

Homeworker Policy

**LIBERTY.**

# Section 1: Liberty's commitment

Homeworkers play a pivotal role in the manufacturing of intricate products and, when managed fairly and with respect for homeworkers' rights, can be an empowering opportunity for a predominantly female workforce. Often this work provides a valuable income stream for women and their families, and allows them to balance domestic and family responsibilities whilst also earning a salary.

The risk of exploitation within homework is, however, heightened as homeworkers are employed on an informal, ad hoc basis and therefore lack formal visibility within the supply chain. In addition, the income of homeworkers often does not reach legal minimum wage, and there is minimal security of employment.

Liberty are committed to supporting homeworkers in our supply chains and improving their labour conditions, in close collaboration with homeworkers themselves, suppliers and partners, and NGOs. Where homeworking exists in our supply chain, we actively encourage our suppliers and partners to be transparent with us, and work with us to develop action plans where necessary to ensure that their working conditions are safe and fair.

## Definition of homework

This definition of homework is based upon the International Labour Organisation (ILO) Convention (1996, C177, Article 1) which promotes the equality of treatment between homeworkers and other wage earners.

The term homework means work carried out by a person (homeworker):

- In his or her home or in in other premises of his or her choice, other than the workplace of the employer;
- For remuneration;
- Which results in a product or service as specified by the employer, irrespective of who provides the equipment, materials or other inputs used, unless this person has the degree of autonomy and of economic independence necessary to be considered an independent worker

# Section 2: Supplier & partner responsibilities

1. Adopt a shared policy towards homeworking
2. Communicate stance towards homeworking through the supply chain
3. Identify homeworkers and disclose to Liberty's CSR department
4. Where homework exists, work collaboratively with selected stakeholders to fairly assess existing conditions
5. Continue to work collaboratively and to agreed timelines to improve conditions for homeworkers.

## Example improvement measures

Further measures may be involved, depending on context, but the below measures outline how Liberty would aim to work with suppliers to improve working conditions for homeworkers

1. Map homeworkers to create records that include name, proof of age and address
2. Map intermediaries (e.g. agents employed by the supplier to find homeworkers)
3. Complete a full assessment of the value chain, including an understanding of how rates are calculated at supplier level.
4. Develop systems to guarantee payments to homeworkers, such as passbooks and payslips
5. Develop a quota system to provide regular work and deter subcontracting
6. With the support of a local NGO and in partnership with the supplier, provide training and information to homeworkers about their rights and entitlements, and how they might be able to access grievance mechanisms
7. Provide homeworkers with access to health and safety measures
8. Work with suppliers to develop a pre-qualification system for intermediaries and establish internal protocols for the outsourcing of work to homeworkers