
- **SOMS:** A new union formed in June 2012, specifically for the workers at Magic Sewing. The union is supported by CFOH, a union based in Port-au-Prince.
- **SOTA:** Since the last synthesis report (April 2012), the trade union SOTA with the support of Batay Ouvriye, a local trade union organization that advocates for workers' rights and for social justice, established union sections in five different factories in Port-au-Prince (Multiwear, Genesis, One World Apparel, Premium and Interamerican Wovens). SOTA/Batay Ouvriye officially informed the factory owners of each factory and provided the list of the workers forming the union section. An important milestone was also set when Mitlal Rubin, the Secretary of SOTA who had been dismissed in the fall 2011 upon the union's establishment, was reinstated by his employer One World Apparel.
- **SOKOWA:** A union at the CODEVI factory in Ouanaminthe. A temporary Executive Committee was formed with the support of Batay Ouvriye, after the Executive Committee members were dismissed from the factory following work stoppages that occurred in January 2012. Elections were held on 23 August at the factory to elect a new Executive Committee. The union held a general assembly and the election results were approved.
- **SYNOTHAG:** Another new union that was recently formed (July 2012) with the support of CATH, a union based in Port-au-Prince. CATH is also supporting the union SOFEZO in the factory located in Ouanaminthe.

human resources, health and safety at work and working time.

Each of the eight categories is divided into key thematic components called “compliance points” (CPs). These thematic subsections remain the same for assessments in all country programmes. However, each compliance point comprises specific questions, which may vary from one country to another. The detailed list of compliance points for each of the clusters is shown in Table 1.

The compliance assessment tool includes internal guidance notes that indicate the applicable legal standard by which to evaluate compliance. Where legal standards do not provide sufficient clarity to assess compliance, internal guidance has been developed to ensure consistency in reaching compliance decisions.

Table 1: Better Work compliance assessment framework

	Compliance clusters		Compliance Points
Core Labour Standards	1	Child labour	1. Child Labourers 2. Unconditional Worst Forms 3. Hazardous Work 4. Documentation and Protection of Young Workers
	2	Discrimination ²	5. Race and Origin 6. Religion and Political Opinion 7. Gender
	3	Forced Labour	9. Coercion 10. Bonded Labour 11. Forced Labour and Overtime 12. Prison Labour
	4	Freedom of Association and Collective Bargaining	13. Union Operations 14. Interference and Discrimination 15. Collective Bargaining 16. Strikes
Working Conditions	5	Compensation	17. Minimum Wages 18. Overtime Wages 19. Premium Pay 20. Method of Payment 21. Wage Information, Use and Deduction 22. Paid Leave 23. Social Security and Other Benefits
	6	Contracts and Human Resources	24. Employment Contracts 25. Termination 26. Discipline and Disputes 27. Contracting Procedures
	7	Occupational Safety and Health	28. OSH Management Systems 29. Chemicals and Hazardous Substances 30. Worker Protection 31. Working Environment 32. Health Services and First Aid 33. Welfare Facilities 34. Worker Accommodation 35. Emergency Preparedness
	8	Working Time	36. Regular Hours 37. Overtime 38. Leave

² In Better Work country-specific questionnaires, a compliance point “Other Grounds” may be included under the Discrimination cluster. This category is intended to assess specific discrimination issues that are covered in national labour law, and are considered to be aligned with the objectives of the relevant ILO conventions (100 and 111), but which are not explicitly named in the conventions, e.g., age, HIV/AIDS status, disability, etc. The questionnaire for Haiti does not include the “Other Grounds” compliance point because the Haitian labour law does not identify grounds for discrimination beyond those cited in Conventions 100 and 111.

Calculating non-compliance

In public synthesis reports, Better Work reports on aggregate non-compliance in the participating industry as shown in Chart 1. Non-compliance is reported for each subcategory (compliance point, or “CP”) of the eight main labour standards clusters. A factory is found non-compliant in a subcategory if they are found to be out of compliance on any one aspect of it. With respect to the figures presented in synthesis reports, for example, a non-compliance rate of 100% means that all participating factories were found to have at least one violation in that area.

The non-compliance rate is not sufficient to fully describe the specific issues that Enterprise Advisors have observed during the assessments. Tables presenting non-compliance findings at a more detailed level are also presented in Section II (see “In Focus” tables). These tables allow the reader to fully appreciate specific challenges in compliance identified in factory assessments. In Focus tables report the number of factories found to be non-compliant with respect to each highlighted question.

Better Work and public reporting

The Better Work programme supports fair and transparent public reporting. In all Better Work country programmes, synthesis reports on the industry are prepared on the basis of the individual factory assessment reports and published twice a year. Evidence shows that public reporting of this kind helps encourage continuous improvement and reduces the probability of reversing compliance gains. Gathering and reporting these data over time enables factories to demonstrate their efforts to improve working conditions.

In July 2010, Better Work Haiti published an initial compliance synthesis report, which featured aggregated compliance information based on factory assessments conducted by the programme between October and December 2009. In October 2010, Better Work published its first Biannual Report under the HOPE II legislation, the first report produced under the requirements of the legislation (see Annex 1). Subsequently, Better Work Haiti has produced the second (April 2011), third (October 2011) and fourth (April 2012) Biannual Reports, as required by the HOPE II legislation.

The current report includes aggregated industry compliance data, as well as detailed factory-level analysis of compliance needs, priorities for remediation identified by the factory and efforts actually made to remedy compliance needs.³

Limitations in the assessment process

The factory-level assessments carried out by Better Work Haiti follow a thorough checklist of 248 questions covering the abovementioned labour standards. Information is gathered through a variety of sources and techniques, including document review, observations on the shop floor, and interviews with managers, workers and union representatives.

Worker interviews conducted during the assessment process are held onsite, either in a private room within the factory building or outside the building (yard, eating area). Interviews are conducted in Creole, the primary language of the workers. Given the cultural and political history in Haiti, which has seen considerable instability, many workers feel uneasy about sharing information on their

³ Reports produced under the HOPE II legislation differ in two ways from Better Work public reporting elsewhere: they include (1) factory names and compliance information from the first assessment (other Better Work country programmes name factories after one year of engagement and two assessments); and (2) more details on compliance needs and factory remediation efforts.

workplaces with people who are not well known to them. This has affected somewhat the methodology of conducting onsite interviews with workers in Haiti. Nevertheless, after five assessments conducted in the past years, Better Work Haiti EAs have become more experienced at collecting information and interviewing workers, and they have succeeded in creating an environment where workers are more comfortable discussing working conditions.

The detailed factory assessment reports are based on all the information collected during the assessment visit. Each factory is given seven working days before the report becomes official to provide feedback that may in some cases impact the final report language.

Since the compliance assessment tool was adapted to the Haitian context, periodic revisions have been undertaken to ensure accuracy and clarity of both questions and guidance notes. Changes related to sections of the tool addressing the national law were made following clarifications from MAST on areas of the law needing further interpretation. Changes related to international labour standards were made in consultation with and upon advice from ILO technical experts. These changes may impact levels of compliance with specific questions or compliance points in the report.

Among the issues covered in Better Work's compliance assessment tool, sexual harassment is one of the most sensitive and most difficult to detect during factory assessments. It is often unreported due to fear of retaliation, power imbalance between victim and perpetrator, and lack of resources. UN agencies and Haitian women's NGOs have addressed sexual violence, particularly in the camps but, to date, limited attention has been given to sexual harassment even though anecdotal reports indicate that it is a concern. As a result, the assessment of sexual harassment in the workplace by Better Work Haiti is likely to underreport the extent of its occurrence.

Finally, assessing compliance with freedom of association in Haiti presents some challenges, especially given the context of the emerging unions in the factories. On the one hand, as unions were not present in the factories for the past decades, workers (particularly the youngest ones) do not know them and are not aware of the unions' role in the workplace. On the other hand, some workers reported that in the past years, co-workers who wanted to join a union were dismissed. To date, union membership is rather low and not always official.

Section II: Findings

2.1. Compliance Assessment Findings (5th round of assessments)

Non-compliance rates

Chart 1 presents non-compliance findings for the 22 assessed factories in Haiti, showing non-compliance rates as well as the number of factories in non-compliance in brackets.

Key findings are provided below, followed by a section with additional details.

In the Areas of Core Labour Standards

Child Labour. There were no findings under the Child Labour cluster in the reporting period.

Forced Labour. There was a finding of forced overtime in one factory, where workers were forced to work two hours of overtime per day, exceeding the quarterly legal limit of 80 hours, under threat of suspension or dismissal.

Discrimination. There was a finding of discrimination in one factory where workers identified concerns about sexual harassment in the workplace. Management stated they are aware of the issue and are implementing a zero tolerance procedure, which was put in place a few days prior to the assessment.

Freedom of Association and Collective Bargaining. Three findings are reported. One factory was found in non-compliance with strikes. As reported in previous reports, a strike occurred in May 2011. As a result, about 140 workers were terminated. Better Work Haiti has cited the factory in non-compliance because no workers had been reinstated as of the date of the assessment. However, the factory has stated its willingness to reinstate some of the terminated workers, and has indicated that it is willing to work with the Labor Ombudsperson to initiate that process. One factory was found non-compliant with Interference and Discrimination due to management staff attending a union meeting and discriminating against union members. One factory was cited non-compliant with Collective Bargaining, as the factory failed to implement some provisions of the CBA.

In the Areas of Working Conditions (national law)

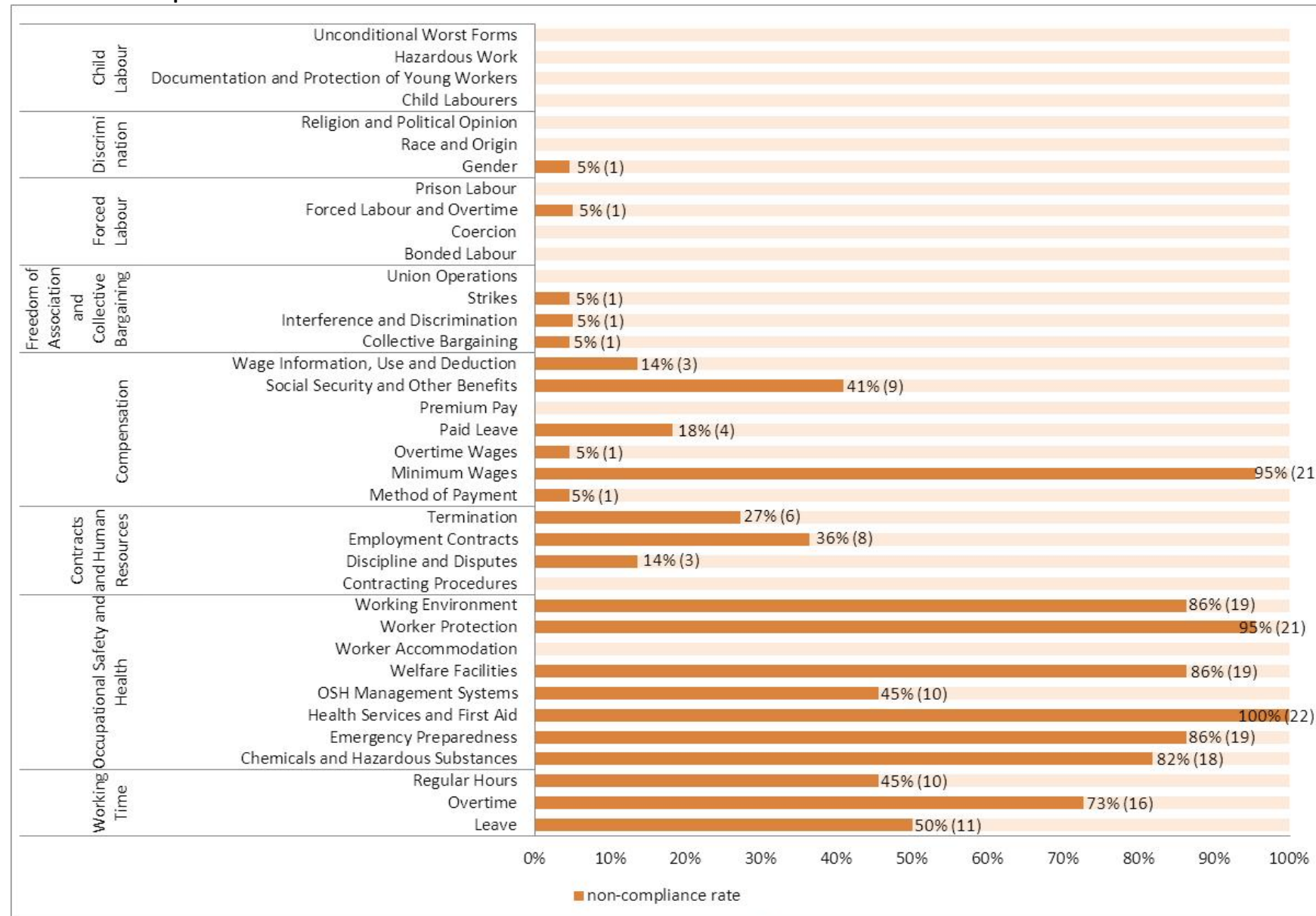
Compensation. The largest number of findings in this category was in the area of minimum wages, due to 21 out of 22 factories being out of compliance with setting the piece rate at a level such that workers earn at least 250 Gourdes per day for ordinary hours of work. However, the average percentage of workers earning 250 Gourdes after 8 regular hours has increased to 28% compared to 22% in the past two cycles.

Contracts and Human Resources. Two areas of concern remain for employment contracts and termination. In six factories, the internal work rules were not compliant with the Haitian labour code. In eight factories, the employment contracts were not compliant with legal requirements. Of note, this cluster has significantly improved over the past two cycles of assessments, suggesting that HR Management training provided in 2011 and the subsequent advisory services targeting HR systems may have had an impact.

Occupational Safety and Health. Similar to previous Biannual Reports, many non-compliance findings cited in this report have to do with occupational safety and health issues, particularly related to working environment, worker protection (especially due to lack machine guards), welfare facilities (e.g., eating area and number of toilets), health services and first-aid (e.g., the number of nurses and doctor's visits), emergency preparedness and chemicals and hazardous substances. Of note is a measurable improvement in OSH management systems, the focus of considerable Better Work Haiti's advisory services.

Working Time. Non-compliance in this area is concentrated primarily in overtime, with 16 factories cited in non-compliance for exceeding the legal limit, for not requesting the authorization of the Department of Labour to perform overtime, and/or for involuntary overtime. Furthermore, 11 factories were cited non-compliant for not providing the required breastfeeding breaks. In regular hours, 10 factories were non-compliant. Five of those factories were non-compliant because the daily break periods did not meet the legal requirements, and in six of the factories, the working time records did not reflect the hours actually worked.

Chart 1: Non-compliance rates³



³ A factory is found non-compliant in a compliance point if it is found out of compliance on any one aspect of it.

2.2. Detailed Findings

1. Core labour standards

A. CHILD LABOUR

There were no child labour findings in the current round of assessments.

In all assessed factories, document review indicated that workers were at least 18 when they were hired.

B. DISCRIMINATION

There was one finding under the Gender CP related to sexual harassment. During interviews, workers expressed concerns about sexual harassment in the workplace and, more specifically, on one production line. Among the five workers who indicated their concern about the issue, one victim stated that she has been asked for sexual favors from her supervisor and is under pressure from him regarding her production volume.

C. FORCED LABOUR

There was one finding under the Forced Labour and Overtime CP. The factory's daily schedule includes two hours of overtime, which means that workers work a total of 120 hours of overtime per trimester. Interviewed workers complained about having to work excessive overtime and not being allowed to leave the workplace during overtime. They added that they can be subject to sanctions, such as being suspended or even terminated, if they refuse to work overtime. Management acknowledged this situation and has started to take remedial action, including the posting of notices in the workplace to inform workers of the voluntary nature of overtime work.

D. FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

The Collective Bargaining CP has a 5% non-compliance rate. As in previous reports, this refers to CODEVI, which is the only factory in Haiti with a collective bargaining agreement (CBA). The non-compliance finding is due to a failure to implement provisions of the CBA in force, particularly referring to medical services and the provision of space for food vendors.

There is a 5% non-compliance rate in Interference and Discrimination. This refers to one factory punishing workers for engaging in union activities by changing the union representatives from a set salary to piece rate wages (thereby reducing their pay) shortly after they presented a letter confirming their union affiliation to the management (other workers were not affected). In addition, when the trade union representatives tried to meet with workers during lunch time, after having received the approval from management to hold the meeting, management attended the meeting, so it was cancelled. As a result, the factory also was found noncompliant for not allowing workers to meet without management present.

One non-compliance finding relates to Strikes. The finding relates to a strike that took place in May 2011, which was covered in the previous Biannual Report. Although the events underlying the non-compliance—the termination of some 140 workers for their participation in a strike declared illegal

by MAST—did not recur, Better Work Haiti continued to find non-compliance because no workers had been reinstated as of the date of the assessment. However, the factory has stated its willingness to reinstate some of the terminated workers, and has indicated that it is willing to work with the Labor Ombudsperson to initiate that process.

2. Working conditions

E. COMPENSATION

The 95% non-compliance rate in Minimum Wages is due to 21 factories being out of compliance with setting the piece rate at a level such that workers earn at least 250 Gourdes per day for ordinary hours of work. This is an issue that was noted in previous Biannual Reports. The share of workers currently earning 250 Gourdes after 8 hours of regular work time is 28%, compared to 22%, 22% and 12% in the three previous reporting periods, from most recent to least. One factory was non-compliant with the payment of the minimum 150 Gourdes per day to full-time workers who are not working on piece-rate.

Overtime Wages has a 5% non-compliance rate, referring to one factory not paying workers correctly (50% above the normal wage) for all overtime hours worked. The evidence was reported to the EAs by the interviewed workers. When reviewing the documentation related to overtime, the EAs observed that overtime was not reported in the payroll.

The Paid Leave non-compliance rate (18%) refers to factories not paying workers correctly for sick leave (one factory) and weekly rest days (three factories).

The Social Security and Other Benefits CP has a 41% non-compliance rate. This is an area of considerable improvement, as further discussed in Section 2.3 below. Paying the required contributions to the national social security agency (ONA) remains a problem in eight factories. Workers' contributions to ONA are not collected in three factories, while forwarding workers' contributions is a problem in five factories.

Wage Information, Use and Deduction has a 14% non-compliance rate. Three factories were found to have one accurate payroll record and another payroll for payments made in cash, particularly for overtime performed on Sunday. In another factory, workers were not properly informed about their wage payments and deductions.

F. CONTRACTS AND HUMAN RESOURCES

The Employment Contracts CP has a 36% non-compliance rate. This refers to two issues, as shown in the In Focus table below. In three factories, contracts did not comply with the labour code, collective agreements or internal work rules. In six factories, internal work rules were not compliant with legal requirements. In both cases, non-compliance refers to contracts and internal work rules that provide a daily break of less than 90 minutes. According to the Haitian labour code, a daily break shorter than 90 minutes is possible if the workers are consulted. Better Work Haiti EAs have advised the factories to conduct surveys or consultations with workers to choose the length of the daily break. These consultations have not been implemented to date for these non-compliant factories.

In Focus 1: Employment Contracts

<i>Question</i>	<i># factories out of compliance</i>
-----------------	--------------------------------------

Do the employment contracts specify the terms and conditions of employment?	0
Do the contracts comply with the labour code, collective agreement and internal work rules?	3
Do workers understand the terms and conditions of employment?	0
Do all persons who perform work for the factory, both on the premises and offsite, have a contract?	0
Do the internal work rules comply with legal requirements?	6

There is a 27% non-compliance rate with Termination. As shown in the In Focus table below, three factories terminated workers for reasons that were not valid or compliant with legal requirements. In particular, in two factories, the workers' files did not provide any information regarding the reasons for termination. In one factory, management stated that most terminations were caused by a lack of orders and that workers were terminated based on two main criteria: workers with fewer than three months employment with the factory and workers with less than a year with poor performance. However, during the review of a sample of 50 terminated worker files, EAs found workers who had worked in the factory for more than three months, who were terminated without receiving any previous written warnings, in violation of the internal work rules.

In one factory, workers mentioned that they were not given an opportunity to defend themselves before being terminated.

Two factories were found non-compliant as they failed to inform the Department of Labour prior to reducing the size of the workforce due to changes in operations.

Finally one factory was cited in non-compliance for not compensating the workers for their unused paid annual leave, while two factories did not pay the right amount of the bonus to workers upon termination.

In Focus 2: Termination

Question	# factories out of compliance
Does the employer only terminate workers for valid reasons?	3
Do workers have an opportunity to defend themselves before they are terminated based on their conduct or performance?	1
Has the employer complied with any orders to reinstate or compensate workers who were found to be unjustly terminated?	0
Does the employer provide workers proper notice of termination when required, or pay workers during the notice period?	0
Does the employer comply with legal requirements before reducing the size of the workforce due to changes in operations?	2
Does the employer compensate workers for unused paid annual leave when they resign or are terminated?	1
Does the employer notify the labour ministry when suspending operations due to lack of materials, force majeure, or accident resulting in an immediate work stoppage?	0
Does the employer pay workers their annual salary supplement or bonus upon termination?	2
Does the employer pay judicially ordered damages for wrongful termination?	0

The Discipline and Disputes non-compliance rate is 14%, with findings relating to workers being bullied, harassed or subjected to humiliating behaviour. Specifically, in three factories, workers

complained about supervisors yelling at them when they are unlikely to meet the production quota or when they make mistakes.

G. OCCUPATIONAL SAFETY AND HEALTH

This continues to be the cluster where most non-compliances have been found. Each CP—with the exception of Worker Accommodation, where no non-compliance was found⁴—is detailed in In Focus tables to highlight the key non-compliance areas at the question level. All factories have at least one non-compliance finding under Health Services and First Aid.

Eighteen out of 22 factories continue to have non-compliance findings in Chemicals and Hazardous Substances. In particular, the non-compliances for ten of the assessed factories relate to the absence of labels clearly identifying the chemicals and hazardous substances being used. Half of the factories assessed had non-compliance findings for chemical safety data sheets that are either not available or not in a language that users can read, and half were found non-compliant for not providing adequate washing facilities and cleansing materials in the event of exposure to hazardous chemicals.

In Focus 3: Chemicals and Hazardous Substances

<i>Question</i>	<i># factories out of compliance</i>
Are chemicals and hazardous substances properly labelled?	10
Are chemicals and hazardous substances properly stored?	1
Does the employer have chemical safety data sheets for the hazardous chemicals used in the workplace?	11
Does the employer keep an inventory of chemicals and hazardous substances used in the workplace?	3
Does the employer provide adequate washing facilities and cleansing materials in the event of exposure to hazardous chemicals?	11
Has the employer effectively trained workers who work with chemicals and hazardous substances?	3
Has the employer taken action to assess, monitor, prevent and limit workers' exposure to chemicals and hazardous substances?	1

Emergency Preparedness remains high in non-compliance, as shown below. The main issues are marking of emergency exits and escape routes, emergency drills that are not performed regularly, fire detection and alarm systems that are either not well functioning or missing, and fire-fighting equipment that is obstructed or not maintained on a regular basis. More than half of the participating factories are non-compliant in the recommended number of workers trained to in use of fire-fighting equipment. The Haitian labour code does not state a legal requirement in this matter, but based on good practices and recommendations from the ILO, Better Work Haiti recommends that 10% of the workforce be trained.

⁴ No factory participating in Better Work Haiti provides accommodation for workers.

In Focus 4: Emergency Preparedness

Question	# factories out of compliance
Are emergency exits and escape routes clearly marked and posted in the workplace?	8
Are the emergency exits accessible, unobstructed and unlocked during working hours, including overtime?	4
Are there enough emergency exits?	1
Does the employer conduct periodic emergency drills?	7
Does the workplace have a fire-detection and alarm system?	5
Does the workplace have adequate fire-fighting equipment?	7
Has the employer trained an appropriate number of workers to use the fire-fighting equipment?	13

Regarding Health Services and First Aid, 20 factories are non-compliant with the provision in the Haitian labour code that requires one on-site nurse for factories with between 50 and 200 workers, two nurses for factories with between 200 and 500 workers and one additional nurse for every additional 200 workers in the factory. Moreover, factories should provide weekly doctor's visits for factories with fewer than 200 workers, permanent on-site medical service for factories with more than 200 workers. This relatively demanding requirement with regard to medical facilities and staff may contribute to the high non-compliance on this matter. In addition, there is significant non-compliance in relation to medical exams not being performed upon hiring and annually for all workers or bi-annually for workers exposed to risks. Better Work Haiti EAs have advised the factories to contact OFATMA, the Haitian institution responsible for performing these medical exams. Consequently, in some factories OFATMA has started providing medical exams. The examination of the whole workforce will however require some time.

In eight factories, EAs requesting to open the first-aid boxes found that it took an excessive amount of time to locate the person in charge of the boxes, leading to non-compliances related to accessibility of first-aid boxes in an emergency. Finally, similar to training in the use of fire-fighting equipment, first-aid training is not required by law. Based on good practices and recommendations from the ILO, Better Work Haiti recommends that 10% of the workforce be trained.

In Focus 5: Health Services and First Aid

Question	# factories out of compliance
Do workers who have been exposed to work-related hazards receive free health checks?	11
Does the employer address safety and health risks to pregnant or nursing workers?	3
Does the workplace have required onsite medical facilities and staff?	20
Has the employer ensured there are a sufficient number of readily accessible first aid boxes/supplies in the workplace?	8
Has the employer provided first-aid training for workers?	19
Do workers have a medical check within the first three months of hiring and annual medical checks?	17

The OSH Management Systems compliance point shows considerable improvement compared to previous synthesis reports. The key non-compliance point in this cluster refers to eight factories failing to forward the work-related accidents and diseases record to the Haitian institution OFATMA.

In Focus 6: OSH Management Systems

<i>Question</i>	<i># factories out of compliance</i>
Does the employer record work-related accidents and diseases and submit the record to OFATMA on a monthly basis?	8
Does the factory have a written OSH policy?	3
Has the employer developed mechanisms to ensure cooperation between workers and management on OSH matters?	2
Has the employer performed an assessment of general occupational safety and health issues in the factory?	4

In the reporting period, Better Work Haiti observed an 86% non-compliance rate in Welfare Facilities. This concerned the number of toilets as required by law (one toilet for every 15 women and one toilet for every 25 men). In some cases, EAs observed during the assessment that not all toilets were well functioning. Nearly half of the factories do not provide soap or adequate washing facilities. Although efforts were made to provide an eating area to workers, Better Work Haiti noted that eight factories are still in non-compliance in this matter. Better Work Haiti was recently informed that the management of the SONAPI industrial park has started to assess space to provide eating facilities to workers. Finally, in six factories, workers complained about the quality of the water provided.

In Focus 7: Welfare Facilities

<i>Question</i>	<i># factories out of compliance</i>
Does the workplace have adequate hand washing facilities and adequate soap?	10
Does the employer provide workers enough free safe drinking water?	6
Does the workplace have all required facilities?	0
Is the workplace clean and tidy?	3
Does the workplace have adequate accessible toilets?	18
Does the workplace have an adequate eating area?	8

With a 95% non-compliance rate, Worker Protection has one of the highest non-compliance rates in this report. In 19 factories, guards to protect workers against accidents and injuries caused by moving machine parts were not installed and/or properly maintained.

In eight factories, the employers did not provide personal protective clothing and equipment (PPE). An observation frequently made during factory visits is that OSH officers and supervisors do not monitor and enforce PPE use on a continuous basis. This leads to a lack of discipline among workers to wear PPE and diminishes the effectiveness of training provided.

In nine factories, standing workers were not properly accommodated. The Haitian labour code requires that standing workers be provided with a chair they may use at regular intervals. To improve working conditions and worker protection, ILO recommends that standing workers be provided with anti-fatigue mats and foot rests.

In Focus 8: Worker Protection

<i>Question</i>	<i># of factories out of compliance</i>
Are workers punished if they remove themselves from work situations that they believe present an imminent and serious danger to life or health?	0
Does the employer provide workers with all necessary personal protective clothing and	8

equipment?	
Are workers effectively trained and encouraged to use the personal protective equipment that is provided?	7
Are materials, tools, switches, and controls within easy reach of workers?	0
Are standing workers properly accommodated?	9
Are there sufficient measures in place to avoid heavy lifting by workers?	3
Do workers have chairs with backrests?	4
Are workers effectively trained to use machines and equipment safely?	9
Are proper guards installed and maintained on all dangerous moving parts of machines and equipment?	19
Are electrical wires, switches and plugs properly installed, grounded, and maintained?	3
Are appropriate safety warnings posted in the workplace?	1

The non-compliance findings under Working Environment are related to temperatures not being acceptable following the guidance from the ILO Office for the Caribbean (16 factories) and to the intensity of the light not being adequate for certain sections (12 factories). The higher non-compliance rate in the temperature, compared to the previous report, can be explained by the fact that the assessments were conducted during the hottest months of the year (June to August 2012). Some factories have been quite creative and have installed water cooling systems on the roof top of the buildings to reduce the heat.

In Focus 9: Working Environment

Question	# factories out of compliance
Are noise levels acceptable?	3
Is the temperature in the workplace acceptable?	16
Is the workplace adequately lit?	12
Is the workplace adequately ventilated?	1

H. WORKING TIME

The Leave CP has a 50% non-compliance rate. All the findings refer to employers not providing the required breastfeeding breaks. Female workers are entitled to a one-hour paid daily break if they are nursing an infant.

In the Regular Hours CP (45% non-compliance rate), five factories were non-compliant with providing workers the correct daily break period (due to the daily break running short of the 90 minutes required by law). In six factories, the working time records did not reflect the hours actually worked.

The Overtime CP (73% non-compliance rate) is detailed in the In Focus table below. Nearly half of the factories are non-compliant for exceeding the overtime legal limit, which is 80 hours per trimester (13 weeks). Better Work Haiti also observed non-compliance for failure to obtain authorization from the Department of Labour to perform overtime (10 factories) and to work on Sundays (six factories). In five factories, workers reported that overtime is not voluntary.

In Focus 10: Overtime

Question	# factories out of compliance
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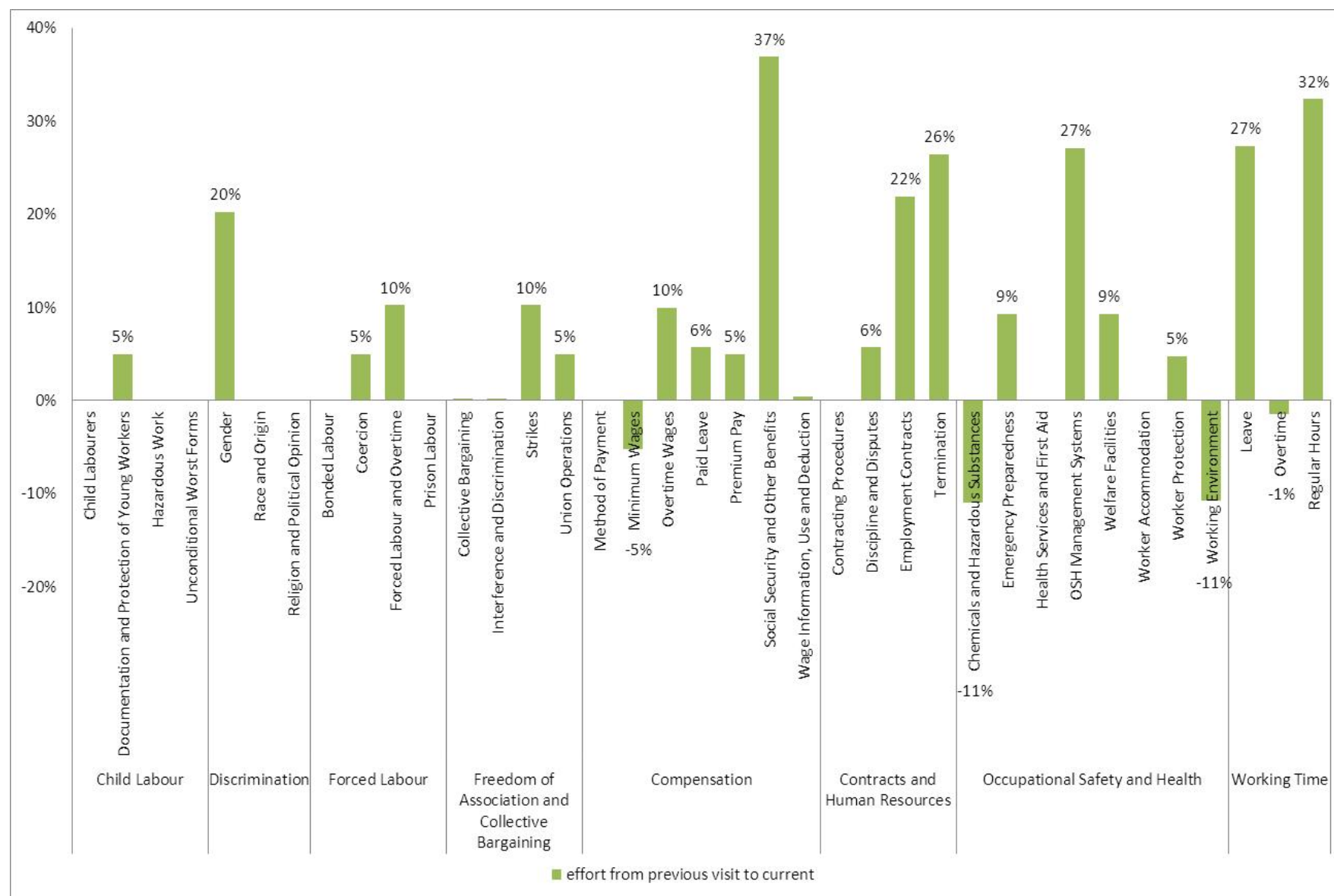
Does the employer comply with limits on overtime hours worked?	10
Does the employer obtain authorization from the Department of Labour before working on Sundays?	6
Does the employer obtain authorization from the Department of Labour before working overtime?	10
Is overtime work voluntary?	5

2.3. Compliance effort

Compliance effort relates to the changes in non-compliance for each CP between the previous public synthesis report and the present one. Compliance effort refers only to the factories that were registered with Better Work Haiti in both reporting periods. It must be noted that, as the compliance effort is an aggregate indicator for all factories that have been assessed at least twice by Better Work Haiti, it is sensitive to simultaneous changes in non-compliance. For example, if a factory moves from being non-compliant to compliant and another factory that had no non-compliance findings now is non-compliant in the same CP, the two would level each other out with no change in compliance effort.

Chart 2 shows a considerable improvement in the areas of core labour standards. In the previous round of assessments, Better Work Haiti had uncovered significant violations, in particular, concerning sexual harassment and aspects of freedom of association. Furthermore, an independent evaluation conducted by USDOL in the apparel sector in November 2011 uncovered violations of international core labour standards, namely under freedom of association, discrimination, and forced labour. To raise awareness and tackle non-compliances, particularly in international core labour standards, Better Work Haiti has provided on-going factory-level advisory services, which have been complemented by trainings and direct assistance provided by USDOL.

Chart 2: Compliance Effort

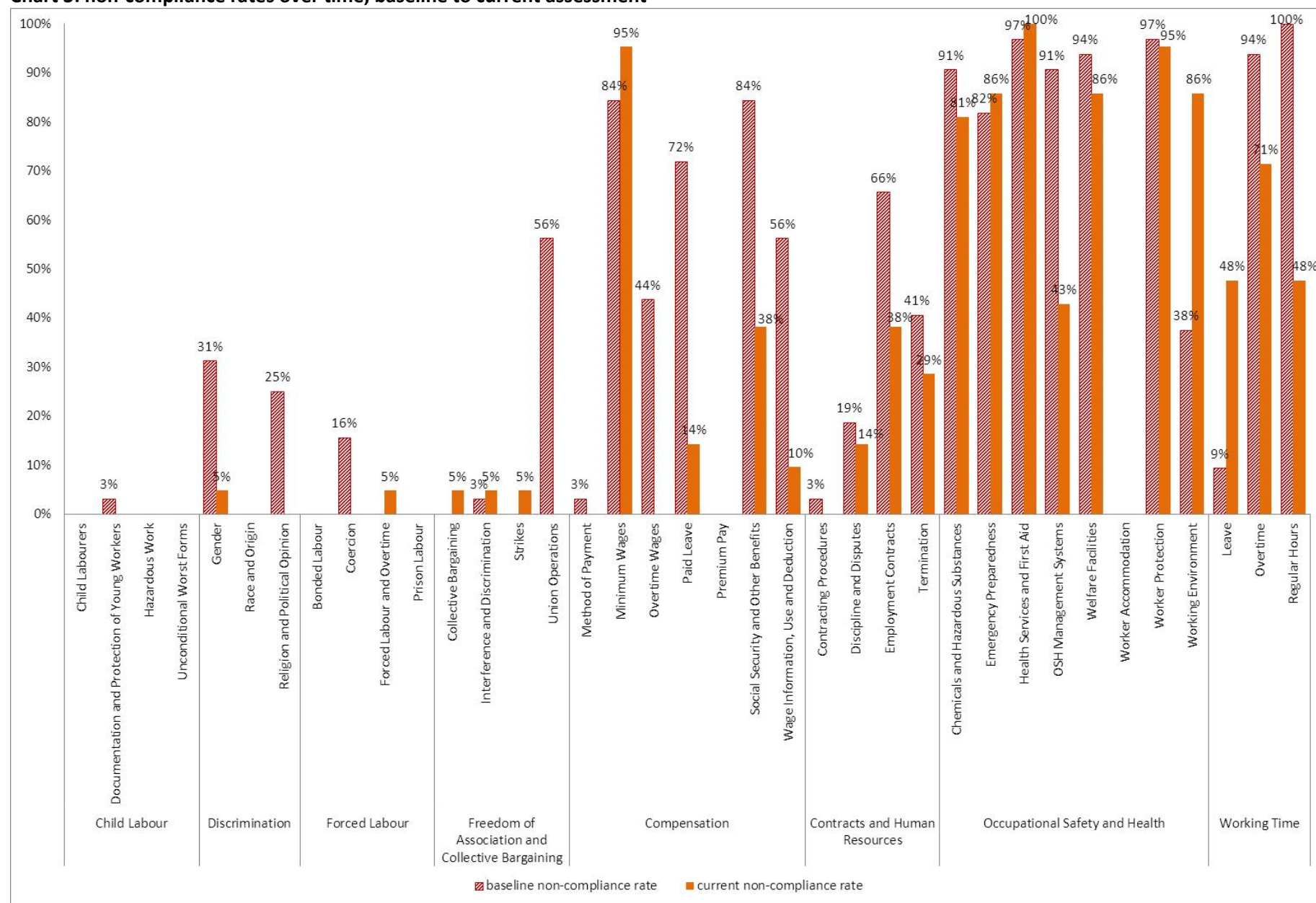


Significant improvements have also taken place in the areas of working conditions. In particular, under Compensation, non-compliance in Social Security and Other Benefits has decreased by 37% from the previous round of assessments. Together with CTMO-HOPE, Better Work Haiti held a meeting with ONA officials, employers and unions to review the legal requirements as stated in the Haitian labour code as well as to present the new vision and services of the institution. Following these meetings, ONA staff went to factories and met with the workers to present the services. As a result, several employers cited as non-compliant in the previous reports for not contributing the right percentage of the workers' basic salary now comply with the legal requirements.

Regarding Contracts and Human Resources, improvements have been observed especially in terms of Employment Contracts and Termination. EAs have advised factory owners and managers on revisions to their employment contracts (whether written or verbal) and on better communicating to workers the terms of their contracts. Furthermore, HR Managers now better document the reasons why they are terminating workers, which had not widely been the practice. In terms of Occupational Safety and Health, the greatest improvement has been in OSH Management Systems. Over the past 12 months, extensive assistance and training has been provided to factories to establish OSH Committees, to write an OSH policy, and to document and forward work-related accident reports to OFATMA. Notwithstanding the continuing attention to OSH issues, there has been a worsening of non-compliance in Chemicals and Hazardous Substances and in Working Environment. Non-compliance points under Chemicals and Hazardous Substances are most frequently related to labelling, material safety data sheets, and the absence of washing and cleansing facilities in case of exposure. In this area, the high number of non-compliance findings is mainly due to lack of training and consistent attention. Considerable improvements have been observed under Working Time in Leave and Regular Hours. Better Work Haiti EAs have assisted HR Managers to advertise breastfeeding breaks to nursing workers, an issue that used to see high non-compliance and is now resolved in more than half of the factories. Special attention was devoted to ensuring that workers are aware of the separation between regular and overtime hours. Under the Working Environment Compliance Point, there are two main issues: temperature and lighting.

In order to put the observations in the current report into perspective, Chart 3 illustrates how non-compliance rates have evolved over time since the inception of Better Work Haiti in 2009. The first column represents the non-compliance rates observed during the baseline assessments in 2009-2010, while the second column represents the current non-compliance rates discussed in section 2 of the present report and already included in Chart 1. Some areas of non-compliance have greatly improved since the beginning of Better Work Haiti operations, such as Discrimination (recruitment materials no longer refer to applicants' gender or religion, and improvements have also been recorded concerning sexual harassment in the workplace), Paid Leave, Social Security and Other Benefits (correct payments to ONA and OFATMA), Wage Information, Use and Deduction (better communication to workers to understand their payslips and deductions), all areas under Contracts and Human Resources (advisory services focused on improving contracts, internal work rules, termination procedures and well-maintained workers' files), OSH Management Systems (establishment of OSH committees), and Regular Hours (provision of daily break periods).

Chart 3: non-compliance rates over time, baseline to current assessment



Section III: Better Work Haiti Advisory Services and Training

3.1 Better Work Haiti Advisory Services

This section highlights the advisory and training services undertaken by Better Work Haiti during the period of February to August 2012.

Performance Improvement Consultative Committees

Better Work programmes include both compliance assessments and advisory services. Following the assessment of compliance needs at a factory, Better Work Enterprise Advisors work directly with the factory to set up bipartite worker-management committee known as a Performance Improvement Consultative Committee (PICC). The EA then works with the PICC to create and implement improvement plans that address both non-compliance issues and management systems. While factories are responsible for identifying and implementing improvement plans, advisory services ensure a tailored approach that provides direction and capacity building.

To date, Better Work Haiti advisory services have included management introductory meetings, but no workers' introductory meetings. Prior to the establishment of PICCs in participating factories in Haiti, the Better Work Haiti programme decided to engage national constituents in a process of dialogue to ensure that the formation of the PICCs takes into account the under-developed nature of industrial relations in the Haitian garment industry. In fall 2011, two factories (Island Apparel and Pacific Sports) agreed to collaborate with Better Work Haiti in order to set up PICCs in their factories. As a first step, Better Work Haiti organized a training with worker and management representatives, in order for them to become effective participants in the PICCs. The training prepared the two parties to sit at the table together to engage in constructive dialogue, and included key principles of freedom of association in order to establish a culture of mutual respect for roles of workers and management in a difficult industrial setting.

The PICC established at Island Apparel meets regularly. At Pacific Sports, the establishment of the PICC faced some difficulties due, in particular, to limited participation of the management and the strong influence of the workers' representatives. This situation worried management, who consequently suspended the activities of the PICC and asked for the intervention of Better Work Haiti. Better Work Haiti reviewed the role of the bipartite committee with the workers' representatives, and has provided continuing support to ensure meetings are held and to increase the understanding of the role and responsibilities of the committee.

In spring 2012, Interamerican Wovens (IW), One World Apparel (OWA) and Multiwear announced their interest to establish PICCs in their factories. Better Work Haiti and the factories' owners reviewed the guidelines and the process to elect managers' and workers' representatives. Multiwear decided that it was not opportune for them to establish a PICC at this stage and therefore postponed the process. At IW and OWA, Better Work Haiti facilitated the election of workers' representatives. At OWA, only one worker registered, while 18 workers registered at IW. In order to attract the attention of additional workers at OWA, a one-day training for interested workers took place on 15 September 2012.

The unions, in general, have regularly expressed some concerns with regard to the establishment of PICCs. Better Work Haiti reacted to their concerns by granting a seat to officially declared unions among the workers' representatives. Nevertheless, with the recent increased official presence of

unions in factories, unions remain concerned about a weakening of their role and oppose the implementation of the PICC.

It is Better Work's practice to involve sectoral trade unions and employer organizations in the development of the PICC guidelines in the country and to involve representative unions in the factory in the workers' side of the PICC. Trade unions in Lesotho, Vietnam, Nicaragua, Jordan, and Cambodia are involved in the set up and operations of PICCs. Better Work Haiti will consult further with unions that have members in the garment sector, as well as employers, to determine whether there might be changes made to accommodate the concerns on the trade union side.

Advisory Services in the Reporting Period

Discrimination/Sexual harassment. Better Work has been developing a factory-level kit on preventing and addressing sexual harassment in the workplace. The factory kit includes a model sexual harassment policy that will be adapted to each factory's specific organizational structure, a background document outlining why it is important to address sexual harassment, a brochure detailing Better Work training on the issue, a quick reference "dos and don'ts" flier, and a poster on respect in the workplace for display in factories. While the kit adaptation to the Haitian context is being finalized, EAs have advised non-compliant factories to develop a sexual harassment policy, to write or reactivate a zero tolerance policy, to reiterate on the factory floor that sexual harassment is not tolerated and to set a procedure that allows victims to report the issues in total confidentiality.

Forced labour/Forced overtime. The factories that were found to be non-compliant were advised to write a policy and to clearly communicate to workers the work schedule, differentiating the regular hours from overtime. In addition, they were advised to communicate explicitly that overtime is voluntary.

Contracts and HR. During the most recent cycle, HR advisory services have been focused on the remediation of non-compliance issues related to employees' files not being properly maintained, internal work rules and worker termination processes. Human resources being a transversal function, these advisory services have also helped to address non-compliances in other clusters such as Discrimination (removal of inappropriate information requested in job applications), Occupational Safety and Health (sending accident reports to OFATMA on a regular basis), and Working Time (management of daily break period and overtime work). During these advisory meetings, emphasis has been placed on the importance of systematic monitoring of files sent to MAST and the need to reinforce the relationship with the labour department.

Working Time. Although Better Work Haiti observed improvements related to work time management, there is still an important number of non-compliance findings, particularly in terms of Overtime. Better Work Haiti observed that, in general, the daily work schedule includes both regular hours and overtime. As a consequence, workers do not feel they can leave. Thus, the EAs advised factory managers to post the work schedule with a clear differentiation between regular hours and overtime and to communicate that overtime is voluntary.

Compensation. Special attention was given to address the non-compliance issues related to the two social protection systems in Haiti, namely ONA (pension funds) and OFATMA (work-related accidents insurance), areas in which many factories remained non-compliant after four cycles of assessments. Two meetings with employers and with workers' organizations were held in partnership with the management team of ONA to introduce the institutions' new team, vision and services. Furthermore, ONA officials went to factories to meet with workers and to present services and the benefits of contributing to such fund.

As stated in the labour code, OFATMA should provide medical examinations to all workers in the first three months of hiring and annually, as well as bi-annual exams for workers exposed to risks. Better Work Haiti EAs informed factory managers of the obligations of the institution in this respect, and consequently OFATMA conducted medical examinations to a small sample of workers.

Occupational Safety and Health. In the current reporting period, OSH remained the cluster where most non-compliance findings have been found. Advisory services in the reporting period therefore focused on increasing the number of workers trained for first-aid and fire-fighting, advising the factories to label and properly store chemicals and hazardous substances as well as to provide training to the workers using and handling the products, emergency preparedness, and the use of personal protective equipment.

3.2 Better Work Haiti Training Services

In addition to the factory assessments and advisory work, Better Work Haiti offers training to workers and managers on a variety of workplace issues. The trainings are designed to accommodate approximately 25 participants and can be delivered at factory canteens or meeting rooms. The trainings are focused on participation and interaction with workers through games and quizzes that encourage the learning and retention of information. The trainings are interactive and take into account workers' literacy levels.

Better Work has designed a range of trainings intended for workers, line supervisors and HR managers. To date, the Better Work Haiti EAs have been trained to provide the following trainings: 1) Occupational Safety and Health (one course for workers to raise awareness of the potential risks in the workplace, one course for OSH Committee members on how to conduct regular hazard assessments and identify solutions to decrease risk) and 2) Life Skills. The Life Skills training aims to raise awareness and increase knowledge among workers on social aspects of their life and hopefully reduce their vulnerability. In addition to supporting workers to make good decisions in their everyday life, this training provides them with more confidence and encourages them to disseminate helpful information to their peers. The Life Skills Training Kit includes the following modules: Maternity Protection, Introduction to Workplace Communication, Financial Literacy and Introduction to HIV/AIDS.

The training sessions have been very well received by both managers and workers. Indeed, in the first eight months of 2012, around 1300 workers were trained, with participation from most of the factories. The Workplace Communication sessions were quite popular, with more than 1034 workers trained. Some 270 workers attended the training to address OSH issues and the course for setting up OSH Committees was conducted for 73 participants in total.

In May 2012, the Inter-American Development Bank (IDB), in partnership with Better Work Haiti, provided training on occupational safety and health. The objective of the workshop, which involved 35 managers and 57 workers from 12 factories, was to enhance knowledge of health, safety and environmental issues in the apparel industry to create safer workplaces and to improve compliance. The training format consisted of lectures and case studies and allowed for ample interaction among the participants. One day focused on manager training, while the second day was targeted the factory OSH Committee members.

3.3 Related activities

ILO Core Labour Standards: ILO Labour Standard Experts provided a two-day training on the ILO core labour standards in July 2012. The training was provided to all constituents, including the Labour Ombudsperson, CTMO-HOPE members, ADIH members, factory owners and managers, union representatives and representatives of MAST and the Ministry of Commerce and Industry. An agreement of principles was signed by representatives of the employers, unions, government, ILO and Better Work Haiti to create a social dialogue roundtable. The first meeting was held on 7 September, in the presence of the Honorable Minister of MAST, with CTMO-HOPE members, representatives of the government and the social partners. The agenda of the meeting was primarily to present the procedure to contact the Labour Ombudsperson, the structural template of the guidelines that would need to be drafted in the upcoming weeks and the training plan to support the social partners in this new endeavour. The plan for future events is to empower the social partners in discussing the challenges they face and in finding solutions.

ILO World Day for Safety and Health at Work: On 28 April 2012, Better Work Haiti, in partnership with CTMO-HOPE and ADIH, welcomed over 2,600 apparel factory workers for its second Safety and Health at Work Fair at the SONAPI Industrial Park in Port-au-Prince. The fair, part of the annual ILO celebration of World Day for Safety and Health at Work, brought together workers and managers from most of the factories located in the nation's capital to promote better understanding of risks in the workplace and preventive measures that managers and workers alike can take at their factories. Educational videos were shown throughout the day, and workers had the opportunity to win prizes by participating in quizzes on OSH topics. In addition, some 200 workers (also mentioned in section 3.2) attended an OSH training session presented by Better Work Haiti. Health checks were also offered at no cost by several partner organizations in Haiti.

Section IV: Conclusions and Next Steps

4.1 Conclusion

This fifth public synthesis report helps to add significance to the data provided in previous reports. Both the findings, as well as the impacts of the programme, are further solidified by the data in this report.

The data presented in this report indicate that the provision of Better Work Haiti core services at the enterprise level creates an ongoing process of measurable improvement in compliance with national labour law and ILO core labour standards in most factories. Still, given the serious nature of some of the challenges facing the apparel sector in Haiti, Better Work Haiti has been working closely with stakeholders to implement initiatives that address sector-wide challenges, focusing in particular on areas such as working hours, labour contracts, internal work rules and relationships between line supervisors and workers. These efforts complement Better Work Haiti's enterprise-level core services as part of a comprehensive strategy to rigorously tackle major challenges which have been confronting the apparel industry in Haiti for many years. In line with the HOPE II legislation, in the upcoming months Better Work Haiti will work closely with all key stakeholders to develop and implement a strategy for delivering services in the north of the country, where in the coming years, the number of workers in the apparel industry is expected to be as high as the number of workers of the capital.

Moreover, the information that Better Work Haiti has collected to date allows it to further refine its tools and approaches to working with factories. For instance, data in this report point to the critical role that social dialogue and effective workplace cooperation have in bringing about change in participating factories.

In this respect, there are four key success criteria that the programme has identified:

- 1. Commitment of CTMO-HOPE.** Since the nomination of the new President in November 2011, and further new appointments, particularly of private sector members, CTMO-HOPE has systematically been engaged with the Better Work Haiti programme. This commitment sends a strong message to national and international stakeholders that Haiti is not only ready for business, but committed to improve compliance with international standards and national labour law.
- 2. Engagement in social dialogue.** Right from the beginning of the year, employers and unions showed they were willing to engage in social dialogue to reduce the tensions that for many years have existed in the country's industrial relations. The recent signature of an agreement of principles to create a social dialogue roundtable is a positive step towards better industrial relations.
- 3. Active management attitude toward change.** Factories that experience significant and sustainable change are those in which factory management understands the connection between social compliance and business success. Thus, Better Work Haiti notes that sixteen factories have created a new management team position to focus on compliance; these Compliance Managers work closely with the EAs.

4. Commitment of the Ministry of Labour and Social Affairs. The government of Haiti currently faces two main challenges with respect to effectively enforcing labour laws and protecting workers' rights in the apparel sector. First, the Haitian labour law adopted by the legislature is not always consistent with fundamental labour standards, including those ratified by Haiti, which have the status of law under the Haitian Constitution. This has created a conflicting set of rules that has led to confusion among government officials, workers, and employers and impaired the labour inspectorate's ability to ensure compliance. Second, the labour inspectorate and the Labour Ombudsperson lack adequate resources and training to effectively enforce core labour standards, labour laws directly related to and consistent with those standards, and decent working conditions.

The ILO therefore plans to implement a robust, comprehensive project that aims at improving Haiti's ability to ensure compliance with fundamental labour standards and national labour law. The project will provide further support to Haitian constituents in order to finalize the revision of the labour law, and will also aim to strengthen the capacity of MAST and the Office of the Labour Ombudsperson—with an initial focus on the apparel sector—to conduct targeted and reactive workplace inspections to identify and prevent non-compliance, particularly in the area of core labour standards.

4.2 Next Steps

Better Work Haiti Advisory Services

Social Dialogue

Performance Improvement Consultative Committees. Better Work Haiti will continue to set up bipartite worker-management committees in additional factories and will advise them on how to develop effective social dialogue. In the factories that have already established a PICC—Island Apparel and Pacific Sports—Better Work Haiti Enterprise Advisors will continue supporting the PICC members, assisting the worker representatives to prepare and facilitate meetings, in order to ensure that objectives are fully met. In the factories in the process of establishing a PICC, Better Work Haiti will assist in the workers' representative election process, and provide assistance in adapting the guidelines and in preparing meetings.

Additionally, since the beginning of the year, union sections have been created in a number of factories in the capital. This new situation requires both the unions and the employers to adapt and find solutions to improve industrial relations. Better Work Haiti, in partnership with the Better Work global programme, will strive through the PICCs to better support unions and employers to identify areas of improvement that might be needed in their interaction, in addition to what is going well. Management feedback will enable Better Work Haiti to better target its support in terms of providing tools, advice, and effective approaches to the situation. Better Work Haiti aims to support managers in improving communication and effective resolution of problems at the factory level, through a better understanding of management's priority questions and needs in terms of the relationship with unions and workers.

Shared Learning Seminars. To support opportunities for shared learning and use resources effectively, a "shared learning seminar" concept is being piloted in several Better Work programme countries and soon will be implemented in Haiti. This involves the introduction of quarterly seminars to increase learning between factories in the same area. The seminars will be open to all participating

factories. This approach will help to reduce the demands on factories of advisory visits, and in particular will:

- increase the ability for EAs to focus on their areas of expertise,
- increased collaboration between factories,
- decrease duplication in efforts across factories, and
- reduce resources spent per factory.

Compliance Areas

Forced overtime. The forced labour non-compliance issue identified during the past cycle of assessments is related to forced overtime. The practice, as reported by workers, is that workers who do not perform overtime are threatened with suspension and/or are indeed suspended, which sometimes leads to dismissal. Also, overtime exceeded the legal limit of 80 hours per trimester. Better Work Haiti plans to strengthen its collaboration with MAST in order to jointly and more effectively address overtime issues in the future. MAST has expressed the will to collaborate with Better Work Haiti on the assessment and remediation of overtime issues. Trainings and awareness-raising activities, such as radio spots, have been identified as potential activities.

At the global level, Better Work is further working to tackle the root causes of non-compliance on overtime issues by developing a new Buyer Partnership to more meaningfully engage the most committed buyers. The relationship with international buyers will be made more accountable, transparent and focused on results. In particular, transparency will be used to promote changes in business practices. Better Work will also facilitate stronger relationships between buyers and national industry constituents to develop joint approaches to improving conditions for workers.

Minimum wage. The minimum wage for the apparel industry in Haiti has increased as of 1 October 2012. This is the third increase for the apparel industry since the minimum wage was raised in 2009. Therefore, in the next round of assessments, factories will be assessed against this minimum wage of reference for an eight-hour work day for regular full time workers (200 Gourdes) and employers should set production quotas to allow piece-rate workers to earn 300 Gourdes during regular working hours.

In response to a request received from factory managers and national trade unions, in August 2012, Tufts University led individual meetings with various factory owners to better understand how production quotas are being set in Haiti. A preliminary report will be shared with the national stakeholders in October, including next steps for understanding how the production quotas are set and if they are realistic in the Haitian context.

Furthermore, it will be important for the Haitian government to establish a National Wage Council (*Conseil Supérieur des Salaires*), as foreseen in the Labour Code and in the Minimum Wage Law of October 2009.

HR Management. During the next cycle, advisory services in contracts and human resources will focus on the development of systems to better manage recurring activities, in order to ensure that compliance efforts are sustainable. Training on the Haitian labour law by MAST officials should also be considered in order to reinforce the capacities of HR Managers.

Occupational Safety and Health. Given the considerable non-compliance in OSH, Better Work Haiti Enterprise Advisors will continue to advise managers (plant managers, line supervisors, OSH Committee members) on providing personal protective equipment and raise the importance of training workers on how to wear the protective equipment. Advisory services will also focus on encouraging factory managers to comply with the labour law regarding medical examinations that

must be provided for free to workers, as well as onsite medical facilities and staff required by the law.

Better Work Haiti Training Services

Occupational Health and Safety

Better Work Haiti EAs will continue to provide OSH awareness training to the factories and will assist the factories in how to conduct OSH self assessments. Both trainings aim at increasing workers' awareness of the different risks they are exposed to when at work and encouraging them to be actors of change in the reduction of these risks. In particular, factory-level OSH Committees will be strengthened in order to maintain remediation efforts and ensure a safe environment for workers. In addition, Better Work Haiti EAs will continue to provide the worker life skills training modules to workers.

The next training course that is under adaptation for the local context is the four-day Supervisory Skills training. Supervisory Skills training is designed to give supervisors and middle managers deeper understanding of important leadership and supervision concepts. Participants are trained to avoid a passive or authoritarian style of leadership and to strike a fair balance between the interests of the company and the interests of staff.

Social Dialogue: ILO Training

Social dialogue roundtable: The social dialogue roundtable is intended to be a platform or a forum to allow both the employers and the unions to meet on a regular basis and discuss the challenges they face in improving the industrial relations. The ILO training plan to support the members of the social dialogue roundtable, as well as observers (namely CTMO-HOPE, ADIH, MAST, MCI and Better Work Haiti), includes a training on social dialogue which will be complemented by a training on negotiation, conciliation and mediation skills and a follow-up training on the ILO core labour standards.

Section V: Factories in Detail

5.1 List of factories

As of September 2012, 23 factories were registered with Better Work Haiti. Two new factories joined the programme in the current reporting period. At the time of the fifth cycle of assessments, one of the new factories, S&H Global, had not started production per se and was training its workforce. Hence, it was not assessed by Better Work Haiti in this cycle but will be included in the upcoming one as production has started. As a result, 22 factories have been assessed.

Table 2: Number of workers in factories registered to Better Work Haiti

	June 2010	December 2010	June 2011	December 2011	June 2012
N° of workers in factories registered to Better Work Haiti	22,598	27,264	27,000	24,298	24,497
Of these, N° of women workers	14,796	16,978	15,783	15,523	15,380

Table 3: List of factories in the Haitian garment sector

Name of factory	Status
Astro Embroidery & Screen Printing	Out of operations
Codevi	Registered in 2009
DKDR HAITI S.A.	Registered in 2009
Fairway Apparel S.A.	Registered in 2010
Fox River Caribe, INC	Registered in 2009
Genesis S.A.	Registered in 2009
Global Manufacturers & Contractors S.A.	Registered in 2010
Horizon Manufacturing S.A.	Registered in 2010
Indigo Mountain Haiti S.A.	Registered in 2012
InterAmerican Knits S.A.	Merged with InterAmerican Wovens S.A.
InterAmerican Tailor S.A.	Merged with One World Apparel S.A.
InterAmerican Wovens S.A.	Registered in 2009
Island Apparel S.A.	Registered in 2009
Johan Company	Registered in 2009
Lucotex Manufacturing CO	Registered in 2010
Magic Sewing MFG. S.A.	Registered in 2009
Modas Gloria Apparel S.A	Registered in 2009
Multiwear S.A.	Registered in 2009
One World Apparel S.A.	Registered in 2009
Pacific Sports Haiti S.A.	Registered in 2009
Palm Apparel S.A.	Registered in 2009

Premium Apparel S.A./AGA GROUP	Registered in 2009
Sew Rite Manufacturing	Out of operations
Sewing International S.A.	Registered in 2009
S&H Global S.A.	Registered in 2012
The Willbes Haitian I S.A.	Out of operations
The Willbes Haitian II S.A.	Registered in 2010
The Willbes Haitian III S.A.	Registered in 2010
The Willbes Haitian V /AZTECA	Out of operations

5.2. Findings from the factories

This section reports on efforts made by the factories to address their non-compliance findings as outlined in the previous HOPE II biannual reports (October 2010, April 2011, October 2011 and April 2012). Following Better Work Haiti cycle, after receiving the assessment report factories have to identify their improvement priorities detailing them in an Improvement Plan. Better Work Haiti works alongside the factory through advisory services documenting progress made against these priorities in the Progress Report. The factory tables presented in this section provide detailed information derived from each factory's Improvement Plan and Progress Report.

As required by the HOPE II legislation, the following information is given for each factory that has been assessed at least twice by Better Work Haiti:

- compliance needs by compliance cluster and by compliance point: black dots (●) represent non-compliance identified in the baseline assessment and non-compliance that has not yet been addressed by the factory in its improvement plan. Half-black dots (◐) represent areas where factories have made several improvements but are still in non-compliance since each compliance point is comprised by several questions;
- details on the non-compliance identified by EAs: the information included in this column constitutes the issues where evidence of non-compliance was found;
- improvement priorities identified by the factory;
- efforts made by the factory to remedy the compliance needs as verified in the fifth assessment visit;
- with respect to non-compliance areas that have not been remediated, the amount of time that has elapsed since the first public report.

In this report, the efforts made by these factories have been verified during the fifth factory assessments by Better Work Haiti EAs.

CODEVI

Location Ouanaminthe
No. of workers 5924
Registration Date 24 September 2009

Advisory Services and Training

22 May 2012: Management Intro Meeting with CODEVI Compliance Manager, HR manager, Plant managers of FW1, AM1, AM2, MD and BKI after the factory report has been submitted to discuss assessment findings and work on the action Plan.

23 May 2012: Advisory services, with CODEVI Compliance Manager, factory visits with action plan. Review the improvement and action plans with the Compliance Manager. Factory tour to measure the remediation efforts accomplished.

24 May 2012: A meeting was held with 5 representatives of SOKOWA, and 1 Executive committee member of SOFEZO concerning facilities for both unions, and intra Union cooperation.

24 May 2012: Established 3 OSH committees in: BKI (6 people), FW1 (10 People) and Timberland (7 people). Training on how to conduct periodic risk assessments was provided.

24 May 2012: Factory visit at Timberland facility. BWH team analyzed the improvements made by Timberland team on OSH. BWH also provided advice on how to improve OSH issues in the work-place.

22-23 May 2012: Workplace communication training was provided to 40 workers and 20 supervisors.

		Assessments					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
Compliance cluster	Compliance point	1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☒	☐	☐				
		Other Grounds	☐	☐	☐	☐				
		Race and Origin	☐	☒	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Forced Labour and Overtime	☐	☐	☐	☐	☐			
		Prison Labour	☐	☐	☐	☐	☐			
		Collective Bargaining	☐	☒	☒	☒	☒	Implementation of collective agreement.	Correctly apply the collective bargaining agreement.	18
		Interference and Discrimination	☐	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐	☐			
5	Compensation	Union Operations	☐	☐	☐	☐	☐			
		Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☐	☐	☒	☒	Payment of minimum wage for full time workers.	Pay the basic minimum wage to all workers at BKI.	24
								Piece rate level.	Set quotas for workers to earn at least 250 Gourdes per regular 8 hour work-day.	
		Overtime Wages	☒	☐	☒	☒	☐		The overtime is paid according to collective bargaining agreement.	
		Paid Leave	☒	☐	☒	☒	☒	Payment for weekly rest days.	Pay correctly for weekly rest day.	12
		Premium Pay	☐	☐	☐	☒	☐		Payment for regular working hours worked on weekly rest days is paid according to the Haitian labour code.	
		Social Security and Other Benefits	☐	☒	☐	☒	☒	Employer contribution to OFATMA for work-related accident insurance.	Pay work-related accident insurance to OFATMA.	6
6	Contracts and Human Resources	Wage Information, Use and Deduction	☒	☒	☐	☐	☒	Payroll records.	Fix and complete the inconsistency in the payroll reports for BKI.	
								Informing workers about wage payments and deductions.	Inform and reflect the wage payments and deductions in the payroll reports for BKI.	
		Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☐	☐			
		Employment Contracts	☐	☒	☐	☐	☐			

Occupational Safety and Health

Termination								
Chemicals and Hazardous Substances						Labeling of chemicals and hazardous substances. Chemical safety data sheets for all chemicals and hazardous substances in the workplace. Washing facilities or cleansing materials in the event of chemical exposure.	Label all non-empty containers in the spot cleaning in AM2. Provide MSDS for most chemicals and hazardous substances in the spot cleaning in AM2. Provide eye wash station in the spot cleaning in AM2.	24
Emergency Preparedness						Training workers to use the firefighting equipment Accessible, unobstructed, and/or unlocked emergency exits during working hours, including overtime.	Train the 10% of workforce recommended by Better Work in the fire-fighting equipment. Clear all the escape routes in BK1, AM1 & AM2	In the last advisory visit, it was found that more than 10% of the workforce had been trained to fire-fighting equipment in the past six months
Health Services and First Aid						Safety and health risks to pregnant or nursing workers. Onsite medical facilities and staff. First-aid training for workers. Pre-assignment and/or annual medical checks for workers.	Provide chairs without backrests to pregnant or nursing workers. Have the amount medical staff required the Haitian Labor Code. Train the 10% of workforce recommended by Better Work in First Aid training. Provide medical checks to workers.	24
OSH Management Systems						Recording work-related accidents and diseases and/or submitting the record to OFATMA.	Forward accidents reports to OFATMA.	18

8	Welfare Facilities	●	◐	◐	◐	●	Washing facilities and/or soap.	Provide soap for workers in BKL.	24
							Providing drinking water.	Provide drinking water to the workers.	
							Toilets.	Have the amount of toilets required in the Haitian Labor Code.	
							Eating area.	Provide seats for all the workers during lunch time.	
	Worker Accommodation	○	○	○	○	○			
	Working Environment	○	○	●	◐	●	Workplace temperature.	Decrease the temperature levels in the workplace.	12
	Worker Protection	●	◐	◐	◐	●	Providing workers with personal protective clothing and equipment.	Provide appropriate chemicals masks to workers in the stamping area.	24
							Chairs with backrests.	Provide chairs with backrest to the workers.	
							Installing guards on all dangerous moving parts of machines and equipment.	Install and maintain proper guards on all dangerous moving parts of machines.	
	Working Time	○	○	○	○	●	Time off for breastfeeding breaks.	Provide the one hour breastfeeding break as mentioned in the breastfeeding policy, to the workers entitled to it.	
		●	◐	●	●	●	Authorization from the Department of Labour for overtime.	Obtain authorization from the Department of Labour before working overtime.	24
		●	◐	●	●	●	Daily break periods.	Reach an agreement with the workers on the daily break periods.	24

DKDR Haiti S.A.

Location Port-au-Prince
No. of workers 1486
Registration date 9 October 2009

Advisory Services and Training

2 April 2012: Management Intro Meeting with Compliance Manager and HR Manager.

15-16 May 2012: OSH training for 6 managers and 7 OSH committee members organized by the Inter-American Development Bank.

31 May 2012: Advisory services on HR and follow up on the improvement to measure the remediation effort.

12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for one manager.

20-21 September 2012: Workplace communication training was provided to 36 workers and 20 supervisors.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement priorities	Remediation Efforts	# Months
			1*	2*	3	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☒	☐	☐	☒	☐	Sexual harassment	Set up a system and a policy to address sexual harassment.	Training on sexual harassment was provided to supervisors. Factory put in place a complaint system and a hot line.	6
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☒	☐	Forced overtime beyond legal limits (threats of dismissal or other action that would reduce future income).	Ensure that overtime is voluntary.	The factory hangs posters all over the workplace indicating that overtime is voluntary.	6

4	Freedom of Association and Collective Bargaining	Prison Labour	☐	☐	☐	☐	☐			
		Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐	☐			
		Union Operations	☒	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☒	☒	☒	☒	Piece rate level	Quota should be set for piece rate workers to earn at least 250 Gourdes in regular 8 hour day.	24
		Overtime Wages	☒	☐	☐	☐	☐			
		Paid Leave	☒	☐	☐	☐	☒	Payment for weekly rest days	Pay workers according to the law.	Management acknowledged the misinterpretation of the legal requirement.
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☒	☒	☐	☒	Forwarding of workers' contributions for social insurance funds to ONA	Regularly forward workers' contribution to ONA.	
								Employer contribution to ONA	Regularly forward employers' contribution to ONA.	
6	Contracts and Human Resources							Employer contribution to OFATMA for work-related accident insurance	Forward 3% of workers' basic salary to OFATMA.	
		Wage Information, Use and Deduction	☒	☐	☐	☐	☐			
		Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☐	☒	Bullying, harassment or humiliating treatment of workers	Set up a system and a policy on harassment.	
		Employment Contracts	☐	☒	☒	☐	☐			
		Termination	☒	☐	☐	☒	☒	Reasons for termination	Include the reasons for termination in workers' files.	6
								Opportunity for workers to defend themselves before termination based on conduct or performance	Provide to all workers the opportunity to defend themselves before they are terminated	

Occupational Safety and Health

Chemicals and Hazardous Substances	●	◐	◐	◐	●	Chemical safety data sheets for all chemicals and hazardous substances in the workplace	Post MSDS in the area where chemicals are stored and used (blow out, thinner)	24
						Washing facilities or cleaning materials in the events of chemicals exposure	Establish eyewash station near area where chemicals are used and stored.	
Emergency Preparedness	●	◐	◐	●	○		Alarm was installed in the workplace.	
Health Services and First Aid	●	◐	◐	●	●	Health checks for workers who are exposed to work-related hazards	Provide free health checks to workers exposed to work-related hazards.	24
						Pre-assignment and/or annual medical checks for workers	Provide medical checks within the first 3 months of hiring.	
						Onsite medical facilities and staff	Increase the number of nurses and doctors visits on site.	
						First-aid training for workers	10% of workforce should be trained in First Aid.	
						First-aid boxes/supplies in the workplace	Make first aid boxes accessible.	
OSH Management Systems	●	◐	◐	◐	○		Self assessment has been performed by the OSH committee.	
Welfare Facilities	●	●	●	◐	●	Washing facilities and/or soap	Provide soap and toilet paper.	24
						Providing drinking water	Provide workers with enough free safe drinking water.	
						Toilets	Provide enough functioning toilets.	
						Eating Area	Provide adequate eating area.	
						Workplace cleanliness	Workplace needs to be clean and tidy.	
Worker Accommodation	○	○	○	○	○			

8	Working Environment	●	○	●	◐	●	Workplace temperature	Decrease temperature in the workplace.	12
							Workplace lighting	Provide adequate lighting.	
							Workplace ventilation	Adequately ventilate the workplace.	
	Worker Protection	●	◐	◐	◐	◐	Providing workers with personal protective clothing and equipment	Spot cleaners should have goggles and masks.	24
							Accommodating standing workers	Provide standing workers with chairs, fatigue mats or footrest.	
							Training of workers to use machines and equipment safely	Train workers on how to wear PPE and use machines and equipment safely.	Factory provided training for workers. EAs noticed workers in the cutting department using the safety gloves that were provided to them.
							Safety guards	Equip all machines guards: eye guard, finger guard, and pulley and belt guards.	
							Installing, grounding, and/or maintaining electrical wires, switches, and/or plugs.		
	Working Time	●	○	●	●	●	Time off for breastfeeding breaks	Provide breastfeeding breaks to workers entitled to them.	12
		●	●	◐	●	●	Limits in overtime hours worked	Not exceed the 80 hours of overtime per trimester.	24
							Voluntary overtime	Let all workers know that overtime is voluntary	
							Authorization from department of labour for overtime and Sunday	Get authorization from department of labour	
		●	●	●	○	●	Working time records	Keep working time records that reflect the hours actually worked.	

Fairway Apparel S.A.

Location Port-au-Prince
No. of workers 550
Registration date 22 October 2010

Advisory Services and Training

4 May 2012: Management intro meeting with Manager and Plant manager.

3 July 2012: Follow up visit on improvements.

Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement priorities	Remediation Efforts	# Months
		1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐			
2	Discrimination	Gender	☒	☐	☐	☐			
		Other Grounds	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐			
		Religion and Political Opinion	☐	☐	☐	☐			
3	Forced Labour	Bonded Labour	☐	☐	☐	☐			
		Coercion	☐	☐	☐	☐			
		Forced Labour and Overtime	☐	☐	☒	☐		The factory has stopped the practice of suspending the workers who refused to perform overtime.	
		Prison Labour	☐	☐	☐	☐			

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐			
		Union Operations	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐			
		Minimum Wages	☒	☒	☒	☒	Piece rate level	Increase the piece rate level such as workers could earn 250 Gourdes after 8 hours of work	18
		Overtime Wages	☐	☐	☐	☐			
		Paid Leave	☒	☐	☒	☐		The factory pays sick leave according to the labour code.	
		Premium Pay	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☐	☒	☐	Forwarding of workers' contributions for social insurance funds to ONA	Forward the collected workers contribution and the employer contribution to ONA	The factory made a settlement with ONA to pay off the overdue contribution to ONA
							Employer contribution to ONA		
							Employer contribution to OFATMA for work-related accident insurance	Forward employer contribution to OFATMA	
6	Contracts and Human Resources	Wage Information, Use and Deduction	☒	☐	☐	☐			
		Contracting Procedures	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☒	☐		Factory trained supervisors on communication and behaviour.	
		Employment Contracts	☒	☐	☒	☒	Employment contract's compliance with the labour code, collective agreement and/or internal work rules.	Revise the internal work rules as it could comply with the labour code	6
							Internal work rules.		
7	Occupational Safety and Health	Termination	☒	☐	☒	☒	Reasons for termination	Revise the reasons for termination	6
		Chemicals and Hazardous Substances	☒	☒	☐	☐			

Emergency Prepar- edness	○	●	●	●	Fire-fighting equipment.	Fire-fighting equipment to be inspected every month.	12
					Training workers to use the fire-fighting equipment.	Train at least 10% of the workforce in the use of the fire fighting equipment.	
					Periodic emergency drills.	Conduct emergency drills twice a year.	
Health Services and First Aid	●	●	◐	●	Onsite medical facilities and staff.	Increase the amount of nurse according to the Haitian law.	18
					First-aid training for workers.	Train at least 10% of the workforce.	
					Pre-assignment and/or annual medical checks for workers.	Provide medical checks for all workers.	
OSH Management Systems	●	●	●	●	Written OSH Policy	Elaborate an OSH Policy and record the work-related accidents	18
					Assessment of general occupational safety and health issues in the factory		
					Recording work-related accidents and diseases and/or submitting the record to OFATMA		
Welfare Facilities	●	●	●	●	Washing facilities and/or soap	Provide washing facilities and soap	18
					Toilets		
Worker Accommo- dation	○	○	○	○			
Working Environ- ment	○	●	○	●	Working lighting	Increase the lighting levels in the work- place.	
Worker Protection	●	●	●	●	Training and encouragement of work- ers to use the personal protective equipment provided.	Encourage workers to use the personal protective equipment provided.	18
					Installing guards on all dangerous moving parts of machines and equip- ments	Install guards on all the dangerous moving parts of machines and equip- ments.	
8 Working Time	○	○	●	●	Leave	Time off for breastfeeding breaks	6
						Establish a breastfeeding policy	

Overtime	●	●	◐	●	Limits on overtime hours worked.	Revise the limit of overtime hours worked.	18
					Authorization from the Department of labour to work on Sundays	Obtain the Department of labour authorization to work on Sundays.	
Regular Hours	●	●	●	●	Daily break periods	Consult workers on the daily break periods	18

Fox River Caribe Inc.

Location Port-au-Prince
No. of workers 43
Registration date 29 September 2009

Advisory Services and Training

19 March 2012: Advisory meeting with General Manager and HR Manager to measure the remediation efforts accomplished on OSH Management Systems and Working Environment.
28 March 2012: Management intro meeting with general manager.
18 April 2012: Set up and training of OSH committee for 6 workers and 2 managers.
28 April 2012: Worker training (15 workers) including awareness rising on potential health and safety issues in the workplace.
9 May 2012: Advisory meeting with General Manager and HR Manager to measure the remediation efforts accomplished.
3 July 2012: Follow-up visit on the improvement plan with General Manager and HR Manager and to assist to the OSH committee meeting.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	☐	
		Interference and Discrimination	☐	☐	☐	☐	☐	
		Strikes	☐	☐	☐	☐	☐	
		Union Operations	☐	☐	☐	☐	☐	
5	Compensation	Method of Payment	☐	☐	☐	☐	☐	
		Minimum Wages	☒	☐	☒	☐	☐	
		Overtime Wages	☐	☐	☐	☐	☐	
		Paid Leave	☒	☐	☐	☒	☐	Employer pays the maternity leave according to labour code.
		Premium Pay	☐	☐	☐	☐	☐	
		Social Security and Other Benefits	☒	☒	☐	☐	☐	
		Wage Information, Use and Deduction	☒	☐	☐	☐	☐	
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐	☐	
		Discipline and Disputes	☐	☐	☐	☐	☐	
		Employment Contracts	☒	☒	☐	☐	☐	
		Termination	☒	☐	☐	☒	☐	Employer pays the terminated workers according to labour code.
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☒	☐	☐	☐	☐	
		Emergency Preparedness	☒	☐	☒	☐	☐	Training workers to use the firefighting equipment Provide training to workers on the use of fire fighting equipment. Fire drill was performed with the workers to show them how to evacuate the plant in case of an emergency, but the factory needs to train 10 per cent of the workforce to use the fire fighting equipment.

8	Working Time	Health Services and First Aid	●	◐	◐	◐	◐	Pre-assignment and/or annual medical checks for workers.	Provide medical checks to workers.	A private doctor is paid by the factory for sick workers. However, the employer does not provide medical checks to workers during the first three months of hiring, and no annual medical check is provided.	24
								First-aid training for workers.	Provide First Aid training to workers.		
		OSH Management Systems	●	◐	◐	◐	○		Write an OSH policy.	The factory has a written OSH policy.	
		Welfare Facilities	●	◐	○	○	○				
		Worker Accommodation	○	○	○	○	○				
		Working Environment	●	○	○	●	○			The factory adds more light on the floor and now the light levels is between 620 and 1450 lux.	
		Worker Protection	●	◐	●	●	◐	Providing workers with personal protective clothing and equipment.	Provide personal protective clothing and equipment to workers.	The factory bought the ear plugs for the workers who work in the generators room and compressor room.	24
								Training and encouragement of workers to use the personal protective equipment provided.	Provide training to workers on the use of personal protective equipment.	The factory provides training to workers on the use of PPE.	
								Installing guards on all dangerous moving parts of machines and equipment.	Equip sewing machines with all guards needed.		
		Leave	○	○	◐	●	○		Provide breastfeeding breaks to workers who are entitled to them.	The factory has a breastfeeding policy in place and all workers entitled to it are aware of it.	
		Overtime	○	●	○	○	○				
		Regular Hours	●	●	●	◐	◐	Working time records.	Provide workers a daily break as accorded to them by the law.	An agreement has been signed with workers for a daily 30 minute break.	24

Genesis S.A.

Location Port-au-Prince
No. of workers 1163
Registration date 28 October 2009

Advisory Services and Training

2 April 2012: Management introduction meeting was held with the Genesis HR manager and the Compliance manager.
15-16 May 2012: OSH training for 4 managers and 13 OSH committee members organized by the Inter-American Development Bank.
26 June 2012: Follow up visit on the improvements.
12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 2 managers.
23 August 2012: Follow up visit on the actions done.

Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement priorities	Remediation Efforts	# Months
		1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐			
2	Discrimination	Gender	☐	☐	☐	☐			
		Other Grounds	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐			
		Religion and Political Opinion	☐	☐	☐	☐			
3	Forced Labour	Bonded Labour	☐	☐	☐	☐			
		Coercion	☐	☐	☐	☐			
		Forced Labour and Overtime	☐	☐	☐	☐			
		Prison Labour	☐	☐	☐	☐			

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐				
		Interference and Discrimination	☐	☐	☐	☐				
		Strikes	☐	☐	☐	☐				
		Union Operations	☐	☐	☐	☐				
5	Compensation	Method of Payment	☐	☐	☐	☐				
		Minimum Wages	☒	☒	☒	☒	Piece rate level.	Set quota for piece rate workers to earn at least 250 gourdes in a regular 8 hour workday.	The factory is working on increasing the piece rate level such as workers could earn the 250 Gourdes after 8 hours of work.	18
		Overtime Wages	☐	☐	☐	☐				
		Paid Leave	☒	☐	☐	☐				
		Premium Pay	☐	☐	☐	☐				
		Social Security and Other Benefits	☒	☒	☒	☒	Employer contribution to ONA. Collecting workers' contributions to ONA for social insurance funds.	Collect from the workers and pay 6% to ONA instead of 3%.	The factory is up to date with the collected workers contribution to ONA and the employer contribution	18
		Wage Information, Use and Deduction	☐	☐	☐	☐				
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐				
		Discipline and Disputes	☐	☐	☐	☐				
		Employment Contracts	☒	☒	☐	☐				
		Termination	☐	☐	☐	☐				
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☒	☒	☐	☒	Labeling of chemicals and hazardous substances.	Label all chemicals use in the workplace.		
		Emergency Preparedness	☒	☒	☒	☒	Training workers to use the fire-fighting equipment.	Train 10% of the workforce to the use of fire-fighting equipment		18
							Marking or posting of emergency exits and/or escape routes in the workplace.	Mark and post the emergency exits and/or escape routes in the workplace		

Health Services and First Aid	●	●	●	◐	Health checks for workers who are exposed to work-related hazards.	Provide free health checks to workers exposed to work-related hazards.	The factory has contracted the services of a private hospital in the name of Bernard Mevs to provide free health checks to all the workers.	18
					Pre-assignment and/or annual medical checks for workers.	Provide to newly hired workers medical checks within the first 3 months of hiring.	Starting August 2012, newly hired workers are getting medical checks upon hiring.	
					Onsite medical facilities and staff.	Hire more nurses and ensure doctors' visits on site.	The factory has installed a new infirmary well equipped in the workplace and sent the workers to Bernard Mevs hospital for medical checks.	
					First-aid training for workers.	Train 10% of workforce in First Aid.	The factory has increased the number of the workforce trained on first-aid to 40, but still not reaching 10% of the workforce.	
OSH Management Systems	●	●	●	◐	Assessment of general occupational safety and health issues in the factory.	Publish a written OSH policy.	The factory has elaborated an OSH policy.	18
					Mechanisms to ensure cooperation between workers and management on OSH matters.	Establish a OSH committee and conduct a OSH assessment	The factory has established an OSH committee and conduct several OSH self-assessments	
Welfare Facilities	●	◐	●	◐	Toilets.	Provide an adequate number of functioning toilets.	The factory is currently increasing the number of toilets.	18
Worker Accommodation	○	○	○	○				
Working Environment	●	○	●	○			Factory decreased workplace noise level.	

8	Working Time	Worker Protection	●	●	◐	◐	Accommodating standing workers.	Provide standing workers with anti-fatigue mats or foot rests.	The factory has installed foot rest for all the standing workers.	18
							Training of workers to use machines and equipment safely.	Train workers to use machines and equipment safely.	The factory has taken action to train the workers on the use of the machines and equipment safely.	
							Installing guards on all dangerous moving parts of machines and equipment.	Install all the required guards on the machines: eye guard, finger guard, pulley and belt guards.	The factory has taken action to increase the percentage of the machines that are equipped with guards to 90% and is still increasing the number.	
		Leave	○	○	○	○				
		Overtime	●	◐	●	●	Voluntary overtime.	Allow workers to work overtime voluntarily.		18
							Limits on overtime hours worked.			
		Regular Hours	●	●	○	○				

Global Manufacturers & Contractors S.A

Location

Port-au-Prince

No. of workers

1950

Registration date

19 September 2010

Advisory Services and Training

23 March 2012: Management introduction meeting.

28 April 2012: Worker training (43 workers) including awareness raising on potential health and safety issues in the workplace.

15-16 May 2012: OSH training for 2 managers and 3 OSH committee members organized by the Inter-American Development Bank.

Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement priorities	Remediation Efforts	# Months
		1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐			
2	Discrimination	Gender	☐	☐	☐	☐			
		Other Grounds	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐			
		Religion and Political Opinion	☒	☐	☐	☐			
3	Forced Labour	Bonded Labour	☐	☐	☐	☐			
		Coercion	☐	☐	☐	☐			
		Forced Labour and Overtime	☐	☐	☐	☐			
		Prison Labour	☐	☐	☐	☐			

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	
		Interference and Discrimination	☐	☐	☐	☐	
		Strikes	☐	☐	☐	☐	
		Union Operations	☐	☐	☐	☐	
5	Compensation	Method of Payment	☐	☐	☐	☐	
		Minimum Wages	☒	☒	☒	☒	Piece rate level Set quota for piece rate workers to earn at least 250 Gourdes in a regular 8 hour work-day. 18
		Overtime Wages	☐	☐	☐	☐	
		Paid Leave	☐	☐	☐	☐	
		Premium Pay	☐	☐	☐	☐	
		Social Security and Other Benefits	☒	☒	☒	☒	Collecting workers' contributions to ONA for social insurance funds. Collect the legally required 6% of worker salary for ONA. 18 The employer contribution to OFATMA for work-related accident insurance is paid.
		Wage Information, Use and Deduction	☒	☐	☐	☐	Employer contribution to ONA.
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐	
		Discipline and Disputes	☐	☐	☐	☐	
		Employment Contracts	☒	☒	☐	☐	
		Termination	☒	☐	☐	☐	
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☒	☒	☐	☒	Chemical safety data sheets for all chemicals and hazardous substances in the workplace. Washing facilities or cleansing materials in the event of chemical exposure. Post MSDS in chemical storage area. Provide washing facilities or cleansing materials in the event of chemical exposure in chemical storage area.

Emergency Preparedness	   	Training workers to use the fire fighting equipment.		Train at least 10% of the work force in fire fighting.	The employer provides fire-fighting training to 3.6 % of workers.	18
		Fire fighting equipment.		Clear access to 3 fire extinguishers and install 6 missing ones.		
		Marking or posting of emergency exits and/or escape routes in the workplace.		Mark escapes routes.		
		Periodic emergency drills.		Conduct an emergency drill every 6 months.		
Health Services and First Aid	   	First aid boxes/supplies in the workplace.		Ensure that first aid boxes keys are available and easily accessible on the floor.	A sufficient number of first aid boxes are available on the floor. Access time should be reduced.	18
		Pre-assignment and/or annual medical checks for workers		Provide medical checks annually for all workers and bi-annually for workers exposed to chemicals in stamping area.		
		Health check for workers exposed to work-related hazards.				
		Onsite medical facilities and staff.		Increase number of nurses and of weekly doctor visits.		
OSH Management Systems	   	Assessment of general occupational safety and health issues in the factory.		Conduct OSH assessment.	The employer provided first-aid training to 3% of workers.	
		Recording work-related accidents and diseases and/or submitting the record to OFATMA.		Send accident report to OFATMA on a monthly basis.		
Welfare Facilities	   	Toilets.		Fix all toilets and maintain them in good conditions.		18
Worker Accommodation	   					
Working Environment	   	Workplace temperature.		Ensure lower temperature in the workplace.	Exhaust fans have been installed throughout the plant, and additional ones are planned.	18
		Workplace noise levels.		Reduce noise level.		
		Workplace lighting.		Increase light level.		

Worker Protection					Providing workers with personal protective clothing and equipment.	Provide workers with personal protective clothing and equipment.	The employer provided PPE to spot cleaners; additional ones are needed for stamping operators.	18
					Accommodating standing workers.	Provide anti-fatigue and/or footrest mat to standing workers.		
					Training and encouragement of workers to use personal protective equipment provided.	Train and encourage workers to the use of the PPEs		
					Training of workers to use machines and equipment safely.			
					Install guards on dangerous moving parts of machines and equipment.	Reinforce training of workers on the safe use of the machines.		
					Install guards on machines as needed.			
Leave							Breastfeeding policy is enforced.	18
Overtime					Voluntary overtime	Let the workers leave the workplace during overtime hours.		18
					Limits on overtime hours worked	Do not exceed the legal overtime limit.		
					Authorization from the Department of Labour for overtime	Obtain authorization from the Department of Labour to work overtime.		
Regular Hours					Daily break periods	Ensure that the daily break for workers complies with legal requirements.		18

Horizon Manufacturing S.A.

Location Port-au-Prince
No. of workers 328
Registration date 25 August 2010

Advisory Services and Training

23 March 2012: Management introduction meeting with General Manager, Administration Manager, HR Manager and OSH Officer.
5 April 2012: Meeting to discuss the final improvement plan and prioritize issues to be solved with Administration Manager, HR Manager and OSH Officer.
11 April 2012: Advisory visit for follow up progress of issues chosen as priority in the improvement plan with a special focus on payroll and attendance issues with Administration Manager.
4 May 2012: Meeting to present the OSH assessment checklist provided by BWH, Follow up progress of issues chosen as priority in the improvement plan, Advise on next issues to be solved and OSH tour with Administration Manager.
5 July 2012: Meeting to discuss on the current HR system, Payroll advisory, discussion on challenges in the implementation of breastfeeding policy, Establishment of training agenda and OSH tour with General Manager, Administration Manager, HR Manager and OSH officer.
28 April 2012: Worker training (5 workers) including awareness rising on potential health and safety issues in the workplace.

Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
		1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐			
2	Discrimination	Gender	☐	☐	☐	☐			
		Other Grounds	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐			
		Religion and Political Opinion	☐	☐	☐	☐			
3	Forced Labour	Bonded Labour	☐	☐	☐	☐			
		Coercion	☐	☐	☐	☐			
		Forced Labour and Overtime	☐	☐	☐	☐			

4	Freedom of Association and Collective Bargaining	Prison Labour	☐	☐	☐	☐			
		Collective Bargaining	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐			
		Union Operations	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐			
		Minimum Wages	☒	☒	☒	☒	Piece rate level.	The piece rate should be set at a level such that workers earn at least 250 Gourdes per day for ordinary hours of work.	18
		Overtime Wages	☐	☐	☐	☐			
		Paid Leave	☒	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☐	☐	☐			
		Wage Information, Use and Deduction	☒	☐	☐	☐			
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☐			
		Employment Contracts	☒	☒	☒	☐		The factory obtained the approval of MAST for the updated version of the internal work rules.	
		Termination	☐	☐	☐	☐			
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☐	☒	☒	☒	Inventory of chemicals and hazardous substances used in the workplace. Labeling of chemicals and hazardous substances.	Keep an inventory of chemicals and hazardous substances used in the workplace. Properly label all chemicals and hazardous substances containers. All containers were labelled, however the factory needs to constantly monitor this as new containers might be introduced in the chemical room and the spot cleaning area.	12

Emergency Preparedness	☐	☒	☐	☒	Accessible, unobstructed, and/or unlocked emergency exits during working hours, including overtime.	Keep all emergency exits accessible, unobstructed, and/or unlocked during working hours, including overtime and daily break.	
Health Services and First Aid	☒	☐	☒	☐	Onsite medical facilities and staff.	Increase number of nurses and of weekly doctor visits.	18
					First-aid training for workers.	Train at least 10% of the work force on First Aid.	38 workers were trained on first aid.
OSH Management Systems	☒	☐	☐	☐			The Factory conducts OSH assessment on a monthly basis and keeps appropriate reports.
							The reports are now prepared and sent to OFATMA on a monthly basis.
Welfare Facilities	☒	☐	☐	☐			The factory has an appropriate number of toilets for both sexes. Administration employees are checking the bathrooms on a regular basis to ensure that they are working properly and always clean.
Worker Accommodation	☐	☐	☐	☐			
Working Environment	☐	☒	☐	☒	Workplace temperature.	Improve temperature in the workplace	
					Workplace lighting.	Improve lighting in the workplace.	
Worker Protection	☐	☒	☐	☐	Training of workers to use machines and equipment safely.		All standing workers received fatigue mats.
							At least 80 per cent of sewing operators are using the guards on their machines or the goggles that were provided by the management.
Leave	☐	☒	☐	☐			

Overtime



Limits on overtime hours worked.

Limit overtime to the limit allowed by law.

6

Letter was submitted to the Department of Labour in order to obtain the authorization to work overtime.

Letter was submitted to the Department of Labour in order to obtain the authorization to work on Sundays.

Regular Hours



The factory obtained the approval of MAST for the updated version of the internal work rules.

Island Apparel S.A.

Location Port-au-Prince
No. of workers 1541
Registration date 9 September 2009

Advisory Services and Training

- 11 April 2012: Advisory services on the improvement plan to measure the remediation effort with the compliance team.
- 17 April 2012: PICC meeting is held with the 12 members of the PICC.
- 28 April 2012: Worker training (52 workers) including awareness rising on potential health and safety issues in the workplace.
- 8 May 2012: PICC meeting is held with the 8 members of the PICC.
- 15-16 May 2012: OSH training for 3 managers and 6 OSH committee members organized by the Inter-American Development Bank.
- 28 June 2012: PICC meeting is held with the 12 members of the PICC.
- 12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 2 managers.

Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# months
		1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐	☐			
2	Discrimination	Gender	☐	☐	☐	☐	☐			
		Other Grounds	☐	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐	☐			
		Religion and Political Opinion	☐	☐	☐	☐	☐			
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐			
		Coercion	☒	☐	☐	☐	☐			

4	Freedom of Association and Collective Bargaining	Forced Labour and Overtime	☐	☐	☐	☐	☐			
		Prison Labour	☐	☐	☐	☐	☐			
		Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐	☐			
		Union Operations	☐	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☐	☒	☒	☒	Piece rate level	Quota should be set for piece rate workers to earn at least 250 Gourdes in regular 8 hour day.	12
		Overtime Wages	☒	☐	☐	☐	☐			
		Paid Leave	☒	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☐	☒	☐	☐	☐			
		Wage Information, Use and Deduction	☐	☐	☐	☐	☐			
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☒	☐	☐	☐	☐			
		Employment Contracts	☒	☐	☐	☐	☐			
		Termination	☒	☐	☐	☐	☐			
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☒	☐	☐	☐	☒	Inventory of chemicals and hazardous substances used in the workplace	Keep an inventory of the chemicals substances used in the workplace	
		Emergency Preparedness	☒	☐	☐	☐	☐		Factory trained the 10% of the workforce on the use of fire-fighting equipment.	
		Health Services and First Aid	☒	☐	☐	☐	☒	Pre-assignment and/or annual medical checks for workers		24
		OSH Management Systems	☒	☐	☐	☐	☐			

8	Working Time	Welfare Facilities	☒	☐	☐	☐	☐		Bathrooms are inspected twice daily, soap is available.	
		Worker Accommodation	☐	☐	☐	☐	☐			
		Working Environment	☒	☐	☒	☐	☒	Workplace temperature	Reduce temperature as the workplace is too hot for some workers.	12
		Worker Protection	☒	☐	☒	☐	☒	Installing guards on all dangerous moving parts of the machines and equipment	Install guards on all dangerous moving parts of the machines and equipment.	12
		Leave	☐	☐	☒	☐	☐			
		Overtime	☒	☐	☐	☐	☒	Limits on overtime hours worked	Overtime should not exceed the 80 hours per trimester according to the law	
		Regular Hours	☒	☐	☐	☐	☐			

Interamerican Wovens S.A.⁵

Location Port-au-Prince
No. of workers 860
Registration date 28 October 2009

Advisory Services and Training

- 28 March 2012: Pre-Assessment visit
- 4 May 2012: Follow up visit on the progress. Discussion with the Plant Manager, Head of Administration, Administration Manager and Compliance Manager on the implementation of the PICC
- 15-16 May 2012: OSH training for 4 managers and 6 OSH committee members organized by the Inter-American Development Bank.
- 31 May 2012: Follow up visit on the progress of issues chosen as priority in the improvement plan and OSH tour with Compliance Manager. Discussion with the Administration Manager on the health checks for workers.
- 12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 3 managers.
- 30 August 2012: Meeting with the factory owner, administration manager and HR manager on the implementation of the PICC and the training agenda
- 4-5 September 2012: Workplace communication training for 20 workers and 12 supervisors.
- 15 September 2012: PICC introduction training for 14 workers

Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement Priorities	Remediation Efforts	# of months
		1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐			
2	Discrimination	Gender	☒	☒	☐	☐			
		Other Grounds	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐			

⁵ Interamerican Wovens was not assessed during the 4th assessment cycle by Better Work Haiti (reported in the 4th Biannual Report in April 2012) due to a factory merger.

3	Forced Labour	Religion and Political Opinion	●	●	○	○			
		Bonded Labour	○	○	○	○			
		Coercion	○	○	○	○			
		Forced Labour and Overtime	○	○	○	○			
4	Freedom of Association and Collective Bargaining	Prison Labour	○	○	○	○			
		Collective Bargaining	○	○	○	○			
		Interference and Discrimination	○	○	○	○			
		Strikes	○	○	○	○			
5	Compensation	Union Operations	●	○	○	○			
		Method of Payment	○	○	○	○			
		Minimum Wages	○	●	●	●	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourdes per day for ordinary hours of work.	12
		Overtime Wages	○	○	○	○			
		Paid Leave	○	○	○	●	Payment for sick leave.	Pay sick leave to all eligible workers.	
		Premium Pay	○	○	○	○			
		Social Security and Other Benefits	●	●	●	○		The employer collects and pays the required contributions for social insurance funds to ONA on a monthly basis.	
		Wage Information, Use and Deduction	○	●	○	○			
6	Contracts and Human Resources	Contracting Procedures	○	○	○	○			
		Discipline and Disputes	○	○	○	○			
		Employment Contracts	○	●	●	◐	Employment contracts' compliance with the labor code, collective agreement and/or internal work rules.	Employment contracts should comply with internal work rules on the duration of the work week.	Internal work rules and employment contracts are in compliance with the labour code on the daily break period.
		Termination	●	○	○	○			

Occupational Safety and Health

Chemicals and Hazardous Substances	● ● ◐ ◐	Chemical safety data sheets for all chemicals and hazardous substances in the workplace.	Have chemical safety data sheets for all chemicals and hazardous substances in the workplace.	18
		Washing facilities or cleansing materials in the event of chemical exposure.	Provide adequate washing facilities or cleansing materials in the event of chemical exposure.	
			Workers who work with chemicals and hazardous substances were trained and provided with appropriate personal protective equipment.	
			Chemicals in storage area and point of use are now labelled.	
			There is an updated inventory	
Emergency Preparedness	○ ● ◐ ○		Fire extinguishers are regularly inspected and well placed.	
			10 percent of workforce was trained in the use of the fire fighting equipment.	
Health Services and First Aid	● ● ● ◐	Health checks for workers who are exposed to work related hazards.	Provide health checks for workers who are exposed to work related hazards	18
		Onsite medical facilities and staff.	Increase number of nurses and doctors' visits.	
		Pre-assignment and/or annual medical checks for workers.	Provide pre-assignment and/or annual medical checks for workers.	
OSH Management Systems	● ○ ● ○		The factory has records related to accidents and ensures to send them to OFATMA on a monthly basis.	
Welfare Facilities	● ● ◐ ◐	Toilets.	Fix all toilets and maintain them in good working condition.	18
		Providing drinking water.	Provide safe drinking water and keep records of water filtering system maintenance.	Water treatment system is installed and functioning.
		Workplace cleanliness.	Keep the workplace clean and tidy.	

8	Working Time	Worker Accommodation	☐	☐	☐	☐			
		Working Environment	☐	☐	☒	☒	Workplace temperature	Improve temperature in the workplace.	6
							Workplace lighting	Improve lighting in the workplace.	
		Worker Protection	☒	☐	☒	☐			
								Workers are provided with personal protective clothing and equipment.	
								Guards are installed on all dangerous moving parts of machines and equipment.	
8	Working Time	Leave	☐	☐	☒	☒	Time off for breastfeeding breaks.	Provide time off for breastfeeding breaks.	6
		Overtime	☒	☐	☒	☒	Limits on overtime hours worked.	Comply with legal limits on overtime hours worked.	6
							Authorization from the Department of Labor for work on Sundays.	Obtain authorization from the Department of Labor for work on Sundays.	
		Regular Hours	☒	☐	☒	☐		Internal work rules and employment contracts are in compliance with the labour code on the daily break period.	

Johan Company

Location Port-au-Prince
No. of workers 149
Registration date 23 September 2009

Advisory Services and Training

4 May 2012: Management intro meeting.
 3 July 2012: Follow up visit on the improvements.
 5-6 July 2012: Advisory services on HR management.
 7 July 2012: OSH committee set-up training for 3 managers and 2 workers.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☒	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☒	☐			Maternity leave from workers' period of continuous service is included.	
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐	☐				

Prison Labour	☐	☐	☐	☐	☐					
Collective Bargain- ing	☐	☐	☐	☐	☐					
Interference and Discrimination	☐	☐	☐	☐	☐					
Strikes	☐	☐	☐	☐	☐					
Union Operations	☐	☐	☐	☐	☐					
Method of Payment	☐	☐	☐	☐	☐					
Minimum Wages	☒	☐	☒	☒	☒	Piece rate level	Quota should be set for piece rate workers to earn at least 250 Gourdes in regular 8 hour day.		12	
Overtime Wages	☒	☐	☐	☐	☐					
Paid Leave	☒	☐	☐	☒	☐	Factory is paying sick leave ac- cording to the labour code.				
Premium Pay	☐	☐	☐	☐	☐					
Social Security and Other Benefits	☒	☒	☒	☒	☒	Forwarding of workers contri- butions to ONA	Forward the ONA contributions on a monthly basis	The factory is up to date with the collected ONA contributions and the employer contribution.	24	
						Collecting worker contribu- tions to ONA for social insur- ance funds.				
						Employer contribution to ONA				
						Employer contribution to OFATMA for work-related accident insurance	Pay the OFATMA contribution for the work- related accident insurance			
Wage Information, Use and Deduction	☒	☒	☐	☐	☐					
Contracting Proce- dures	☐	☐	☐	☐	☐					
Discipline and Dis- putes	☒	☐	☐	☒	☐	Factory made awareness cam- paign against bullying, harass- ment or humiliating treatment of workers.				

7	Occupational Safety and Health	Employment Contracts	●	●	●	●	●	Internal work rules	Establish internal work rules.	24
		Termination	○	●	○	●	◐	Reductions in workforce size due to changes in operations	Inform MAST about workforce down size according to the labour code.	6
								Annual salary supplement of bonus upon termination.	The factory is paying annual salary supplement or bonus upon termination.	
7	Occupational Safety and Health	Chemicals and Hazardous Substances	●	●	●	●	●	Inventory of chemicals and hazardous substances used in the workplace	All chemicals and hazardous substances have to be recorded.	24
								Labelling of chemicals and hazardous substances	Label all chemicals and hazardous substances.	
								Storage of chemicals and hazardous substances	Need a storage area for chemicals.	
								Chemical safety data sheets for all chemicals and hazardous substances in the workplace	Post safety data sheets for all chemicals and hazardous substances.	
								Assessing, monitoring, preventing and/or limiting workers' exposure to hazardous substances.	Assess, monitor, prevent and/or limit workers' exposure to hazardous substances.	
								Training workers who work with chemicals and hazardous substances	Train workers who work in chemicals and hazardous substances.	
								Washing facilities and cleansing materials in the event of chemical exposure	Provide eye wash station.	

Emergency Preparedness	●	●	●	●	◐	Fire detection and alarm system	Install fire detection alarm system,	24
						Firefighting equipment	Provide fire fighting equipment.	
						Marking or posting of emergency exits and/or escape routes in the workplace.	Mark or post of emergency exits and/or escape routes in the workplace.	
						Number of emergency exits	Have the required number of exit in the workplace.	
						Accessible, unobstructed and/or unlocked emergency exits during working hours, including overtime	All emergency exits should be unlocked and unblocked during working hours, including overtime.	
						Periodic emergency drills	Conduct periodic emergency drills.	
Health Services and First Aid			◐	●	●	Training workers to use the firefighting equipment	Train 10 % of the workforce to use the fire fighting equipment.	24
	●	●				Health checks for workers who are exposed to work-related hazards.	Provide Health checks for workers exposed to work-related hazards.	
						Onsite medical facilities and staff	Provide onsite medical facilities and staff.	
						First aid boxes and supplies in the workplace	Provide First aid boxes and supplies in the workplace	
						First-aid training for workers	Train 10% of the workforce in First-aid.	
OSH Management Systems			◐	●	●	Pre-assignment and/or annual medical checks for workers.	Provide pre-assignment and/or annual medical checks for workers.	24
	●	●				Recording work-related accidents and diseases and/or submitting the record to OFATMA	Record work-related accidents and diseases and/or submitting the record to OFATMA	

8	Welfare Facilities	●	●	◐	●	●	Washing facilities and/or soap	Provide washing facilities and/or soap	24
							Providing drinking water	Provide drinking water	
							Toilets	Increase the number of toilets.	
							Eating area	Set an eating area.	
	Worker Accommodation	○	○	○	○	○			
	Working Environment	○	●	○	○	○			
	Worker Protection	●	●	◐	●	●	Providing workers with personal protective clothing and equipment	Provide personal protective clothing and equipment to workers.	24
							Training and encouragement of workers to use the personal protective equipment provided	Train and encourage workers to use the personal protective equipment provided.	
							Accommodating standing workers	Accommodate standing workers.	
							Training of workers to use machines and equipment safely	Train workers to use machines and equipment safely.	
							Installing guards on all dangerous moving parts of machines and equipment	Install guards on all dangerous moving parts of machines and equipment.	
8	Working Time	Leave	○	○	●	●	Time off for breastfeeding breaks	Provide time off for breastfeeding to workers entitled to it.	12
		Overtime	●	●	○	●		Factory obtained authorization from the Department of Labour for overtime.	
		Regular Hours	●	●	●	●		Working time is recorded according to the law.	
								Factory has consulted the worker on the daily break periods.	

Lucotex Manufacturing Co.

Location Port-au-Prince
No. of workers 52
Registration date 19 October 2010

Advisory Services and Training

18 April 2012: Management introduction meeting with HR manager
 28 April 2012: Worker training (7 workers) including awareness rising on potential health and safety issues in the workplace.
 29 May 2012: Follow-up visit with HR Manager to measure the remediation efforts accomplished on Social Security and Other Benefits, and the chemicals substances.
 4 June 2012: Follow-up visit with HR Manager to measure the remediation efforts accomplished on the health services and Worker protection issue.

	Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement Priorities	Remediation Efforts	# months
			1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐				
4	Freedom of Association and Collective	Collective Bargaining	☐	☐	☐	☐				

	Bargaining	Interference and Discrimination	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐			
		Union Operations	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐			
		Minimum Wages	☐	☒	☒	☒	Piece rate level	Set the piece rate at a level where workers earn at least 250 Gourde/day for a regular hour workday.	12
		Overtime Wages	☐	☐	☐	☐			
		Paid Leave	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☒	☐	☐		The factory is now updated with the ONA payment.	
								The factory is updated with OFATMA payment.	
6	Contracts and Human Resources	Wage Information, Use and Deduction	☐	☐	☐	☐			
		Contracting Procedures	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☐			
		Employment Contracts	☒	☐	☐	☒	Internal work rules	Get approval of the internal rules by the Ministry of Labour.	
		Termination	☒	☐	☐	☐			
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☐	☐	☒	☐		Gas tanks are identified.	

Emergency Preparedness	● ● ● ◐	Fire detection and alarm system. Training workers to use the fire fighting equipment. Marking or posting of emergency exits and /or escape routes in the workplace. Periodic emergency drills.	Keep exits open during regular and over-time hours. Install fire alarm system. Train more workers on the use of fire fighting equipment. Post evacuation plan and clearly mark escape route. Emergency drill should be conduct twice a year.	The factory keeps exits open during regular and overtime hours.	18
Health Services and First Aid	● ● ● ◐	Onsite medical facilities and staff First aid boxes/supplies in the work-place First aid training for workers Pre-assignment and/or annual medical checks for workers.	Increase number of doctors and nurses visits and build an infirmary. Provide First Aid boxes/supplies in the workplace. First Aid training for workers. Provide annual medical checks for workers.	The factory has a clinic and a nurse but no on-site doctor's visits.	18
OSH Management Systems	● ● ● ●	Written OSH policy. Assessment of general occupational safety and health issues in the factory. Mechanisms to ensure cooperation between workers and management on OSH matters. Forward reports of work related accidents to OFATMA.	Write an OSH policy. Assessment general occupational safety and health issues. Ensure cooperation on OSH matters between workers and management. Forward accidents reports to OFATMA.		18
Welfare Facilities	● ◐ ◐ ◐	Washing facilities and/or soap.	Add more toilets. Provide soap for workers.	The factory provides enough toilets for men and women.	18
Worker Accommodation	○ ○ ○ ○				

8	Working Time	Working Environ- ment	●	◐	●	●	Workplace lighting.	Improve lighting in the workplace.		18
		Worker Protection	●	●	◐	◐	Installing, grounding, and/or main- taining electrical wires, switches, and/or plugs.	Fix all electrical hazards.		18
							Providing workers with personal protective clothing and equipment.	Provide all workers with PPEs and train them.		
							Accommodating standing workers.	Provide fatigue mats to workers.		
							Measures to avoid heavy lifting by workers.	Put measures in place for the heavy lifting by workers.		
							Training of workers to use machines and equipment safely	Train of workers to use machines and equipment safely.		
							Installing guards on all dangerous moving parts of machines and equipment	Install guards on machines that need them.	The factory posts all the safety warnings in the workplace.	
								Post safety warning in the workplace.		
		Leave	○	○	●	●	Time off for breastfeeding breaks	Provide breastfeeding breaks to workers entitled to them.		6
		Overtime	●	○	○	○				
		Regular Hours	●	◐	●	◐	Working time records.	Allow workers a daily break of 30 minutes.	The factory reaches an agreement with the workers on the daily break period.	18
								Allow workers to records their working time by themselves.		

Magic Sewing Manufacturing S.A.

Location Port-au-Prince
No. of workers 339
Registration date 1 October 2009

Advisory Services and Training

29 March 2012: Management introduction meeting with the General Manager.

28 April 2012: Worker training (2 workers) including awareness rising on potential health and safety issues in the workplace.

15-16 May 2012: OSH training for 2 managers and OSH committee members organized by the Inter-American Development Bank.

29 May 2012: Advisory services with the General Manager to measure the remediation efforts accomplished on the improvement plan.

16 June 2012: Workplace communication training for 29 workers.

3 July 2012: Follow-up visit with HR Manager to measure the remediation efforts accomplished on the improvement plan.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☒	☒	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☒	☒	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Forced Labour and Overtime	☐	☐	☐	☒	☐	The factory does not give any punishment or suspension or does not take money from workers' payroll. They ask workers for their availability to do overtime after regular hours only and the workers know that they are free to leave.	
		Prison Labour	☐	☐	☐	☐	☐		
		Collective Bargaining	☐	☐	☐	☐	☐		
		Interference and Discrimination	☐	☐	☐	☐	☐		
		Strikes	☐	☐	☐	☐	☐		
5	Compensation	Union Operations	☐	☐	☐	☐	☐		
		Method of Payment	☐	☐	☐	☐	☐		
		Minimum Wages	☒	☐	☒	☒	☒	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourdes for a regular hour workday. 24
		Overtime Wages	☒	☐	☐	☐	☐		
		Paid Leave	☒	☐	☐	☐	☐		
		Premium Pay	☐	☐	☐	☐	☐		
		Social Security and Other Benefits	☐	☒	☐	☐	☐		
6	Contracts and Human Resources	Wage Information, Use and Deduction	☒	☐	☐	☒	☒	Payroll records.	Provide overtime records for overtime worked within the factory in order to be able to confirmed the accuracy of the payroll. 6
		Contracting Procedures	☐	☐	☐	☐	☐		
		Discipline and Disputes	☐	☐	☐	☐	☐		
		Employment Contracts	☐	☒	☐	☐	☐	The factory consulted workers on the daily break period.	

7	Occupational Safety and Health	Termination		Payment for unused paid annual leave upon resignation or termination. Annual salary supplement or bonus upon termination.	Provide Payment for annual leave upon resignation or termination. Provide payment for annual salary supplement or bonus upon termination.	A termination notice form has been drafted.	24
		Chemicals and Hazardous Substances		Training workers who work with chemical and hazardous substances. Washing facilities or cleansing materials in the event of chemical exposure. Labelling of chemicals and hazardous substances. Chemical safety data sheets for all chemicals and hazardous substances in the workplace.	Provide training and inform workers about the hazardous nature of special glue used. Provide training to workers exposed to chemical substances. Provided eyewash station near the chemical storage point. Label chemicals and hazardous substances in the workplace. Have chemical safety data sheets for all chemicals in and hazardous substances in the workplace	Inventory of chemicals is maintained. The glue, classified as chemical, is no longer in use. Gas tank has been properly labelled.	

Emergency Preparedness	● ● ● ● ●	Firefighting equipment. Training workers to use the fire-fighting equipment. Marking or posting of emergency exits and /or escape routes in the workplace. Periodic emergency drills.	Fire fighting equipment should not be obstructed. Train at least 10% of the workforce on the use of fire fighting equipment. Clearly mark and post emergency exits and/or escape routes in the workplace. Conduct emergency drill should be twice a year.	12 workers were trained on the use of fire-fighting equipment, 28 more workers must be trained.	24
Health Services and First Aid	● ● ● ● ●	Health checks for workers who are exposed to work-related hazards. Onsite medical facilities and staff. First-aid training for workers. Pre-assignment and/or annual medical checks for workers.	Provide medical checks upon hiring. Conduct checks annually for ordinary workers and bi-annually for workers exposed to chemicals. Increase number of nurses and of weekly doctor's visits. Train at least 10% of the workforce on First Aid. Provide annual medical checks for workers.		24
OSH Management Systems	● ● ● ● ○			The factory has now a written OSH policy document. There is an OSH committee comprised of both management and workers that conduct OSH assessment in the workplace.	
Welfare Facilities	● ● ● ● ●	Toilets	Fix all toilets and maintain them in good working conditions.	The factory installed enough toilets for men. Soap is provided in toilets	24
Worker Accommodation	○ ○ ○ ○ ○				

	Working Environ- ment	    	Workplace temperature. Workplace lighting.	Reduce the temperature levels in the workplace. Increase the lighting levels in the workplace.		
	Worker Protection	    	Providing workers with PPE.		Masks have been provided to spot cleaners in the factory.	24
			Installing guards on all dangerous moving parts of machines and equipment.	Install guards on machines as needed.	50 per cent of cover stitch & 20 per cent of bartack sewing machines were missing eye guards, 60 per cent of single needle sewing machines were missing finger guards and 60 per cent of all sewing machines were missing belt guards and pulley guards.	
			Measure to avoid heavy lifting by workers.	Provide measures to avoid heavy lifting in the work place.	Safety warning has been posted in the workplace	
8	Working Time					
	Leave	    			The factory has a breastfeeding policy.	
	Overtime	    	Voluntary overtime.	Post signs to inform workers over-time is voluntary.		24
			Autorization from the Department of Labour for overtime.	Obtain authorization from Ministry of Labour.		
				Limit overtime hours worked.		
	Regular Hours	    	Working time records. Daily break periods.	Keep working time records that showed the overtime hours work. Ensure that workers comply with established daily break.		24

Modas Gloria Apparel S.A.

Location Port-au-Prince
No. of workers 950
Registration date 8 October 2009

Advisory Services and Training

27 March 2012: Management intro meeting with the compliance officer.

17 April 2012: Workplace communication training for 19 workers and 21 supervisors.

28 April 2012: Worker training (8 workers) including awareness rising on potential health and safety issues in the workplace.

15-16 May 2012: OSH training for 2 managers and OSH committee members organized by the Inter-American Development Bank.

31 May 2012: Follow up on the improvement plan with the compliance officer.

12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 2 managers.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐	☐			
		Union Operations	☒	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☐	☒	☒	☒	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourde/day for a regular hour workday.	12
		Overtime Wages	☐	☐	☐	☒	☐		Ordinary overtime wages is paid according to the law.	
		Paid Leave	☒	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☐	☐	☒	☐		The factory is forwarding of workers' contributions for social insurance funds to ONA and employer contribution.	
		Wage Information, Use and Deduction	☒	☐	☐	☐	☐			
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☒	☐	☐	☐	☐			
		Employment Contracts	☒	☒	☒	☐	☒	Compliance with the labour code, collective agreement and/or internal work rules.	Get the full approval for Internal Work Rules from the Ministry of Labor and Social Affairs.	
		Termination	☒	☐	☐	☐	☐			
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☒	☐	☒	☐	☒	Labelling of chemicals and hazardous substances.	Label of chemicals and hazardous substance in the workplace.	24

Emergency Prepar- edness	●	◐	●	◐	●	Accessible, unobstructed, and/or unlocked emergency exits during working hours, including overtime. Marking or posting of emer- gency exits and/or escape routes in the workplace.	Keep the entire exit open in the workplace during working hours, including overtime. Mark or post exits and escape routes in the workplace.	24
Health Services and First Aid	●	◐	●	●	●	First aid training for workers. Onsite medical facilities and staff. Pre-assignment and/or annual medical checks for workers.	Train 10% of the workforce in first-aid. Increase the number of medical staff as required the Haitian Labor Code. Provide annual medical checks for workers.	24
OSH Management Systems	●	◐	○	●	○		Factory conducts Self assessment of general occupational safety and health issues.	
Welfare Facilities	●	◐	◐	◐	●	Washing facilities and/or soap. Toilets. Eating area.	Provide soap to the workers. Have the amount toilets required the Hai- tian Labor Code Increase the capacity of the eating area.	24
Worker Accommo- dation	○	○	○	○	○			
Working Environ- ment	○	○	●	◐	●	Workplace temperature. Workplace noise levels.	Decrease the temperature levels in the workplace.	12

8	Working Time	Worker Protection	☒	☐	☐	☐	☐	Providing workers with PPE.	Provide workers with PPE.	24
								Training and encouragement of workers to use the personal protective equipment provided.	Provide training and encourage workers to use the personal protective equipment provided.	
								Accommodating standing workers.	Provide fatigue mats or foot rest to workers.	Trained workers on how to use machines and equipment safely.
										Installed proper guards on machines that need them.
		Leave	☐	☐	☒	☐	☒	Breastfeeding break.		
		Overtime	☒	☒	☐	☒	☐			Factory obtains authorization from the Department of Labour before working overtime.
										Factory obtains authorization from the Department of Labour before working on Sunday.
		Regular Hours	☒	☐	☐	☒	☐			

Multiwear S.A.

Location Port-au-Prince
No. of workers 1302
Registration date 5 October 2009

Advisory Services and Training

26 March 2012: Management introduction with General Manager and the Compliance Manager.

28 April 2012: Worker training (5 workers) including awareness rising on potential health and safety issues in the workplace.

7 May 2012: Advisory services including follow up on improvements, PICC management meeting, OSH committee meeting.

15-16 May 2012: OSH training for 3 managers and 5 OSH committee members organized by the Inter-American Development Bank.

12 -13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 3 managers.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☒	☐			Age verification system implemented by factory.	
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☒	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐					
		Prison Labour	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐	☒	Freedom to meet without management presence.	Allow workers to meet without management presence.	
								Punishment of unionists.	Same treatment for all workers.	
		Strikes	☐	☐	☐	☐	☐			
		Union Operations	☒	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☐	☐	☒	☒	Piece rate level.	Piece rate level.	6
		Overtime Wages	☒	☐	☐	☐	☐			
		Paid Leave	☒	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☒	☒	☒	☒	Forwarding of workers' contributions for social insurance funds to ONA.	Forward of workers' contributions for social insurance funds to ONA.	24
								Employer contribution to ONA.	Forward employer contribution to ONA.	
6	Contracts and Human Resources							Employer contribution to OFATMA for work-related accident insurance.	Forward employer contribution to OFATMA.	
		Wage Information, Use and Deduction	☐	☐	☐	☐	☐			
		Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☒	☐		Disciplinary measures comply with legal requirements.	
		Employment Contracts	☒	☐	☐	☒	☐		Factory reach an agreement with workers on the daily break.	
		Termination	☐	☐	☐	☒	☒	Reductions in workforce size due to changes in operations.	Send letter to the Labor Ministry before reducing the workforce size due to changes in operations.	6

Chemicals and Hazardous Substances	●	◐	◐	●	●	Chemical safety data sheets for all chemicals and hazardous substances in the workplace.	Post chemical safety data sheets for all chemicals and hazardous substances in the workplace.	24
						Washing facilities or cleansing materials in the event of chemical exposure.	Provide washing facilities or cleansing materials in the event of chemical exposure.	
Emergency Preparedness	●	◐	◐	●	●	Training workers to use the firefighting equipment	Train workers to use the firefighting equipment.	24
						Marking or posting of emergency exits and/or escape routes in the workplace.	Identify, Mark or/and post of emergency exits and/or escape routes in the workplace	
Health Services and First Aid	●	◐	◐	●	●	Health checks for workers who are exposed to work-related hazards.	Provide medical checks annually for all workers and more often to those who work with chemicals.	24
						Onsite medical facilities and staff.	Increase number of nurses and of weekly doctor visits.	
						First-aid training for workers.	Train at least 10% of the work force in First Aid.	
						Pre-assignment and/or annual medical checks for workers.	Provide pre-assignment and/or annual medical checks for workers.	
OSH Management Systems	●	◐	○	●	○		Factory perform assessment of general occupational safety and health issues in the factory.	
Welfare Facilities	●	◐	●	●	●	Washing facilities and/or soap.	Provide washing facilities and soap.	24
						Providing drinking water.	Provide drinking water.	
						Toilets.		
						Eating area.		
Worker Accommodation	○	○	○	○	○			

8	Working Environment	●	●	●	○	●	Workplace temperature.	Decrease temperature in the workplace.	
							Workplace lighting.	Increase the lighting levels in the workplace.	
	Worker Protection	●	◐	●	●	●	Training of workers to use machines and equipment safely.	Train of workers to use machines and equipment safely.	24
							Installing guards on all dangerous moving parts of machines and equipment.	Install guards on all dangerous moving parts machines and equipment.	
	Working Time	○	○	●	●	●		The factory has elaborated a breast-feeding policy	12
		●	◐	◐	●	○		Overtime is done according to the law.	
		●	◐	●	●	○		Factory reaches an agreement with workers on the daily break period.	

One World Apparel S.A.

Location Port-au-Prince
No. of workers 1640
Registration date 27 October 2009

Advisory Services and Training

- 2 April 2012: Management introduction meeting.
- 28 April 2012: Worker training (6 workers) including awareness rising on potential health and safety issues in the workplace.
- 14 May 2012: Follow-up on improvement plan, discussion on the PICC guidelines and implementation process with General Manager, HR Manager and OSH Officer.
- 15-16 May 2012: OSH training for 2 managers and 3 OSH committee members organized by the Inter-American Development Bank.
- 25 May 2012: OSH committee self-assessment work session. Follow-up on improvement plan and follow-up on PICC call for interest with General Manager.
- 6 -7 September 2012: Workplace communication training for 18 workers, 6 unions’ members and 12 supervisors.

	Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐				
		Interference and Discrimination	☐	☐	☒	☐			The terminated unionist was reinstated.	
		Strikes	☐	☐	☐	☐				
		Union Operations	☐	☐	☒	☐			Union representatives have access to workers in the workplace.	
5	Compensation	Method of Payment	☐	☐	☐	☐				
		Minimum Wages	☒	☐	☒	☒	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourdes per day for ordinary hours of work.		6
		Overtime Wages	☐	☐	☐	☐				
		Paid Leave	☒	☐	☐	☐				
		Premium Pay	☐	☐	☐	☐				
		Social Security and Other Benefits	☒	☐	☒	☐	Employer contribution to ONA.	Send employers' contribution to ONA on time.	The employer collects and pays the 6% as required by the law.	18
		Wage Information, Use and Deduction	☒	☐	☐	☐		Pay the required 6% workers/ employer contribution to ONA.		
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐				
		Discipline and Disputes	☐	☐	☐	☐				
		Employment Contracts	☐	☒	☒	☐	Internal work rules.	Update the internal work rules in order to comply with the law requirements on the daily break for workers.	A survey was conducted with the workers who voted for a 1 hour break period at which point the factory applies. The factory still need to update the Internal Work Rules with MAST to reflect the change.	12
		Termination	☐	☐	☒	☐			The unjustly terminated worker was reinstated.	

Occupational Safety and Health

Chemicals and Hazardous Substances	● ●●●●	Labeling of chemicals and hazardous substances. Chemical safety data sheets for all chemicals and hazardous substances in the workplace. Washing facilities or cleansing materials in the event of chemicals exposure	Label all chemicals and hazardous substances containers properly. MSDS are available for most chemicals in the workplace, only two products were found without MSDS. Eye wash stations have been installed in all spot cleaning areas one is missing in the storage area.	18
Emergency Preparedness	● ●●●●	Training workers to use the fire-fighting equipment Marking or posting of emergency exits and/or escape routes in the workplace.	Train 10% of workers in fire fighting. Update evacuation plan. Fire detection and alarm system is installed. 5% of workers have been trained in fire fighting.	18
Health Services and First Aid	● ●●●●	First aid boxes/supplies in the workplace. Health checks for workers who are exposed to work related hazards and pre-assignment and/or annual medical checks for workers. Onsite medical facilities and staff. First-aid training for workers. Pre-assignment and/or annual medical checks for workers.	Ensure that first aid boxes keys are available and easily accessible on the floor. Provide medical checks annually for all workers and bi-annually for workers exposed to chemicals. Increase number of nurses and of weekly doctor visits. Train at least 10% of the work force in first-aid. A sufficient number of first aid boxes are available. Access time should be reduced. The factory provided first-aid training to 3% of workers.	18
OSH Management Systems	● ●●●●			

8	Welfare Facilities	● ● ● ●	Toilets.	Fix all toilets and maintain them in good working conditions. Increase the capacity of the eating area.	Toilets are still insufficient in number but those existing are well maintained and functioning. Improvement was made to the eating area. However the capacity is still insufficient to accommodate the workers.	18
			Eating area.			
		○ ○ ○ ○				
	Working Environment	● ○ ○ ●	Workplace temperature.	Reduce workplace temperature.		18
			Workplace lighting.	Increase light level.		
	Worker Protection	● ● ● ●	Training and encouragement of workers to use the personal protective equipment provided.	Reinforce training of workers on the use of PPE		
			Accommodating standing workers.	Provide anti-fatigue mats and/or footrest to standing workers.	Most (90%) of the standing workers are properly accommodated	
			Training of workers to use machines and equipment safely.	Reinforce training of workers on the safe use of the machines.		
			Installing guards on all dangerous moving parts of machines and equipment.	Install guards on machines as needed.		
			Posting safety warnings in the workplace.	Ensure that a sufficient number of safety warnings are posted in the workplace.		
Working Time	Leave	○ ○ ○ ○				
	Overtime	● ● ○ ●	Authorization from the Department of Labour for overtime.	Obtain an authorization from the Department of Labour for overtime.		
	Regular Hours	● ● ● ○			The factory has an agreement with workers on the daily break period.	

Pacific Sports S.A.

Location Port-au-Prince
No. of workers 1459
Registration date 11 November 2009

Advisory Services and Training

20-21 March 2012: Workplace communication for 6 PICC members, 20 workers and 17 Supervisors.

27 March 2012: Management intro meeting.

28 April 2012: Worker training (14 workers) including awareness rising on potential health and safety issues in the workplace.

15-16 May 2012: OSH training for 3 managers and 7 OSH committee members organized by the Inter-American Development Bank.

31 May 2012: Follow up on the improvement plan.

12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for one manager.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☒	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	☐		
		Interference and Discrimination	☐	☐	☐	☐	☐		
		Strikes	☐	☐	☐	☒	☐		No strike has been recorded since the factory owner has been advised to respect the rights of workers to strike and overall advise on the convention 87.
		Union Operations	☒	☐	☐	☐	☐		
5	Compensation	Method of Payment	☐	☐	☐	☐	☐		
		Minimum Wages	☒	☐	☒	☒	☒	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourde/day for a regular hour workday. 12
		Overtime Wages	☒	☐	☐	☐	☐		
		Paid Leave	☒	☐	☐	☐	☐		
		Premium Pay	☐	☐	☐	☐	☐		
		Social Security and Other Benefits	☐	☒	☐	☒	☐		ONA payment is made according to the law.
		Wage Information, Use and Deduction	☐	☐	☒	☐	☐		
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐	☐		
		Discipline and Disputes	☐	☐	☐	☐	☐		
		Employment Contracts	☐	☒	☒	☐	☐		The factory reaches an agreement with workers on the daily break period.
		Termination	☒	☐	☐	☒	☐		Factory set up a system allowed workers to defend themselves.
7	Occupational Safety and Health	Chemicals and Hazardous Substances	☒	☐	☐	☒	☐		Factory posted MSDS near chemical storage area.
									Factory installed eyewash station near the chemical storage area.

8	Working Time	Emergency Prepar- edness	☐ ☒ ☒ ☒ ☒	Fire detection and alarm system.	Install fire alarm system in buildings 26 and 25.	18
				Marking or posting of emergen- cy exits and/or escape routes in the workplace.	Post the evacuation plan in Building 25.	
		Health Services and First Aid	☒ ☒ ☒ ☒ ☒	Onsite medical facilities and staff.	Have the amount medical staff required the Haitian Labor Code.	24
				First-aid training for workers.	Train at least 10% of the workforce in First Aid.	
		OSH Management Systems	☐ ☒ ☒ ☐ ☐			
		Welfare Facilities	☒ ☒ ☒ ☒ ☒	Washing facilities and/or soap.	Provide soap for workers.	24
				Toilets.	Have the amount toilets required the Hai- tian Labor Code.	
		Worker Accommo- dation	☐ ☐ ☐ ☐ ☐			
		Working Environ- ment	☐ ☐ ☒ ☒ ☒	Workplace temperature.	Decrease the temperature levels in the workplace.	12
				Workplace lighting.	Increase the lighting level in the workplace.	
		Worker Protection	☒ ☒ ☐ ☒ ☒	Installing guards on all danger- ous moving parts of machines and equipment.	Install proper guards on machines that need them.	6
8	Working Time	Leave	☐ ☐ ☒ ☒ ☐		Factory provided time off for breastfeed- ing breaks.	
		Overtime	☒ ☒ ☒ ☐ ☐			
		Regular Hours	☒ ☒ ☒ ☒ ☐		Factory reaches an agreement on the daily break period.	

Palm Apparel S.A.

Location Port-au-Prince
No. of workers 1179
Registration date 17 November 2009

Advisory Services and Training

- 28 March 2012: Management introduction meeting with General Manager and HR Manager.
- 28 April 2012: Worker training (33 workers) including awareness rising on potential health and safety issues in the workplace.
- 22 May 2012: Advisory services with the HR Manager and OSH Officer including follow up on improvements.
- 12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for one manager.
- 28-29August 2012: Training on Workplace communication for 40 workers, 40 supervisors and 11 managers.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*	5				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☒	☐			The factory implements a policy on sexual harassment.	
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐	☐			
		Union Operations	☐	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☐	☒	☒	☒	Piece rate level	Increase the piece rate level such as piece rate workers could earn 250 Gourdes.	12
		Overtime Wages	☐	☐	☐	☐	☐			
		Paid Leave	☐	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☐	☐	☒	☐		The factory collects and pays the required amount for ONA on a monthly basis.	
									The factory pays the required amount for work related accidents to OFATMA.	
6	Contracts and Human Resources	Wage Information, Use and Deduction	☒	☐	☐	☐	☐			
		Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☒	☒	Bullying, harassment or humiliating treatment of workers	Treat the workers with respect.	6
		Employment Contracts	☒	☒	☐	☒	☐		The factory reaches an agreement with the workers on the daily break period.	
7	Occupational Safety and Health	Termination	☐	☒	☐	☐	☐			
		Chemicals and Hazardous Substances	☒	☐	☐	☒	☐	Labelling of chemicals and hazardous substances.	Label all chemicals and hazardous substances.	24
								Chemical safety data sheets for all chemicals and hazardous substances in the workplace.	Display chemical safety data sheets for all chemicals and hazardous substances in the workplace.	
								Washing facilities or cleansing materials in the event of chemical exposure.		

Emergency Prepar- edness	● ●●●●	Fire detection and alarm system.	Install fire detection and alarm system.	24
		Training workers to use the fire fighting equipment.	Train workers on the use the fire-fighting equipment.	
		Periodic emergency drills.	Conduct periodic emergency drills.	
			The factory has appropriate fire fighting equipment.	
			Emergency and escape routes are marked and unobstructed.	
Health Services and First Aid	● ●●●●	Health checks for workers who are exposed to work-related hazards.	Provide health checks for workers who are exposed to work-related hazards.	24
		Onsite medical facilities and staff.	Provide appropriate onsite medical facilities and staff.	
		First-aid training for workers.	Train workers in first-aid training.	
		Pre-assignment and/or annual medical checks for workers.	Provide pre-assignment and/or annual medical checks for workers.	
			The factory has an appropriate number of first aid boxes	
OSH Management Systems	● ●●●●	Written OSH policy.	Develop a written OSH policy.	24
			The OSH assessments are being carried out on a regular basis.	
			The factory has records related to accidents and ensures to send them to OFATMA on a monthly basis.	
Welfare Facilities	● ●●●●	Washing facilities and/or soap.	Washing facilities and/or soap	24
		Toilets.	Toilets	
		Eating area.	Eating area	
Worker Accommo- dation	○ ○ ○ ○ ○			
Working Environ- ment	● ○ ○ ● ●	Working temperature.	Working temperature	6

8	Working Time	Worker Protection	●	◐	◐	●	◐	Accommodating standing workers.	Accommodating standing workers	Anti-fatigue mat or foot rest are available for workers in floor 1 to 3. However, the newer floors (4 & 5) have not been corrected yet.	24
								Installing guards on all dangerous moving parts of machines and equipment.	Installing guards on all dangerous moving parts of machines and equipment	Guards have been installed and still in progress	
		Leave	○	○	●	●	●	Time off for breastfeeding breaks.	Time off for breastfeeding breaks		12
		Overtime	●	●	○	●	●	Limits on overtime hours worked.	Limits on overtime hours worked		6
								Authorization from the Department of Labour for overtime.	Authorization from the Department of Labour for overtime		
								Authorization from the Department of Labour for work on Sundays	Authorization from the Department of Labour for work on Sundays		
		Regular Hours	●	●	●	●	●	Working time records.	Working time records.		24

Premium Apparel S.A.

Location	Port-au-Prince
No. of workers	1122
Registration date	28 October 2009

Advisory Services and Training

- 1 February 2012: Advisory visit on machine guards with compliance team and mechanic.
- 28 March 2012: Management intro meeting with Plant manager and HR manager.
- 9 May 2012: Workplace communication for 10 supervisors and 4 managers.
- 15-16 May 2012: OSH training for 4 managers and 4 OSH committee members organized by the Inter-American Development Bank.
- 21-22 June 2012: workplace communication for 15 workers and 15 supervisors.
- 3 July 2012: Follow up visit on improvements.
- 12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 2 managers.

Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
		1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐			
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐			
		Hazardous Work	☐	☐	☐	☐	☐			
		Unconditional Worst Forms	☐	☐	☐	☐	☐			
2	Discrimination	Gender	☒	☐	☐	☐	☐			
		Other Grounds	☐	☐	☐	☐	☐			
		Race and Origin	☐	☐	☐	☐	☐			
		Religion and Political Opinion	☒	☐	☐	☐	☐			
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐			
		Coercion	☐	☐	☐	☐	☐			
		Forced Labour and Overtime	☐	☐	☐	☐	☐			

4	Freedom of Association and Collective Bargaining	Prison Labour	☐	☐	☐	☐	☐			
		Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☐	☐	☐	☐	☐			
		Strikes	☐	☐	☐	☐	☐			
		Union Operations	☐	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☒	☒	☒	☒	Piece rate level	Increase the piece rate level such as workers could earn 250 Gourdes after 8 hours of work	24
		Overtime Wages	☒	☐	☐	☐	☐			
		Paid Leave	☒	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☒	☐	☒	☒	Forwarding of workers' contributions for social insurance funds to ONA.	Forward of workers' contributions for social insurance funds to ONA.	24
								Employer contribution to ONA.	Forward Employer contribution to ONA.	
6	Contracts and Human Resources							Collecting workers' contributions to ONA for social insurance funds.	Collect workers' contributions to ONA for social insurance funds.	
		Wage Information, Use and Deduction	☐	☒	☐	☐	☐			
		Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☐	☐			
		Employment Contracts	☐	☒	☒	☒	☐	Internal work rules	The factory has consulted the workers on the daily break	18
7	Occupational Safety and Health	Termination	☒	☐	☒	☐	☐			
		Chemicals and Hazardous Substances	☒	☐	☒	☐	☐			
		Emergency Preparedness	☒	☐	☒	☐	☐	Training workers to use the firefighting equipment.	Train workers to use the firefighting equipment.	12

8	Working Time	Health Services and First Aid	● ● ◐ ● ●	Health checks for workers who are exposed to work-related hazards.	Provide health checks for workers who are exposed to work-related hazards.	24
				Onsite medical facilities and staff.	Provide onsite medical facilities and staff.	
				First aid boxes/supplies in the workplace.	Reduce time of accessibility for First aid boxes/supplies in the workplace.	
				First-aid training for workers.	Provide First-aid training for 10% of the workforce.	
				Pre-assignment and/or annual medical checks for workers.	Provide pre-assignment and/or annual medical checks for workers.	
		OSH Management Systems	○ ● ○ ○ ○			
		Welfare Facilities	● ◐ ◐ ◐ ◐	Toilets.	Increase the number of toilets according to the law.	24
		Worker Accommodation	○ ○ ○ ○ ○			
		Working Environment	● ● ● ◐ ◐	Workplace lighting.	Increase the lighting levels in the workplace.	24
		Worker Protection	● ◐ ◐ ◐ ◐	Installing guards on all dangerous moving parts of machines and equipment.	Install guards on all dangerous moving parts of machines and equipment	24
				Accommodating standing workers	Accommodate standing workers.	
				Providing PPE	Provide PPE.	
		Leave	○ ○ ● ● ●	Time off for breastfeeding.	Provide time off for breastfeeding.	
		Overtime	● ● ◐ ● ●	Limits on overtime hours worked.	Reduce the overtime of hours worked.	24
				Authorization from the Department of Labour for overtime.	Obtain an authorization from the Department of Labour for overtime.	
		Regular Hours	● ● ● ● ●	Daily break periods.	Reach an agreement with workers on the daily break periods.	24

Sewing International S.A.

Location Port-au-Prince
No. of workers 1677
Registration date 25 September 2009

Advisory Services and Training

27 March 2012: Management introduction meeting with the Production Manager and HR Manager.

27 March 2012: Workplace communication training for 20 supervisors.

28 April 2012: Worker training (24 workers) including awareness rising on potential health and safety issues in the workplace.

15-16 May 2012: OSH training for 1 manager and OSH committee members organized by the Inter-American Development Bank.

29 May 2012: Follow up on the improvement plan.

12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for 2 managers.

	Compliance cluster	Compliance point	Assessment					Details of non-compliance	Improvement Priorities	Remediation Efforts	#Months
			1*	2*	3*	4*	5*				
1	Child Labour	Child Labourers	☐	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐	☐				
		Coercion	☐	☐	☐	☐	☐				
		Forced Labour and Overtime	☐	☐	☐	☐	☐				
		Prison Labour	☐	☐	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐	☐			
		Interference and Discrimination	☒	☐	☐	☐	☐			
		Strikes	☐	☐	☒	☒	☒	⁶ Punishing workers for participating in a strike.	Don't punish workers for participating in a strike.	12
		Union Operations	☐	☐	☐	☐	☐			
5	Compensation	Method of Payment	☐	☐	☐	☐	☐			
		Minimum Wages	☒	☐	☒	☒	☒	Piece rate level	Ensure piece rate workers reach 250 Gourdes.	12
		Overtime Wages	☐	☐	☐	☐	☐			
		Paid Leave	☒	☐	☐	☐	☐			
		Premium Pay	☐	☐	☐	☐	☐			
		Social Security and Other Benefits	☒	☐	☐	☒	☐		Factory is on time with ONA payment.	
		Wage Information, Use and Deduction	☒	☒	☐	☒	☐		Factory keeps an accurate payroll record.	
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐	☐			
		Discipline and Disputes	☐	☐	☐	☐	☐			
		Employment Contracts	☒	☐	☐	☒	☒	Employment contracts' compliance with the labour code, collective agreement and/or internal work rules.	Internal work rules must comply with the labour law.	24
		Termination	☐	☐	☐	☒	☐	Internal work rules.	Factory set up a system for workers to defend themselves before termination.	

⁶ NB: the factory dismissed approx. 140 workers following an illegal strike that took place in May 2011. No action has been taken so far by the employer to reinstate the terminated workers.

Occupational Safety and Health

Chemicals and Hazardous Substances	● ● ◐ ● ◐	Training workers who work with chemicals and hazardous substances.	Train workers who work with chemicals and hazardous substances.	All chemicals are labelled and MSDS posted appropriately.	24
		Washing facilities or cleansing materials in the event of chemical exposure.	Provide washing facilities or cleansing materials in the event of chemical exposure.		
Emergency Preparedness	● ● ◐ ● ◐	Accessible, unobstructed, and/or unlocked emergency exits during working hours, including overtime.	All exits should be accessible, unobstructed, and/or unlocked during working hours, including overtime.	In a subsequent advisory visit the EAs observed that all exits are now accessible, unobstructed and unlocked. Factory installed fire detection and alarm system. Factory trained 10% of the workforce on fire fighting. Last drill performed in May 2012	24
Health Services and First Aid	● ● ● ● ●	Health checks for workers who are exposed to work-related hazards	Provide health check to workers.		24
		On site medical facilities and staff	Increase medical staff.		
		Pre-assignment and/or annual medical checks for workers.	Provide pre-assignment and/or annual medical checks for workers.	Factory trained the required 10% of the workforce in first-aid.	
OSH Management Systems	● ◐ ○ ● ○			Accident report sent to OFATMA.	
Welfare Facilities	● ● ● ◐ ●	Toilets	Increase the number of toilets.		24
		Eating area			
Worker Accommodation	○ ○ ○ ○ ○				

8	Working Time	Working Environ- ment	☐ ☐ ☐ ☒ ☐			Factory decreased the workplace tem- perature.	
						Factory decreased the workplace noise levels.	
		Worker Protection	☒ ☐ ☐ ☒ ☐	Training of workers to use ma- chines and equipment safely.	Train workers to use machines and equipment safely.		24
				Installing guards on all danger- ous moving parts of machines and equipment.	Install guards on all dangerous moving parts of machines and equipment.	Fatigue mats and foot rest are provided to standing workers.	
						Electrical system has been corrected.	
8	Working Time	Leave	☐ ☐ ☒ ☒ ☒	Time off for breastfeeding breaks.	Provide time off for breastfeeding breaks.		12
		Overtime	☒ ☒ ☒ ☒ ☒	Limits on overtime hours worked.	Keep limits of overtime hours worked according to the law.		24
		Regular Hours	☒ ☒ ☒ ☒ ☒	Regular weekly working hours.	Keep regular hours under the 48 hour weekly limit.		24
				Working time records.	Use a reliable time attendance system.		
				Daily break periods.	Reach agreement with workers for daily period.		

The Willbes Haitian II S.A.

Location	Port-au-Prince
No. of workers	524
Registration date	27 August 2010

Advisory Services and Training

27 March 2012: Management introduction meeting.

28 April 2012: Worker training (14 workers) including awareness rising on potential health and safety issues in the workplace.

2-3 May 2012: OSH Assessment Training for OSH committee.

3 May 2012: Follow up progress of issues chosen as priority in the improvement plan with General Manager, Compliance Manager and Compliance Officers.

15-16 May 2012: OSH training for 2 managers and 2 OSH committee members organized by the Inter-American Development Bank.

31 May 2012: Follow up visit on the progress of issues chosen as priority in the improvement plan and OSH tour with Compliance Manager and Compliance Officers.

2 July 2012: Follow up visit on the factory action plan with compliance Manager and OSH tour with Compliance Officers.

12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for one manager.

11-12 September 2012: Workplace communication for 29 workers and 20 supervisors.

	Compliance cluster	Compliance point	Assessments				Details of non-compliance	Improvement Priorities	Remediation Efforts	# Months
			1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☐	☐				
		Other Grounds	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐				
3	Forced Labour	Bonded Labour	☐	☐	☐	☐				
		Coercion	☒	☐	☐	☐				

4	Freedom of Association and Collective Bargaining	Forced Labour and Overtime	☐	☐	☐	☐		
		Prison Labour	☐	☐	☐	☐		
		Collective Bargaining	☐	☐	☐	☐		
		Interference and Discrimination	☐	☐	☐	☐		
		Strikes	☐	☐	☐	☐		
		Union Operations	☐	☐	☐	☐		
5	Compensation	Method of Payment	☐	☐	☐	☐		
		Minimum Wages	☐	☒	☐	☒	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourdes per day for ordinary hours of work.
		Overtime Wages	☐	☐	☐	☐		
		Paid Leave	☒	☐	☐	☐		
		Premium Pay	☐	☐	☐	☐		
		Social Security and Other Benefits	☒	☐	☒	☐		The factory forward workers' contributions for social insurance funds to ONA on a monthly basis. The employer forwards his contributions for social insurance funds to ONA on a monthly basis.
		Wage Information, Use and Deduction	☐	☐	☐	☐		
6	Contracts and Human Resources	Contracting Procedures	☐	☐	☐	☐		
		Discipline and Disputes	☐	☐	☐	☒	Bullying, harassment or humiliating treatment of workers.	Treat the workers with respect.
		Employment Contracts	☒	☒	☒	☐		A survey among the workers was conducted. The internal work rules with 1 hour daily break are approved by MAST. The internal work rules with 1 hour daily break are approved by MAST.

7	Occupational Safety and Health	Termination	● ● ◐ ◐	Reasons for termination.	Include reason for termination of workers.	Reasons for termination are added to workers' files. However, the reasons for termination are not always clear.	18
		Chemicals and Hazardous Substances	● ◐ ● ◐	Labeling of chemicals. Chemical safety data sheets for all chemicals and hazardous substances in the workplace	Installing washing facilities or cleansing materials in the event of chemical exposure.	The management installed eye wash station in the chemical storage area and in the spot cleaning area.	18
		Emergency Preparedness	● ◐ ● ◐	Firefighting equipment.	Increase the number of workers trained in fire fighting. Mark or post emergency exits and/or escape routes in the workplace.	The factory organized training in fire fighting for some workers. The escape routes were repainted.	18
		Health Services and First Aid	● ● ◐ ◐	Onsite medical facilities and staff. Safety and health risks to pregnant or nursing workers First aid boxes and supplies in the workplace First aid training for workers.	Increase onsite medical facilities and staff. Increase the number of workers trained in first-aid.	 The factory organized training on first aid for workers.	18
		OSH Management Systems	● ◐ ● ○			The OSH assessments are being carried out on a monthly basis. The OSH committee was re-established and now meets every month. The factory has records related to accidents and ensures to send them to OFATMA on a monthly basis.	
		Welfare Facilities	● ● ● ●	Toilets. Eating area.	Fix all toilets and maintain them in good working condition. Provide adequate eating area.		18
		Worker Accommodation	○ ○ ○ ○				

8	Working Environment		☐	☐	☒	☒	Workplace temperature.	Improve temperature in the workplace	6
							Workplace lighting.	Improve lighting in the workplace.	
							Workplace noise levels.	Improve noise levels in the workplace	
	Worker Protection		☒	☐	☒	☐	Installing guards on all dangerous moving parts of machines and equipment.	Install guards on machines that need them.	18
							Chairs with backrests.	Install backrest on all workers' chairs.	
								The factory workers were re-trained on the use of the machine's protective devices.	
8	Working Time	Leave	☐	☐	☒	☐		The employer offers breastfeeding break to entitled workers.	
		Overtime	☒	☐	☐	☐			
		Regular Hours	☒	☐	☒	☐	.	The internal work rules with 1 hour daily break are approved by MAST.	

The Willbes Haitian III S.A.

Location Port-au-Prince
No. of workers 546
Registration date 27 August 2010

Advisory Services and Training

27 March 2012: Management introduction meeting.

28 April 2012: Worker training (14 workers) including awareness rising on potential health and safety issues in the workplace.

2-3 May 2012: OSH Assessment Training for OSH committee

3 May 2012: Follow up visit on the progress of issues chosen as priority in the improvement plan, Discussion with the General Manager and Compliance Manager on the implementation of the sexual harassment policy. On the spot interviews with workers on the implementation of the sexual harassment policy and their ability to punch their card at the end of the work shift and OSH tour with Compliance Officers.

15-16 May 2012: OSH training for 2 managers and 2 OSH committee members organized by the Inter-American Development Bank.

31 May 2012: Follow up visit on the progress of issues chosen as priority in the improvement plan and OSH tour with Compliance Manager and Compliance Officers. Discussion with the Compliance and HR Manager on the implementation of the sexual harassment policy.

2 July 2012: Follow up visit on the factory action plan with compliance Manager and OSH tour with Compliance Officers.

12-13 July 2012: Training on ILO Core Labour Standards provided by the ILO NORMES Department for one manager.

	Compliance cluster	Compliance point	Assessment				Details of non-compliance	Improvement Priorities	Remediation Efforts	# of months
			1*	2*	3*	4*				
1	Child Labour	Child Labourers	☐	☐	☐	☐				
		Documentation and Protection of Young Workers	☐	☐	☐	☐				
		Hazardous Work	☐	☐	☐	☐				
		Unconditional Worst Forms	☐	☐	☐	☐				
2	Discrimination	Gender	☐	☐	☒	☐			The factory implemented a policy on sexual harassment.	
		Other Grounds	☐	☐	☐	☐				
		Race and Origin	☐	☐	☐	☐				
		Religion and Political Opinion	☐	☐	☐	☐				

3	Forced Labour	Bonded Labour	☐	☐	☐	☐		
		Coercion	☐	☐	☐	☐		
		Forced Labour and Overtime	☐	☐	☒	☐		The punching machine is turned on all day, including during overtime. Moreover, the factory owner has posted signs on the floor stating that overtime is voluntary.
		Prison Labour	☐	☐	☐	☐		
4	Freedom of Association and Collective Bargaining	Collective Bargaining	☐	☐	☐	☐		
		Interference and Discrimination	☐	☐	☐	☐		
		Strikes	☐	☐	☐	☐		
		Union Operations	☐	☐	☐	☐		
5	Compensation	Method of Payment	☐	☐	☐	☐		
		Minimum Wages	☒	☒	☒	☒	Piece rate level.	Set the piece rate at a level where workers earn at least 250 Gourdes per day for ordinary hours of work. 18
		Overtime Wages	☐	☐	☐	☐		
		Paid Leave	☐	☐	☐	☐		
		Premium Pay	☐	☐	☐	☐		
		Social Security and Other Benefits	☒	☐	☒	☐		The factory forward workers' contributions for social insurance funds to ONA on a monthly basis.
								The employer forwards his contributions for social insurance funds to ONA on a monthly basis.
6	Contracts and Human Resources	Wage Information, Use and Deduction	☐	☐	☐	☐		
		Contracting Procedures	☐	☐	☐	☐		
		Discipline and Disputes	☐	☐	☐	☐		

Occupational Safety and Health

Employment Contracts	● ● ● ○			A survey among the workers was conducted. The internal work rules with 1 hour daily break are approved by MAST.	
Termination	● ○ ● ○			The internal work rules with 1 hour daily break are approved by MAST.	
Chemicals and Hazardous Substances	● ● ● ●	Washing facilities or cleansing materials in the event of chemical exposure.	Keep an inventory of chemical substances Label all chemicals and hazardous substances. Have chemical safety data sheets for all chemicals and hazardous substances in the workplace. Provide adequate washing facilities or cleansing materials in the event of chemical exposure.	The factory keep an inventory of chemical substances All chemicals and hazardous substances are labelled. All MSDS are available and displayed. The factory installed eye wash station in all point of usage/ storage of chemicals but need to replace one.	18
Emergency Preparedness	● ● ● ●	Training workers to use the fire-fighting equipment.	Increase the number of workers trained in fire fighting. Mark or post emergency exits and/or escape routes in the workplace.	The factory organized training in fire fighting for workers. The escape routes were also repainted.	18
Health Services and First Aid	● ● ● ●	Onsite medical facilities and staff.	Increase number of nurses and doctors' visits.		18
		First-aid training for workers.	Increase the number of workers trained in first-aid	The factory organized training in first-aid for workers.	
OSH Management Systems	● ○ ● ○			The factory has an OSH policy and OSH assessments are being carried out on a monthly basis. The OSH committee was re-established and now meets every month. The factory has records related to accidents and ensures to send them to OFATMA on a monthly basis.	

8	Welfare Facilities	● ● ◐ ◐	Toilets.	Fix all toilets and maintain them in good working condition.		18
				Provide adequate hand washing facilities and/or soap.	The factory provides adequate hand washing facilities and/or soap.	
				Provide an adequate eating area.	The employer provides an adequate eating area.	
	Worker Accommodation	○ ○ ○ ○				
	Working Environment	○ ○ ○ ●	Workplace temperature.	Improve temperature in the workplace.		
	Worker Protection	● ◐ ● ◐			All standing workers have fatigue mats or foot-rests.	18
			Installing guards on all dangerous moving parts of machines and equipment.	Install guards on all dangerous moving parts of machines and equipment.	PPE are available in mechanical shop.	
			Chairs with backrests.	Provide chairs with back rests.		
Working Time	Leave	○ ○ ● ●	Time off for breastfeeding breaks.	Provide time off for breastfeeding breaks.		6
	Overtime	● ○ ● ●	Voluntary overtime.	Workers should be able to leave the workplace during overtime.		6
	Regular Hours	● ○ ● ○			A survey among the workers was conducted. The internal work rules with 1 hour daily break are approved by MAST.	

Annex 1. HOPE II Legislation Reporting Requirements

SEC. 15403. LABOUR OMBUDSMAN AND TECHNICAL ASSISTANCE IMPROVEMENT AND COMPLIANCE NEEDS ASSESSMENT AND REMEDIATION PROGRAM.

[...] (D) BIENNIAL REPORT. —The biennial reports referred to in subparagraph (C)(i) are a report, by the entity operating the TAICNAR Program, that is published (and available to the public in a readily accessible manner) on a biennial basis, beginning 6 months after Haiti implements the TAICNAR Program under this paragraph, covering the preceding 6-month period, and that includes the following:

(i) The name of each producer listed in the registry described in paragraph (2)(B)(i) that has been identified as having met the conditions under subparagraph (B).

(ii) The name of each producer listed in the registry described in paragraph (2)(B)(i) that has been identified as having deficiencies with respect to the conditions under subparagraph (B), and has failed to remedy such deficiencies.

(iii) For each producer listed under clause (ii) —

(I) a description of the deficiencies found to exist and the specific suggestions for remediating such deficiencies made by the entity operating the TAICNAR Program;

(II) a description of the efforts by the producer to remediate the deficiencies, including a description of assistance provided by any entity to assist in such remediation; and

(III) with respect to deficiencies that have not been remediated, the amount of time that has elapsed since the deficiencies were first identified in a report under this subparagraph.

(iv) For each producer identified as having deficiencies with respect to the conditions described under subparagraph (B) in a prior report under this subparagraph, a description of the progress made in remediating such deficiencies since the submission of the prior report, and an assessment of whether any aspect of such deficiencies persists. [...]