

## **Child Labor Policy Template**

This child labor policy is based on the International Labor Organisation (ILO) conventions 138 and 182 and also national laws, and recognizes [organization name] commitment to ensuring all employees are of the local minimum employment age, mandatory school age or aged 15 years, which ever is higher.

### **General Principal**

[Organisation name] does not accept child labor. Child labor is defined as work undertaken by a child which;

the child is legally prohibited from undertaking or is likely to be harmful to the Child's health or physical, mental, spiritual, moral, or social development; or interferes with a Child's education.

[Organisation name] supports the United Nations and ILO conventions specifying;

- All actions concerning the child shall take full account of his or her best interests
- The right of the child to be protected from economic exploitation, from performing any work that is likely to be hazardous or interferes with the child's education, or is harmful to a child's health or physical, mental, spiritual, moral or social development.

### **Implementation**

[Organisation name] will take the appropriate measures to ensure no child labor occurs within the organization including all subcontractors and homeworkers contracted.

This includes but is not limited to;

Recruitment policies verifying age documentation of employees

Identification issuing and daily verification

Dissemination in contracts, policies and available documentation such as signage regarding child labor laws and company position on child labor

### **Young Workers**

[Organisation name] supports the legal employment of young workers in non-hazardous work, as per the ILO Convention. 138

Young workers of legal age have until the age of 18, the right to be protected from any type of employment or work deemed hazardous and likely to jeopardize the health, safety or morality of this worker including

night time work and extended working shifts. Limits on working hours and overtime are set in accordance with local law and with special consideration of young workers ages.

### **Register of labor force**

[Organisation name] will collect and maintain documentation from every worker verifying the age of each employee. This will be copies of original documents such as Identification cards, birth certificates, passports, visas etc. [Organisation Name] will not collect, or hold on to, original documentation for any reason.

Where such documentation is not available, all efforts will be made to assess and verify age of employees as per local practice or law.

### **Remediation**

If child labor is found within the workforce, [Organisation name] will seek a resolution in the best interests of the child.

In conjunction with [client name], Child Labor Free and the [union name/workers representatives/NGOS], [organization name] will work to develop a responsible solution including a corrective action plan to meet the needs of the child including ensuring they are not disadvantaged, are safe and not discriminated against because of their age.

These actions include, but are not limited too;

Ensuring the child discontinues work

Verifying age, home and family

Ensuring child is reunited with family and/r or relatives/community if this is a safe option

The development and implementation of a remediation plan considering the needs and desires of the child and their family

Ensuring the child has monetary provisions equal to their current wage, or legal minimum requirements for employment, which ever is higher, up until a date when they are no longer a child

Provide support through access to education, connection to an NGO or other partner organization to offer counselling, health services or any other necessary services to ensure the welfare of the child.

Explanation of the legal requirements and restrictions on working ages of children and assurance, if they wish, they will be reemployed when they reach age

No child found working at [organization name] will be disrespected, discriminated against, or threatened during the process of remediation.

*Please see Child Labor Free remediation policy for more*