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Employers will prohibit screaming, threatening, or demeaning verbal language. Every employee will be treated with respect and dignity. No employee will be subject to any physical, sexual, psychological or verbal abuse.

Employers will prohibit iterative practices. An iterative practice is any practice that is not an arbitrary act, as they have standards; however, they do not have a written policy on which they based this type of decision. On the other hand, factory has stated that they have standards, but have not a written procedure to document them.

Companies: FLA Principle of Monitoring, Obligation of Worker/Management. There will not be any use of sexual abuse, whether in the form of sexual harassment or sexual abuse in the workplace. Employers will ensure that women are not engaged in work that creates substantial risk to their reproductive health.

In the factory, the company does not have any use of sexual abuse, whether in the form of sexual harassment or sexual abuse in the workplace. Employers will ensure that women are not engaged in work that creates substantial risk to their reproductive health. Noted that factory does not discriminate against pregnant women.

No person will be employed at an age younger than 15 (or 14 where the law of the country of manufacture allows) or younger than the minimum age required to perform the duties. Employers will ensure that women are not engaged in work that creates substantial risk to their reproductive health. There will not be any use of forced labor, whether in the form of prison labor, indentured labor, bonded labor or otherwise.

Employee will communicate to the workers about the standards on a regular basis. Companies: FLA Principle of Monitoring, Obligation of Worker/Management. There will be any use of sexual abuse, whether in the form of sexual harassment or sexual abuse in the workplace. Employers will ensure that women are not engaged in work that creates substantial risk to their reproductive health.

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Ley de Equiparación de Oportunidades para

Updated Non-Discrimination policy

Factory still waiting for El Salvadorian

Job vacancies and hiring plans will be

Payroll training for all active employees

The employer will not discriminate against workers

Legally mandated benefits will be provided or paid in

Employers will communicate orally and in writing to

Payment of Legal Benefits

Employers recognize that wages are essential to meeting employees' basic needs. Employers will pay employees, as a base, at least

Discrimination

Employers will recognize and respect the right of employees to freedom of association and collective bargaining.

7. Freedom of Association and Collective Bargaining

Ventilation

All ventilation, plumbing, electrical, and lighting services shall be provided and maintained to

6. Health and Safety

Other

Manager, the people who work in that area will be relocated

Although ventilation system into most parts of factory is

Factory is developing screen printing activities; due to lack of

Fire Safety: Health and Safety

occurring in the course of work or as a result of the operation of employer facilities.

4. Health and Safety

Legal Compliance

Contact will ensure that documents and files

hazardous conditions for employees in facility.

Employer will comply with applicable health and safety standards will apply. The factory will possess all

3. Legal Compliance

Maintenance

Maintenance policies and procedures will provide and maintain ventilation in an adequate and effective manner to prevent accidents and injury to health arising out of, linked with, or

2. Maintenance

Organizational Culture

Employer will communicate orally and in writing to

1. Organizational Culture

Legal Record Retention

Any information identified as confidential or privileged in connection with or related to

Technical Assistance and Training Services

Domain will inform and communicate to employees in connection with or related to

Requirements to Employers

Employer will ensure that employees are informed and

Employers shall require that employees are informed and

Employers will encourage employees to see health and safety

Employers will provide training to employees in connection with or related to

Employer will ensure that employees are informed and

Employers will provide training in connection with or related to

Employee involvement shall be encouraged in connection with or related to

Employers will promote and encourage employees in connection with or related to

Employee involvement shall be encouraged in connection with or related to

Employee involvement shall be encouraged in connection with or related to
Accurate Benefit Compensation

Article 25 of Labor Code: "Contracts regarding labors that, due to their nature, are permanent in factory should be considered for an indefinite period, although in them is established a termination date. Article 198 of Labor Code: "Minimum quantity that should be paid to workers as allowance for year-end bonus will be: 1) Year or more or less than 3 years of service, allowance equivalent to 10 days salary. 2) 3 years or more or less than 10 years, equivalent to 15 days. 3) 10 years or more, equivalent to 18 days."

All employees will be credited with all time worked for an employer for purposes of calculating length of service to determine benefits to which workers are entitled.

Factory has policy of terminating labor contracts every year; at same time, they compensate workers for end of labor relationship as Labor Code establishes. Workers' files contain resignation sheets signed by workers still working in factory, along with new labor contracts with new starting dates of labor. This affects workers' ability to obtain better compensation throughout the years and in case of dismissal because, in new contract they sign, they appear as new employees to company and do not develop seniority. Although this could be a positive finding in actual context of factories, as normally they finish employees' contracts without paying any compensation.

Verified through multiple interviews and review of workers' contracts.

Factory completes employee contracts after a 3-year period of employment. Decision to make payments in this manner was done so in consultation with employees, via their vote. PCs are working through the FLA and industry stakeholders to further understand the local and standard industry practices in this area. Once there is clarity around this issue and a determination has been made, PCs will work with factory on a plan that follows the agreed upon recommendation.

No action required.

OT Breaks

Employers will ensure reasonable meal and rest breaks, which, at a minimum, must comply with local laws.

All workers have 2 breaks during the day (1 in morning, 1 in afternoon), even if they are not working overtime.

OT Compensation

Article 169 of Labor Code: "Every job verified to be in excess of regular work shift shall be remunerated with supplement consisting of 100% of basic hourly wage, up to the limit set by law." Factory shall comply with applicable law for premium rates for overtime compensation. Payroll review showed factory is not accurately compensating all workers working overtime, as pays between $0.14 - $0.30 less than what law establishes per hour. When we asked factory the reasons for doing this, they said they were not aware of this situation and would check accounting program set up in computer system. A maquila worker's wage is $0.63 per hour and, according to law, extra hour should be paid double, or $1.26, so paid around $0.96 - $1.12 per extra hour. Finding verified through payrolls.

Computer program has been corrected to allow for proper overtime calculation. All back wages owed to employees have been paid. Computer program change is complete. March 1 is targeted for calculation and payment of back wages.

February 1, 2005: Factory to provide back pay in 1 lump sum (~$25,000) to all workers on February 4, 2005; separate receipts for this back pay will be given to each employee owed. To be verified on next PC visit.

Document review (and on file with PC)

Other

Company does not send workers' labor contracts to Ministry of Labor, as it is established by law. Corroborated through document review and management interviews.

Copies of labor contracts have been made and given to Ministry of Labor. Develop written procedures for HR department that include how and when to forward copies of labor contracts to MOL (this could include a new hire checklist). Provide training to all HR staff in procedures for hiring.

30-Apr-05: Copies of all contracts have been provided to Ministry of Labor. Document review, management interview

Miscellaneous

Except in extraordinary business circumstances, employees will (I) not be required to work more than the lesser of (a) 48 hours per week and 12 hours overtime or (b) the limits on regular and overtime hours allowed by the law of the country of manufacture, or, where the laws of a host country will not limit the hours of work, the regular work week in that country plus 12 hours overtime, and (ii) be entitled to at least one day off in every seven day period.

In addition to their compensation for regular hours of work, employees will be compensated for overtime hours at such premium rate as is legally required in the country of manufacture or, in those countries where such laws do not exist, at a rate of at least 50% more than the regular hourly rate.

19. Miscellaneous

20. Hours of Work