FLA Comment: This report was submitted to the FLA and the FLA-affiliated company by the accredited independent external monitor. Despite deadline reminders and extensions for submission of a corrective action plan, the FLA has not received a plan to address the noncompliances raised in the report. Therefore, the report is posted in its current state and will be updated once a corrective action plan has been submitted to and reviewed by the FLA.
CONTENTS:

Freedom of Association: Grievance Procedure .......................................................... 3
Harassment or Abuse: Discipline/Written Disciplinary System .................................. 4
Non-Discrimination: Recruitment and Employment Practices (Job Advertisements, Job Descriptions, Evaluation Policies) ................................................................. 5
Health and Safety: Document Maintenance/Worker Accessibility and Awareness .......... 6
Health and Safety: Health and Safety Management System ........................................ 7
Health and Safety: Evacuation Requirements and Procedure .................................... 8
Health and Safety: Safety Equipment and First Aid Training ....................................... 9
Hours of Work: Time Recording System ...................................................................... 10
Freedom of Association: Grievance Procedure

FOA.26 Employer shall have in place written grievance procedures that allow first an attempt to settle grievances directly between the worker and the immediate supervisor but that, where this is inappropriate or has failed, it is possible for the worker to have the grievance considered at one or more steps, depending on the nature of the grievance and the structure and size of the enterprise. Employers shall ensure that the grievance procedures and applicable rules are known to workers. (P)

Noncompliance

Explanation:  There is not a written grievance procedure in place that includes the active participation of elected worker representatives and addresses the complaint needs of workers. Also, the complaint boxes shall be available on the work floor.

Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete:

Plan Complete Date:
Harassment or Abuse: Discipline/Written Disciplinary System

H&A.5 Employers shall maintain a system of written disciplinary rules, procedures and practices. Disciplinary rules, procedures and practices shall be clearly communicated to all workers. (P)

**Noncompliance**

**Explanation:** Disciplinary rules are not available in a written form. Disciplinary warnings have been issued against employees; however, no written disciplinary factory rules are available for contestation.


Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete:

Plan Complete Date:
Non-Discrimination: Recruitment and Employment Practices (Job Advertisements, Job Descriptions, Evaluation Policies)

D.3 Recruitment and employment policies and practices, including job advertisements, job descriptions, and performance/job evaluation policies and practices shall be free from any type of discriminatory bias. (S)

Noncompliance

Explanation: 1. There is a bonus scheme that is not formalized and is currently being provided without any measurable indicators.

2. 2 employees have been found working 2 consecutive night shifts in the same month. As per Collective Agreement, shifts shall be rotating. It is not clear and there is no written agreement authorizing consecutive night shifts.

Plan Of Action:

Deadline Date:
Action Taken:

Plan Complete:

Plan Complete Date:
Health and Safety: Document Maintenance/Worker Accessibility and Awareness

H&S.2 All documents required to be available to workers and management by applicable laws (such as health and safety policies, MSDS, etc.) shall be made available in the prescribed manner and in the local language or language(s) spoken by the workers if different from the local language. (P)

Noncompliance

Explanation: Factory Risk Assessment is not updated in accordance with the new H&S Law Decreto 81/2008.

Legal reference: Decreto Legislativo 81/2008 Capo 1

Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete: No

Plan Complete Date:
Health and Safety: Health and Safety Management System

H&S.5 The health and safety policy shall contain the framework for a comprehensive health and safety management system within which employers' responsibilities and workers' rights and duties, various responsibilities of designated personnel, procedures that enable workers to raise health and safety concerns and procedures for reporting death, injury, illness and other health and safety issues (for instance, near-miss accidents) are clear and regularly tested and reviewed. (P)

Noncompliance

Explanation: Factory Health and Safety representative for the workers has not been nominated and trained.

Legal reference: Decreto Legislativo 81.2008 Capo III

Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete:

Plan Complete Date:
Health and Safety: Evacuation Requirements and Procedure

H&S.9 All applicable legally required or recommended elements of safe evacuation (such as posting of evacuation plans, the installation and maintenance of an employee alarm and emergency lighting systems, ensuring aisles/exits are not blocked and that workers are not blocked within their workstations, employee education, evacuation procedures, etc.) shall be complied with. Workers shall be trained in evacuation procedures. Alarm systems shall be regularly tested and evacuation drills shall be undertaken at least annually. (S)

Noncompliance

Explanation: 1. Evacuation drills are not conducted annually. Last evacuation drill was conducted in October 2008 and only included 1 shift.

2. 1 emergency exit sign was missing in the weaving department.

Legal references: 1) Decreto Legislativo 81/2008 Section IV, Art. 36; 2) Decreto 81/2008 Attachment IV

Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete:

Plan Complete Date:
Health and Safety: Safety Equipment and First Aid Training

H&S.10 All safety and medical equipment (such as fire fighting equipment, first aid kits, etc.) shall be available in sufficient numbers throughout the factory, maintained and stocked as prescribed and easily accessible to workers. A sufficient number of workers shall be trained in first aid and fire fighting techniques. (S)

Noncompliance

Explanation: No employees have been trained on first aid procedures.

Legal reference: Decreto Ministeriale 388 / 2003 Art 3

Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete:

Plan Complete Date:
Hours of Work: Time Recording System

HOW.6 Time worked by all workers, regardless of compensation system, shall be fully documented by time cards or other accurate and reliable recording systems such as electronic swipe cards. Employers are prohibited from maintaining multiple time-keeping systems and/or false records for any fraudulent reason, such as to falsely demonstrate working hours. Time records maintained shall be authentic and accurate. (P)

Noncompliance

Explanation: Multiple time records have been found for 1 employee for the month of March. The official time record used for pay slip calculation does not display overtime hours, while the original time record maintained in employee's file displays overtime hours. Management reported that overtime hours have not been compensated, as this employee used too many holiday days in Morocco (employee's home country). However, no agreement between the parties is available to establish that overtime can be compensated with time off (Collective Agreement establishes overtime compensation at 135%). In addition, there is no written proof establishing how many extra holidays have been taken by the employee.

Legal references: Collective Agreement for Textile Industries, Art. 39 Banca Ore

Plan Of Action:

Deadline Date:

Action Taken:

Plan Complete:

Plan Complete Date: