



BetterWork

19th Biannual Synthesis Report An Industry and Compliance Review

Under the HOPE II Legislation
Haiti

REPORTING PERIOD

October 2018 – October 2019



International
Labour
Organization



**International
Finance
Corporation**
WORLD BANK GROUP



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List of Acronyms

ADIH	Association des Industries d'Haïti (Haitian Industry Association)
BPC	Bipartite Committee
BMST	Bureau de la Médiatrice Spéciale du Travail
CAOSS	Conseil d'Administration des Organes de Sécurité Sociale (Board of Social Security Bodies)
CP	Compliance point
CSS	Conseil Supérieur des Salaires (Wages High Council)
CTMO-HOPE	Commission Tripartite de Mise en œuvre de la loi HOPE
EA	Enterprise Advisor
HELP	Haiti Economic Lift Program
HOPE	Haitian Hemispheric Opportunity through Partnership Encouragement Act
ITUC	International Trade Union Confederation
MSDS	Material Safety Data Sheet
MAST	Ministère des Affaires Sociales et du Travail (Ministry of Labor and Social Affairs)
OFATMA	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
PIC	Parc Industriel de Caracol
PIM	Parc Industriel Métropolitain (also referred to as SONAPI)
PPE	Personal Protective Equipment
SC/AFL-CIO	Solidarity Center/American Federation of Labor - Congress of Industrial Organizations
TDS	Social Dialogue Table (Table de Dialogue Social)
TAICNAR	Technical Assistance Improvement and Compliance Needs Assessment and Remediation
USDOL	United States Department of Labor



Section I: Introduction and Context

1.1. BACKGROUND

Better Work – a collaboration between the United Nations’ International Labour Organization (ILO) and the International Finance Corporation (IFC), a member of the World Bank Group – is a comprehensive program bringing together all levels of the garment industry to improve working conditions and respect of labor rights for workers and boost the competitiveness of apparel businesses. The program was launched in Haiti in June 2009 as part of the global Better Work program with country operations in Bangladesh, Cambodia, Ethiopia, Haiti, Indonesia, Jordan, Nicaragua, and Vietnam. To date, Better Work is focusing its efforts on the apparel and footwear industry in the countries it operates in. However, companies from other industries may benefit from Better Work services in some particular country contexts.¹ In Haiti, the program is mandatory for all apparel producers exporting their products to the US market under the HOPE II legislation.

The HOPE II law requires that Haiti in cooperation with the ILO establishes a Technical Assistance Improvement and Compliance Needs Assessment and Remediation Program (TAICNAR) which (i) assesses Haitian apparel factories exporting under the HOPE II law on compliance with international core labor standards and national Haitian labor law, (ii) assists these factories on their remediation efforts and (iii) provides capacity building to the Government of Haiti on these aspects. According to the HOPE legislation, biannual reports have to be published to state enterprise level compliance performance. Further details on the components of the HOPE II law as well specific requirements with regards to biannual reports being published by the entity operating the TAICNAR program are quoted in annex 1 (HOPE II Legislation Reporting Requirements). This is the second of these two annual reports under the HOPE legislation to be published in 2019. Detailed enterprise level data of compliance performance as required by the HOPE II legislation is included in the factory tables in annex 4.

¹ In Haiti for example, a plastics factory is participating voluntarily in the program by paying a market price for the Better Work services.



The two components of HOPE II's TAICNAR program aim at strengthening labor compliance of the industry in Haiti. The first of these elements focuses on assessing compliance with core labor standards and national labor law, supporting remediation efforts, and publicly reporting on the progress of each factory on the Labor Ombudsman's register. The second element of the TAICNAR program 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 labor inspectors, judicial officers and other government personnel.

To encourage compliance with core labor standards and national labor law, the legislation indicates that preferential treatment may be withdrawn, suspended, or limited by the President of the United States from producers who – even after assistance has been provided – fail to come into compliance with the core labor standards and national labor law that is related and consistent with those standards. Removal of benefits is based on determinations made by the government of the United States, based primarily on non-compliance identifications made by the U.S. Department of Labor (USDOL). While Better Work Haiti reports are consulted as USDOL carries out its mandate to implement HOPE II, Better Work Haiti non-compliance findings cannot, on their own, serve to impact preferential treatment under the HOPE Act.

Better Work Haiti has been implementing the first component of the TAICNAR program from 2009 until 2017 while other ILO projects, in particular the ILO-MAST capacity building project worked on the second component. As of 2018 with the start of the third phase of the Better Work Haiti project (2018 – 2022), Better Work also takes on several elements of the second component of the TAICNAR program while continuing carrying out activities covering TAICNAR component one. The Better Work program is coordinating its work with the Labor Ombudsman and a tripartite Project Advisory Committee (PAC). This committee meets with Better Work on a regular basis to discuss the activities of the Better Work program. The members of the PAC represent the private sector, government and worker representatives and the Committee is chaired by the Labor Ombudsperson in line with the requirements of the HOPE law.



1.2. COUNTRY CONTEXT AND INDUSTRY UPDATES

Since April, the socio-political situation of the country has continued to worsen. The devaluation of the Haitian Gourdes continued to accelerate as the inflation rate was estimated at 17.7% in April, following an increase of 1.7% for the month of March alone. To further complicate the socio-political environment, in the beginning of April, the Chamber of Deputies unilaterally decided to increase the minimum wages, without consulting the other branches of the Government, including the CSS (Conseil Supérieur des Salaires), a tripartite entity that includes representatives of the government, the private sector as well as worker representatives.

Unrest started again in May, when efforts to bring the upper house (Senate) to a session to vote on the designated candidate to become the Prime Minister of Haiti were prevented by violence linked to the opposition. An offer by the President to allow the opposition to choose a candidate for Prime Minister were rejected, and the opposition keeps demanding the unconditional resignation of the President. Opposition leaders announced that protests will continue until the President resigns.

Lists with names of business owners allegedly supporting President Moïse have been circulated over social media and protesters have been directed to attack businesses owned by those people. Messages have circulated on social media stating that the Core Group and International Community is supporting President Moïse's Government, and at least two opposition leaders have called for demonstrations in front of UN Office(s) during the past two months.

UN Vehicles also were attacked by angry demonstrators throwing stones and several UN vehicles were damaged. However, so far, no UN staff have been injured. It should be noted that the UN Integrated Security Workforce (ISW) has very limited capabilities to respond and assist UN Staff members in need. The UN Integrated Security Workforce (ISW) lacks the capacity to conduct any security analysis, which is required to forecast the expected security situation for MINUJUSTH/BINUH and the UNCT. Activities in schools, factories and businesses in Port Au Prince are affected since end of August.



Impact on UN at the current time

- ◆ Inability to effectively deliver programmes due to movement restrictions. In the case of Better work activities were repeatedly cancelled or postponed in factories located in the southern area of Port-au-Prince.
- ◆ Damage of UN assets.
- ◆ UN staff traumatized (after being attacked by stone throwing demonstrators)

The country has been dealing with a fuel crisis that has hampered activities considerably. The government announced that it was no longer able to subsidize the cost of fuel, which prompted rumors that the price will increase in the near future. Since then, there has been a shortage of fuel at gas stations. This as well as regular street demonstrations against the government has negatively affected the availability of public and private transport, which in turn has impacted workers and businesses. There were many days when people were not able to go to work, either because streets were blocked off or because they could not find transportation.

Although the difficult times has affected textile factories and businesses in Port-au-Prince and in many parts of the country, the industrial complex CODEVI, on the border of the Dominican Republic and Ouanaminthe (Northeast), has been able to function normally for the most part. The political situation has not resulted in lost work days for them.

HAITI INDUSTRY AT A GLANCE IN NUMBERS

Better Work Haiti strives to create a garment industry that provides decent work to a projected 65,000 workers, lifting their families and communities out of poverty, empowering women, boosting national income and improving social stability.

Building on the strong partnerships Better Work has developed with the government, global brands, employers and unions, over the next five years, the programme will play a central role in realizing the full potential of the HOPE II Act - a preferential trade program with the US. Convening diverse stakeholders to tackle shared challenges and supporting institutions' efforts to monitor and safeguard factory compliance with international labour standards will be top priorities.

Key partners

- Ministry of Social Affairs and Labour (MAST)
- Office of the Labour Ombudsman (BMST)
- National Insurance and Pensions Office (ONA)
- Office for Employment Injury, Illness and Maternity (OFTMA)
- Ministry of Commerce and Industry (MCI)
- Office of the State Secretary for the Integration of People with Disabilities (BSEIPH)
- Association of Haitian Industries (ADIH)
- Economic Forum
- All Trade unions active in the garment sector
- 18 brand and retail partners



35
FACTORIES IN
THE PROGRAMME



57,000
WORKERS
(65% WOMEN)



7
FREE ZONES
HOSTING 90%
OF TEXTILE



~1 billion
APPAREL EXPORTS
IN USD BILLIONS
(90% OF NATIONAL
EXPORTS)



18
BRANDS AND
RETAILERS



17
BETTER WORK
HAITI STAFF



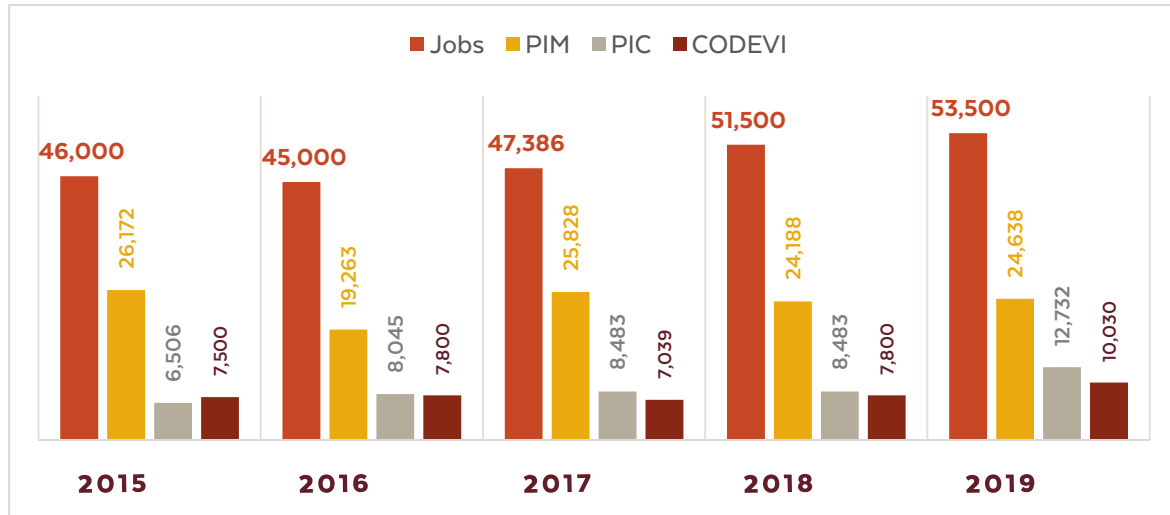
10
YEARS
OPERATING IN
HAITI SINCE 2009



19
INDUSTRY
COMPLIANCE
REPORTS



FIGURE 1. EMPLOYMENT GROWTH IN 5 YEARS



Better Work Haiti has contribute to jobs increasing on a yearly basic.

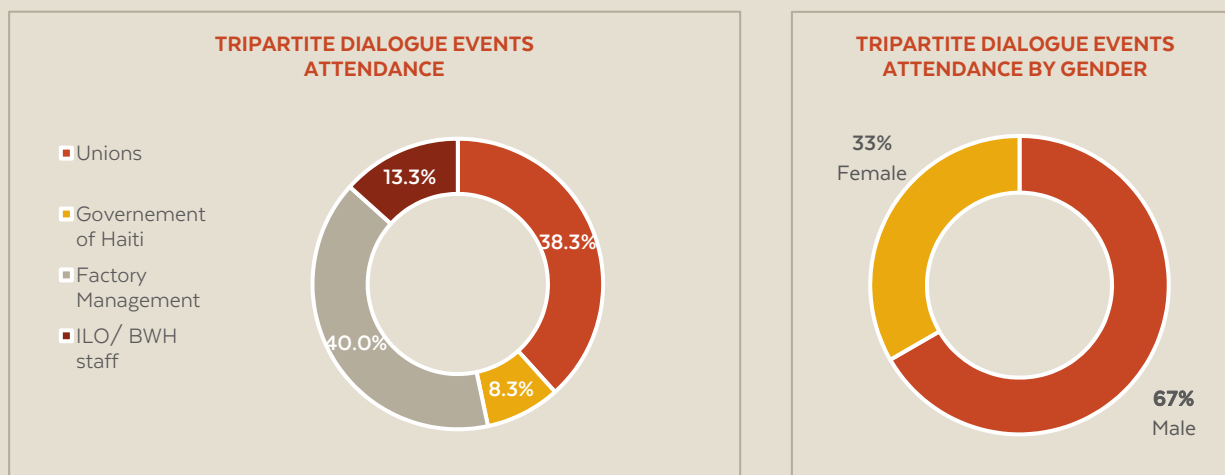
~20% increase in 5 years





Section II: Highlights from the Reporting Period

- ◆ During this reporting period, BWH has continued to provide services to affiliated factories as well as national partners and constituents. In July, BWH organized the second instalment of a tripartite training program in collaboration with representing the private sector, workers and the government, which focused on the theme of Industrial Relations (IR). Two sessions were organized, one in Port au Prince and another in the Northeast, where participants were introduced to the concept of IR and took part in discussions to try to identify the benefits of sound industrial relations as well as the risks associated with the poor collaboration between workers and employers. By the end of the workshop, participants were able to identify the causes of poor industrial relations, and the potential risks and consequences. They were also able to make some recommendations in terms of concrete actions that should be taken to promote better industrial relations between workers and employers.
- ◆ During this reporting period, BWH organized two training workshops for workers, union representatives and factory managers. The first training focused on labor laws had a total of 29 participants, 9 of whom were women. There were representations from six different factories, 8 confederations of unions as well as 2 government entities. The bureau of the Ombudsperson was also represented in this training workshop.
- ◆ The second training session took place in June 2019, and concentrated on Human Resources Management. 16 textile factories were represented as well as 5 different union federations. A total of 37 people participated in this training session, including 17 women.



STAKEHOLDER CAPACITY BUILDING

- ♦ As part of Better Work Haiti's effort to increase the capacity of MAST inspectors so they can perform more inspections and report their findings as required by the national laws and ILO conventions, BWH organized a two-day training for MAST inspectors in the regional offices in the North and Northeast. There were 25 participants from the two regional offices, including 12 women. The training focused on the types of information that should be gathered in order to produce relevant reports, as well as the use of new technology to collect the necessary data. As part of our support to MAST, the program distributed 8 tablets to the regional office in the North and 6 Tablets to MAST in Fort-Liberte, which they will use during inspections. The training session also focused on the use of the applications installed on the tablets, which allow inspectors to collect the data needed during inspections so they can subsequently write the reports.
- ♦ Given the logistical and technical support that the program has provided to MAST, it was necessary to develop an Equipment Management Guide to help MAST better manage the use of equipment such as laptops, computers and tablets. The program has submitted a draft of the Equipment Management Guide to MAST for their review and approval.



- ♦ BWH contracted an independent consultant to support the design of materials for a media campaign. Better Work Haiti launched the campaign with infographics, posters, newsletter articles and audio messages in Haitian Creole in the form of frequent scenes in the garment sector in Haiti. The audio messages inform and educate the national partners on labor law, sexual harassment, labor inspection, freedom of association, roles and responsibilities of employers, employees and good practices to promote good working conditions. The media campaign has reached so far 54,000 workers.
- ♦ BWH offered a two-day training on OSH to the workers organisations affiliated to CSI/CSA. During these two days, the 46 participants from the unions CTH, CNOHA, CTSP, Batay Ouvriye and CSH received a general overview of occupational safety and health hazards in the workplace. They were also familiarized with the way Better Work works as well as the way in which MAST conducts OSH evaluations in factories. They received an overview of the most common safety violations and how the unions can help prevent accidents in the factories.

FIGURE 1. INDUSTRY INVESTMENT OWNERSHIP

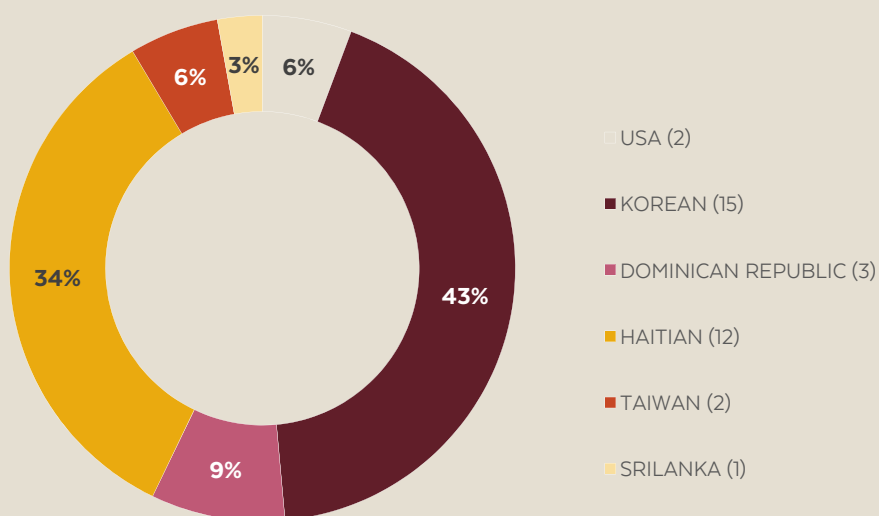
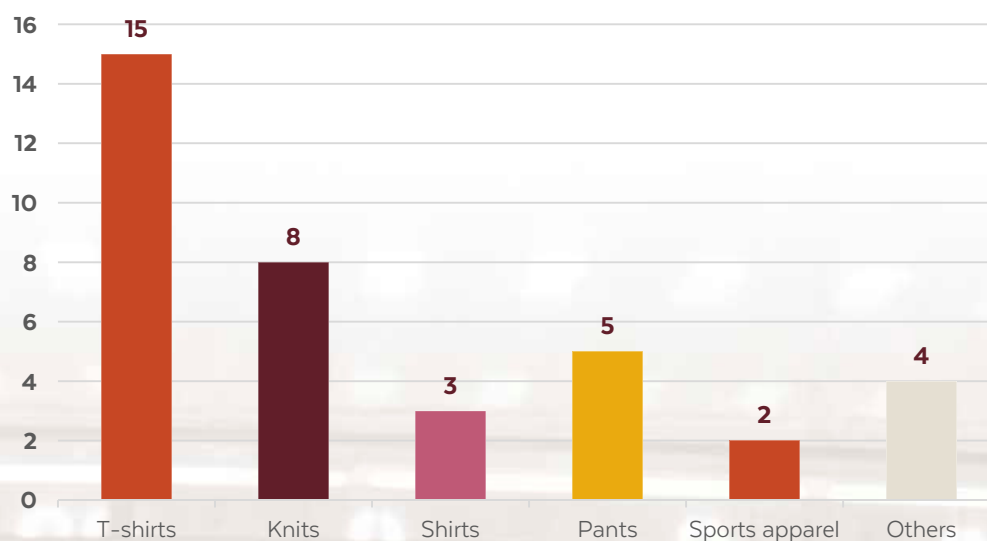




FIGURE 1. MANUFACTURING PRODUCTS BY FACTORIES





2.1. Compliance Situation in Haiti's Exporting Garment Sector

The factories registered with the Better Work program in Haiti are provided with a service package that includes three core services, assessment, advisory and training. They are assessed once per year. This assessment is conducted after an initial advisory period of about 100 days. The follow up advisory visits and trainings are offered after the assessment to facilitate continuous learning and improvement. For more information on the Better Work service delivery model as well as the Better Work assessment methodology, please consult annex 2 and annex 3 respectively. This section presents the results of assessments, advisory and training services provided to the 27 participating factories assessed at least twice in the period between October 2018 and September 2019.

The charts present non-compliance findings for the 27 assessed factories in Haiti showing non-compliance rates in brackets. A factory is found non-compliant in a compliance point if it is found out of compliance on any one aspect of it. Please note that these reports are issued biannually, yet assessments are being done on an annual basis, so issues are reported in two consecutive reports. In the individual factory tables in Annex 4 of this report, progress on the remediation of non-compliance issues can be followed in further detail.

Persistent non-compliance issues in areas related to compensation (social security) and OSH (Chemicals management, emergency preparedness, worker protection and working environment) continue to be a concern for the sector. The core services operations were affected by civil unrest during the reporting period. However, the program was able to conduct the number of assessment visits scheduled. This number includes three newly registered factories that were assessed for the first time by Better Work Haiti, Centri Group and Elansia based in SONAPI industrial Park and Digner Manufacturing, based in Croix des Bouquets. The compliance data for these new factories will be published in the next synthesis report as required.

. The highest non-compliance rates in the industry were in the area of occupational safety and health. The number of factories cited in noncompliance for emergency preparedness and chemical management increased to 100 percent. However,

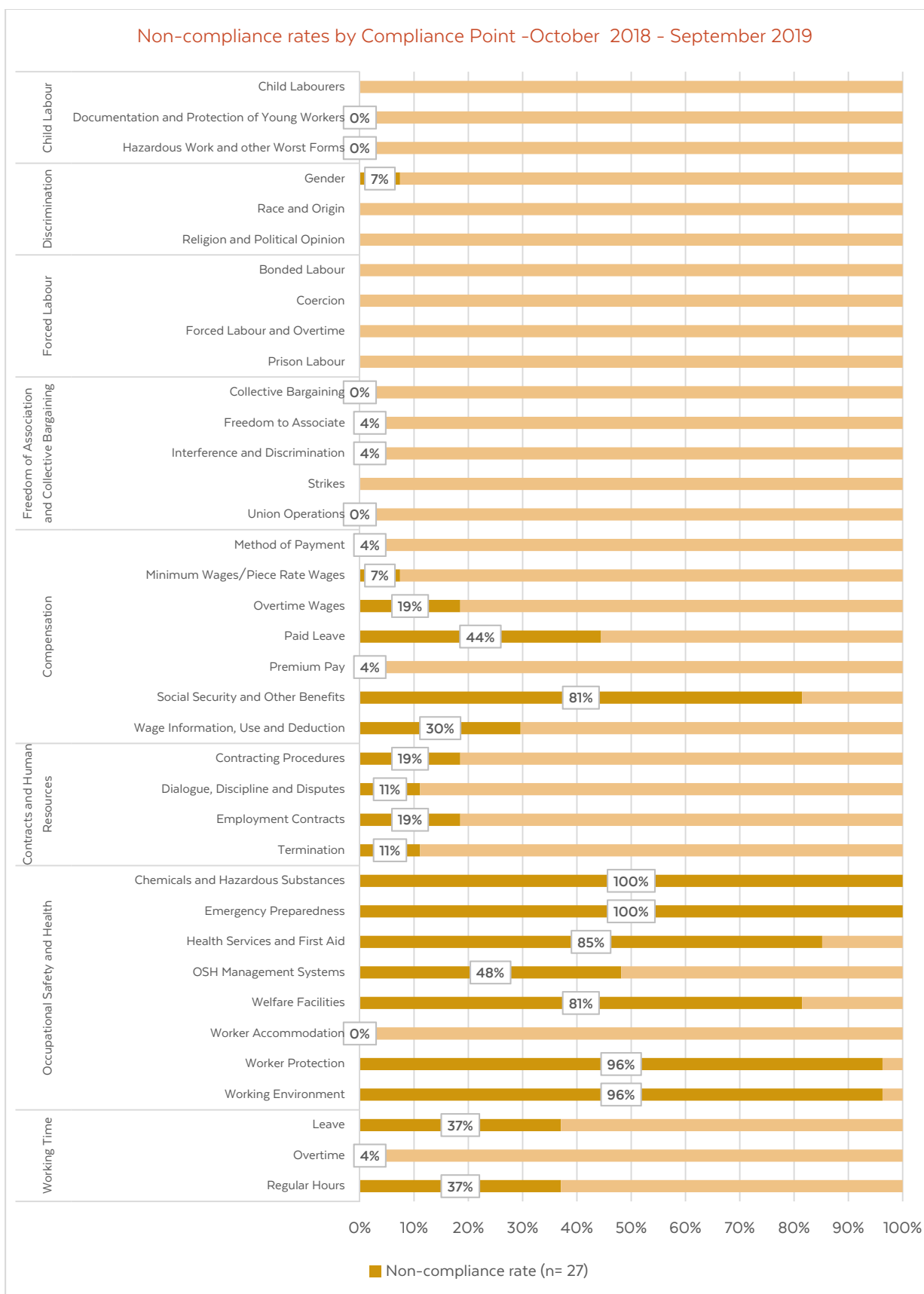


there were improvements in other areas, such as OSH management systems, health services and first aid and welfare facilities. There was a rise in the number of core labour standards issues identified in the reporting period. In fact 2 cases of sexual harassment and 1 case of unfair termination of union leaders were reported as noncompliance issues. There was also 1 factory found in non-compliance for child labour, this finding is related to the lack of adequate systems to verify workers' age prior to hiring.

In order to address the non-compliance issues in a more sustainable way, Better Work continues to support the Ministry of labour in the implementation of their inspection plan. However, most MAST inspections were postponed due to other interventions in the sector and to the difficult security situation in Port-au-Prince during the reporting period. In fact MAST mainly intervene in factories to address industrial relations issues and other problems as they emerge.



Non-compliance rates by Compliance Point -October 2018 - September 2019







2.2. Non-Compliance with International Core Labor Standards

Better Work's compliance assessment framework is based on eight clusters, four related to international core labor standards (see previous section) and four relating to national labor legislation. Each cluster consists of several compliance points and each compliance point is made up of several questions (see Table 3 in the annex for further detail on the structure of the Better Work compliance assessment tool). During the last round of assessments between October 2018 and September 2019 in 27 factories assessed at least twice by Better Work Haiti, the following results with regards to core labor standards have been observed.

CHILD LABOR

There are no findings under the Child Labor Cluster in this reporting period.

DISCRIMINATION

Two cases of sexual harassment were found during the reporting period. Both factories found in non-compliance have a policy on sexual harassment, have organized sexual harassment prevention training at all levels of management and workers, and have followed through with termination when such incidents occurred. Also, all supervisors and managers are trained on sexual harassment and required to commit to respect the factory's policy on this matter.

However, it was observed that in the first factory management did not take adequate timely action as they were not aware of the problem. Union leaders were informed of the issue but did not share it with management. After investigation, the factory decided to terminate the harasser and provided training to staff at all levels in order to reinforce the implementation of their policy. The factory also appointed gender focal points for workers to report these issues confidentially.

In the other factory, a female worker complained of two managers' inappropriate touching and comments. Although management has taken some steps to address the issue, it did not appear to be fully resolved at the time of the assessment visit. Management confirmed that the victim continued to receive comments that she



considers unwelcome. Although the worker was offered the chance to change sections, management did not indicate that they considered relocating the managers.

Following the assessment, the 2 managers received warning letters in which they were informed that in case of repetition of such case, more drastic sanctions would be taken against them. To prevent the future cases of sexual harassment, the company provided additional training on the subject. The annual training plan was also updated to include quarterly trainings on Sexual harassment prevention and other zero tolerance protocol topics.

The factory also revised the Zero Tolerance Policy on harassment and started an anti-sexual harassment communication campaign.

FORCED LABOR

There are no findings under the Forced Labor Cluster in this reporting period.

FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

There are two cases of non-compliance under the cluster Freedom of Association and Collective Bargaining, one under the compliance point Freedom to Associate, and the other under Interference and Discrimination.

One factory was cited in non-compliance for termination or non-renewal of worker's employment contract due to union membership or activities. The other one was found in noncompliance for not allowing workers to freely form and join the union of their choice.

In the first factory Better Work found noncompliance based on the fact that the factory terminated union leaders as part of a mass layoff but failed to give them priority in reinstatement when they rehired new workers with similar skills. In the second factory, Better work found non-compliance regarding workers' freedom to form and join the union of their choosing, based on actions of management that have created an environment that impedes workers from exercising their rights to freedom of association.



2.3. Non-Compliance on National Labor Standards

In this section, selected compliance points will be analysed in detail. Chart No. 1, which gives an overview of noncompliance for the full set of factories in the sample, shows that the same compliance points tend to remain at high non-compliance rates of over 50% from one cycle to the next. Most of these areas of persistent non-compliance (PNC) have been analysed in detail in past reports. Therefore, compliance points with lower non-compliance rates will be looked at in detail in this the report.

COMPENSATION

In the Compensation cluster, the highest non-compliance rates persist in the compliance point of Social Security and Other Benefits (81%), as well as the compliance point on Paid Leave (44%). Better Work Haiti continues to support joint inspections between MAST, ONA and OFATMA in order to ensure that these issues are addressed holistically by all these institutions.

PAID LEAVE

COMPLIANCE QUESTION	# OF FACTORIES FOUND NC	NC RATE BY QUESTION
Does the employer pay workers correctly for annual leave?	3	11%
Does the employer pay workers correctly for legally mandated holidays?	0	0%
Does the employer pay workers correctly during the daily break?	1	4%
Are eligible workers paid correctly for maternity leave?	9	33%
Are eligible workers paid correctly for sick leave?	3	14%
Does the employer pay any workers incorrectly for any types of paid time off (breaks and leave)?	2	9%
Does the employer pay workers correctly during 2 breaks of 30mn or 3 break of 15 mns for breastfeeding?	1	4%

The highest rate of noncompliance in this section is related to the payment of maternity leave, with nine factories in non-compliance for inaccurate payments. In



fact, all eligible workers receive a payment for maternity leave. However, the noncompliance is due to the fact that the factories that are not registered to OFATMA for maternity and health insurance only pay 6 weeks maternity leave instead of 12 weeks.

CONTRACTS AND HUMAN RESOURCES

In the cluster on Contracts and Human Resources, significant improvement was observed under the compliance point Termination. In fact the noncompliance rate for this point is at 11% for the reporting period. This can be explained by an improvement in the human resources management systems in general. Better work continues to support the factories with learning opportunities, such as the human resources management training that was provided in June 2019.

TERMINATION

COMPLIANCE QUESTION	# OF FACTORIES FOUND NC	NC RATE BY QUESTION
Does the employer compensate workers for unused paid annual leave when they resign or are terminated?	0	0%
Does the employer comply with legal requirements before suspending workers or reducing the size of the workforce due to changes in operations, lack of materials, force majeure, or accident resulting in an immediate work stoppage?	0	0%
Does the employer pay workers their annual salary supplement or bonus upon termination?	0	0%
Does the employer provide workers proper notice of termination when required, or pay workers during the notice period?	1	4%
Does the employer terminate workers for reasons that are invalid under national law?	2	7%
Has the employer complied with any orders to reinstate or compensate workers who were found to be unjustly terminated?	0	0%



OCCUPATIONAL SAFETY AND HEALTH

The non-compliance rates for Occupational Safety and Health remain high (average 72%). The highest levels of non-compliance relate to the emergency preparedness, health services & first aid, chemicals and hazardous substances and the worker protection and working environment compliance points.

CHEMICALS AND HAZARDOUS SUBSTANCES

COMPLIANCE QUESTION	# OF FACTORIES FOUND NC	NC RATE BY QUESTION
Are chemicals and hazardous substances properly labelled?	20	74%
Are chemicals and hazardous substances properly stored?	4	15%
Does the employer have chemical safety data sheets for all the hazardous chemicals used in the workplace?	23	85%
Does the employer keep an inventory of chemicals and hazardous substances used in the workplace?	19	70%
Does the employer provide adequate washing facilities and cleansing materials in the event of exposure to hazardous chemicals?	15	56%
Has the employer effectively trained workers who work with chemicals and hazardous substances?	2	7%
Has the employer taken action to assess, monitor, prevent and limit workers' exposure to chemicals and hazardous substances?	5	19%

During the reporting period, 100% of the factories assessed were found in non-compliance in the chemicals and hazardous substances compliance point. The lack of sustainable systems to ensure that all chemicals and hazardous substances are properly managed continues to be the root cause of this high noncompliance rate. Better Work offered additional sessions of the seminar on chemicals management during the reporting period to address this issue. In general, factories are not properly monitoring these issues and the person in charge is often assigned to other duties that take a significant amount of their time. Better Work advisors are working with factories to ensure that they empower more people, including workers representatives to monitor these issues.



EMERGENCY PREPAREDNESS

COMPLIANCE QUESTION	# OF FACTORIES FOUND NC	NC RATE BY QUESTION
Are emergency exits and escape routes clearly marked and posted in the workplace?	21	78%
Are flammable materials safely stored?	2	7%
Are possible sources of ignition appropriately safeguarded?	3	11%
Are the emergency exits accessible, unobstructed and unlocked during working hours, including overtime?	18	67%
Are there enough emergency exits?	1	4%
Does the employer conduct periodic emergency drills?	10	37%
Does the workplace have a fire detection and alarm system?	11	41%
Does the workplace have adequate fire-fighting equipment?	16	59%
Has the employer trained an appropriate number of workers to use the fire-fighting equipment?	4	19%
Has the employer informed and prepared workers for possible emergencies in the workplace?	1	5%

All the factories assessed have at least one non-compliance issue related to emergency preparedness. Considering that this is a very serious issue Better Work mandated an occupational safety and health consultant to work with the team on the persistent noncompliance in this area. In addition to emergency preparedness, boiler and fire safety were also targeted by this work. This should help Better Work Haiti team address in a more structured way the issues related to emergency preparedness. The collaboration of the buyers is also being requested to encourage the factories in taking adequate steps to address these issues in a more sustainable way.

Although the number of noncompliance issues related to OSH continue to be high, improvement was noticed in OSH management systems in participating factories. In fact, all OSH policies were endorsed by senior management and adequate efforts were made to communicate the regulations to staff and workers. However, about 25 percent of the factories still need to implement regular assessment of general occupational safety and health issues in the factory and develop mechanisms to ensure cooperation between workers and management on OSH matters.



WORKING TIME

The working time cluster consists of three compliance points, regular hours, leave and overtime. The overall noncompliance rate for these two points was 37% for the reporting period.

REGULAR HOURS

COMPLIANCE QUESTION	# OF FACTORIES FOUND NC	NC RATE BY QUESTION
Do regular daily or weekly working hours exceed the legal limit?	2	7%
Does the employer comply with the daily break period?	0	0%
Does the employer obtain authorization from the Department of Labour before working at night?	0	0%
Does the employer give workers at least one day off after 48 hours of work?	0	0%
Does the employer post the factory's working hours (for all shifts, and including break times)?	3	11%
Does the employer provide the required breaks for pregnant women?	3	19%

The highest rate of non-compliance in the area of regular working hours was due to 6 factories not posting the factory's working hours (for all shifts, and including break times) or providing the required breaks for pregnant women. For the leave compliance point, the high noncompliance rate is due to the fact that 8 factories did not give the number of days of annual leave required by law. Both management and workers at these factories stated that this problem was due to the civil unrest, which caused the factories to work additional days in order to complete their production targets and deliver on time.



2.4. ADVISORY AND TRAINING SERVICES IN THE REPORTING PERIOD

BETTER WORK ADVISORY SERVICES

Despite the difficult situation, Better Work Haiti completed 102 advisory visits, including bipartite committee meetings in the factories. However, the visits for the factories located in the Southern area of Port-au-Prince were postponed due to ongoing security concerns. In order to address this problem, Better Work Haiti team is exploring ways to be more efficient in tasks that can be completed remotely. New bipartite committees were formed or are in progress at the 3 new factories that joined the program (Elansia, Dignerion and Centri Group). It is also important to highlight that CODEVI agreed to register a second factory separately during the reporting period (AM2 Brand M).

During the reporting period, Better Work Haiti worked with factories on the remediation of the noncompliance issues identified but also to reinforce social dialogue mechanisms at the factory level through bipartite committees. The main challenge during the reporting period was the lack of regular meetings due to the political context and the tension in the country, which caused production delays in the factories, resulting in less time available for these meetings.

Below is an overview of each factory in the Better Work Haiti program and the status of its bipartite committee.

Table 1: Factory's BI-PARTITE COMMITTEE Status

	Name of factory	Bipartite Committee Status
1	Brand M - AM2	Set up and functioning
2	Caribbean Island Apparel S.A.	Set up and functioning
3	Centri Group SA	In progress
4	Cleveland Manufacturing S.A. (former GMC)	No active bipartite committee
5	CODEVI	Set up and functioning
6	Dignerion Manufacturing SA	In progress



7	Elansia SA	In progress
8	Everest Apparel Haiti SA	Set up and functioning
9	Fairway Apparel S.A.	In progress
10	Go Haiti S.A.	Setup in progress
11	H4H	Set up and functioning
12	H&H Textiles S.A.	Set up and functioning
13	Haiti Premier Apparel S.A.	Set up and functioning
14	Hansae Haiti SA	Set up and functioning
15	Horizon Manufacturing S.A.	Set up and functioning
16	Interamerican Wovens S.A.	Setup in progress
17	Life S.A.	Set up and functioning
18	MAS Akansyel	Set up and functioning
19	MGA Haiti S.A	Set up and functioning
20	Modas BU IL Haiti S.A.	Set up and functioning
21	Pacific Sports Haiti S.A.	Set up and functioning
22	Palm Apparel S.A.	Set up and functioning
23	Premium Apparel S.A.	Set up and functioning
24	Quality Sewing MFG. S.A.	Set up and functioning
25	S&H Global S.A. 1 a 6	Set up and functioning
26	S&H Global S.A. 7 & Washing	In progress
27	Sewing International S.A.	Set up and functioning
28	Sharon S.A.	No active bipartite committee (Newly registered)
29	Silver Linings S.A.	Set up and functioning
30	SOGELAST SA (Plastic company) 2	Set up and functioning

² Plastic Company not exporting under HOPE II



31	The Willbes Haitian II S.A.	Set up and functioning
32	The Willbes Haitian III S.A.	No active bipartite committee
33	The Willbes Haitian II B S.A.	No active bipartite committee
34	The Willbes Haitian Print Shop S.A.	No active bipartite committee
35	Val D'Or Apparel MFG Haiti S.A.	Set up and functioning





BETTER WORK TRAININGS

During the reporting period 33 trainings sessions were offered to factories in Port-au-Prince, Caracol and Ouanaminthe. In an overview, the following factory trainings were offered by Better Work Haiti during the reporting period include:

- ◆ Occupational Safety and Health (OSH)
- ◆ HIV and Aids
- ◆ Workers' Rights & Responsibilities
- ◆ Bipartite Committee (PICC/LKSB/PC)
- ◆ ToT Occupational Safety & Health
- ◆ Industrial Relation (IR)
- ◆ Supervisory Skills (SST)

During the reporting period, the Better Work Training Team trained a total of 827 participants – management and workers – on the above mentioned training topics, including 423 women.

In addition to the regular training activities, Better Work Haiti organized industry seminars for the tripartite stakeholders.

Although there were several difficulties in the operating context, Better Work Haiti was able to successfully deliver these learning activities. During the reporting period 13 industry seminars were offered to stakeholders in Port-au-Prince, Caracol and Ouanaminthe. The following subjects were covered in these activities:

- ◆ Occupational Safety and Health (OSH)
- ◆ Chemical Management System
- ◆ Negotiation Skills
- ◆ Risk Management & Control
- ◆ Labor Law



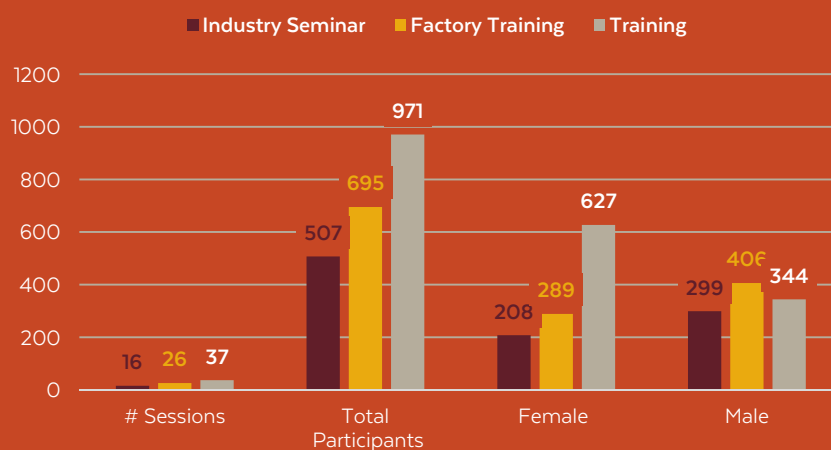
- ◆ Human Resources Management (HRM)
- ◆ Boiler Safety

507 participants including 208 women participated in these industry seminars. During the reporting period, the Better Work Training Team offered learning activities to a total of 1437 participants – management and workers – on the above mentioned training topics, including 682 women. The program continues to implement the paperless evaluation and the recent innovation done on the training management system allows the production of reports that facilitate the performance analysis in this area.

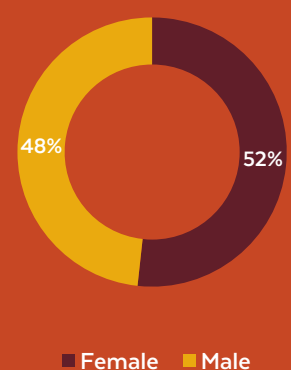
Better Work Haiti training focuses on building the capacity of the factories' management representatives and workers to have the appropriate knowledge to address compliance and workplace issues primarily in relation to assessment findings and recommendations by EAs. The following provides an overview of training activities held during 2019.

TRAINING TYPE	# SESSIONS	TOTAL PARTICIPANTS	FEMALE	MALE
Industry Seminar	16	507	208	299
Factory Training	26	695	289	406
Training	37	971	627	344

BWH TRAINING ACTIVITIES SUMMARY



ATTENDANCE BY GENDER





Section III: Conclusion and Next Steps

Better Work Haiti's 19th synthesis report provides a range of insights into the state of working conditions and labour standards in the garment industry today.

The report draws upon data from 27 factories that were assessed from October 2018 to September 2019, bringing together quantitative compliance findings with qualitative evidence from day-to-day advisory and training work in factories. The findings have far reaching implications both for policymaking and wider industry development.

During the reporting period, there was a slight increase in the number of non-compliance issues related to core labour standards. Factories were very responsive to the effort to address gender discrimination issues in the workplace. However, again this year there is resistance to address the issues identified in the area of freedom of association. Better Work intends to work more closely with the factory and the buyers to identify ways to address these points. As in previous years, non-compliance remains concentrated in the working conditions clusters, particularly in the area of Occupational Safety and Health.

To address this problem, Better Work offered additional training sessions on chemicals and risk management. However, ensuring that the factories empower more people, including worker representatives to monitor these issues, is a key element in the remediation approach proposed by Better Work. Emergency preparedness remains a concern in the sector despite the progress observed. After the mission of the occupational safety and health consultant, Better Work is now revising the tools available to help the factories address persistent noncompliance issues in a more effective way. During the reporting period, Better work also observed the emergence of a new noncompliance issue in the working time cluster. In fact, 8 factories did not give the number of days required by law although the workers were properly paid. Both management and workers at these factories stated that this problem was due to the civil unrest events in 2018 which caused the factories to work additional days in order to complete their production targets



and deliver on time. Better Work will work with the factories in a proactive way in order to prevent this issue repeating itself this year as the recent political issues caused the loss of several working days again this year.

BWH will continue to expand its collaboration with the social partners (Government of Haiti, Ministry of Labour and social security institutions)

Support to develop national policies and programmes to reinforce national OSH systems and infrastructures to mitigate persisting and emerging OSH risks, including those stemming from violence and harassment; this includes: strengthening research on emerging risks; improving reporting and notification systems and OSH data; skilling OSH professionals and integrating OSH into technical and vocational education and training; sharing good practices on innovative OSH legislation; developing targeted strategic compliance programmes and enhancing the capacities of labour inspectorates.

Increased institutional capacity of Employer's and workers' organization in the garment sector

At the sectoral level, Better Work will seek to collaborate with other ILO departments to resolve issues preventing formal tripartite discussions, especially on the issue of trade union representation. In collaboration with other ILO departments, Better Work continues to support the stakeholders in the sector to negotiate renewed collective bargaining agreements.



Annex 1. The TAICNAR Project and Reporting Requirements under the HOPE II Legislation

In 2006, the United States Congress enacted the Haitian Hemispheric Opportunity through Partnership Encouragement Act of 2006 (HOPE), expanding preferences for Haitian apparel established under the Caribbean Basin Economic Recovery Act, thus enabling the Haitian apparel industry to benefit from new duty-free preferences. In 2008, these preferences were further expanded through legislation known as HOPE II, which also established new standards and programs strengthening and monitoring working conditions in the apparel sector. On 24 May 2010, the Haiti Economic Lift Program Act of 2010 (HELP Act) was signed into law to extend existing preferences even more to contribute to Haiti's economic growth and development in both the textile and apparel sectors. Among its provisions, the HELP Act extended almost all of the trade preferences established under HOPE and HOPE II and in 2015, the US Government extended the Haiti HELP/HOPE provisions until 2025.

In order to benefit from HOPE/HOPE II/HELP, Haiti was required to establish an independent Labor Ombudsman 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 ILO, to develop a technical assistance program to (i) assess and promote compliance with core labor standards and national labor law in the factories that are eligible for tariff advantages under HOPE II and (ii) provide assistance to the Government of Haiti in order to strengthen its capacity in the process of inspection of facilities.

This was referred to in the legislation as the *Technical Assistance Improvement and Compliance Needs Assessment and Remediation* (TAICNAR) program. Finally, Haiti needed to develop a mechanism for ensuring that all producers benefiting from the HOPE II trade preferences participated in the TAICNAR program. The TAICNAR program consists of two components:



TAICNAR Program Component 1: Compliance Assessments and Remediation Support

The HOPE law states that the first component of the TAICNAR program is “to assess compliance by producers listed in the registry described in paragraph (2) (B) (i) with the conditions set forth in subparagraph (B) and to assist such producers in meeting such conditions.”

Better Work Haiti is implementing this component of the TAICNAR program. Aggregated findings for the entire industry regarding compliance with national and international labor law are outlined in section II of the report. The details of Better Work’s assessment methodology are explained in annex 3 of this reports. Annex 4 provides the details of compliance for every factory that has been assessed.

It has to be noted that Better Work offers several services that go beyond the requirements of the HOPE legislation, in particular the collaboration with international brands through sharing of factory assessment reports, joint support for factories regarding the improvement plan used during advisory services (corrective action plan), specific trainings and specific projects and or events such as the annual buyers and multi-stakeholders forum. With the introduction of fees to be paid by factories for participation in the Better Work Haiti program since 2016, it has been decided that non-paying factories will receive all Better Work core services (advisory, training, and one annual assessment) in line with requirements of the HOPE legislation. Factories that do pay their subscription fee will have access to the full offer of Better Work services beyond core services only.

TAICNAR Program Component 2: Technical assistance to strengthen the legal and administrative structures for improving compliance in the industry

The HOPE law states that the second component of the TAICNAR program is “to provide assistance to improve the capacity of the Government of Haiti – (I) to inspect facilities of producers listed in the registry described in paragraph (2)(B)(i); and (II) to enforce labor laws and resolve labor disputes, including through measures described in subparagraph E.”



The ILO has been conducting different activities under this component, mainly in the context of the USDOL-funded ILO/MAST Capacity Building project which aimed at strengthening the capacities of the Ministry in order to improve apparel factories' compliance with international and national labor laws. The project ran from 2014 to 2017 and was closely linked to the Better Work program.

As of 2018 and with Better Work's new 5 year strategy in Haiti, the program will continue to build on the efforts of this MAST capacity building program. The revised project strategy puts stronger emphasis on the capacity building of all tripartite constituents – government, employer and worker Organizations – as part of the sustainability efforts of the Better Work program.

With regards to the reporting requirements, the HOPE II law specifies which information needs to be included in the biannual reports to be published by the TAICNAR program. See text box below for the original text of the law.

SEC. 15403. LABOR 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. [...]





Annex 2. Better Work's Service Delivery Model

The key principles of Better Work's revised service model are ownership, accountability, dialogue and partnership. The core services offered to factories are advisory services, an annual assessment, and training services.

Better Work's service delivery model stresses the importance of advisory services with a stronger focus on assistance on management systems, root cause analysis and continuous learning. Better Work acknowledges the fact that auditing alone cannot contribute to sustainable remediation of non-compliances. Assessments provide a snap shot of the compliance issues, yet they do not add significant value to improvements of factories' compliance performance. Therefore, the focus in the services that Better Work delivers to factories are on continuous learning and improvements working with factories on root causes that are underlying repeated non-compliance issues.

Since 2015, a factory cycle no longer starts with an assessment on which advisory services afterwards were built in the initial approach. Under the revised Better work service delivery model, the cycle now starts with a period of approximately 100 days of advisory services in which the factory with its bipartite committee can conduct a self-diagnosis with support of its Better Work Enterprise Advisor and can work on immediate improvements where possible. The unannounced Better Work assessment is then conducted after the initial period of advisory and training services.

Following the assessment, the advisory process continues, focused on enabling the bipartite committee to address issues that are listed in the improvement plan. The improvement plan includes issues that the factory has self-diagnosed and those that were identified during the Better Work assessment. Factories will be supported through tailored factory visits; issue specific seminars (on topics relevant to the country/industry) with peers from other factories; and training appropriate to the factory's specific needs.

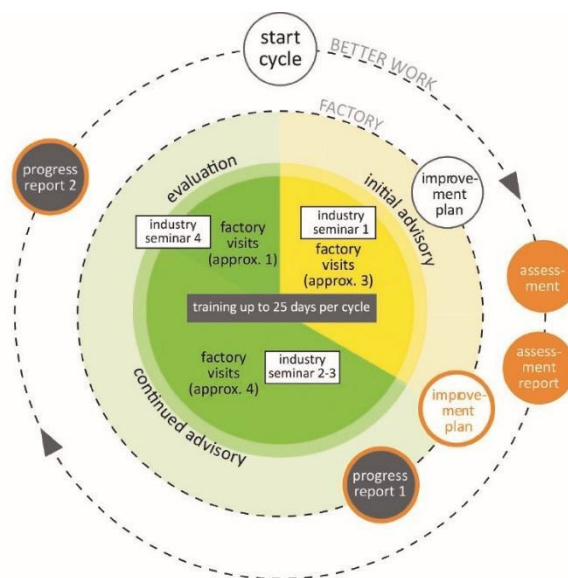


Better Work reporting has two elements – reports completed and verified by the Better Work program and those that are completed and released directly by factories. The Better Work factory reports consist of the assessment report that is released roughly 30 days after the unannounced assessment visit. Then later on in the cycle, in the 11th month of the cycle, Better Work then publishes a progress report, detailing improvements on compliance issues, as well as in-factory dialogue, continuous learning and the use of effective management systems. Better Work also provides additional recommendations in this report to further strengthen the improvement process. Factories report through the Better Work portal. This portal is the platform that is also used by Better Work to share factory data with authorized international brands that subscribed to a specific factory in either of the Better Work country programs. The enhanced portal with the revised self-reporting function also offers the opportunity for factories to update their improvement plan themselves. The improvement plan lists a factory's non-compliance points from the last Better Work independent assessment together with any other issues that the factory itself identified as areas for improvements. Once the factory updates its improvement plan online, the information is immediately available to buyers and Better Work. However, this feature has some limitations with regards to the factories' editing rights as only Better Work can update the status of a non-compliance issue from “delayed”, “pending”, or “in progress”, to “completed” after verification of evidence of remediation.

Factory reporting then continues with the first progress report which is published approximately 5 months after the start of the cycle. This report includes progress to date on all self-diagnosed issues as well as those identified by Better Work during the assessment. This report has a pre-set structure from Better Work and it is made available to authorized buyers and indicates initial progress and planned steps for the remainder of the cycle. The Better Work role for this first progress report will be limited to coaching factories on how to engage in effective self-reporting and how to ensure continued progress on closing areas of non-compliance.

The Better Work Enterprise Advisors then write their own progress report towards the end of an annual cycle of each factory.

An overview of the sequence of the different components of the Better Work service model under this revised approach can be found in the illustration below:



Sequence and components of annual Cycle under Better Work's revised service delivery model.

In 2017, Better Work started to differentiate factories depending on their performance. Factories that are scoring high enough in terms of compliance performance but also in the areas of dialogue and learning encompass the criteria that need to be satisfied before a factory can be qualified for “stage two”. In fact, Better Work will classify factories as being in “stage two” if they consistently demonstrate high levels of compliance, a mature level of social dialogue, effective management systems and a commitment to learning. Those criteria will be evaluated based on information collected during two consecutive assessments. Factories that have not yet met this benchmark will be classified as “stage one.” For factories that have been with Better Work for several years, service differentiation will respond to requests for greater autonomy in the day to-day advisory service, fewer assessments, and a tailored service that responds to their more advanced needs, for example relating to systems development, purchasing practices, productivity and quality, and mature industrial relations.



Annex 3. The Better Work Compliance Assessment Methodology

BETTER WORK COMPLIANCE ASSESSMENT FRAMEWORK

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

Core labor 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 labor, the abolition of child labor 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 programs 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 labor 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.

Working Conditions: The four other clusters assess conditions at work, including compensation, contracts and human resources, occupational safety and health, and working time. The compliance points covered in these clusters are largely consistent across countries; however each compliance point contains specific questions that may vary from country to country due to differences in national legislation. National legislation is used as a reference point even if it is not in



accordance with the international conventions that have been ratified by the country. In countries where national law either fails to address or lacks clarity around a relevant issue regarding conditions at work, Better Work establishes a benchmark based on international standards and good practices.

Table 2: Better Work compliance assessment framework

Compliance Cluster	Compliance Point	Compliance Issue
Child Labor	Child Labourers	Workers under age 15
	Documentation and Protection of Young Workers	Age verification system
		Medical certificate, and/or an employment certificate or permit delivered by the Director of Labor provided by workers under age 18.
		Register of workers under age 18.
	Hazardous Work and other Worst Forms	Workers under age 18 working at night.
		Workers under age 18 working overtime.
		Workers under age 18 doing work that is hazardous by nature.
Discrimination 3	Gender	Changing the employment status, position, wages, benefits or seniority of workers during maternity leave.
		Conditions of work (gender and/or marital status).
		Excluding maternity leave from workers' period of continuous service
		Hiring (gender and/or marital status).
		Job announcements (gender and/or marital status).
		Pay (gender and/or marital status).
		Pregnancy tests or use of contraceptives as a condition of employment
		Promotion or access to training (gender and/or marital status).
		Sexual harassment

³ 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 labor 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 labor law does not identify grounds for discrimination beyond those cited in Conventions 100 and 111.



		Terminating workers or forcing them to resign if they are pregnant, on maternity leave or nursing.
		Termination or retirement (gender and/or marital status).
	Race and Origin	Conditions of work (race, colour, origin)
		Harassment (race, colour, origin)
		Hiring (race, colour, origin)
		Pay (race, colour, origin)
		Promotion or access to training (race, colour, origin)
		Recruitment materials (race, colour, origin)
		Termination or retirement (race, colour, origin)
	Religion and Political Opinion	Conditions of work (religion or political opinion)
		Harassment (religion or political opinion)
		Hiring (religion or political opinion)
		Pay (religion or political opinion)
		Promotion or access to training (religion or political opinion)
		Recruitment materials (religion or political opinion)
		Termination or retirement (religion or political opinion)
Forced Labor	Bonded Labor	Debts for recruitment fees owed to the employer and/or a third party
	Coercion	Coercive tactics.
		Delaying or withholding wage payments.
		Forced labor to discipline workers or punish them for participation in a strike
		Free exit from the workplace at all times, including during overtime.
		Freedom of movement (dormitories or industrial park).
		Freedom to terminate employment with reasonable notice and/or to leave their jobs when their contracts expire
		Threats such as deportation, cancellation of visas or reporting to the authorities
		Violence or the threat of violence.
		Workers' access to their personal documents (such as birth certificates, passports, work permits and ID cards)
	Forced Labor and Overtime	Forced overtime under threat of penalty



	Prison Labor	Prison labourers
Freedom of Association and Collective Bargaining	Collective Bargaining	Access to collective bargaining agreement.
		Collective agreement less favourable for workers than what is required by national law.
		Collective bargaining/bargaining in good faith.
		Implementation of collective agreement.
	Freedom to Associate	Freedom to form and/or join a union
		Requiring workers to join a union.
	Interference and Discrimination	Attempt(s) to interfere with, manipulate or control the union(s).
		Freedom to meet without management present.
		Incentives to refrain from joining a union or engaging in union activities.
		Punishment of unionists
		Termination or non-renewal of worker's employment contract due to union membership or activities
		Threats, intimidation or harassment of unionists.
		Unequal treatment of multiple unions.
		Union membership or union activities factoring into hiring decisions
	Strikes	Hiring of replacement workers during a strike.
		Preventing workers from participating in a strike.
		Punishing workers for participating in a strike.
		Security guards, the police or armed forces called on to break up a peaceful strike or arrest striking workers.
	Union Operations	Deduction of union dues upon workers' request.
		Union representatives' access to workers in the workplace.
Compensation	Method of Payment	In-kind wage payments.
		Regular and timely payment of wages.
		Wage payment directly to workers at the workplace on working days
		Wage payment in legal currency.
	Minimum Wage	Correct payment of piece rate workers when their piece rate earnings exceed minimum wage.
		Payment of minimum wage for apprentices.
		Payment of minimum wage for temporary workers.
	Overtime Wages	Payment for ordinary overtime.



		Payment for overtime hours worked on holidays.
		Payment for overtime worked at night.
		Payment for overtime worked on weekly rest days.
	Paid Leave	Payment for annual leave.
		Payment for breastfeeding breaks.
		Payment for legally mandated holidays.
		Payment for maternity leave.
		Payment for sick leave.
		Payment for weekly rest days.
	Premium Pay	Payment for regular hours worked at night.
		Payment for regular hours worked on holidays
		Payment for regular working hours worked on weekly rest days
	Social Security and Other Benefits	Collecting and forwarding workers' contributions for social insurance funds to ONA.
		Employer contribution to OFATMA for maternity and health insurance.
		Employer contribution to OFATMA for work-related accident insurance.
		Employer contribution to ONA.
		Forwarding of workers' contributions to OFATMA.
		Payment of annual salary supplement or bonus.
	Wage Information, Use and Deduction	Deductions from workers' wages.
		Informing workers about wage payments and deductions.
		Payroll records.
Contracts and Human Resources	Contracting Procedures	Limits on the trial period for apprentices.
	Dialogue, Discipline and Disputes	Bullying, harassment or humiliating treatment of workers.
		Disciplinary measures
		Resolution of grievances or disputes.
	Employment Contracts	Contracts for all persons performing work for the factory.
		Employment contracts' compliance with the labor code, collective agreement and/or internal work rules.
		Internal work rules.



Occupational Safety and Health		Specifying terms and conditions of employment in written employment contracts.
		Workers' understanding of the terms and conditions of employment.
	Termination	Annual salary supplement or bonus upon termination.
		Notice of termination.
		Orders to reinstate or compensate unjustly terminated workers.
		Payment for unused paid annual leave upon resignation or termination.
		Reasons for termination.
		Reductions in workforce size or suspensions due to changes in operations
	Chemicals and Hazardous Substances	Assessing, monitoring, preventing and/or limiting workers' exposure to hazardous substances.
		Chemical safety data sheets for all chemicals and hazardous substances in the workplace.
		Inventory of chemicals and hazardous substances used in the workplace.
		Labelling of chemicals and hazardous substances.
		Storage of chemicals and hazardous substances.
		Training workers who work with chemicals and hazardous substances.
		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.
		Fire detection and alarm system.
		Firefighting equipment.
		Marking or posting of emergency exits and/or escape routes in the workplace.
		Number of emergency exits.
		Periodic emergency drills.
		Safeguarding possible sources of ignition
	Health Services and First Aid	Storage of flammable materials
		Training workers to use the firefighting equipment
		Annual medical checks for workers.
		First-aid training for workers.



		Health checks for workers who are exposed to work-related hazards.
		Medical checks for workers upon hiring.
		Onsite medical facilities and staff.
		The employer did not ensure that there were a sufficient number of readily accessible first aid boxes/supplies in the workplace.
		Safety and health risks to pregnant or nursing workers
	OSH Management Systems	Assessment of general occupational safety and health issues in the factory.
		Legally required construction/building permits
		Mechanisms to ensure cooperation between workers and management on OSH matters.
		Recording work-related accidents and diseases and/or submitting the record to OFATMA.
		Written OSH policy.
	Welfare Facilities	Certain required facilities.
		Eating area.
		Providing drinking water.
		Toilets.
		Washing facilities and/or soap.
	Worker Accommodation	Accommodation separate from the workplace
		Cooking or storage facilities in the accommodation.
		Lighting in the accommodation.
		Minimum space requirements in the accommodation.
		Preparation for emergencies in the accommodation.
		Privacy in the accommodation.
		Protection against disease carrying animals and/or insects in the accommodation.
		Protection against fire in the accommodation.
		Protection against heat, cold and/or dampness in the accommodation.
		Protection against noise in the accommodation.
		Toilets, showers, sewage and/or garbage disposal systems in the accommodation.
		Ventilation in the accommodation.
		Water in the accommodation.
		Ergonomic requirements



	Worker Protection	Installing guards on all dangerous moving parts of machines and equipment.
		Installing, grounding, and/or maintaining electrical wires, switches, and/or plugs.
		Posting safety warnings in the workplace
		Providing workers with personal protective clothing and equipment.
		Punishment of workers who removed themselves from work situations they believed presented an imminent and serious danger to life or health.
		Training and encouragement of workers to use PPE, machines and/or equipment safely
	Working Environment	Workplace cleanliness
		Workplace lighting.
		Workplace noise levels.
		Workplace temperature and/or ventilation.
Working Time	Leave	payment in place of annual leave
		Time off for annual leave.
		Time off for breastfeeding breaks.
		Time off for maternity leave.
		Time off for sick leave.
	Overtime	Authorization from the Department of Labor for overtime.
		Authorization from the Department of Labor for work on Sundays.
		Limits on overtime hours worked.
		Voluntary overtime.
	Regular Hours	Daily break periods.
		Regular daily and/or weekly working hours.
		Weekly rest period.
		Working time records.
		Authorization from the Department of Labor before working at night.

CALCULATING NON-COMPLIANCE & PUBLIC REPORTING

In public synthesis reports, Better Work reports on aggregated 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 labor standards clusters. A factory is reported as non-compliant in a subcategory if it is found to be out of compliance on any issue addressed within the subcategory. 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 Better Work program supports fair and transparent public reporting. In all Better Work country programs, synthesis reports containing aggregated information on the industry are prepared on the basis of the individual factory assessment reports and published twice a year. Better Work is currently expanding its reporting in the other Better Work countries to include individual factory-level compliance information as is already the case for Haiti. 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.

LIMITATIONS IN THE ASSESSMENT PROCESS

The factory-level assessments carried out by Better Work Haiti follow a thorough checklist of about 230 questions covering the above mentioned labor standards, and gathering general information about the factory.⁴ Information is gathered through a variety of sources and techniques, including document review, observations on the factory floor, and interviews with managers, workers union representatives, bipartite committee members or any other relevant witness. The information collected is compiled and analysed to produce a detailed assessment report. Before the reports become official, factories are given seven calendar days to provide feedback.

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), and take place either in small groups or individually. Interviews are conducted in Creole, the primary language of the workers. Workers may be suspicious and feel

⁴ Better Work Haiti Compliance Assessment Tool (CAT) including their legal references can be accessed here: http://betterwork.org/haiti/?page_id=1731



uneasy about sharing information on their workplaces with people who are not well known to them and coaching of workers by factory management is a possible issue in the industry in general. Nevertheless, after fourteen assessment cycles conducted over more than seven years, Better Work Haiti Enterprise Advisors have become more experienced at collecting information and interviewing workers, which together with other activities led by Better Work Haiti have contributed in creating an environment where workers are more comfortable discussing working conditions. Interviews with workers cover many aspects of life at work and last approximately 20 minutes. On average, 40 workers representing different sections of the factories, as well as union representatives, are interviewed.

Violations in core labor standards such as sexual harassment or freedom of association are very sensitive and are more difficult to detect during factory assessments. The assessment of violation of freedom of association issues in the workplace is sometimes difficult to assess in a two days assessment. There are several reasons for that. One challenge is that some labor unions are organized at the sectoral level rather than at the factory level where small union cells predominate. Another challenge is that for example, the termination of unionist usually happens after a series of events. Key witnesses might have been terminated before the assessment days. Also supporting documents might not have the level of details required to determine non-compliance. Better Work is basing its assessment findings on triangulation of facts which requires sufficient evidence in order to find a factory in non-compliance on a particular compliance point and some issues are therefore not always easy to be confirmed. As more unions are present in the factories today, workers are more aware of their rights regarding freedom of association. Workers therefore are also demonstrating an increased level of openness to discuss this subject during interviews. In addition, Better Work collects information about specific cases as they are being shared by unions or other stakeholders at any given time of the year. During the assessment at a particular factory, specific questions can be asked about any case that has previously been raised and information may therefore enter the assessment report.

The assessment visits usually last two days and because it is a picture of the moment, some situations that might lead to non-compliance points in the future are not reported. It is also important to keep in mind that non-compliance issues might be identified during the advisory cycle through the self-diagnosis process.



Better Work supports factories in order to reinforce their capacity to conduct a self-diagnosis and to develop an improvement plan that includes points that go beyond the Better Work assessment. For all the issues included in the improvement plan, additional information is stated, such as the action to be taken and the person responsible for it within the company. All of this information in return as well as the remediation efforts are then documented in the progress reports.

As Better Work is moving into a differentiated approach where services for advanced factories will be different from those for factories who still require more assistance, the evaluation of the performance of a factory will not only be limited to the assessment data but will also include information gathered in those progress reports.

Another issue that may be challenging to detect during an assessment is sexual harassment which is included in Better Work Haiti's compliance assessment tool. Similarly to other countries, it is one of the most sensitive and most difficult issues to detect during factory assessments. The assessment of sexual harassment in the workplace by Better Work Haiti is likely to underreport the extent of its occurrence. However, sexual harassment remains an issue of concern in the industry in general. As mentioned, Better Work is basing its assessment findings on triangulation of facts which requires sufficient evidence in order to find a factory in non-compliance on a particular compliance point and some issues are not always easy to detect. Although concerns regarding sexual harassment persist, Better Work Haiti has seen positive developments on the topic with factories acknowledging the issue as a potential problem and demonstrating an increased openness to address it. Several factories are therefore working on prevention of sexual harassment in the workplace. In particular, Better Work's supervisory skills training has contributed to raise awareness of this issue among supervisors in more than half of the factories in Haiti.

Simple auditing of factory compliance has been widely acknowledged to be limited in rectifying compliance issues. Factories wishing to not disclose certain information are able to do so without focusing on the long-term business benefits of improving their working conditions. This is why Better Work's approach at the factory level is much broader in its scope focusing on continuous improvements through advisory and training services, emphasizing the importance of effective systems and the involvement of workers.



Annex 4: Factories in Detail

LIST OF FACTORIES

Below is the list of factories that have been assessed by Better Work Haiti over the past two cycles. All factories that have been assessed by Better Work more than twice are included in the data analysis and also included in the factory tables in annex 4 of this report. Please note that if an already assessed factory closed, their individual level compliance data is no longer included in this section.

Table 3: List of factories in the Haitian apparel sector which have been assessed between April 2018 and March 2019

	Name of factory
1	BrandM Apparel Haiti - AM2
2	Caribbean Island Apparel S.A.
3	Centri Group SA
4	Cleveland Manufacturing S.A. (former GMC)
5	CODEVI
6	Dignerons Manufacturing SA
7	Elansia SA
8	Everest Apparel Haiti SA
9	Fairway Apparel S.A.
10	Go Haiti S.A.
11	H4H
12	H&H Textiles S.A.
13	Haiti Premier Apparel S.A.
14	Hansae Haiti SA
15	Horizon Manufacturing S.A.



16	Interamerican Wovens S.A.
17	Life S.A.
18	MAS Akansyel S.A
19	MGA Haiti S.A
20	Modas BU IL Haiti S.A.
21	Pacific Sports Haiti S.A.
22	Palm Apparel S.A.
23	Premium Apparel S.A.
24	Quality Sewing MFG. S.A.
25	S&H Global 1-6
26	S&H Global Washing 7
27	Sewing International S.A.
28	Sharon S.A
29	Silver Linings SA
30	Sogeplast (Plastic Company)
31	The Willbes Haitian II S.A.
32	The Willbes Haitian III S.A.
33	The Willbes Haitian II B S.A.
34	The Willbes Haitian Print Shop S.A.
35	Val D'Or Apparel MFG Haiti S.A.

FINDINGS FROM THE FACTORIES

This section reports on the detailed factories' compliance performance as required by the HOPE II legislation. The HOPE II legislation requires the entity implementing the TAICNAR program (the ILO) to publish a biannual report with specific information on factories' compliance performance. The report is supposed to cover the preceding 6-months period and should include detailed compliance



information for each individual producer (see annex 1 for the exact requirements of the HOPE II legislation.), including the details of non-compliance points identified, efforts of the producer to remediate the non-compliance points as well as the time elapsed since the deficiencies have first been identified. This information is captured in the factory tables in the following section.

Better Work measures compliance with international core labor standards and national labor laws in a set of 8 clusters during its unannounced annual assessment visits. Under each cluster, several compliance points are assessed and each compliance point consists of individual issues that are verified during each Better Work compliance assessment. The list of compliance clusters, compliance points and issues can be found in the reference table in annex 3. The issues under each compliance point again usually break down into several questions. The full list of all questions of the compliance assessment tool (CAT) used by Better Work Haiti can be accessed online.⁵ When a compliance point is not listed, it means that the factory has been in compliance on this point in both of its last two assessments by Better Work. The reference point is always the full list of compliance points and issues listed in annex 3. A factory needs to have been assessed at least two times before its information will be published in a factory table in this report. The columns in the tables correspond to specific reporting requirements of the HOPE legislation and provide additional information as follows:

- ◆ Details on the non-compliance identified by EAs: the information included in this column constitutes the issues where evidence of non-compliance was found in one of the last two assessments conducted by Better Work at each particular factory (the date of the last two assessments is equally indicated for each factory on top of its table).
- ◆ Improvement priorities identified by the factory;
- ◆ Efforts made by the factory to remedy the compliance needs as verified in the most recent assessment or advisory visit;

⁵ http://betterwork.org/haiti/?page_id=1731



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- ◆ With respect to non-compliance areas that have not been remediated, the amount of time that has elapsed since the non-compliance has been first identified at this factory.

Additional information also corresponding to HOPE II reporting requirements is provided in the section above each table, e.g. advisory and training services provided by Better Work.



BETTER WORK HAITI - 19TH SYNTHESIS REPORT


Factory: Caribbean Island Apparel S.A.
Location: Port-au-Prince
Number of workers: 2838
Date of registration: Aug-13
Date of last two Better Work assessments: Jan-18 Jan-19

Advisory and Training Services

29 August 2019	Training	Chemical Management System Training
23 August 2019	Training	Boiler Safety Training
26 July 2019	Advisory meeting	Advisory visit to perform documentation review of OFATMA accidents reporting, bipartite committee minutes and update Improvement Plan
06 June 2019	Training	Human Resources Management Training
27 April 2019	Training	Introduction to Occupational Safety and Health Training
03 April 2019	Advisory meeting	Advisory visit to perform documentation review of OFATMA accidents reporting

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment January 2019						
Jan-19	Compensation	Social Security and Other Benefits	OFATMA contributions based on the total earnings for all workers.	Ensure that OFATMA contributions are calculated with all earnings except over time.	Calculations now include all earnings except overtime.	40
Jan-19	Occupational Safety and Health	Worker Protection	Workers in the welding workshop not wearing personal protective equipment while doing welding work.	Ensure all workers in the welding workshop wear personal protective equipment while working.	Management ensure that workers use personal protective equipment's	10
Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Inventory does not include all chemical used in operations.	Assign responsible persons for updating inventories of hazardous substances in the various locations where they are stored or used.	Compliance officer updates chemical inventory for amounts and storage location	22
Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified container of Gas in the welding workshop and another unidentified container of Oil found in building 13.	Assign a person responsible for identification of all chemical containers based on recommendations from their MSDS.	Compliance officer identifies all chemical containers based on MSDS recommendations	21

Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available for Gas, spray paint and motor finish.	Translate MSDS for Gas in the welding workshop in local language , as well as for spray paint and Moto finishing in the mechanic workshop of building 13 and post accordingly.	All MSDS are posted	21
Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The use of chemicals are not isolated in building 14.	Consider relocation, engineering modification of the space for proper isolation of chemical usage		21
Jan-19	Occupational Safety and Health	Worker Protection	Management has not provided earplugs for workers in cutting section of building H4	Provide adequate PPE to all workers as appropriate including but not limited to earplugs for workers in cutting section where noise exceed 90 DB.	Management purchased and distributed adequate PPE to all workers as appropriate	10
Jan-19	Occupational Safety and Health	Worker Protection	Some chairs provided to workers in the sewing lines of all buildings were missing back rest.	Remove and replace the chairs with adequate back rests		16
Jan-19	Occupational Safety and Health	Worker Protection	More than 50 percent of all sewing machines were missing pulley guards.	Ensure that all sewing machines have appropriate guards. Assign a dedicated person to conduct weekly checks and to report to management.		52
Jan-19	Occupational Safety and Health	Worker Protection	Electrical panels are not sealed and several are mounted on wooden boxes.	Ensure all electrical panels are sealed. And not mounted on flammable materials.	Electrical panels are now sealed and not mounted on flammable materials	10
Jan-19	Occupational Safety and Health	Working Environment	Workplace temperatures exceed 31C in all sections.	Use electrical exhaust fans or cooling system/. Ensure that the air-flow to and from the fans is not blocked. Make sure that all fans are well-maintained and regularly cleaned. Monitor workplace temperature on a regular basis		22
Jan-19	Occupational Safety and Health	Working Environment	Noise levels exceeded 90 DB in the cutting section.	Provide earmuffs to workers of the cutting section where noise exceed 90DB.	Earmuffs were provided	22

Jan-19	Occupational Safety and Health	Working Environment	The level of lighting in the cutting section was below the 750 LUX recommendation.	Provide adequate lighting to maintain cutting section at 750 LUX or more.		22
Jan-19	Occupational Safety and Health	Welfare Facilities	With its current workforce, the factory should have 54 functioning toilets for men and 84 functioning toilets for women.	Increase the number of toilets as required by the labour code.		22
Jan-19	Occupational Safety and Health	Emergency Preparedness	1 fire extinguisher obstructed by boxes in building 10 and 2 fire extinguishers were over charged.	Assign responsible person from OSH committee to monitor accessibility and pressurization of fire extinguishers.	Compliance officer and OSH committee members were assigned accordingly	10
Jan-19	Occupational Safety and Health	Emergency Preparedness	Escape route in the sewing line of building 14 was blocked by a trolley of fabrics.	Improve induction training. Identify a space to ensure timely removal items after delivery of materials.		10
Jan-19	Occupational Safety and Health	Emergency Preparedness	Flammable materials such as paper were stored against electrical panel in building H3.	Train workers about potential hazards. Ensure that flammable materials are not stored near potential ignition sources.		10
Jan-19	Working Time	Leave	Workers were paid for 15 days of annual leave after 1 year of service but were actually only granted 12 days off.	Ensure that eligible workers effectively enjoy 15 days of annual leave as legally required.		10
Assessment January 2018						
Jan-18	Occupational Safety and Health	OSH Management Systems	OSH policy has not been developed in consultation with worker representatives and is not signed by top management.	Discuss OSH policy in bipartite committee meetings. Obtain top management signature after possible suggestions and or modifications.	OSH policy was discussed in bipartite committee meetings.	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No updated inventory was available for all chemicals and hazardous substances used in the workplace	Assign persons responsible for updating inventories of hazardous substances in the various locations where they are stored or used. Include all chemicals used in the workplace in the central inventory. Specify who is in charge of maintaining one central inventory for the company.	Chemical Inventory was updated	

Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified bottles containing chemicals	Define who control the chemical container upon receipt from supplier and control the label. Define who is entitled to pour chemicals in other recipients and label them. Review the MSDS to know which pictograms are needed		
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDSs were posted for some chemicals.	Post all MSDS in the local language for all chemicals used	MSDS's were posted for chemicals in use during that cycle	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash station in the spare parts department of building H4.	Install and maintain a functioning eye wash in the spare parts of building H4.		
Jan-18	Occupational Safety and Health	Worker Protection	30 percent of all machines in H3 buildings were missing finger guards and pulley guards.	Install and maintain finger guards and pulley guards on all sewing machines.	The machine guards were installed and a monitoring and maintenance program is in place	
Jan-18	Occupational Safety and Health	Worker Protection	Assessors observed uncovered electrical boxes with exposed wires, uncovered electrical outlets and damaged insulation of the electrical wires.	Properly cover electrical box. Insulate the exposed electrical wires.		
Jan-18	Occupational Safety and Health	Working Environment	Workplace temperatures exceed 31 C in all sections	Use electrical exhaust fans or cooling system. Ensure that the air-flow to and from the fans is not blocked. Make sure that all fans are well-maintained and regularly cleaned		
Jan-18	Occupational Safety and Health	Working Environment	Insufficient lighting in 1 sewing section and packing sections.	Improve Lighting in 1 sewing and the packing sections.		
Jan-18	Occupational Safety and Health	Welfare Facilities	Insufficient functioning toilets for men and women.	Increase the number of toilet for both sexes to meet the legal requirements.		
Jan-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers health checks within the first three months of hiring.	Ensure that workers receive medical checks as indicated in the labour code with first 90 days.	Factory provides medical checks systematically	

Jan-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers with annual health checks.	Ensure that workers receive annual medical checks as indicated in the labour code .	Factory provides medical checks systematically	
Jan-18	Occupational Safety and Health	Health Services and First Aid	There is no systematic break for pregnant women.	Ensure pregnant women receive breaks as provided in the law	Follow up interviews confirmed that the factory gave the additional breaks as required	
Jan-18	Occupational Safety and Health	Health Services and First Aid	Factory of this size must have a permanent onsite medical service, with at least 13 nurses and 3 doctor's visits per week.	Increase the number of nurses and doctor visits to comply with labour code.	Factory now counts 11 nurses as required	
Jan-18	Occupational Safety and Health	Health Services and First Aid	Training records provided revealed that workers trained in first aid is less than the 10 percent of the workforce.	Plan and conduct first aid training for 10% of the worker population	10% percent of workers were trained during that cycle	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Evacuation plans in building has not been updated to indicate the actual escape routes according to the recently reorganized floor layout.	Update the evacuate plan to reflect actual layout of factory.	The evacuation plan was updated	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Flammable materials such as t-shirts were stored close to the lighting lamps.	Ensure flammable materials are not stored near possible ignition sources.		

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Cleveland Manufacturing S.A.
Location: Port-au-Prince
Number of workers: 1607
Date of registration: Jul-16
Date of last two Better Work assessments: Jan-18 Feb-19

Advisory and Training Services

2-Jul-19	Advisory meeting	Advisory meeting to review if the recommendations have been applied in the OSH policy, Risk assessment action plan, BW training plan. Session with the compliance team on the Progress report 1 and review the improvement plan. Factory tour to verify: Structural safety, emergency preparedness and Worker's protection.
3-May-19	Advisory meeting	Advisory meeting. Review the OSH Policy and made recommendations. Review the improvement plan and discuss about the implementation of the Bipartite committee. Factory tour to validate pending OSH issues.
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment February 2019						
Feb-19	Compensation	Paid Leave	The factory only paid 6 weeks for maternity leave instead of 12 weeks.	Pay 12 weeks for maternity leave.		8
Feb-19	Compensation	Social Security and Other Benefits	The most recent ONA payment receipts reveal that the payments are not made on a monthly basis.	Ensure that workers' contribution are collected and forwarded to ONA on time		32
Feb-19	Compensation	Social Security and Other Benefits	Late payment of employer contributions for ONA.	Submit ONA payments on time and calculate this amount based on basic salary instead of the minimum wage.		32
Feb-19	Compensation	Social Security and Other Benefits	The factory has not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance.		32

Feb-19	Compensation	Social Security and Other Benefits	Collecting and forwarding of workers' contributions to OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance. Then Collect and forward workers' contributions to OFATMA.		32
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The employer only had a list of chemicals used in the factory.	Assign a person responsible for updating inventories of hazardous substances in the various locations where they are stored or used.	The inventory report has been modified including location and approximate amounts.	8
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled containers in the generators room and mechanic shop.	Ensure that all hazardous and chemicals substances used in the workplace are properly labelled.	The containers have been removed.	32
Feb-19	Occupational Safety and Health	OSH Management Systems	No MSDSs were posted where chemicals are stored and used.	Prepare and post MSDS where chemicals are used.		32
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Management did not take proper action to limit and isolate the use of chemicals in all the factory.	Improve maintenance of machines to reduce spots and improve isolation from chemicals.		20
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Eyewash stations in the mezzanine floor where workers are using chemical were missing.	Provide cleansing materials where chemicals are used and stored.	Eye wash stations have been installed where chemicals are used and stored.	32
Feb-19	Occupational Safety and Health	Worker Protection	Workers had not been provided with masks in the stamping or Pad print section.	Provide employees with all necessary personal protective clothing and equipment according to PPE regulation.	Personal protective equipment has been purchased and distributed to workers.	32
Feb-19	Occupational Safety and Health	Worker Protection	The employer did not provide foot rests or shock absorbing mats near the cutting room and in the pressing section.	Identify areas where anti fatigue mats are missing and provide anti fatigue mats for standing workers.		32

Feb-19	Occupational Safety and Health	Worker Protection	Several machines missing safety guards.	Define who is in charge of installing & regularly maintaining the machine guards. Then, install the guards in accordance with the company regulation.		32
Feb-19	Occupational Safety and Health	Worker Protection	Electrical box, wire and outlets are not properly maintained.	Properly cover electrical box; Insulate the exposed electrical wires, Make sure that the electrical outlets have been fixed.	The electrical box has been covered.	20
Feb-19	Occupational Safety and Health	Worker Protection	The meeting points in case of emergency are not properly located.	Identify another meeting point.		8
Feb-19	Occupational Safety and Health	Working Environment	Workplace temperature exceed BW recommended limit of 30 C.	Ensure that the air-flow to and from the fans is not blocked. Monitor workplace temperature on a regular basis.		32
Feb-19	Occupational Safety and Health	Working Environment	Workplace lighting insufficient.	Ensure the lighting is adequate and adapted to worker's needs.		32
Feb-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets.		32
Feb-19	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers health checks within the first three months of hiring.	Provide free medical health checks for workers within the first three months of hiring.		32
Feb-19	Occupational Safety and Health	Health Services and First Aid	The factory did not show evidence of annual medical checks for workers.	Provide free annual checks for all workers once a year in all buildings.		32
Feb-19	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Increase the number of nurse		32
Feb-19	Occupational Safety and Health	Health Services and First Aid	Insufficient number of workers trained in first aid.	Ensure that at least 10 percent of the workforce are trained.	The training in first Aid took place and 12 percent of the workforce are trained.	32

Feb-19	Occupational Safety and Health	Emergency Preparedness	One fire alarm was obstructed by fabrics and other materials.	Have a fire detection and alarm system suitable for the factory conditions. Remind workers that fire alarm should remain unobstructed		20
Feb-19	Occupational Safety and Health	Emergency Preparedness	Two fire extinguishers were not properly charged.	Have someone in charge to regularly check that the fire extinguishers are properly maintained.	The fire extinguishers have been replaced.	32
Feb-19	Occupational Safety and Health	Emergency Preparedness	No evacuation plan was posted on the stock floor. Evacuation plans need to be updated to accurately reflect all buildings floors.	Develop and update the emergency plan.		20
Feb-19	Occupational Safety and Health	Emergency Preparedness	The stock floor has two doors, one is identify as exits and the other one as emergency exit.	Ensure that each floor has at least 2 possible exit door.	Each floor has at least 2 possible exit door.	8
Feb-19	Occupational Safety and Health	Emergency Preparedness	Aisles in stamping or pad print area, sewing and cutting floor were obstructed with fabrics.	Identify additional space for storing goods. Remind supervisors about their responsibility to enforce OSH in their area.		8
Feb-19	Occupational Safety and Health	Emergency Preparedness	Fire drill not conducted every 6 months in all buildings.	Conduct at least one emergency drill every six months.		20
Feb-19	Occupational Safety and Health	OSH Management Systems	Work-related accidents and diseases were not recorded and submitted to OFATMA for the month of May and June 2018 .	Declare accidents to OFATMA		8

Feb-19	Working Time	Leave	The factory provided 13 days of annual leave to workers with 1 year of service instead of 15 days in 2018.	Give workers the required time for annual leave.		8
Assessment January 2018						
Jan-18	Compensation	Paid Leave	Payments for non-working holidays are based on the minimum wage instead of average earnings.	Ensure that payments for non-working holidays are based average earnings.		
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	There was no eye wash station in all areas where chemicals are stored.	Install eye wash stations where chemicals are store.	Eye wash stations have been installed where chemicals are used and stored. The OSH officer is in charge of the daily checks.	
Jan-18	Occupational Safety and Health	Worker Protection	Management did not provide gloves and goggles for workers in the spot cleaning area using chemicals.	Provide employees with all necessary personal protective clothing and equipment according to PPE regulation.	Personal protective equipment such as gloves and goggles have been provided to the workers.	
Jan-18	Occupational Safety and Health	Worker Protection	Standing workers in the packing area near the cutting room were not provided with foot rests or shock absorbing mats.	Provide anti fatigue mats for standing workers	Anti-fatigue mats have been provided to workers and additional stocks are available.	
Jan-18	Occupational Safety and Health	Worker Protection	About 30 percent of all sewing machines were missing finger guards and pulley guards.	Install the guards in accordance with the company regulation.		
Jan-18	Occupational Safety and Health	Worker Protection	Assessors observed 2 uncovered electrical boxes with exposed wires in the cafeteria. Moreover, in the printing building uncovered electrical outlets and electrical box were also observed near the generator room.	Insulate the exposed electrical wires, Make sure that the door of the electrical panel is closed.	All electrical panels are enclosed in non combustible material.	

Jan-18	Compensation	Paid Leave	Payments for weekly rest days are based on the minimum wage instead of average earnings.	Ensure that payments for weekly rest days are based on average earnings		
Jan-18	Compensation	Social Security and Other Benefits	Employer's contribution to ONA is less than 6 percent of workers' base salaries.	Ensure that employer's contribution are based on workers' base salaries then collected and forwarded to ONA on time. Payment should be submitted within the 10 business day of each month for the previous month.		
Jan-18	Compensation	Social Security and Other Benefits	Collecting and forwarding workers' contributions for social security insurance funds to ONA.	Ensure that workers' contribution are based on workers' base salary then collected and forwarded to ONA on time. Payment should be submitted within the 10 business day of each month for the previous month.		
Jan-18	Compensation	Social Security and Other Benefits	The last payment for OFATMA work-related accident insurance was done for the previous fiscal year. Also, the amount paid by the employer to OFATMA is less than 3 percent of the workers' base salary.	Pay OFATMA work-related accident insurance for the fiscal year 2017-2018. Ensure that the amount declared to OFATMA match the amount received by the workers for the previous fiscal year.	Payments for OFATMA work related accident have been made.	
Jan-18	Compensation	Social Security and Other Benefits	Employer contribution to OFATMA for maternity and health insurance. The factory has not yet registered with OFATMA for maternity and health insurance.	Register to OFATMA for maternity and health insurance. Pay the required employer contribution within the first 10 days of the months.		
Jan-18	Compensation	Social Security and Other Benefits	Collecting and forwarding of workers' contributions to OFATMA. The factory has not yet registered with OFATMA for maternity and health insurance.	Register to OFATMA for maternity and health insurance. Then Collect and forward workers' contributions to OFATMA within the first 10 days of the months.		

Jan-18	Compensation	Wage Information, Use and Deduction	Time records of hours worked on Sundays are not entered in the payroll and are paid separately.	Include the hours worked on Sunday in the payroll		
Jan-18	Contract and Human Resources	Employment Contracts	The contracts issued in 2017 did not specify the employee's position as required by law.	Modify the contract and inform workers about their right.	Employment contract as been modified as required by the law.	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals and hazardous substances such as K7M used in the spot cleaning area are not properly labelled.	Define who controls the chemical container upon receipt from supplier and control the label. Define who is entitled to pour chemicals in other recipients and label them.		
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals and hazardous substances were not stored properly in the chemical room.	Identify a storage area for chemicals. Ensure all chemicals and hazardous substances used in the factory are properly stored. Issue instruction on proper storage.	New chemical warehouse is operational. All chemicals are labelled and MSDS is available and posted. Eye Wash station is installed.	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were posted in the chemical room near the printing building where chemicals are stored.	Assign a person in charge of receiving MSDS from supplier and verify that the MSDS has all the required sections. Integrate this in the purchasing procedure. Make sure to have the MSDS for all hazardous chemicals used in the workplace.	Purchasing Department is responsible to collect the MSDS from the providers. All MSDS are available and translated in local language.	
Jan-18	Occupational Safety and Health	Working Environment	Workplace temperature exceed BW recommended limit of 30 C.	Use electrical exhaust fans or air conditioning. Ensure that the air-flow to and from the fans is not blocked. Make sure that all fans are well-maintained and regularly cleaned		

Jan-18	Occupational Safety and Health	Working Environment	Workplace lighting insufficient.	Ensure the lighting is adequate and adapted to worker's needs. Specify who is in charge of regular maintenance of the light. Conduct regular measurement & compare with BW recommended limit.		
Jan-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets.		
Jan-18	Occupational Safety and Health	Welfare Facilities	Soap was not available in the AGC building and workers complained about that.	Ensure that soap is always available during working hours.	Soap dispenser are installed and liquid soap is available in all toilets.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	The factory did not show evidence of annual medical checks for workers.	Provide free annual checks for all workers once a year in all factories.		
Jan-18	Occupational Safety and Health	Health Services and First Aid	The factory did not provide health checks to workers who have been exposed to work-related hazards.	Provide free annual checks for all workers exposed to work-related hazards twice a year.		
Jan-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers health checks within the first three months of hiring.	Provide free medical health checks for workers within the first three months of hiring.		
Jan-18	Occupational Safety and Health	Health Services and First Aid	The factory has 2 full time nurses. To comply with the Haitian Labour Code, a factory of this size must have a permanent onsite medical service, with at least 8 nurses and 3 doctor's visits per week.	Increase the number of nurse and ensure that the factory received 3 doctor's visits per week.		
Jan-18	Occupational Safety and Health	Health Services and First Aid	At the time of the assessment visit, the training records provided revealed that 123 out of 1548 workers were trained in first aid, which is less than the 10 percent of the workforce recommended by Better Work.	Ensure that trained workers regularly represent 10 percent of the workforce.		

Jan-18	Occupational Safety and Health	Emergency Preparedness	Access to 1 alarm system was obstructed by boxes in the cutting building. Furthermore, the alarm system in the printing building is not working.	Ensure that all alarm system is working and they are not obstructed.	Alarms are installed, working and are monitored.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Access to 3 fire extinguishers was obstructed.	Ensure that all fire extinguishers are properly maintained and are not obstructed.		
Jan-18	Occupational Safety and Health	Emergency Preparedness	Insufficient number of workers trained in firefighting.	Ensure that trained workers regularly represent 10 percent of the workforce.		
Jan-18	Occupational Safety and Health	Emergency Preparedness	The current evacuation plans in the cutting and fabric warehouse buildings have not been updated to indicate the actual escape routes according to the recently reorganized floor layout.	Update the evacuation plan. Ensure that the evacuation plan is the same as the current layout.		
Jan-18	Occupational Safety and Health	Emergency Preparedness	Fire drill not conducted every 6 months in all buildings.	Have someone in charge to plan an emergency drill every 6 months. Ensure that the drill is performed on the scheduled dates		
Jan-18	Occupational Safety and Health	Emergency Preparedness	Source of ignition not properly safeguarded.	Have someone in charge of the daily inspection. Inform workers about bad practices that are prohibited in the workplace.		
Jan-18	Working Time	Leave	Breastfeeding break is not systematically granted.	Develop a breastfeeding break policy and inform workers and supervisors of this policy.	Breast feeding policy is in place and the nurses are responsible to inform workers.	

Jan-18	Occupational Safety and Health	OSH Management Systems	The OSH policy has not been developed in consultation with workers and their representatives.	Translate the OSH policy into the local language and ensure that the policy is signed by top management. Consult with worker representatives to make necessary adjustment in the policy.		
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Management did not isolate the use of chemicals and did not install exhaust ventilation. Also, the employer does not measure exposure to occupational and environmental hazards.	Set policy on maximum daily time of exposure including solution in case of overtime. Improve isolation from the chemical .		

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: CODEVI
Location: Ouanaminthe
Number of workers: 10030
Date of registration: Sep-09
Date of last two Better Work assessments: Feb-19 May-18

Advisory and Training Services

25-Jul-19	Training	Workers training HIV/AIDS
24-Jul-19	Training	Workers training HIV/AIDS
23-Jul-19	Training	Workers training HIV/AIDS
5-Jun-19	Advisory meeting	Factory visit. Interview with HR Manager and Security Director: case of union leaders dismissals. 2nd factory tour: AMII, MD, Fabrik and Top Choice.
4-Jun-19	Advisory meeting	Factory visit. Factory tour with CODEVI Compliance Manager at MD industries, Fabrik, Mazava, Brand M(AMII), Top Choice.
3-Jun-19	Advisory meeting	Factory visit. Improvements review. Review of paperwork for NCs related to payroll, training, etc.
3-May-19	Advisory meeting	Factory visit. Factory tour at Top Choice to verify OSH improvements. Meeting with 4 unions reps to discuss their challenges and social dialogue issues.
2-May-19	Advisory meeting	Factory visit. Improvements review. Bipartite committee meeting to address improvements and develop an action plan to reactivate the committee.
3-May-19	Training	Chemicals Management
15-May-19	Training	Risk Management & Control
13-Sep-19	Advisory meeting	OSH factory tour at Uniwell and Superior with a focus on emergency preparedness and chemicals management. Interviews with unions.
12-Sep-19	Advisory meeting	OSH factory tour in AMI: Emergency preparedness and chemicals management.
2-Oct-19	Advisory meeting	Factory visit. Boilers safety tour Everbright and BKI (BKI boiler currently inactive). Emergency preparedness tour: Everbright, Superior.
3-Oct-19	Advisory meeting	Emergency preparedness tour at Uniwell, Top Choice, MD1, MD2, CIH, BKI. Request to CODEVI: Management systems (procedures, tools, internal audits check list, etc.) of emergency preparedness in place for all factories.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment February 2019						
Feb-19	Compensation	Minimum Wages/Piece Rate Wages	Inaccurate payroll liquidity issues. Workers are not properly informed of these deductions.	Inform workers of all deductions. Ensure payment of remaining fraction of salary within the next month .	Codevi management is working on the implementation of a project for electronic payment to employees and to avoid this kind of problems. The workers have also been informed of the procedure to make the reply.	8

Feb-19	Compensation	Overtime Wages	Overtime payment is not accurate for some categories of personnel.	Ensure that overtime is accurately paid to all eligible workers.	CODEVI's compliance department will be following up on all overtime being correctly paid, doing semi-annual audits in all factories. 6 facilities correctly pay overtime, this has been verified by internal audits conducted by the codevi compliance department.	36
Feb-19	Compensation	Premium Pay	Working hours completed on weekly rest days are not paid to all workers.	Ensure that hours worked on Saturday are accurately paid to all eligible workers	4 facilities pay all worked hours to their workforce. Codevi's administration has agreed to conduct mandatory audits to all the other factories which are in Non-compliance.	96
Feb-19	Occupational Safety and Health	Emergency Preparedness	No fire detectors available in 1 of the buildings.	Install fire detectors in all buildings.	Fire detectors were installed in the affected building. These are checked in a weekly and monthly basis. All fire detectors from all buildings will be checked during audits carried out by Codevi's compliance department.	36
Feb-19	Occupational Safety and Health	Emergency Preparedness	Several fire extinguishers were obstructed, not properly charged, not properly mounted, missing inspection tags and identification arrows.	Ensure that all fire extinguishers are properly maintained and unobstructed.	CODEVI carries internal audits to ensure that all extinguishers are properly inspected monthly by a certified external company.	36
Feb-19	Occupational Safety and Health	Emergency Preparedness	Evacuation plans were not updated or posted on the floor for several buildings.	Post updated evacuation plans for all buildings.	CODEVI updated the evacuation plans for 9 buildings.	108
Feb-19	Occupational Safety and Health	Emergency Preparedness	Aisles obstructed with fabrics in several buildings. 5 exits locked in 3 buildings.	Keep all emergency exits and aisles unobstructed and easily accessible.	All emergency exits and aisles are monitored during internal audits to ensure that they are unobstructed and easily accessible.	108
Feb-19	Occupational Safety and Health	Emergency Preparedness	Emergency drills not conducted every 6 months in all buildings.	Conduct emergency drill every 6 months in all buildings.	Emergency drills were already completed in 6 facilities.	108

Feb-19	Working Time	Regular Hours	Working hours including break time were not posted by the employer on the floor of several building.	Post the factory's working hours including break time on the floor of all buildings.	Working hours and breaks are posted in the HR board.	36
Feb-19	Working Time	Leave	The factory did not provide at least 15 days of annual leave to all workers with one year of service.	Provide at least 15 days of annual leave to all workers with one year of service.	All factories gave the missing days in the holy week, from April 15 to 19.	8
Feb-19	Compensation	Paid Leave	Annual leave payment amount is incorrect because many elements are not included in the total earnings.	Revise the procedures for annual leave to ensure that is accurately paid to all eligible workers.	The management of CODEVI is reviewing that the payment of maternity and the payment of sick leave is correctly made by all factories.	36
Feb-19	Compensation	Paid Leave	Sick leave payment is based on minimum wage instead of the average daily earnings.	Revise the procedures for sick leave to ensure that is accurately paid to all eligible workers.	Codevi management is reviewing the sick leave procedures to ensure that is accurately paid all eligible workers.	96
Feb-19	Compensation	Paid Leave	The factory only paid 6 weeks for maternity leave instead of 12 weeks.	Register with OFATMA for maternity and health insurance.		96
Feb-19	Compensation	Paid Leave	The lunch breaks is not compensated in the payroll.	Modify the payroll procedure to ensure that the daily break is accurately paid.		8
Feb-19	Compensation	Social Security and Other Benefits	The employer contribution to ONA is inaccurate and paid late.	Revise the payment procedures to ensure that the employer contribution to ONA is paid accurately and on time.		36
Feb-19	Compensation	Social Security and Other Benefits	Workers' contributions to ONA is inaccurate and paid late.	Revise the payment procedures to ensure that the workers contribution to ONA is accurate and forwarded on time.		36
Feb-19	Compensation	Social Security and Other Benefits	The annual salary supplement or bonus payment is incorrect because many elements are not included in the total earnings.	Revise the procedures for annual salary supplement or bonus to ensure that is accurately paid to all eligible workers.		36

Feb-19	Contract and Human Resources	Employment Contracts	The contracts of the night shift workers, do not specify the hours of work, the nature of the work and the salary.	Revise the contracts of the night shift workers, to specify the hours of work, the nature of the work and the salaries.		8
Feb-19	Contract and Human Resources	Contracting Procedures	A review of worker contracts revealed that the apprentice contracts were not approved as legally mandated.	Revise the contracts of the apprentice workers, to specify the hours of work and the salaries. Submit to MAST for approval.		8
Feb-19	occupational Safety and Health	OSH Management Systems	The employer did not perform an assessment of general occupational safety and health (OSH) issues consistently across all buildings.	Conduct an assessment of general occupational safety and health (OSH) issues in all buildings. Inform workers of the results of the assessment.	Codevi's compliance department performs internal health and safety audits in 6 factories in a monthly basis. In addition, a general self-assessment is performed every 6 months using Wrap principles.	8
Feb-19	occupational Safety and Health	OSH Management Systems	The OSH Committee does not include representatives from all buildings.	Implement OSH committees with representatives from all buildings. Ensure that management and workers are equally represented. Organize monthly meetings and keep minutes.	All the committees of each of the factory were evaluated for the integration of the personnel of different commands, thus having a mixed committee representing all the areas and different ideas. BrandM has already formed a equally balanced committee with representation from both, workers and management. They hold monthly meetings to address OSH issues.	8
Feb-19	Occupational Safety and Health	OSH Management Systems	CODEVI does not submit work related accidents records to OFATMA.	Submit work-related accidents and diseases records to OFATMA on a monthly basis.	CODEVI management is reviewing this with your health department	8
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The employer did not provide evidence of inventory tracking for chemicals used in the workplace for all the buildings in operation.	Keep an updated inventory for chemicals used in the workplace for all the buildings in operation	The inventories of the chemicals are updated.	36

Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Several chemical spray guns in the spot cleaning sections with no proper labelling indicating chemical classification, hazards and safety precautions.	Ensure that all chemicals used in the workplace are properly labelled in local language for all the buildings.	The chemical containers were labelled. The codevi compliance department check that all factories have their chemical containers properly labeled.	108
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemical and hazardous substances not properly stored.	Ensure that all chemicals used in the workplace are properly stored.	We have arranged proper chemical room and we have installed barriers to avoid sun exposure. The chemicals are well ventilated as well. Chemical suppliers were informed about the requirement to put the chemicals in the designated	108
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemical safety data sheets are not available in local language for all chemical used in the workplace.	Ensure availability of all MSDSs used in the workplace. Ensure that are in local language and posted in all areas.	The compliance department check that all the factories have the msds placed in the local language. MSDS were translated into the local language and posted in the required places.	108
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The employer does not take adequate measures to limit and isolate the chemicals in the workplace.	Limit workers' exposure to chemicals. Ensure that chemicals are only used in adequately ventilated areas.	The employee was relocated to a suitable place for his work. he spot cleaning was placed in a suitable place with proper ventilation.	8
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Evidence for training of workers who work with chemicals and hazardous substances are available for only one building.	Provide regular training for all workers exposed to chemicals .	We have done training for the proper handling of chemicals and we have evidence of training.	8
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Missing eyewash stations in several spot cleaning areas.	Install adequate eyewash stations in all areas where Chemicals and Hazardous Substances are used.	We have installed eyewash station for spot cleaning areas.	8
Feb-19	Occupational Safety and Health	Worker Protection	Personal protective equipment were not provided to all eligible workers.	Provide all required PPEs in all buildings.	management have an action plan together with human resources for employees to use PPE.	8

Feb-19	Occupational Safety and Health	Worker Protection	Insufficient training for workers on proper use of personal protective equipment and machines.	Provide regular training for workers on the use of PPE in all buildings. Keep adequate records.	The factories BrandM, MD, Fabrik, Mazava have carried out training on the use of protective equipment.	8
Feb-19	Occupational Safety and Health	Worker Protection	Several workers sitting on chairs without proper backrests in at least 4 buildings.	Replace all damaged chairs. Ensure monitoring of this improvement.	We are in the process of repairing and replacing the chairs in poor condition. At the factory, Brandm, all defective chairs were corrected.	108
Feb-19	Occupational Safety and Health	Worker Protection	Safety guards were missing on sewing machines.	Replace all missing guards on the sewing machines. Ensure regular maintenance.	We have a maintenance plan for all the machines, we are repairing all the necessary protectors.	108
Feb-19	Occupational Safety and Health	Worker Protection	Missing hazard signs on electrical panels in 2 buildings.	Install proper hazard signs on all the electrical panels.	We install proper hazard signs on all electrical panels.	8
Feb-19	Occupational Safety and Health	Working Environment	Temperature levels exceeded 30 C.	Ensure that the workplace temperature is below 30 C in all buildings.	we carry out environmental measures (light, noise, temperature) we have certified equipment and we carry out an action plan for the found findings.	48
Feb-19	Occupational Safety and Health	Working Environment	Noise levels exceeded 90 Db.	Ensure that the workplace noise is below 85 Db. in all buildings.	we carry out environmental measures (light, noise, temperature) we have certified equipment and we carry out an action plan for the found findings.	21
Feb-19	Occupational Safety and Health	Working Environment	Insufficient lights level in several sections.	Ensure that the factory has the adequate light levels in all buildings.	The employer carries out environmental measures with certified equipment in our facilities to ensure that the levels are appropriate according to international standards.	8
Feb-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets to meet the legal requirements.		108

Feb-19	Occupational Safety and Health	Welfare Facilities	No soap was provided in several buildings and workers complain about inconsistent soap availability.	Provide sufficient soap in the toilets	Internal audits are carried out in factories to prevent this from happening. In the factories, Brandm, MD, Fabrik, Mazava the bathrooms have an employee all the time to track the soap and paper.	108
Feb-19	Occupational Safety and Health	Welfare Facilities	The number of seats available in the eating area is not enough to accommodate the entire workforce.	Increase the eating areas available for workers.	The employer sets different lunch times to ensure people from having places to sit and eat.	108
Feb-19	Occupational Safety and Health	Health Services and First Aid	No evidence of annual medical checks to workers within the first three months of hiring were available.	Provide medical checks within the first three months of hiring for all new workers	The health department has a schedule to ensure that all the medical check-ups are done for all workers.	108
Feb-19	Occupational Safety and Health	Health Services and First Aid	No evidence of annual medical checks to workers exposed to work related hazards were available.	Provide medical checks for workers exposed to work related hazards twice a year.	The health department has a schedule to ensure that all the medical check-ups are done for all workers.	108
Feb-19	Occupational Safety and Health	Health Services and First Aid	No evidence of annual medical checks were available.	Provide annual medical checks for all workers.	The health department has a schedule to ensure that all the medical check-ups are done for all workers.	108
Feb-19	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Increase the number of nurses and doctors to meet the legal requirements.		108
Feb-19	Occupational Safety and Health	Health Services and First Aid	The total number of workers trained in first aid is less 10 percent of the workforce as recommended by Better Work.	Provide first aid training to a minimum of 10 percent of the workforce	An internal training program is in place for all CODEVI employees, in first aid, evacuation and rescue, fire prevention, industrial electricity, safe handling of chemical products, handling of forklifts, among others.	108

Jan-18	Compensation	Overtime Wages	Several workers categorized as apprentices do not receive compensation for the overtime hours worked.	Ensure that apprentices are properly paid for all hours worked.	The company revised its procedures to ensure that all employees including apprentices are paid according to the requirements of the law	
Jan-18	Compensation	Method of Payment	Wage deduction should not exceed 1/6 of workers monthly earnings.	Ensure that salary deductions do not exceed 1/6 of workers earnings.		
Jan-18	Compensation	Paid Leave	Permanent workers were not compensated for Sunday after 6 consecutive days or 48 hours worked.	Ensure that workers are compensated in line with the legal requirements.		
Jan-18	Compensation	Paid Leave	Annual leave payment is incorrect.	Ensure that annual leave calculations include all the workers' earnings.		
Jan-18	Compensation	Paid Leave	Sick leave payment is incorrect.	Ensure that sick leave payments are based on average workers' earnings.	The internal regulation and the CBA has been updated. The factory has started to provide adequate payment for sick leave to all eligible workers.	
Jan-18	Compensation	Paid Leave	Maternity leave payment is incorrect.	Ensure that maternity leave payments are based on average workers' earnings	The internal regulation and the CBA has been updated. The factory has started to provide adequate payment for maternity leave to all eligible workers.	
Jan-18	Compensation	Social Security and Other Benefits	Employer contribution to ONA was not paid on time.	Ensure that ONA payments are accurate and on time for all buildings		
Jan-18	Compensation	Social Security and Other Benefits	Workers' contribution to ONA was not paid on time.	Ensure that ONA payments are accurate and on time for all buildings		
Jan-18	Compensation	Social Security and Other Benefits	OFATMA payment for work-related accident insurance was not made for the fiscal year 2017-2018.	Pay the work related accident insurance for the fiscal year 2017-2018	CODEVI paid the OFATMA until the month of September 2018.	
Jan-18	Compensation	Social Security and Other Benefits	The factory has not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance		

Jan-18	Compensation	Social Security and Other Benefits	The factory has not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance		
Jan-18	Compensation	Social Security and Other Benefits	The payment amount for the annual bonus is incorrect.	Ensure that the annual bonus calculation is based on total workers earnings		
Jan-18	Contract and Human Resources	Employment Contracts	Apprentices were found to have contracts that are not approved by MAST as required by law.	Ensure that the apprenticeship program is approved by MAST		
Jan-18	Contract and Human Resources	Employment Contracts	The internal work rules are not yet approved by the Ministry of Social Affairs and Labour.	Follow up with MAST for the approval of internal work rules.	The factory posted the current version of the internal work rules in all buildings.	
Jan-18	Occupational Safety and Health	OSH Management Systems	Assessment of general occupational safety and health issues was not completed in all facilities.	Conduct a general occupational safety and health assessment for all buildings.	CODEVI hired additional compliance officer for FW, Mazava, BrandM, MD, to conduct general OSH assessment on a regular basis.	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No inventory of chemical substances used in the workplace were provided for three facilities.	Keep an accurate and updated inventory for all chemicals used in the workplace.		
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Some chemicals containers did not have any kind of labelling or the labelling was in a foreign language.	Ensure that all chemicals are properly labelled. Train workers and managers on proper chemical handling.	All chemical containers were labelled correctly.	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemical storage area has not been properly built in one of the factories.	Ensure that all chemicals are properly stored. Train workers and managers on proper chemical handling.	The factory has ensured that all chemicals and hazardous substances used in the factory are stored properly.	
Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	During the assessment it was observed that no MSDS were available for several chemicals substances used in the workplace.	Ensure that all required MSDS are available in local language for all chemicals used in the workplace. Train workers and managers on proper chemical handling.	All the missing MSDS' have been posted in the Stock room and in each station where they are using the chemicals.	

Jan-18	Occupational Safety and Health	Chemicals and Hazardous Substances	During the assessment it was observed that no eyewash stations were installed in 6 locations where chemicals are used.	Install proper eye wash stations in all areas where chemicals are used in the workplace.	Eye washing stations have been provided in the following area : stock room, washing stations and stamping stations.	
Jan-18	Occupational Safety and Health	Worker Protection	During the assessment it was observed that PPE were not provided to all workers exposed to hazards.	Ensure that workers are provided with all required PPEs. Provide PPE training as required.	Management has identified the staff in charge of providing and renewing the PPEs for each factory and updated the PPE regulation (based on MSDS and hazard inventory). All employees have been provided with the necessary personal protective clothing and equipment. Training on the proper use of PPE has also been conducted for workers.	
Jan-18	Occupational Safety and Health	Worker Protection	Workers' chairs were found in poor conditions in four facilities.	Provide workers with chairs with backrest.	CODEVI has been gradually investing to replace the chairs at the factory and 95% of them have already been changed. Management expects to change the remaining chairs in the near future.	
Jan-18	Occupational Safety and Health	Worker Protection	Machine safety guards were missing.	Ensure that all machines and equipment are equipped with the required safety guards.	CODEVI defined staff in charge of maintaining machine guards for each factory and all machines have been equipped with the required safety guards.	
Jan-18	Occupational Safety and Health	Worker Protection	Exposed electrical wires and open electrical boxes with exposed wires in three facilities.	Ensure that all electrical installation are properly maintained.	The factory posted additional safety warnings in the noted areas. Appropriate safety warnings are posted on all plants. The factory installed dielectric carpet below the electrical panel in AM2.	
Jan-18	Occupational Safety and Health	Worker Protection	Electrical installation not properly marked.	Ensure that all electrical installation are properly maintained and identified.		

Jan-18	Occupational Safety and Health	Working Environment	Temperature levels exceeded 30 C.	Keep the workplace temperature below 30 C.	The factory installed a cooling system in AM2 and Mazava. Also, more fans and heat extractors were added in FW. A cooling system will be installed in FW to reduce the temperature levels.	
Jan-18	Occupational Safety and Health	Working Environment	Noise levels exceeded 90 Db.	Keep the workplace noise level below 90 Db.		
Jan-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets.	All bathrooms are maintained clean and functional.	
Jan-18	Occupational Safety and Health	Welfare Facilities	Missing soap in toilets.	Ensure that soap is always available during working hours.	The factory has provided adequate soap and water in all the toilets.	
Jan-18	Occupational Safety and Health	Welfare Facilities	Insufficient seating in eating area.	Build additional eating area for workers.	The factory is building a modern cafeteria and kitchen for cooks.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	No medical checks for workers exposed to work-related hazards were provided for workers in 3 facilities.	Provide free medical health checks for workers at BKI, Top Choice and Superior within the first three months of hiring.	The factory conducts medical checks for all newly hired workers and regular medical follow ups for employees performing hazardous work. All factory staff also have access to extensive medical, cardiovascular, dental, visual laboratory and operations services.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	No medical checks at hiring were provided for workers in 3 facilities.	Provide free annual checks for all workers exposed to work-related hazards twice a year in all factories.	The factory started to provide annual medical checks for all workers and the corresponding medical records are also available to support this.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	No evidence of annual medical checks for all workers was presented.	Provide free annual checks for all workers once a year in all factories.		
Jan-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Increase the number of nurses.		

Jan-18	Occupational Safety and Health	Health Services and First Aid	First aid boxes not properly equipped in some locations.	Ensure that first aid boxes are available and properly supplied in all factories.	First aid boxes were installed in all CODEVI's and Brand M buildings.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	Insufficient number of workers trained in first aid.	Train at least 10 percent of workforce in first aid.	Additional workers were trained in first-aid.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	No fire detectors have been installed in 3 areas and no smoke detector were installed in three others.	Install adequate fire extinguishers and smoke detectors as required in all buildings.		
Jan-18	Occupational Safety and Health	Emergency Preparedness	Fire extinguishers not properly maintained.	Keep all fire extinguishers properly maintained.	The factory installed a sufficient number of fire extinguishers at the workplace. The maintenance service provider has also been instructed to regularly check and replace non-functional fire-fighting equipment.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Insufficient number of workers trained in fire fighting.	Train 10 percent of the workforce to use the fire-fighting equipment.	The factory has provided fire-fighting training to 10% of the workforce. The employer has a calendar for the year 2018 to maintain 10% of employees trained in fire-fighting.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Escape routes not properly marked in two buildings.	Mark the escape routes in all buildings.		
Jan-18	Occupational Safety and Health	Emergency Preparedness	Emergency routes and/or exits obstructed or not clearly marked in five out of seven buildings.	Keep the aisles clear in all buildings.	Regular inspections are conducted to ensure that all emergency exits are accessible, unobstructed and unlocked at all times.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Emergency drills not conducted every 6 months in all buildings.	Conduct emergency drills for all buildings.	As recommended, management is currently conducting periodic emergency drills for each factory every 6 months. MD made Emergency drills for this year Brand M made Emergency drills for this year	

Jan-18	Occupational Safety and Health	Emergency Preparedness	Cell phones were being charged inappropriately throughout the workplace near highly flammable substances.	Keep all possible sources of ignition safeguarded. Provide workers with cell phone charging station.		
Jan-18	Working Time	Regular Hours	Not all hours worked on Saturday are reflected in the attendance records.	Ensure that all working hours are properly recorded and compensated.		
Jan-18	Working Time	Overtime	Workers in the packing, shipping and loading session were found to have completed up to 215 hours overtime per trimester.	Reduce the number of overtime hours.		

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Everest Apparel Haiti S.A.
Location: Caracol
Number of workers: 1658
Date of registration: Jan-18
Date of last two Better Work assessments: Jun-18 Aug-19

Advisory and Training Services

9-Oct-19 Supervisory Skills Training
 5-Oct-19 Financial Literacy Training
 1-Oct-19 Boiler Safety Training
 10-Sep-19 Advisory visit to conduct OSH factory tour to validate pending issues. Management meeting to discuss about the last assessment report, public reporting issues and the first progress report. Meeting with the compliance team to review the improvement plan
 30-Aug-19 Building Briges Workshop
 29-Jul-19 Risk Management & Control Training
 27-Jul-19 Workers Rights & Responsibilities Training
 18-Jul-19 Workplace communications Training
 18-Jul-19 Advisory visit to conduct documentations review such as: OSH management systems, HR management systems, Health services and first Aid, grievance procedures, files of terminated workers, accident investigation reports.
 17-Jul-19 Advisory meeting with the compliance team. OSH factory tour in building 3 : chemical management systems, worker's protection. Review of the internal assessment result with the compliance officer
 13-May-19 Negotiation Skills Training
 11-May-19 Workers' Rights & Responsibilities Training
 10-May-19 Advisory meeting to discuss about: The training Plan and allegation of discrimination in the hiring process.
 10-May-19 Advisory meeting to review
 10-May-19 HIV/AIDS Awareness and Prevention Training
 8-May-19 Advisory visit to conduct OSH factory tour : emergency preparedness, chemical substances, Health services. Meeting with management to follow up on the Improvement plan.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment March 2019						
Mar-19	Compensation	Paid Leave	The calculation of average earnings for sick leave payments did not include incentives paid for attendance and effectiveness as required.	Adjust payroll system to ensure that sick leave payment is based on average earnings.	Incentives paid for attendance and effectiveness are included in the calculation of average earnings for maternity leave payments.	16
Mar-19	Compensation	Paid Leave	The calculation of average earnings for maternity leave payments did not include incentives paid for attendance and effectiveness as required.	Adjust payroll system to ensure that sick leave payment is based on average earnings.	Incentives paid for attendance and effectiveness are included in the calculation of average earnings for sick leave payments.	16

Mar-19	Compensation	Paid Leave	The calculation of average earnings for sick leave and maternity leave payments did not include incentives paid for attendance and effectiveness as required.	Include incentives paid for attendance and effectiveness in the payment for sick leave and maternity leave.	Incentives paid for attendance and effectiveness are included in the calculation of sick leave and maternity leave.	2
Mar-19	Compensation	Social Security and Other Benefits	Management did not provide a corresponding invoice from OFATMA for work-related accident to ensure that the payment reflected the new worker population and was based on 3% of worker's total salary.	Contribute 3 % of workers' salary to OFATMA for work related accident.		2
Mar-19	Contracts and Human Resources	Dialogue, Discipline and Disputes	Workers from the cutting section are subjected to constant shouting from foreign supervisor.	Provide training to foreign supervisors on Workplace communication. Ensure that supervisors treat workers with respect.		2
Mar-19	Occupational Safety and Health	OSH Management Systems	Proof of meeting minutes to assess how worker delegates are participating in the decision making process are not recorded.	Keep meeting minutes when workers participate in OSH decisions.	The factory has created a schedule for the OSH committee meeting every month.	2
Mar-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The inventory of chemicals does not include any of the chemicals used in building 3.	Assign responsible persons for updating inventories of hazardous substances in the various locations where they are stored or used.		16
Mar-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals stored inside the chemical room were missing required elements of labeling such as signal words, hazard statements, supplier information. Also a diesel tank located next to the boiler was not identified.	Ensure that all hazardous and chemicals substances used in the workplace are properly labelled.		16
Mar-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDSs were available for chemicals and hazardous substances such as thinner, K-620, HARDNER & GLUE.	Prepare and post MSDS where chemicals are used		16

Mar-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash facility was observed near the area where chemicals and hazardous substances are stored or used for building 3	Provide cleansing materials where chemicals are used and stored.		16
Mar-19	Occupational Safety and Health	Worker Protection	1 electrical panel in the extinguisher room of building 3 was not identified and also without warning signs	Identify electrical installations requiring warning signs.	The electrical panel in the fire extinguisher room of Building 3 is clearly identified and the warning sign is posted.	2
Mar-19	Occupational Safety and Health	Welfare Facilities	Soap and paper was not available in building 3.	Provide soap and paper in the workplace.		2
Mar-19	Occupational Safety and Health	Health Services and First Aid	Medical check for workers upon hiring. The workers paid for additional medical exams such as X-RAY and blood type done through an outside third party contrary to legal requirements	Provide health checks at not cost for the workers. Ensure that medical exams include X ray, Rhx and blood type.		16
Mar-19	Occupational Safety and Health	Health Services and First Aid	Annual medical checks for workers are incomplete.	Provide health checks at not cost for the workers. Ensure that medical exams include X ray, Rhx and blood type.		16
Mar-19	Occupational Safety and Health	Health Services and First Aid	The employer did not ensure that there are a sufficient number of readily accessible first aid boxes in building 3.	Install first aid boxes in building 3. Ensure the first-aid boxes are always accessible to workers.		16
Mar-19	Occupational Safety and Health	Emergency Preparedness	Building 3 does not have a fire detection and alarm system.	Have a fire detection and alarm system suitable for the factory conditions.	Fire detection and alarm systems are available on the factory.	16
Mar-19	Occupational Safety and Health	Emergency Preparedness	Evacuating arrows that were labeled to lead to an emergency exit, in fact led to a loading dock that was also incorrectly labeled as an emergency exit.	Paint evacuation arrows and signs.	The evacuation arrows are labeled to lead to the emergency exit	2

Mar-19	Occupational Safety and Health	Emergency Preparedness	4 emergency exit doors were locked during working hours in building 3.	Conduct a root cause analysis and describe which system elements the factory needs to adopt to avoid locking the emergency exits during working hours		16
Mar-19	Occupational Safety and Health	Emergency Preparedness	The employer did not conduct at least 2 emergency drill per year in building 3	Conduct at least 2 emergency drill per calendar year and insert the drills in the OSH annual training plan	An evacuation drill took place in September 2019.	16
Assessment March 2018						
Mar-18	Compensation	Paid Leave	The calculation of sick leave payments for workers entitled to incentives is based on the minimum wage of reference instead of average earnings as required by the law.	Discuss this issue with the General Manager. Calculate the payment for sick leave on average earnings	Sick leave payment is based on workers' average earnings .	
Mar-18	Compensation	Paid Leave	Payment for maternity leave is based on minimum salary.	Discuss this issue with the General Manager. Pay maternity leave on workers average earnings	The maternity leave has been calculated on average earnings.	
Mar-18	Compensation	Social Security and Other Benefits	Collecting and forwarding of workers' contributions to OFATMA. The factory has not yet registered with OFATMA for maternity and health insurance.	Register to OFATMA for maternity and health insurance. Then Collect and forward workers' contributions to OFATMA within the first 10 days of the months.		
Mar-18	Contracts and Human Resources	Employment Contracts	Written employment contracts do not specify the terms and conditions of employment,	Change the employment contracts to specify the hours of work.	The employment contract has been modified to specify hours of work as stated in the labor code.	
Mar-18	Contracts and Human Resources	Dialogue, Discipline and Disputes	Disciplinary measures do not comply with legal requirements.	Modify the disciplinary measures in the internal regulations.		
Mar-18	Contracts and Human Resources	Employment Contracts	Terms and conditions of employment.	Conduct regular training session for workers so that they understand the terms and conditions of employment.		

Mar-18	Contracts and Human Resources	Employment Contracts	The internal work rules is not approved by the Ministry of labor.	Send the internal work rules to the Ministry of labor. Make the necessary corrections until the document is approved by MAST	The internal work rules has been approved by MAST.	
Mar-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The inventory of chemicals does not include all chemicals used in the workplace.	Include all chemicals used in the workplace in the central inventory.		
Mar-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals are not properly stored.	Identify a storage area for chemicals	A storage area has been identified.	
Mar-18	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS are not available for all chemicals and hazardous materials used in the workplace.	Prepare and post MSDS where chemicals are used.		
Mar-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessing, monitoring, preventing and/or limiting workers' exposure to hazardous substances.	Improve maintenance of machines to avoid spots. Set policy on maximum daily time of exposure including solution in case of overtime		
Mar-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No evidence of training for workers who work with chemicals and hazardous substances were available during the assessment visit.	Conduct an additional training to train all workers on chemical hazard pictograms.		
Mar-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The employer did not provide washing facilities or cleansing materials in the event of chemical exposure.	Install eye wash station where chemicals are stored and used.	The eye wash station has been installed.	
Mar-18	Occupational Safety and Health	Emergency Preparedness	Alarm are installed in both building. However, the factory did not install any smoke detector in the warehouse area.	Have a fire detection suitable for the factory conditions.	All smoke detectors have been installed and there is someone in charge of verification on a regular basis.	

Mar-18	Occupational Safety and Health	Emergency Preparedness	During the factory tour, Assessors were able to note that 3 fire extinguishers were not inspected in the boiler room and compressor room.	Ensure regular maintenance of fire extinguishers. Specify who conducts regular checks to make sure that the equipment is in place and functioning	All fire extinguishers are inspected.	
Mar-18	Occupational Safety and Health	Emergency Preparedness	Less than 10 percent of the workforce is trained to used fire fighting equipment.	Provide training on the use of fire fighting equipment. Ensure that at least 10 percent of the workforce are trained at all time.	A training was held in July and fire brigades were trained at the factory.	
Mar-18	Occupational Safety and Health	Emergency Preparedness	During the assessment it was observed that the meeting point in the evacuation plans in both building are not available outside the factory.	Paint the meeting point and inform workers about it.	The meeting point is identified and workers are informed about it.	
Mar-18	Occupational Safety and Health	Emergency Preparedness	During the factory tour, assessors observed that 3 exits in building 2, and 3 exits in building 3 were locked and another one was obstructed by a metal rack.	Ensure that all emergency exits are not obstructed.		
Mar-18	Occupational Safety and Health	Emergency Preparedness	The employer did not conduct at least one emergency drill every six months.	Conduct at least two emergency drill per calendar year which include full evacuation of the workforce.	The last Fire Drill was done on December 2018.	
Mar-18	Occupational Safety and Health	Health Services and First Aid	The employer did not provide medical checks for workers within the first three months of hiring.	Provide free medical health checks for workers within the first three months of hiring.		
Mar-18	Occupational Safety and Health	Health Services and First Aid	The employer did not provide medical checks for workers who were exposed to work-related hazards twice a year.	Provide free annual checks for all workers exposed to work-related hazards twice a year.		
Mar-18	Occupational Safety and Health	Health Services and First Aid	The employer did not provide annual medical checks for workers.	Provide free annual checks for all workers once a year.		
Mar-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Hire the required medical staff.	The factory hired a permanent doctor.	

Mar-18	Occupational Safety and Health	Health Services and First Aid	The employer did not ensure that there were a sufficient number of readily accessible first aid boxes in the workplace.	Define responsibility for checking and refilling the first aid box. Ensure first-aid boxes are always accessible to workers.	First Aid boxes have been installed and responsibilities have been assigned.	
Mar-18	Occupational Safety and Health	Health Services and First Aid	The factory did not provide any first-aid training to workers.	Conduct first aid training for all workers. Ensure that at least 10 percent of the workforce are trained at all time.	The training on first aid has been conducted.	
Mar-18	Occupational Safety and Health	Welfare Facilities	Workers complain about the water quality and no water test was provided to the assessors during the assessment visit.	Provide free drinking water to workers. Keep records of drinking water test	Water test results are posted on the floor and someone has been assigned to follow up on the drinking water test on a monthly basis.	
Mar-18	Occupational Safety and Health	OSH Management Systems	An assessment of general occupational safety and health issues was not performed in the factory during the last 12 months.	Develop an annual assessment schedule. Conduct a general OSH assessment on a monthly basis and keep records of the assessment.	A template of the assessment report has been developed and records are kept.	
Mar-18	Occupational Safety and Health	OSH Management Systems	The factory does not have mechanisms to ensure cooperation between workers and management on OSH.	Establish an OSH committee with at least equal representation from workers and employer representatives. Conduct regular meeting and Keep meetings minutes.	The OSH committee has been established and trained.	
Mar-18	Occupational Safety and Health	OSH Management Systems	The employer did not submit records of work-related accidents and diseases to OFATMA.	Declare accidents to OFATMA on a monthly basis.	Accident reports are submitted to OFATMA on a monthly basis and the nurses are responsible to conduct the accidents investigation.	
Mar-18	Occupational Safety and Health	OSH Management Systems	The OSH policy is not signed by top management and it was not developed in consultation with worker representatives.	Translate the OSH policy into the local language and ensure that the policy is signed by top management. Consult with worker representatives to make necessary adjustment in the policy	The OSH policy is translated and presented during a bipartite meeting.	
Mar-18	Working Time	Regular Hours	The digital punch system is not accurate.	Use an accurate attendance recording system. Then train workers on the procedure.		

Mar-18	Working Time	Regular Hours	The working hours of the factory are not displayed	Discuss with the General Manager. Post the factory's working hours for all shifts including break time as required by the labor code.	Hours of work are posted on the floor and workers are aware of it.	
Mar-18	Occupational Safety and Health	Worker Protection	Management did not provide apron and proper gloves for the operator in the boiler room.	Provide proper gloves and apron to operator in the boiler room.	Proper gloves are distributed to workers and PPE sign is posted.	
Mar-18	Occupational Safety and Health	Worker Protection	No evidences of trainings on personal protective equipment were available during the time of assessment visit.	Conduct training on personal protective equipment for all workers.	Supervisors are informed and good practice sheets have been posted on the floor.	
Mar-18	Occupational Safety and Health	Worker Protection	Assessors observed that all workers were provided with chair without back rest.	Provide chairs with backrest for workers in sewing section	Chairs with backrest have been provided to all workers.	
Mar-18	Occupational Safety and Health	Worker Protection	Assessors observed that 75 percent of single machines where missing finger guards.	Install the guards in accordance with the company regulation.	Responsibility has been assigned. The OSH policy has been updated. All the guards have been installed.	
Mar-18	Occupational Safety and Health	Working Environment	Temperature exceed Better Work recommended limit of 30 C in all sections.	Ensure that the air-flow to and from the fans is not blocked. Monitor workplace temperature on a regular basis.	The additional fans have been installed and the factory is planning to have a cooling system in place.	
Mar-18	Compensation	Social Security and Other Benefits	Employer contribution to OFATMA for maternity and health insurance. The factory has not yet registered with OFATMA for maternity and health insurance.	Register to OFATMA for maternity and health insurance. Pay the required employer contribution within the first 10 days of the months.		
Mar-18	Occupational Safety and Health	Emergency Preparedness	Exits are blocked by chairs and merchandise	Improve induction training and inform supervisors about their responsibilities. Identify additional space to store materials and chairs .	The induction training has been updated and a meeting was held with the supervisors.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Fairway Apparel S.A.
Location: Port-au-Prince
Number of workers: 452
Date of registration: Mar-16
Date of last two Better Work assessments: Oct-18 Sep-19

Advisory and Training Services

11-Sep-19 Training on Risk Management & Control
29-Aug-19 Training on Chemical Management System
10-Jul-19 Workshop on building bridges 2 to overcome sectorial challenges.
25-Jun-19 Supervisory Skills (SST)
6-Jun-19 Training on Human Resources Management (HRM)
30-May-19 Training on Haitian Labour Law

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDIATION EFFORTS	MONTHS
Assessment SEPTEMBER 2019						
Sep-19	Compensation	Paid Leave	The factory only paid 6 weeks for maternity leave instead of 12 weeks.	Complete registration process into maternity insurance program and ensure correct amount of maternity leave is paid.		26
Sep-19	Compensation	Social Security and Other Benefits	Calculation for ONA contribution for the factory is based on the minimum salary.	Ensure that contributions are based on the base salary as required.		89
Sep-19	Compensation	Social Security and Other Benefits	calculation for ONA contribution for the workers is based on the minimum salary.	Ensure that contributions are based on worker's base salary as required.		89
Sep-19	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Complete the registration process with OFATMA for maternity and health insurance.		26

Sep-19	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Complete the registration with OFATMA for maternity and health insurance		26
Sep-19	Occupational Safety and Health	OSH Management Systems	No construction/building permits were available at the time of assessment.	Obtain an evaluation from an independent qualified entity to ensure that the building is safe.		1
Sep-19	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS was not available for the multipurpose adhesive substance stored in the chemical area.	Post and maintain all required MSDS included but not limited to the multipurpose adhesive substance stored in the chemical area.	All MSDS are posted	1
Sep-19	Occupational Safety and Health	Chemicals and Hazardous Substances	There was no eye wash station in the chemical warehouse where chemicals are used at the time of the assessment visit.	Install eye wash station in the chemical warehouse where chemical are used.		1
Sep-19	Occupational Safety and Health	Worker Protection	During the factory visit, assessors noticed standing mats were not available to all workers.	Provide standing workers with adequate standing mats		20
Sep-19	Occupational Safety and Health	Worker Protection	Some of the sewing machines were missing pulley guards. Management explain that they have a maintenance schedule and will repair them shortly.	Ensure that machine guards are monitored and repaired in a timely manner	Factory is making repairs according to its maintenance schedule	20
Sep-19	Occupational Safety and Health	Worker Protection	Electrical wirings were in poor condition in some sewing machines.	Ensure proper monitoring and maintenance of all electrical wiring	Factory has repaired wiring according to its maintenance schedule	1
Sep-19	Occupational Safety and Health	Working Environment	Workplace temperature exceed BW recommended limit of 30 C.	Ensure that the air-flow to and from the fans is not blocked. Monitor workplace temperature on a regular basis.	Cooling system already purchased for installation	84

Sep-19	Occupational Safety and Health	Welfare Facilities	Insufficient functioning toilets for men and women	Ensure enough functioning toilets for worker population as required by the labour code		20
Sep-19	Occupational Safety and Health	Health Services and First Aid	The factory does not systematically provide to workers free health checks within the first three months of hiring.	Complete registration and Proactively work with OFATMA to distribute the health cards and conduct the medical checks as required		20
Sep-19	Occupational Safety and Health	Health Services and First Aid	Factory does provide free health checks twice a year to workers exposed to work-related hazards.	Complete registration with OFATMA Proactively work with OFATMA to distribute the health cards and conduct the medical checks as required		20
Sep-19	Occupational Safety and Health	Health Services and First Aid	Medical check provided does not include al the tests required by law and the factory does not currently contribute to OFATMA for this service	Complete registration with OFATMA Proactively work with OFATMA to distribute the health cards and conduct the medical checks as required		20
Sep-19	Occupational Safety and Health	Health Services and First Aid	Insufficient medical personnel	Have a permanent onsite medical service, with at least 3 nurses and 3 doctor's visits per week.		20
Sep-19	Occupational Safety and Health	Emergency Preparedness	Smoke detector in the cutting buildings were not working. Also, no smoke detector was available in the chemical storage area.	INSTALL SMOKE DETECTORS AS APPROPRIATE	New batteries installed in smoke detector and new one installed in chemical storage area	1
Sep-19	Occupational Safety and Health	Emergency Preparedness	The escape routes are not clearly marked in Building	Ensure that all escape routes are clearly marked		12

Sep-19	Occupational Safety and Health	Emergency Preparedness	Obstructed routes in the mezzanine area of building	Work with OSH committee members, supervisors to perform routine tours that ensure that routes are not obstructed		12
Assessment October 2018						
Oct-18	Compensation	Wage Information, Use and Deduction	Payments for work performed during weekly rest day is not reflected in payroll.	Ensure that recorded payroll data matches what is effectively paid to temporary workers on their payslip.	All compensation for all workers are now reflected in payroll.	6
Oct-18	Compensation	Paid Leave	The factory only pays 6 weeks for maternity leave instead of 12 weeks.	Complete registration process with OFATMA for maternity and health insurance so eligible workers can benefit the full 12 weeks		20
Oct-18	Compensation	Social Security and Other Benefits	The employer contribution to ONA is calculated on the minimum salary although the payment is made on time.	Contribute 6 percent of workers' base salaries to ONA on a monthly basis within the first 10 working days of the current month as required by the code.		83
Oct-18	Compensation	Social Security and Other Benefits	The calculation for the contribution for ONA is based on the minimum salary.	Contribute 6 percent of workers' base salaries to ONA on a monthly basis as required by the code.		20
Oct-18	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Pursue registration & complete process with OFATMA for maternity and health insurance.		20
Oct-18	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Pursue registration & complete process with OFATMA for maternity and health insurance.		20

Oct-18	Contract and Human Resources	Employment Contracts	15.5% of the workforce operates on renewable temporary contract to perform work of a permanent nature with no benefits.	Ensure that workers are issued contracts with benefits matching the true nature and or duration of their jobs.		6
Oct-18	Contract and Human Resources	Employment Contracts	15.5% of the workforce operates on renewable temporary contract to perform work of a permanent nature with no benefits.	Ensure that workers are issued contracts with benefits matching the true nature and or duration of their jobs.		6
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory has an inventory of chemicals and hazardous substances used in the workplace that is incomplete.	Include all chemicals used in the workplace in the central inventory 3. Specify who is in charge of maintaining one central inventory for the company.	The factory has a responsible person to track chemical inventory.	20
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessors discovered several unidentified containers on the factory floor.	Define responsibilities related to chemicals management. Review the MSDS to know which pictograms are needed.		20
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available for several chemicals used at the factory.	Define responsibilities related to chemicals management. The MSDS for each chemical should be available and translate in local language.		20
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	During the factory tour, assessors observed that management did not isolate the use of chemicals such as Thinner in the packing sections.	Improve isolation from the chemical (e.g. separate room for spot cleaning). Limit access of other workers to the chemical workplace.		20
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Workers did not receive any training on chemicals, and training records were not available for workers using chemicals.	Include & Deliver training on chemical product management to workers.		20

Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	There was no eye wash station in the chemical warehouse at the time of the assessment visit.	Install eye wash station in the chemical warehouse.		20
Oct-18	Occupational Safety and Health	Worker Protection	Management did not provide masks for workers in the packing section and proper mask for workers in the spot cleaning area.	Provide appropriate PPE where it is needed for all workers including but not limited to masks for workers in the packing section and proper mask for workers in the spot cleaning area.	The necessary personal protective equipment's were provided.	20
Oct-18	Occupational Safety and Health	Worker Protection	Several workers were not using the safety guards installed on their machines and management did not provide evidence of training.	Establish training calendar and provide more training to workers to cover at least 10% of the workforce.		20
Oct-18	Occupational Safety and Health	Worker Protection	Assessors noticed that one chair provided to a worker in the spot cleaning area was missing back rest. It represents 33 percent of seating working in the spot cleaning section.	Ensure proper back rest for all chairs used on the floor.	All such chairs were removed and replaced with proper back rest.	20
Oct-18	Occupational Safety and Health	Worker Protection	Assessors noticed unprotected service line by steel pipe, that Entry point into the panels were not sealed and Electrical outlets were damaged.	Ensure that service line cable are protected by steel pipe, that entry point into the panels are sealed, that electrical outlets are repaired or replaced to safety standards.		20
Oct-18	Occupational Safety and Health	Worker Protection	During the assessment visit the assessors noticed an electrical panel missing the hazard sign in the sublimation area.	Ensure hazard signs are posted on all electrical panels, included but not limited to sublimation area.	Hazard signs were posted.	20
Oct-18	Occupational Safety and Health	Working Environment	Workplace temperature exceed BW recommended limit of 30 C.	Ensure that the air-flow to and from the fans is not blocked. Monitor workplace temperature on a regular basis.		78

Oct-18	Occupational Safety and Health	Working Environment	Workplace lighting insufficient.	Ensure the lighting is adequate and adapted to worker's needs.		6
Oct-18	Occupational Safety and Health	Welfare Facilities	Insufficient toilets for men and women.	Expand the number of toilets to the required minimum.		20
Oct-18	Occupational Safety and Health	Health Services and First Aid	Factory does not provide to workers free health checks within the first three months of hiring.	Create a schedule to be able to monitor the health checks and take timely action on required medical checks.	Management created a schedule to be able to monitor the health checks.	20
Oct-18	Occupational Safety and Health	Health Services and First Aid	Interviewed workers stated that the factory does not provide free health checks twice a year to workers exposed to work-related hazards.	Create a schedule to be able to monitor the health checks and take timely action on required medical checks.	Management created a schedule to be able to monitor the health checks.	20
Oct-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical personnel	Have a permanent onsite medical service, with at least 3 nurses and 3 doctor's visits per week.		20
Oct-18	Occupational Safety and Health	Health Services and First Aid	The training records provided revealed that 11 out of 497 workers were trained in first aid, which is less than the 10 percent of the workforce recommended.	Train 10% of the worker population on first aid as recommended.		20
Oct-18	Occupational Safety and Health	Emergency Preparedness	At the time of the assessment visit, the training records provided revealed that no training on the use of fire-fighting equipment was held during the last twelve months.	Perform training on the use of fire-fighting equipment for at least 10% of the workforce.		6

Oct-18	Occupational Safety and Health	Emergency Preparedness	The current evacuation plans have not been updated to indicate the actual escape routes and emergency exit doors according to the recently reorganized floor layout.	Updated plans to indicate the actual escape routes and emergency exit doors according to the recently reorganized floor layout.		6
Oct-18	Occupational Safety and Health	Emergency Preparedness	Escape routes in the fabric warehouse, cutting and packing areas were blocked by boxes of finished goods and other materials.	Ensure all escape routes are not blocked		6
Oct-18	Working Time	Regular Hours	Pregnant workers are not allowed two additional breaks.	Include the additional breaks in policy and inform workers.	Additional breaks were added to the policy and workers are aware.	6
Oct-18	Working Time	Regular Hours	Management regularly punches time cards on behalf of the workers and hours worked on Sundays are recorded in an attendance sheet by the supervisor.	Ensure that workers are directly accountable for effectively recording their own working time.		6

BETTER WORK HAITI – 19TH SYNTHESIS REPORT



Factory: Go Haiti
Location: Port-au-Prince
Number of workers: 974
Date of registration: Apr-16
Date of last two Better Work assessments: Oct-17 Dec-18

Advisory and Training Services

14-Aug-19	Advisory meeting	Advisory meeting to review OSH committee meetings minutes. Review payment for maternity leave and sick leave. Follow up on the improvement plan and review the payroll for social security. Workers' interview: pregnant and breastfeeding women. Meeting with the compliance team to discuss about the status of the bipartite committee.
3-May-19	Training	Labour Law Training
22-May-19	Advisory meeting	Advisory meeting with Union leaders Interviews. Factory tour to validate OSH issues such as Worker protection, Health services and first Aid, chemical substances. Meeting with the compliance team to review the following documents: Receipt of payments for social security, Medical staff contracts, File of bipartite committee member.
27-Apr-19	Training	Training – Introduction to Occupational Safety and Health

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment December 2018						
Dec-18	Compensation	Method of Payment	One worker did not receive his payroll for the past 4 weeks.	Improve the recruitment procedure to ensure that all worker are registered in the HR department.	Recruitment procedure has been improved, HR staff are trained on the new procedure.	9
Dec-18	Compensation	Social Security and Other Benefits	Late payment of employer's contributions for ONA.	Submit ONA payments on time, within the first 10 working days of each month for the previous month.		23
Dec-18	Compensation	Social Security and Other Benefits	The workers' contributions to ONA were overdue	Ensure that workers' contribution are collected and forwarded to ONA on time within the first 10 working days of each month for the previous month.		23
Dec-18	Compensation	Social Security and Other Benefits	The payment for OFATMA maternity and health insurance is late.	OFATMA payment must be done on a monthly basis, with payments for the previous month being made within the first 10 working days of the current month.		9

Dec-18	Compensation	Social Security and Other Benefits	The workers' contributions to OFATMA were overdue.	Ensure that workers' contribution are collected and forwarded to OFATMA on time within the first 10 working days of each month for the previous month.		9
Dec-18	Contract and Human Resources	Contracting Procedures	Two subcontracted workers were doing welding work without proper protective equipment such as goggles or welding helmet, fire resistant clothing or insulated gloves.	Provide a contract to subcontractors requiring to comply with legislation on occupational safety and health.	New contract for subcontractors has been implemented and PPE are provided when needed	9
Dec-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available for Clorox (Bleach) stored in the stock room.	Prepare and post MSDS where chemicals are used.	All MSDS have been translated in creole and are posted where chemicals are stored and used.	9
Dec-18	Occupational Safety and Health	Worker Protection	During the factory tour, about 40 chairs without backrest were found in the sewing area.	Provide chairs with back rest for workers in the sewing section.		9
Dec-18	Occupational Safety and Health	Worker Protection	Assessors observed one electrical outlet without cover in the pressing area of building 38.	Install cover on all electrical outlet		9
Dec-18	Occupational Safety and Health	Working Environment	Temperature exceeds Better Work recommended limit of 30 C in all sections.	Ensure that the temperature does not exceed the recommended limit. Conduct regular measurement of temperature.		34
Dec-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets.	The factory has built additional toilets.	34
Dec-18	Occupational Safety and Health	Welfare Facilities	The eating area cannot accommodate all the workers.	Ensure that each facility has an eating area that can accommodate all the workers.		9
Dec-18	Occupational Safety and Health	Emergency Preparedness	During the assessment visit 1 fire extinguisher was obstructed and 1 was undercharged.	Ensure that access to fire extinguishers remain unobstructed in the workplace. Specify who conduct daily/weekly checks		9

Oct-17	Contract and Human Resources	Employment Contracts	Internal work rules is not approved by MAST	Internal regulations should be signed by MAST and posted at the workplace.	Internal regulations has been signed by MAST and posted at the workplace on 21/06/16.	
Oct-17	Occupational Safety and Health	OSH Management Systems	MSDS for adhesive glue is not available in the workplace.	Post a MSDS for the adhesive glue FABRI TAC and provide training to the workers using this chemical.	All MSDS has been posted and workers are trained on chemical use.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	The escape routes are not clearly marked.	Mark the escape routes in Building 39 properly.	The escape routes have been marked properly.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Emergency light	Install emergency light in the workplace.	All emergency lights have been installed.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Maintenance of electrical equipment.	Electrical boxes and cabinets should be regularly inspected and all switches, electrical outlets and wiring should be maintained in a good condition.	Inspections are conducted on a bi-monthly basis to ensure that all electrical equipment are well maintained.	
Oct-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemical containers are not properly labelled.	Ensure that all chemical substances are correctly labelled.	Factory has labelled all chemical containers.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Several fire extinguishers obstructed in the workplace.	Provide health and safety and fire safety training to all employees. Discuss OSH-related findings with managers and the OSH committee to raise their awareness and ensure their support to prevent recurrence.	Workers have been trained on fire safety and OSH.	
Oct-17	Occupational Safety and Health	Worker Protection	Sewing machine operators were not using the installed eye guards.	Train sewing operators to use eye guards as well as supervisors to monitor the regular use of the PPE.	All sewing operators have been trained on the use of PPE.	

Oct-17	Working Time	Overtime	Overtime hours exceeded the legal limit.	Monitor the amount of overtime hours worked on a weekly basis. Cross train workers and alternate when overtime is needed.	The factory reduce the amount of overtime hours worked to comply with the legal limit.	
Oct-17	Occupational Safety and Health	Working Environment	Workplace temperature exceed 30 C in the following areas: Packing section, Quality section, Sewing section, pressing section	Improve the temperature levels in the noted areas.		
Oct-17	Occupational Safety and Health	Working Environment	Insufficient light levels.	Ensure the lighting is adequate and adapted to worker's needs.	All inspection tables in Building 40 have personal lighting. In addition, the factory has purchased personal sewing lamps.	
Oct-17	Occupational Safety and Health	Welfare Facilities	The factory has 6 functional toilets for 77 men and 10 functional toilets for 187 Women.	Ensure that the factory has 12 functioning toilets for women.		
Oct-17	Occupational Safety and Health	Health Services and First Aid	The factory has 1 nurse and 5 doctor's visits per week.	Ensure that the factory has a permanent onsite medical staff, with at least 2 nurses and 3 doctor's visits per week.	The factory hired one additional nurse.	
Oct-17	Compensation	Method of Payment	Wages payment not regularly paid on time.	Ensure regular and timely payment of wages every 15 days.	Wages payment are done every two weeks.	
Oct-17	Compensation	Social Security and Other Benefits	Employer's contribution to ONA is based on minimum wage.	Ensure that ONA payment is based on the base salary instead of worker's minimum wages. Then, made the monthly payment within the first 10 working days of the following month.	Change has been done in the system and employer's contribution to ONA is based on workers' base salary.	
Oct-17	Compensation	Social Security and Other Benefits	Workers' contributions to ONA is based on the minimum wage.	Ensure that ONA payment is based on workers' base salary instead of worker's minimum wages.	Change has been done in the system and worker's contributions to ONA is based on workers' base salary.	

Oct-17	Occupational Safety and Health	Worker Protection	Workers are not using the eye guards on their sewing machines.	Provide training to all workers and encourage them to use PPE, machines and equipment safely.	Training have been provided to the operators.	
Oct-17	Occupational Safety and Health	Worker Protection	Single needle machines missing finger guards. Also the grinder in the mechanical room is missing a safety cover.	Install guards on all dangerous parts of machines and equipment.	Safety cover has been placed on the grinder.	
Oct-17	Occupational Safety and Health	Health Services and First Aid	First-aid training for workers.	Provide first-aid training for at least 10 percent of the total workforce.	First-Aid training was provided to workers.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Training workers to use the fire-fighting equipment.	Provide training to at least 10 percent of the total workforce in the use of fire-fighting equipment.	Fire-fighting training was provided to workers.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Periodic emergency drill	Ensure that workers participate to an emergency drill every six months.	The last fire drill was done in March 2018.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Direct wire connection to electrical outlets in the storage room next to the gas tank.	Ensure that possible sources of ignition appropriately safeguarded.	The connection to the electrical outlet has been removed.	
Oct-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Hazardous chemicals are not properly handle by workers.	Ensure that hazardous chemicals such as thinner are use properly by workers.	The factory is not using thinner anymore and is looking for an alternative solvent.	
Oct-17	Occupational Safety and Health	Worker Protection	lux level insufficient in the sewing lines.	Encourage the use of personal lights on sewing machines and inspection tables through increased supervision.	New lights have been installed on the sewing machines and inspection tables.	

Oct-17	Occupational Safety and Health	Welfare Facilities	Paper and soap are not available in the toilets all the time.	Janitors should be assigned to provide soap and paper in the toilets when needed. Management may consider to increase the amount of paper and soap supplied per day.	Janitors have been assigned to provide soap and paper.	
Oct-17	Compensation	Method of Payment	Payroll system.	Targets should be revised to account for machine breakdowns in the modules.	Targets have been revised and implemented.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT


Factory: H&H Textiles S.A.
Location: Port-au-Prince
Number of workers: 2975
Date of registration: Jan-14
Date of last two Better Work assessments: Oct-18 Nov-17

Advisory and Training Services

The factory have not received advisory visits during the reporting period due to security restrictions in the southern area of Port-au-Prince. Also they have not attended training organized by Better Work.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment November 2018						
Oct-18	Compensation	Wage Information, Use and Deduction	The factory does not keep one accurate payroll register.	Keep one accurate payroll.	The payroll system has been revised to include cash payment on the register.	17
Oct-18	Compensation	Social Security and Other Benefits	The ONA payment for employer contribution is late.	Ensure that ONA is paid on time.	Management has taken measures to improve the payment system and ensure that payment for the social security is done on time.	17
Oct-18	Compensation	Social Security and Other Benefits	The ONA payment for workers' contribution is late.	Ensure that ONA is paid on time.	Management has taken measures to improve the payment system and ensure that payment for the social security is done on time.	17
Oct-18	Compensation	Social Security and Other Benefits	The OFATMA payment for work related accident insurance is late.	Ensure that OFATMA is paid on time.	OFATMA payment has been completed for the year.	17
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	One eyewash in the first chemical storage room was not functioning properly.	Make eye wash station available and functioning in all areas where chemicals are stored.	A new storage area has been designated for all chemicals. This area has a proper eye wash station installed.	64
Oct-18	Occupational Safety and Health	Worker Protection	The factory did not provide proper evidence of training on the proper use of machines and personal protective equipment	Train workers on safe use of personal protective equipment.	The factory completed the training as requested	17
Oct-18	Occupational Safety and Health	Working Environment	Workplace temperature was higher than 30 C.	Maintain temperatures that are below 30C in the production floor.	Management regularly maintain the cooling system to keep the lowest temperatures possible.	17

Oct-18	Compensation	Social Security and Other Benefits	The employer's contribution to OFATMA for maternity and health insurance is late.	Ensure that OFATMA is paid on time.	Payment for OFATMA is done on a monthly basis.	17
Oct-18	Compensation	Social Security and Other Benefits	The employer did not forward the workers' contribution to OFATMA for maternity and health insurance on time.	Ensure that OFATMA is paid on time.	Payment for OFATMA is done on a monthly basis including workers' contribution.	17
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The inventory provided by management did not reflect the names of all chemical substances used in the workplace.	Update the chemical management procedures. Ensure to keep one accurate and updated chemical inventory.	The inventory system is updated with all the chemicals used in the factory.	17
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled chemicals found in the workplace.	Update the chemical management procedures. Ensure that all chemicals are properly labelled. Train all workers using chemicals.	The unlabelled containers were marked with the appropriate signs.	58
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Several MSDS were missing for chemicals and hazardous used in the workplace.	Ensure that full MSDS is available in creole in all points where chemicals are used.	MSDS are posted in all areas in local language.	44
Oct-18	Occupational Safety and Health	Working Environment	Workplace noise levels exceeded 90 Db.	Maintain noise levels below 90 dB in the production floors.	Management has provided earplugs to workers in the pressing area where noise levels exceeds Better Work recommendations.	17
Oct-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Build enough toilets in consideration of the ratio imposed by the national labour code.	Management ensures that all toilets are well maintained and that there's no congestion.	64
Oct-18	Occupational Safety and Health	Welfare Facilities	Insufficient seat to accommodate the number of workers currently employed in the factory in the eating area.	Provide enough seating capacity to accommodate all workers in the cafeteria and the adjacent designated eating areas.		52
Oct-18	Occupational Safety and Health	Health Services and First Aid	Evidence of 2 yearly medical checks for workers exposed to work related hazards was not available.	Provide medical checks for workers exposed to chemicals at least twice a year.	Workers exposed to chemicals appointed for two medical checks for the year.	33
Oct-18	Occupational Safety and Health	Health Services and First Aid	Evidence of systematic yearly medical checks for all workers was not available.	Provide annual free medical checks for all workers	Management made plan to conduct medical checks for all workers continuously throughout the year.	33
Oct-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Ensure there is a permanent medical staff in place according to national labour code.		64

Oct-18	Occupational Safety and Health	Health Services and First Aid	Expired medicines found in the first aid box.	Ensure all first aid boxes have all necessary and appropriate items to use in case of emergency.	A procedure is being implemented and monitored to ensure that all first-aid boxes have proper supplies.	33
Oct-18	Occupational Safety and Health	Health Services and First Aid	Documentation reviewed during the assessment showed that the employer did not train any workers in first aid since 2016.	Ensure at least 10% of the workforce is trained in first-aid.	Management has taken measure to conduct training for emergency preparedness to workers throughout the year.	17
Oct-18	Occupational Safety and Health	Emergency Preparedness	Fire alarm in one building malfunctioned.	Ensure Fire alarm remains functional at all time.		33
Oct-18	Occupational Safety and Health	Emergency Preparedness	Insufficient number of workers were trained in the use of firefighting equipment.	Train at least 10% workers on the use of fire fighting equipment	Training for workers have already started. Training sessions are organized throughout the year.	17
Oct-18	Occupational Safety and Health	Emergency Preparedness	The location of the fire extinguishers and the mezzanines were not reflected on the evacuation plan posted on the floor.	Ensure all fire fighting equipment is properly indicated on the evacuation maps.	All fire fighting equipment's have been properly signed on the evacuation maps.	33
Oct-18	Occupational Safety and Health	Emergency Preparedness	The emergency exit door in mezzanine in building 1 was locked.	Ensure all emergency exits remain open during working hours.	The layout of the mezzanine has been rearranged to prevent obstruction of emergency exits.	33
Oct-18	Working Time	Regular Hours	Keep one accurate attendance record including overtime hours for all workers.	Ensure attendance records are accurate with actual working time.	Management has implemented a new process to ensure the actual hours worked are registered.	33
Assessment November 2017						
Nov-17	Freedom of Association and Collective Bargaining	Interference and Discrimination	The factory terminated 8 union leaders for absence during a sectorial strike.	Reinstate terminated union leaders.	The factory paid the full payment of the notice period to terminated union leaders as agreed with the union federation to close the case..	
Nov-17	Contract and Human Resources	Dialogue, Discipline and Disputes	Incidents of verbal abuse from supervisors reported by workers and observed during the assessment visit.	Train supervisors and managers on the anti-harassment and abuse policy.	The factory trained managers and supervisors on the anti-harassment and abuse policy.	
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled chemicals in use on the floor.	Elaborate a chemicals management policy. Assign staff in charge of monitoring compliance with labelling requirements. Conduct regular checks.	The factory hired two additional compliance officers. The compliance team conducts daily checks on the floors.	
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Inadequate storage of chemicals and hazardous substances.	Elaborate a chemicals management policy. Assign staff in charge of monitoring the chemicals storage.	The factory hired two additional compliance officer. The compliance team conducts daily checks on the floors.	

Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemical safety data sheets were missing for some chemicals and hazardous substances in the workplace.	Elaborate a chemicals management policy. Assign staff in charge of monitoring compliance with MSDS requirements. Post the missing MSDS. Conduct regular checks.	The factory hired two additional compliance officers. The compliance team conducts daily checks on the floors.	
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	No washing facilities or cleansing materials in the event of chemical exposure in some areas where chemicals are used.	Elaborate a chemicals management policy. Assign staff in charge of monitoring compliance with labelling requirements. Install the missing eye wash stations. Conduct regular checks.	The factory hired two additional compliance officer. The compliance team conducts daily checks on the floors.	
Nov-17	Occupational Safety and Health	Worker Protection	30 percent of the single needle machines in one building did not have finger guards.	Improve the machine maintenance procedures. Assign staff in charge of monitoring availability of machine guards. Install the missing machine guards. Conduct regular checks.	Missing machine guards were installed. The factory hired two additional compliance officers. The compliance team conducts daily checks on the floors to monitor the availability of machine guards.	
Nov-17	Occupational Safety and Health	Worker Protection	7 electrical boxes in the workplace did not have any safety warning signs.	Ensure that all electrical installations are properly marked.	The factory marked all electrical installations. The factory hired two additional compliance officers. The compliance team conducts daily checks on the floors to monitor the availability of warning signs.	
Nov-17	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets. Maintain the existing ones.	The factory has a maintenance plan for the existing toilets.	
Nov-17	Occupational Safety and Health	Welfare Facilities	During the factory tour, EAs observed that no soap was provided in the factory toilets.	Ensure that soap is available in toilets during working hours.	The factory provided soap. The compliance team conducts daily checks on the floors to monitor the availability of soap during working hours.	
Nov-17	Occupational Safety and Health	Welfare Facilities	Insufficient eating area.	Increase the number of seats in the eating areas.	The factory built a new eating area to accommodate all workers.	
Nov-17	Occupational Safety and Health	Health Services and First Aid	The factory did not provide health checks to workers who have been exposed to work-related hazards.	Provide health checks to workers who have been exposed to work-related hazards.	The factory provided the first health checks to workers who have been exposed to work-related hazards. A second health check will be offered but the end of the year.	
Nov-17	Occupational Safety and Health	Health Services and First Aid	The factory did not provide annual medical checks for workers.	Provide annual health checks to all workers.	The factory hired two additional doctors to provide annual health checks to all workers.	

Nov-17	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Hire additional medical staff as required by law.	The factory hired two additional doctors to provide annual health checks to all workers.	
Nov-17	Occupational Safety and Health	Health Services and First Aid	First aid boxes not properly maintained.	Ensure that first aid boxes are properly supplied and easily accessible during working hours.	The nurses refilled all first aid boxes as required. The compliance officers monitor the availability of first aid supplies on a daily basis.	
Nov-17	Occupational Safety and Health	Emergency Preparedness	Fire alarm systems in one building was not operational.	Install fire alarm in module 4.	The factory installed a fire alarm in module 4.	
Nov-17	Occupational Safety and Health	Emergency Preparedness	Firefighting equipment not properly maintained.	Ensure that all fire extinguishers are properly maintained and easily accessible.	The factory hired two additional compliance officer. The compliance team conducts daily checks on the floors to verify the fire extinguishers.	
Nov-17	Occupational Safety and Health	Emergency Preparedness	inadequate marking or posting of emergency exits and/or escape routes in the workplace.	Ensure that evacuation plans are updated, available and displayed in all buildings.	Evacuation plans was updated and displayed in module 4.	
Nov-17	Occupational Safety and Health	Emergency Preparedness	One building only had one emergency exit for the entire building.	Add another exit door for Module 4	The factory added another exit for module 4	
Nov-17	Occupational Safety and Health	Emergency Preparedness	Some emergency exits were not easily accessible, unobstructed, and/or unlocked during working hours, including overtime.	Ensure that all exits are easily accessible during working hours.	The factory added another exit for module 4	
Nov-17	Occupational Safety and Health	Emergency Preparedness	Fire drills were not conducted every 6 months in all buildings.	Conduct fire drill in all buildings every 6 months.	Fire drills have been conducted on all buildings as required.	
Nov-17	Working Time	Regular Hours	Working time records reliability was not confirmed.	Ensure that reasons for manual input of hours are properly recorded.		

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: H4H S.A.
Location: Port-au-Prince
Number of workers: 494
Date of registration: Dec-17
Date of last two Better Work assessments: Jan-18

Feb-19

Advisory and Training Services

6-Sep-19	Training	Training - Preventing and Addressing Sexual Harassment (Management and Supervisory)
13-Aug-19	Advisory meeting	Management meeting to discuss the improvement plan. Meeting with trade union about pending concerns. Factory tour to validate remediation.
27-Jun-19	Bipartite Committee Meeting	PICC meeting to discuss on factory's updates. Meeting with management on IP and PRI. Factory tour to validate the progress.
7-Jun-19	Training	Human Resource Management Training
14-May-19	Bipartite Committee Meeting	Bipartite meeting on recent strike that happened on May 4. Meeting with management on IP follow up. Factory to validate remediation
2-Apr-19	Advisory meeting	Advisory meeting with the management on the improvement plan. Meeting with the OSH committee on necessary improvements for the floor. Factory tour to validate the remediation.
22-Feb-19	Advisory meeting	Advisory meeting with the management on new layout of the premises and factory updates and concerns. Introductory meeting with the new trade union SOTA. Presentation of Better Work cycle and services. Factory tour.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment February 2019						
Feb-19	Compensation	Wage Information, Use and Deduction	Hours worked on Sundays are not entered in the payroll and are paid separately.	Record Hours worked on Sundays and related payments in the main payroll.	Management included hours worked on Sunday to the payroll.	15
Feb-19	Compensation	Paid Leave	Sick leave, maternity leave and Sunday worked were not included in the payroll.	Include all revenues are included in the calculation of annual leave.	The correction was made in the payroll system.	15
Feb-19	Compensation	Paid Leave	6 workers did not receive their maternity leave payment.	Ensure to pay the maternity leave to the concerned workers.	The 6 workers were paid their maternity leave and factory is following up with OFATMA when workers are entitled to maternity leave.	15
Feb-19	Compensation	Social Security and Other Benefits	Late ONA payment and employer's contributions are not based on the accurate worker's base salary.	Ensure that ONA contribution is on time and based on the base salary.	The ONA contribution is now based on the worker's base salary.	15
Feb-19	Compensation	Social Security and Other Benefits	Late ONA payment and workers' contributions not based on the accurate worker's base salary.	Ensure that ONA contribution is on time and based on worker's base salary.	The ONA contribution is now based on the base salary.	15
Feb-19	Compensation	Social Security and Other Benefits	No evidence of payment for OFATMA work related accident.	Ensure to complete the payment to OFATMA accident insurance for the fiscal year 2018-2019.	The factory completed the payment for fiscal year 2018-2019.	15

Feb-19	Compensation	Social Security and Other Benefits	Worker's contribution to OFATMA are late and based on minimum wage.	Forward workers' contributions to OFATMA for maternity and health, calculated on worker's base salary. Forward contributions on a monthly basis within the first 10 days of the following month.	The payment is now based on the workers' base salary.	15
Feb-19	Compensation	Social Security and Other Benefits	Employers' contributions to OFATMA were consistently late and based on the minimum salary.	Ensure that the employer's contributions is calculated on worker's base salary and forward to OFATMA maternity and health on a monthly basis, within the first 10 days of the following month.	Employer's contribution to OFATMA is based on the worker's base salary.	15
Feb-19	Compensation	Social Security and Other Benefits	Sick leave, maternity leave and payments for Sundays worked were not included in the total annual earnings.	Include all earnings in the calculation of the yearly average earnings.	Management is setting the payroll system to include all earnings in the calculation of bonus	15
Feb-19	Occupational Safety and Health	OSH Management Systems	The employer did not consult with the workers in doing the assessment and inform them about the results.	Share the internal assessment with the OSH committee.		15
Feb-19	Occupational Safety and Health	OSH Management Systems	Submission of accidents report was inconsistent.	Submit accident records on a monthly basis	The factory submits accident record to OFATMA on a monthly basis.	15
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The chemical inventory does not include the locations of storage.	Designate specific location appropriate for chemicals and hazardous substances.		15
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified containers of oil were found in the mechanic shop.	Label all containers used in the workplace. Assign accountability to OSH officers and OSH committee on that matter.	The management identified all chemicals used in the factory. The OSH officer is in charge to monitor chemical handling.	15
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available for chemicals such as paints , electrolyte, Carb and choke cleaner, pull out and oil in the mechanic workshop.	Ensure that MSDS are available for all chemical used in the workplace.		15
Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Documented evidence of actions taken by management to control and oversee workers' exposure to chemicals and hazardous substances were unavailable during the assessment.	Set policy on maximum daily of exposure. Limit access of the other workers in area where chemicals are used or manipulated. Provide ventilation system in such area.		15

Feb-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash station was available where chemicals are used and stored.	Provide eye wash facility where chemicals are used.		15
Feb-19	Occupational Safety and Health	Worker Protection	Factory did not provide earplugs for workers in the generator rooms. Also safety belt and safety cap for workers in the fabric warehouse.	Provide earplugs to workers in the generators rooms and safety belt and cap for workers in the fabrics warehouse.	Earplug is provided for workers in the generator room. Safety cap and safety are provided to workers in the warehouse section. A training on PPE is scheduled for April.	15
Feb-19	Occupational Safety and Health	Worker Protection	Electrical panels near the bathrooms were not sealed and exposed wire in the plotting area.	Properly maintain electrical equipment.	Entry point into the electrical panel near the bathroom are sealed. The chief electrician is in charge to regularly check the electrical equipment.	15
Feb-19	Occupational Safety and Health	Worker Protection	One electrical panel missing the hazard sign in the generator room.	Post hazard signs on electrical panel		15
Feb-19	Occupational Safety and Health	Working Environment	Temperature level exceeded 30 C.	Ensure that the temperature level is monitored at 30 C.		15
Feb-19	Occupational Safety and Health	Working Environment	Light levels were inadequate in cutting and packing sections.	Ensure that light is acceptable and follow the lux requirements.		15
Feb-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Ensure that the number of toilet is compliant regarding the workforce.	The factory has now 24 toilets for women and plans men's toilets into women's toilets to be compliant.	15
Feb-19	Occupational Safety and Health	Health Services and First Aid	No documentation showing systematic health checks for workers exposed to work related hazards was available.	Facilitate systematic health checks for workers exposed to work related accident.	Factory already paid for the CDS (health cards) and is following up with OFATMA to have the medical checks done.	15
Feb-19	Occupational Safety and Health	Health Services and First Aid	No documentation was provided showing systematic health checks of workers.	Facilitate systematic health checks for workers.	Factory already paid for the CDS (health cards) and is following up with OFATMA to have the medical checks done.	15
Feb-19	Occupational Safety and Health	Health Services and First Aid	Less than 10 per cent of the workforce trained in first Aid.	Train 10 percent of the workforce in first aid.	A training with the fire fighters is scheduled for the end of April 2019.	15
Feb-19	Occupational Safety and Health	Emergency Preparedness	Fire extinguishers missing in the designated location and one fire extinguisher overcharged.	Properly maintain fire safety equipment.	Fire extinguishers are inspected on a daily basis and a proper maintenance is made on a monthly basis.	15

Feb-19	Occupational Safety and Health	Emergency Preparedness	Evacuation plans does not include the locations of fire extinguishers. In addition, the recently reorganized floor layout is not clearly marked.	Update accordingly the layout with the evacuation plan, including the meeting point. Mark the floor layout.		15
Feb-19	Occupational Safety and Health	Emergency Preparedness	Evidence were available only for one emergency drill within a year.	Performed 1 drill every 6 months.	The factory had a drill with the fire fighters in April 2019 and another is scheduled for November 2019.	15
Assessment January 2018						
Jan-18	Occupational Safety and Health	Documentation and Protection of Young Workers	Several workers' file found without a government-issued CIN Card (National Identification Card).	Ensure to have the National Identification Card prior recruiting any worker.	All workers' files have a one visible copy of the national ID card (CIN).	
Jan-18	Occupational Safety and Health	Social Security and Other Benefits	The factory did not yet register with OFATMA for work-related accident insurance.	Register with OFATMA for work-related accident insurance	The factory is registered with OFATMA for work-related accident insurance. The payment was finalized in March 2018.	
Jan-18	Occupational Safety and Health	Social Security and Other Benefits	Employer's contribution is not sent to OFATMA for maternity and health insurance.	Pay employer's contribution OFATMA for maternity and health insurance	The factory is registered with OFATMA for maternity and health insurance.	
Jan-18	Occupational Safety and Health	Social Security and Other Benefits	Worker's contribution is not sent to OFATMA for maternity and health insurance.	Forward Worker's contribution to OFATMA for maternity and health insurance	The factory is registered for OFATMA for maternity and health insurance.	
Jan-18	Contract and Human Resources	Contracting Procedures	No systematic medical checks were arranged for non-production workers who have been exposed to work related hazards.	Arrange, at least, two medical checks for workers who have been exposed to work related hazards.	All medical checks for workers including newly recruited workers in their first three months of hiring were completed. All the workers have a medical file.	
Jan-18	Contract and Human Resources	Termination	No evidence for payment of unused annual leave upon resignation or termination.	Pay their statutory dues to terminated workers	The factory paid their statutory dues to terminated workers.	
Jan-18	Occupational Safety and Health	OSH Management Systems	No self-assessment records were available.	Perform assessment on general occupational health and safety issues in the factory. Keep regular meeting with OSH committee members.	General occupational health and safety assessments are done on a monthly basis by the OSH officer.	
Jan-18	Occupational Safety and Health	OSH Management Systems	No written OSH policy was available.	Set up the OSH committee and plan regular meetings to address OSH concerns	The OSH committee is formed. Meetings are held on a monthly basis.	

Jan-18	Occupational Safety and Health	OSH Management Systems	The records of work-related accidents are not submitted to OFATMA on a monthly basis as the factory is not yet registered with OFATMA.	Submit on a monthly basis work-related accidents records to OFATMA	The factory has recorded the work-related accidents and submit the records to OFATMA on a monthly basis.	
Jan-18	Occupational Safety and Health	OSH Management Systems	As per management interview, there is no written OSH policy signed by top management.	OSH policy to be signed by top management	OSH policy is signed by top management	
Jan-18	Occupational Safety and Health	Worker Protection	Management has not provided proper metal gloves for workers in the cutting department, gloves and goggles for workers in the mechanic shop.	Provide all required personal protective equipment to workers in the mechanic shop	The factory has provided required personal protective equipment to workers in the mechanic area.	
Jan-18	Occupational Safety and Health	Worker Protection	No standing mats were available for workers in the packing section.	Provide standing mats in the packing section	The factory has provided standing mats for workers in the packing section.	
Jan-18	Occupational Safety and Health	Worker Protection	One uncovered electrical box and one another box that was obstructed by chairs.	Ensure all electric boxes are covered and unobstructed	The factory ensures that all electric boxes are covered and unobstructed.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	Workers did not receive any medical checks within the first three months of hiring.	Facilitate a medical for workers within the first months of hiring.	All medical checks for workers including newly recruited workers in their first three months of hiring were completed. All the workers have a medical file.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Comply with legal requirements regarding the medical staff	The factory has 2 nurses and 3 doctor's visits per week.	
Jan-18	Occupational Safety and Health	Health Services and First Aid	Less than 10 per cent of the workforce trained in first aid training.	Train 10% of the workforce in first aid	33 additional workers were trained in first-aid on June 2018.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	One fire extinguisher found undercharged.	Ensure the fire-fighting equipment are properly maintained.	The fire-fighting equipment are properly maintained, on a monthly basis, by a service provider.	
Jan-18	Occupational Safety and Health	Emergency Preparedness	Less than 10 percent of the workforce trained in fire fighting.	Train 10% of the workforce in fire-safety.	33 more workers were trained to use the fire-fighting equipment.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT


Factory: Haiti Premier Apparel S.A
Location: Port-au-Prince
Number of workers: 1354
Date of registration: Sep-16
Date of last two Better Work assessments: Sep-17 Nov-18

Advisory and Training Services

11-Sep-19	Training	Training - Hazard risk management and control training
23-Aug-19	Training	Boiler safety training
26-Mar-19	Bipartite Committee Meeting	Bipartite Committee Meeting - Discussion was on current mass suspension due to lack of orders
26-Mar-19	Advisory meeting	Advisory meeting with management to discuss the improvement plan and remediation made. Discussion with trade union leaders on main concerns faced inside the facility and proposed solutions. Factory tour with OSH committee members and debrief to validate the remediation.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment November 2018						
Nov-18	Compensation	Paid Leave	Weekly rest days are paid on minimum wage instead of the average earnings.	Pay weekly rest days based on average earnings.		22
Nov-18	Compensation	Paid Leave	Workers only receive 6 weeks of maternity leave instead of 12 weeks.	Register in the mandatory maternity insurance system offered through OFATMA.		6
Nov-18	Compensation	Paid Leave	Breastfeeding break are not paid on Saturday and holidays.	Ensure the nursing women are allowed to take the break. Pay accordingly the time off.	The factory pays for breastfeeding break to nursing mothers. In January a session was organized with supervisor on factory's breastfeeding policy.	6
Nov-18	Compensation	Social Security and Other Benefits	The factory calculates ONA employer's contribution based on minimum wage instead of base salary. Late payment.	Pay within the first 10 business days of the next month for the previous month. Calculate the contribution based on base salary.		28
Nov-18	Compensation	Social Security and Other Benefits	The factory calculates workers' contribution to ONA based on minimum wage instead of base salary. Late payment.	Pay within the first 10 business days of the next month for the previous month. Calculate worker's contribution based on workers' base salary.		28
Nov-18	Compensation	Social Security and Other Benefits	At the time of the assessment visit the invoice for OFATMA for work related accident insurance for 2017-2018 fiscal year was not yet fully paid.	Pay the full amount of OFATMA for work related accident for the fiscal year 2017-2018.	Factory completed the payment for fiscal year 2017-2018 for OFATMA work related accident. The factory completed 1/3 of the payment for fiscal year 2018-2019.	28
Nov-18	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance. Pay employer's contribution to OFATMA.		28

Nov-18	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance. Collect and forward workers' contribution to OFATMA.		28
Nov-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The chemical inventory does not specify the quantity in stock and location.	Specify the quantity and storage area in the inventory. Ensure that responsibilities are assigned for chemical handling.		6
Nov-18	Occupational Safety and Health	Worker Protection	Several machines were missing their necessary guards.	Ensure that all sewing machines have safety guards. Establish checklists to ensure that all the machines have their necessary guards. Ensure that responsibilities are assigned for machine maintenance.		28
Nov-18	Occupational Safety and Health	Worker Protection	Several exposed electrical wires observed in both buildings.	Ensure that electrical equipment are properly installed and well maintained. Ensure that responsibilities are assigned for electrical maintenance.		17
Nov-18	Occupational Safety and Health	Working Environment	Temperature levels exceeded 30 C in all sections.	Keep the temperature level to keep under 30 C inside the workplace.		28
Nov-18	Occupational Safety and Health	Working Environment	Light levels were inadequate in sewing section.	Ensure to keep the light levels acceptable in the sewing department.		28
Nov-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Add more toilets, 9 for men and 35 for women.		28
Nov-18	Occupational Safety and Health	Health Services and First Aid	No medical checks provided to workers exposed to work-related hazards.	Arrange medical checks twice a year for workers exposed to work-related hazards.		28
Nov-18	Occupational Safety and Health	Health Services and First Aid	No annual medical checks provided to workers.	Arrange at least one annual medical check for workers.		28
Nov-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Hire 5 more nurses.		28
Nov-18	Occupational Safety and Health	Health Services and First Aid	Less than 10 per cent of the workforce trained in first aid.	Train 10 percent of the workforce in first-Aid training.		28
Nov-18	Occupational Safety and Health	Emergency Preparedness	Two fire extinguishers were found overcharged.	Ensure that the fire extinguishers are properly maintained.	The fire extinguishers are regularly maintained on a monthly basis by external provider with expertise on the matter. The OSH officer is in charge to perform daily check on fire safety equipment including the fire extinguishers.	28
Nov-18	Occupational Safety and Health	Emergency Preparedness	Less than 10 per cent of the workforce trained in fire fighting.	Train 10 percent of the workforce in fire-fighting.		6

Nov-18	Occupational Safety and Health	Emergency Preparedness	Evacuation routes were not properly marked in building 2.	Properly mark escape routes where necessary. Ensure that responsibilities are assigned for the evacuation plan.		6
Nov-18	Working Time	Regular Hours	Working hours are not posted on the factory floor.	Post the working hours to be easily visible to the workers.		6
Nov-18	Working Time	Leave	Breastfeeding women are not allowed to 1 hour additional break during working time on Saturdays and holidays.	Provide 1 hour break to breastfeeding workers as per the internal breastfeeding policy. Properly inform all supervisor of the policy and monitor its application. Post the policy in the floor so all workers could see it.	HR had a meeting with supervisors on the matter to enforce the policy.	6
Assessment July 2018						
Sep-17	Compensation	Paid Leave	Payment for legally mandated holiday is based on the minimum wage instead of the worker's average earnings.	Ensure that payment for legally mandate holidays are made accurately.	Legal holidays are paid based on the workers' average earnings.	
Sep-17	Compensation	Paid Leave	The payment for weekly rest days is based on the minimum wage instead of the worker's average earnings.	Pay weekly rest day accurately.		
Sep-17	Compensation	Social Security and Other Benefits	The amount paid by the employer to ONA is late and is less than the legally prescribed 6 percent of the workers' base salary.	Pay ONA's deductions on time and based on 6 per cent worker's base salary and on time.		
Sep-17	Compensation	Social Security and Other Benefits	The workers' contribution to ONA is late and less than the legally prescribed 6 percent of the workers' base salary.	Pay ONA's deductions on time and based on 6 per cent worker's base salary and on time.		
Sep-17	Compensation	Social Security and Other Benefits	The amount paid by the employer to OFATMA for work-related accident insurance is less than 3 percent of the workers' base salary.	Pay OFATMA's contributions for work-related accident accurately and on time and based on 3 per cent of workers' base salary.		
Sep-17	Compensation	Social Security and Other Benefits	The factory does not forward workers' contribution to OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance.		
Sep-17	Compensation	Social Security and Other Benefits	The factory does not forward employer' contribution to OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance.		
Sep-17	Occupational Safety and Health	OSH Management Systems	OSH policy is not developed through consultation with workers and their representatives.	Ensure to Have an adequately written OSH policy.		
Sep-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals are labelled in a foreign language.	Label all the chemicals and hazardous substances accordingly and in the local language.	The factory hired a new compliance officer to reinforce OSH compliance.	
Sep-17	Occupational Safety and Health	Chemicals and Hazardous Substances	The MSDS' were not available for KM7, Blow Out and Pull Out in the spot cleaning area.	Provide MSDS' for all chemical substances used in the workplace.	MSDS were available in the spot cleaning area	

Sep-17	Occupational Safety and Health	Worker Protection	The factory has not provided goggles and impervious aprons for the chemical warehouse workers and the face masks provided were in poor condition.	Ensure to give appropriate protective equipment to workers.		
Sep-17	Occupational Safety and Health	Worker Protection	Workers in the embroidery area were not using the provided earplugs to protect themselves from the high level of noise in the section.	Train workers in the embroidery area to use the PPE provided.		
Sep-17	Occupational Safety and Health	Worker Protection	Shock absorbing mats were not provided to most workers in the inspection areas of the different modules.	Provide absorbing mats or foot rest to standing workers.	The factory hired a new compliance officer to reinforce OSH compliance.	
Sep-17	Occupational Safety and Health	Worker Protection	70 percent of the sewing machines did not have belt and eye guards and another machine located in the cutting area did not have a pulley guard.	Ensure that all machines have their appropriate guards.	The factory hired a new compliance officer to reinforce OSH compliance.	
Sep-17	Occupational Safety and Health	Working Environment	The temperature level exceeded the recommended 30 C in all sections.	Ensure that temperature is under 30C.		
Sep-17	Occupational Safety and Health	Working Environment	The light level was inadequate in the sewing section 413 Lux where the recommended level is 500 Lux.	Ensure the workplace is adequately lit.		
Sep-17	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Have the adequate number of toilets based on the workforce.		
Sep-17	Occupational Safety and Health	Health Services and First Aid	No medical checks provided to workers exposed to work-related hazards.	Arrange, at least, two medical checks for workers exposed to work-related hazards.		
Sep-17	Occupational Safety and Health	Health Services and First Aid	No annual medical checks provided to workers.	Arrange an annual medical check for every worker.		
Sep-17	Occupational Safety and Health	Health Services and First Aid	Insufficient number of medical staff.	Hire sufficient medical staff based on the workforce.		
Sep-17	Occupational Safety and Health	Health Services and First Aid	Less than 10 per cent of the workforce trained in first aid.	Train 10% of the workforce in first aid.		
Sep-17	Occupational Safety and Health	Emergency Preparedness	No fire detection system in the back warehouse.	Ensure the workplace has adequate firefighting equipment. Install fire detection system in the back warehouse.	The factory hired a new compliance officer to reinforce OSH compliance.	
Sep-17	Occupational Safety and Health	Emergency Preparedness	The power outlet in the spot cleaning was not safeguarded.	Safeguard any source of ignition. Cover the power outlets.	The factory hired a new compliance officer to reinforce OSH compliance.	
Sep-17	Working Time	Overtime	No valid authorization from the Department of Labour prior working overtime.	Ensure to obtain a valid authorization from the Department of Labour before working overtime.	It is no longer required by law to obtain a valid authorization from the Department of Labour before working overtime. However, the factory is still requesting such authorization.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT

Factory: HANSAE HAITI S.A
Location: Port-au-Prince
Number of workers: 1863
Date of registration: Jan-17
Date of last two Better Work assessments: Apr-18 Jun-19


Advisory and Training Services

11-Sep-19	Risk Management and Control Training
23-Aug-19	Boiler Safety Training
12-Aug-19	Preventing and Addressing Sexual Harassment (Management and Supervisory) Training
10-Jul-19	Building Bridges Workshop
11-Jul-19	Advisory visit to discuss initial assessment report & PR1.
25-Jun-19	Supervisor Skills Training
6-Jun-19	Human Resources Management Training
6-Jun-19	Advisory visit to conduct OSH tour and discuss relationship of former building 21 now housing SHARON S.A subcontractor doing printing operations for HANSAE Haiti S.A.
31-May-19	Labour Law Training
15-May-19	Advisory visit to perform compensation documentation review (ONA, OFATMA, Termination Payments) & OSH Tour.
27-Apr-19	Introduction to Occupational Safety and Health Training
15-Apr-19	Advisory visit to discuss FOA and other issues with union representatives. Review of maternity leave, sick leave and termination bonuses. Review of key risk areas and preparation of 2019 upcoming annual assessment.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment April 2019						
Apr-19	Compensation	Wage Information, Use and Deduction	Insufficient Annual Leave and worked hours not included in payroll	1. Factory to maintain 1 accurate payroll 2. Ensure that workers enjoy 15 full days of annual leave	Factory maintains 1 master payroll for all compensation and is keeping an aggressive production schedule to avoid working during annual leave	6
Apr-19	Compensation	Social Security and Other Benefits	Late payment to OFATMA for work-related accident. Amount paid was different than the one displayed on the original invoice.	Ensure timely and accurate payment to OFATMA for work related accidents	HR Manager visited the office of OFATMA on 20-Aug. As of Sep 21, factory still unable get the correct invoice from OFATMA.	6
Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Incomplete inventory of chemicals used at the factory.	Ensure that chemical inventory is updated on a regular basis	The factory updated the new chemical inventory list	6
Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled container of machine oil and KP4.	Factory will make sure all labels do not get damaged and make sure to replace them in case they are ripped off.		6
Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Several hazardous chemicals were found without chemical safety data sheets.	Ensure factory post all missing MSDS	Factory has re-posted all missing MSDS.	18

Apr-19	Occupational Safety and Health	Working Environment	Workplace temperatures measured over Better work recommended levels of 30 degree Celsius.	Take appropriate measures to maintain temperature below 30c	The temperature monitoring report is already in use, compliance team monitors 4 times a day .	6
Apr-19	Occupational Safety and Health	Working Environment	The level of lighting in the workplace is not acceptable in some sections	1. Factory will install more lamps at the requested area.	Factory perform illumination survey of all sections and is getting quotes for better light bulbs.	6
Apr-19	Occupational Safety and Health	Welfare Facilities	Soap was not available in the men's bathroom of 1 building	1.The administration is to distribute liquid soap at each bathroom on a weekly basis.	Compliance teams checks on daily basis for shortage of liquid soap.	6
Apr-19	Occupational Safety and Health	Worker Protection	Inadequate working conditions for pregnant women despite medical recommendations.	Transfer pregnant women to adequate workstation. Factory will complete internal training addressing safety and health risks to pregnant or nursing workers	The factory immediately re-assigned the pregnant worker to other sections The factory posted a notice to inform HR team in earlier stage to work in safety environment.	6
Apr-19	Occupational Safety and Health	Health Services and First Aid	Assessors' observations and statements by management staff and workers confirmed that the factory has 4 nurses and 3 Doctor's visit. To comply with the Haitian Labour Code, a factory of this size must have a permanent onsite medical service, with at least 10 nurses.	Continue to hire more nurses according to the numbers of workers at the facility or in case of expansion.	Factory hired 3 nurses already on 16-July and 2-Sep.	6
Apr-19	Occupational Safety and Health	Emergency Preparedness	Inadequate maintenance of fire extinguishers	Ensure all fire fighting equipment are free from obstacles and are properly charged through weekly check.	Regular factory tours are done and documented to check fire extinguishers pressure .	6
Apr-19	Occupational Safety and Health	Emergency Preparedness	Inaccurate/Incomplete evacuation plan	Update the evacuation plan to reflect the floor layout	Evacuation plan has been updated and is being monitored by the compliance team and production managers for all changes.	6
Apr-19	Occupational Safety and Health	Emergency Preparedness	Obstructed aisles	Obstructed aisles in building in buildings	The compliance team already met with the OSH committee members to discuss preventive action regarding obstruction of aisles routes.	6
Apr-19	Occupational Safety and Health	Emergency Preparedness	Failure to conduct fire drills in a timely manner	1. Establish a calendar of planned fire drills for all modules 2. Communicate plan at all levels of management 3. Follow up and execute drills every six months as required.	1. Factory conducted fire drills on July 30th 2019.	6

Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Diesel Leak in the boiler room of building	1. Conduct OSH assessment on a regular basis 2. Have maintenance team fix leakage and	1. The pipes carrying the diesel into the boiler was fixed by the maintenance team to stop the leakage.	6
Apr-19	Working Time	Regular Hours	Factory working hours are over 48 hours weekly	Ensure that regular working are within the 48 hours required by the law		6
Apr-19	Working Time	Leave	Insufficient Annual leave for 300 workers	Factory to provide full annual leave to workers in 2019.	Management has worked out a production schedule for timely completion of orders in order to avoid working during the annual leave period.	6
Apr-19	Contracts and Human Resources	Termination	Wrongful termination of pregnant women.	1. Reinstate the pregnant workers. 2. Develop checklist for proper termination procedures.	1. The factory already reinstated the two pregnant women with back pay 2. Termination procedure checklist drafted 3. Factory posted notice of benefits toward pregnant workers 4. Trained pregnant women about their benefits and also reminded them about the importance of bringing the medical certificates.	6
Assessment April 2018						
Apr-18	Compensation	Paid Leave	The sick leave payment is based on minimum wage.	Change payment system based on the average daily earnings	Payment system changed accordingly based on the average daily earnings.	
Apr-18	Contract and Human Resources	Termination	Management provides notice payment based on minimum wage.	Change payment system based on the average daily earnings.	The payment system changed accordingly based on the average daily earnings.	
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available in the mechanic room of building 21 for Acid sulfuric also in the spot cleaning of building 50 for FH 2000.	Provide training to workers on chemical handling. Post required MSDS as required in local language.	The MSDS's was posted on the same day. Training on chemical handling has been provided to all maintenance and mechanics workers.	
Apr-18	Occupational Safety and Health	Worker Protection	1 uncovered electrical boxes near the fabric warehouse.	Cover the electrical panel with nonflammable material. Provide training to workers on electrical safety and fire safety.	The material used to cover the panel is adequate.	
Apr-18	Occupational Safety and Health	Health Services and First Aid	Infrequent monitoring of first aid boxes for expired products	Training should be provided to the nurses on medicine storage maintenance & management.	Training was provided to the nurses and doctor regarding medicine storage management.	
Apr-18	Occupational Safety and Health	Emergency Preparedness	One fire extinguisher near the training area, also another one near the sewing section of building 50 were undercharged.	Discuss issue with third party provider to remediate root cause. Conduct monthly inspections of fire extinguishers.	Factory replaced BC type fire extinguishers to ABC types. The former had manufacturing malfunction which caused them to lose charge.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Horizon Manufacturing S.A.
Location: Port-au-Prince
Number of workers: 624
Date of registration: Sep-10
Date of last two Better Work assessments: Apr-18 Jul-19

Advisory and Training Services

5-Sep-19	Advisory meeting	Advisory meeting with management to discuss on improvement plan and remediation action taken. Bipartite meeting with management and union on pending issues and on a review of the Sexual Harassment policy.
9-Aug-19	Advisory meeting	Advisory meeting with management to guide on the usage of the portal. Follow up on the issues raised by the recent assessment.
25-Jul-19	Advisory meeting	Advisory meeting with management on the summary of non compliance findings. Documentation reviewed to validate the remediation. OSH tour performed to validate remediation.
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health
10-Apr-19	Advisory meeting	Advisory meeting with management on the improvement plan. Introductory meeting with new OSH committee representatives.
7-Mar-19	Advisory meeting	Advisory meeting with the management on factory's current situation and improvement. Revision of the improvement plan. Review of documentation. Factory tour to validate the remediation. Meeting with the union on the social dialogue situation with the management.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment January 2019						
Jul-19	Discrimination	Gender	A sexual harassment case has been reported involving a manager and a female worker.	Review the sexual harassment policy in consultation with worker representatives. Provide training to workers and all supervisory lines.	The factory trained all its employees in what is harassment and abuse. Factory reviewed its sexual harassment policy in consultation with the trade union committee.	3
Jul-19	Compensation	Overtime Wages	Overtime worked were no compensated.	Pay overtime worked 50% above the normal wage.	Overtime is properly reported on the payroll and accurately compensate.	3
Jul-19	Compensation	Wage Information, Use and Deduction	Overtime hours and payments are not reported in the payroll records.	Report in the payroll the accurate working time including the overtime worked.	Overtime are reported in the payroll and properly paid.	3

Jul-19	Compensation	Paid Leave	Inaccuracy of annual leave payment.	Report in the payroll the accurate working time including the overtime worked.	Overtime is properly paid and overtime payment is included in the calculation of total earnings.	3
Jul-19	Compensation	Paid Leave	Inaccuracy of sick leave payment.	Report in the payroll the accurate working time including the overtime worked.	Overtime is reported in the payroll and properly compensated. Overtime payment is also included in the calculation of total earnings.	17
Jul-19	Compensation	Paid Leave	Inaccuracy of maternity leave payment.	Report in the payroll the accurate working time including the overtime worked.	Overtime worked is paid and included in the calculation of the average earning.	17
Jul-19	Compensation	Social Security and Other Benefits	Incomplete payment for OFATMA work related accident insurance.	Complete the payment for OFATMA work related accident for the fiscal year 2018-2019.	The factory has a payment agreement with ONA and OFATMA which is being paid as agreed.	29
Jul-19	Compensation	Social Security and Other Benefits	Late payment of employer's contribution to OFATMA for maternity and health insurance.	Pay the OFATMA contribution within the first 10 days of each month for the previous month.	The factory has a payment agreement with OFATMA which is being paid as agreed.	29
Jul-19	Compensation	Social Security and Other Benefits	Late payment of workers' contribution to OFATMA for maternity and health insurance.	Complete the payment for unpaid moths as agreed with OFATMA. Pay the OFATMA contribution within the first 10 days of each month for the previous month.	Factory is following its agreement with OFATMA regarding the payment.	29
Jul-19	Compensation	Social Security and Other Benefits	Incorrect payment for annual salary supplement or bonus to workers.	Report in the payroll the accurate working time including the overtime worked.	Payslip displays overtime and related payments are included in the overtime worked.	3

Jul-19	Occupational Safety and Health	OSH Management Systems	No evaluation report on general occupational safety and health issues in the workplace was not available at the time of the assessment visit.	Ensure that the factory OSH assessment is done on a regular basis and the reports are file on a reliable support.	The report were found and are available for consultation. The compliance officer to perform regularly an evaluation of general occupational safety and health issues in the workplace.	3
Jul-19	Occupational Safety and Health	OSH Management Systems	No minutes were available to confirm participation of workers representatives in OSH related matters.	Keep the meeting minutes on a reliable support and forward the minutes to the factory's advisor.	The committee is reactivated again and the monthly meetings are already taking place. Minutes of the reports are available for consultation.	3
Jul-19	Occupational Safety and Health	OSH Management Systems	Records of work-related accidents were not available at the time of the assessment.	Record all the accidents that happened in the factory and forward the records on a monthly basis to OFATMA.	All records are submitted on a monthly basis to OFATMA. The reports are available for consultation.	3
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Management did not share an inventory of chemicals and hazardous substances used in the workplace at the time of the assessment visit.	Keep the inventory of chemicals available to the relevant people.	The factory updated its inventory of chemicals and pasted it in the warehouse and washing areas.	29
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDSs were missing in the chemical room of building 32 where chemicals such as paints, diesel and electrolyte are stored.	Ensure that MSDS are available for each chemical and hazardous used in the workplace where such products are used and stored.	All SDS were updated and put in the chemical storage and in the washing areas.	29
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash station in the stock area of where chemicals and hazardous substances are stored.	Provide washing facilities where chemicals and hazardous substances are used and stored.	Washing facility was repaired and building 32 is already closed.	41
Jul-19	Occupational Safety and Health	Worker Protection	Records of training on personal protective equipment's were not available at the time of the assessment visit.	Keep records of training provided to workers.	The factory annually trains all its personnel in the area of use and handling of chemicals and use of PPE. Evidences of provided training are available.	3

Jul-19	Occupational Safety and Health	Worker Protection	Workers in the pressing section of one building were not provided with foot rests or shock absorbing mats.	Provide foot rests or shock absorbing mats to standing workers. Conduct regular OSH assessment.	A survey was made to know the amount of carpets that were needed, and later the management authorized the purchase. Management provided ergonomics carpets to standing workers.	29
Jul-19	Occupational Safety and Health	Working Environment	The temperature level exceeded 30C in the pressing section.	Monitor the temperature level to a maximum of 30C.	The compliance department requested the services of an external company so that it could proceed to study temperature, lighting and particles.	29
Jul-19	Occupational Safety and Health	Working Environment	Light levels were insufficient in sewing and pressing sections.	Ensure that all working section are provided with appropriate Lux level.	The compliance department requested the services of an external company so that it could proceed to study temperature, lighting and particles.	29
Jul-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilet for men.	Ensure to have an appropriate number of toilets for men.		3
Jul-19	Occupational Safety and Health	Welfare Facilities	Soap was not available in the toilets.	Provide soap in the toilets.	A new operation process was implemented so that paper and soap are always available in the bathrooms. The cleaning staff is instructed that in case the paper is finished and soap can be found at the HR office	17
Jul-19	Occupational Safety and Health	Health Services and First Aid	Incomplete health checks for workers during the first 3 months of hiring.	Ensure that workers are provided with health in their first 3 months of hiring.	Factory is performing its own medical checks for the workers to cover more workers in addition of checks performed by OFATMA.	3

Jul-19	Occupational Safety and Health	Health Services and First Aid	Factory does not systematically conduct free health checks for workers exposed to work related hazards.	Ensure that workers exposed to work related hazards are provided with an health check at last, twice a year.	Factory is also performing its own medical checks for the workers to cover more workers.	3
Jul-19	Occupational Safety and Health	Health Services and First Aid	Factory does not systematically conduct annual health checks for workers.	Ensure that all workers could benefit an annual health check.	Factory is also performing its own medical checks for the workers to cover more workers.	29
Jul-19	Occupational Safety and Health	Health Services and First Aid	Insufficient number of onsite medical staff.	Have a permanent medical staff.	The factory has 3 doctor's visit per week.	29
Jul-19	Occupational Safety and Health	Emergency Preparedness	Evacuation routes were not marked in the back of one building.	Mark the evacuation routes near the packing area of building 31.	All the signs that are all over the factory were painted again. A painting plan was implemented for every 6 months.	17
Jul-19	Occupational Safety and Health	Emergency Preparedness	One emergency exit was locked during working hours in one building.	Ensure that exits remained unlocked during working hours and aisles remained unblocked.	The factory trained all the security personnel so that the emergency exits remain open during work time.	3
Jul-19	Occupational Safety and Health	Emergency Preparedness	No record of another drill for the previous 6 months was available, at the time of the assessment.	Conduct an evacuation drill every 6 months.	The factory does conduct an evacuation drill every 6 months. The factory implemented that the new compliance officer should keep everything on the PC for upcoming audits.	3
Jul-19	Working Time	Regular Hours	factory did not post working hours in only one of the two buildings.	Post working hours in all buildings.	The management post the working hours in the two buildings.	29
Assessment April 2018						
Apr-18	Compensation	Paid Leave	Payments for non-working holidays are based on average hourly production wage which does not include overtime hours.	Include overtime wages in the calculation of paid leave.		17
Apr-18	Compensation	Paid Leave	Sick leave payments are based on average hourly production wage instead of average daily earnings.	Include the overtime wages in the calculation of sick leave.		5

Apr-18	Compensation	Paid Leave	Maternity leave payments are based on average hourly production wage instead of average daily earnings.	Include overtime wages in the calculation of maternity leave.		5
Apr-18	Compensation	Social Security and Other Benefits	Late ONA payment.	Forward employer's contribution to ONA within the first 10 days of each month for the previous month.		17
Apr-18	Compensation	Social Security and Other Benefits	Late ONA payment.	Collect and forward workers' contribution to ONA within the first 10 days of each month for the previous month.		17
Apr-18	Compensation	Social Security and Other Benefits	OFATMA payment for maternity and Health insurance is late by several months.	Forward employer's contribution to OFATMA on monthly basis.		17
Apr-18	Compensation	Social Security and Other Benefits	OFATMA payment for maternity and Health insurance is late by several months.	Collect and forward workers' contribution to OFATMA on a monthly basis.		17
Apr-18	Occupational Safety and Health	OSH Management Systems	The OSH policy has not been developed in consultation with workers and their representatives.	Review the OSH policy in consultation with workers' representatives and also include legal requirements pertaining to OSH.		5
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No updated inventory is available for chemicals and hazardous substances used in the workplace.	Keep the inventory of chemical updated.		17
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified containers.	Assign accountability to maintenance team and train workers in chemical handling procedures.		17
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals were not stored properly.	Keep and store chemical substances in an adequate area.		5
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDSs for paints, diesel and electrolyte were available in the chemical room.	Ensure that MSDS are available for all the chemicals used in the factory. Train workers in chemical handling procedures.		17

Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No documented evidence of actions taken by management to control and oversee workers' exposure to chemicals and hazardous substances were unavailable.	Train workers that are using chemicals and hazardous substances.		5
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash station in the laundry room where chemicals and hazardous substances are used.	Install an eye wash station in the laundry room.		29
Apr-18	Occupational Safety and Health	Worker Protection	The factory did not provide earplugs for workers in the generator room.	Provide earplugs for workers in the generator room.		17
Apr-18	Occupational Safety and Health	Worker Protection	Standing workers in the packing area and quality section were not provided with foot rests or shock absorbing mats.	Provide foot rests or shock absorbing mats to standing workers in the packing area and quality section.		17
Apr-18	Occupational Safety and Health	Worker Protection	Electrical installations not properly maintained.	Ensure the electrical system is properly maintained. Ensure that sources of ignition are properly safeguarded.		17
Apr-18	Occupational Safety and Health	Worker Protection	One electrical panel missing safety warning signs in the Laundry room.	Post safety warning sign is posted in the electrical panel in the Laundry room of building 31.		17
Apr-18	Occupational Safety and Health	Working Environment	Temperature levels exceeded 30 C in all sections.	Ensure that temperature is below 30 C.		17
Apr-18	Occupational Safety and Health	Working Environment	The level of lighting in the workplace were inadequate in the sewing and quality sections.	Ensure that the workplace is adequately lit.		17
Apr-18	Occupational Safety and Health	Welfare Facilities	Soap was not available in building 32 and 31.	Ensure that soap is available in the toilets.	The maintenance team receive instruction to regularly check on the availability of the soaps and papers.	5
Apr-18	Occupational Safety and Health	Welfare Facilities	The eating area can only accommodate 50 percent of the workers.	Ensure that the eating area can accommodate all the workers		5

Apr-18	Occupational Safety and Health	Health Services and First Aid	Factory does not provide health checks to workers exposed to work-related hazards.	Ensure that workers exposed to work-related hazard receive an health check twice a year.	The factory scheduled more than two Health checks for two workers who are exposed to work-related hazards. The two workers completed the second medical check ups in August 2018	17
Apr-18	Occupational Safety and Health	Health Services and First Aid	Insufficient number of onsite medical staff.	Ensure that the medical staff is compliant regarding the Haitian Labour Law requirements..	Since the company has reduced its workforce and operate with less 700 workers. The number of medical staff available in the factory is compliant with the labour Code.	17
Apr-18	Occupational Safety and Health	Health Services and First Aid	One first aid box was not readily accessible in the pressing section.	Ensure that all first aid box are accessible during the working time.	The pictures of key keepers are posted above the box so the workers can identify who they are.	5
Apr-18	Occupational Safety and Health	Health Services and First Aid	Less than the 10 percent of the workforce are trained in first aid.	Ensure that 10 percent of the workforce is trained in first aid.		17
Apr-18	Occupational Safety and Health	Emergency Preparedness	Access to 1 fire extinguisher was obstructed and fire extinguisher was missing in the packing area of building 52.	Ensure the workplace has an adequate firefighting system. Perform regular OSH assessment.	External provider with certified expertise is responsible to check the fire extinguisher on a regular basis. Internally, the compliance team is responsible to perform on a monthly basis;	17
Apr-18	Occupational Safety and Health	Emergency Preparedness	Less than the 10 percent of the workforce are trained in firefighting.	Train 10 percent of the workforce in firefighting.		5
Apr-18	Occupational Safety and Health	Emergency Preparedness	Evacuation map in building 32 is inaccurate.	Update the evacuation plan in building 32 accordingly.	The evacuation has been updated to reflect the floor layout.	5
Apr-18	Working Time	Regular Hours	The employer has not posted the factory's working hours.	Post factory's working hours.		17

BETTER WORK HAITI – 19TH SYNTHESIS REPORT



Factory: Interamerican Woven S.A.
Location: Port-au-Prince
Number of workers: 369
Date of registration: Oct-09
Date of last two Better Work assessments: Aug-19 Aug-18

Advisory and Training Services

11-Sep-19	Training	Hazard risk management and control training
6-Aug-19	Advisory meeting	Advisory meeting with management to review all support documents needed for a BWH audit. PICC meeting on role and responsibility of PICC members.
26-Jul-19	Bipartite Committee Meeting	Bipartite Committee Meeting on PICC guidelines and good practices to hold a bipartite meeting.
1-Jul-19	Advisory meeting	Advisory Meeting with management on Improvement plan and general updates. Review of documentation and specifically management system documents. Factory OSH tour to validate the remediation with OSH committee members.
28-Jun-19	Advisory meeting	Presentation of the Compliance Officer and discussion around OSH persistent non compliance.
7-Jun-19	Training	Human Resource Management Training
3-May-19	Advisory meeting	Advisory meeting with management on Improvement plan and general updates. Review of documentation and specifically management system documents. Factory OSH tour to validate the remediation. PICC awareness with workers and supervisors.
2-May-19	Training	HIV/AIDS awareness and prevention training
27-Apr-19	Training	Introduction to Occupational Safety and Health Training
21-Mar-19	Advisory meeting	Advisory meeting with management on Improvement plan and general updates. Review of documentation and specifically management system documents. Factory OSH tour to validate the remediation.
26-Feb-19	Advisory meeting	Meeting with management on factory updates. Discussion on the improvement plan. Review of documentation. Discussion on the strategy to re-implement the PICC meeting. Discussion on the training plan.
25-Jan-19	Bipartite Committee Meeting	Bipartite committee meeting on the objectives of the audit and the role of the bipartite committee after and before an audit.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment May 2019						
Aug-19	Compensation	Paid Leave	The factory only paid 6 weeks for maternity leave instead of 12 weeks.	Pay OFATMA employer's contribution. Collect and forward workers' contribution to OFATMA.		61
Aug-19	Compensation	Social Security and Other Benefits	Declaration of an underestimated payroll and late payment of contributions to OFATMA.	Pay OFATMA contribution for work related accidents for fiscal year 2018-2019.		61
Aug-19	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance. Pay employer's contribution to OFATMA.		61

Aug-19	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance. Collect and forward workers' contribution to OFATMA.		61
Aug-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabeled containers of Solvent in the pad print area and in the ink mixing area.	Label all chemical used in the workplace.	The factory labeled all the containers in the pad print area and in the ink mixing area.	43
Aug-19	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS was not available for the Solvent in the pad print area, in the cutting section and in the ink mixing area.	Ensure that MSDS is available where chemicals are used and stored.	Factory ensured that MSDS are available where chemicals are used and stored.	43
Aug-19	Occupational Safety and Health	Worker Protection	Management did not provide proper mask to workers in Pad Print and spot cleaning area.	Provide proper mask to workers in Pad Print and spot cleaning area.		11
Aug-19	Occupational Safety and Health	Worker Protection	One worker was not using gloves and goggles while using a drilling machine. No documented evidence of training provided.	Provide training on the safe usage of dangerous machine. Provide training evidence.	Factory provided training the personal protective equipment.	24
Aug-19	Occupational Safety and Health	Worker Protection	Electrical risk such as improper isolation of electrical wires, unlabeled breakers and junction boxes found opened.	Safeguard all electrical equipment. Ensure that maintenance is regularly done. Keep checklist updated for a proper monitoring.		46
Aug-19	Occupational Safety and Health	Working Environment	Workplace temperature exceed the recommended limit of 30 C.	Maintain the temperature level to a maximum of 30 C.		43
Aug-19	Occupational Safety and Health	Working Environment	Noise levels were over 90 dB in cutting and packing.	Ensure that noise level does not exceed 90 dB.		11
Aug-19	Occupational Safety and Health	Working Environment	Insufficient lighting level in sewing, quality, packing and pressing sections.	Ensure that light level is acceptable in all section of the workplace.		24
Aug-19	Occupational Safety and Health	Working Environment	Dust observed in the electrical boxes. Fabric waste were also scattered around the workplace.	Maintain electrical equipment regularly. Keep log when doing check and control.		6
Aug-19	Occupational Safety and Health	Welfare Facilities	No soap was available in both male and female's toilet in building 29.	Ensure that soap is available during working hours.		11
Aug-19	Occupational Safety and Health	Health Services and First Aid	No systematic health checks provided within the first three months of hiring.	Ensure that workers receive health checks within the first three months of hiring.		11

Aug-19	Occupational Safety and Health	Health Services and First Aid	Factory does not provide workers with systematic annual health check.	Ensure that workers receive an annual health check.		11
Aug-19	Occupational Safety and Health	Emergency Preparedness	One smoke detector has been placed outside the stock trim therefore, it will not be able to detect smoke.	Install a smoke detector in the stock trim.	The factory has installed a smoke detector in the stock trim warehouse.	24
Aug-19	Occupational Safety and Health	Emergency Preparedness	One fire extinguisher was under pressure in building 10 and another one not properly mounted in the Generator room.	Check the fire extinguisher on a daily basis. Fix the under pressured fire extinguisher and properly mount the fire extinguisher in the Generator room.	The factory fixed the extinguisher that was under pressure and properly mount the one in the generator room.	43
Aug-19	Occupational Safety and Health	Emergency Preparedness	Fire escape routes in building 10 and 5 are not clearly marked.	Mark clearly the escapes routes.		11
Aug-19	Occupational Safety and Health	Emergency Preparedness	Assessors noticed escape route was obstructed by fabrics and boxes in cutting area of building 10.	Ensure that escape routes remained unobstructed during working hours.		11
Assessment November 2018						
Aug-18	Discrimination	Interference and Discrimination	Termination of union leaders for invalid reasons.	Reinstatement of this union leader, with compensation for back pay.		
Aug-18	Compensation	Overtime Wages	Not all overtime hours are paid.	Pay overtime hours to workers who worked overtime. Inform workers that workers spent on bathroom after 4pm will not be compensated.	Workers have been informed that time spent between 4:00 and 4:25 PM using restrooms will not be compensated. Evidence was provided that workers are informed and accurately paid for all overtime hours worked.	
Aug-18	Compensation	Paid Leave	Workers eligible for maternity leave only receive 6 weeks as the factory is not registered in OFATMA for maternity and health insurance.	Register in OFTAMA health and maternity insurance.	IW is launching the process of registering its workers to OFATMA maternity and Health insurance. Management hope to complete it before the end of the year.	
Aug-18	Compensation	Social Security and Other Benefits	ONA contributions are late and based on a fixed salary for all workers.	Pay 6 percent of the worker's basic salary to ONA for the employer contribution. Ensure the payment is on time as prescribed by the law.	The factory has adapted its method of paying ONA, starting October 1st 2018, to reflect exactly the presence of the workers instead of the 5-day week method which was adopted in an effort not to penalize the workers.	

Aug-18	Compensation	Social Security and Other Benefits	ONA contributions are late based on a fixed salary for all workers.	Pay 6 percent of the worker's basic salary to ONA for worker contribution. Ensure the payment is on time as prescribed by the law.	The factory is now paying ONA on a monthly basis, for workers' contribution, 6% of their basic salary, excluding their overtime pay, as stipulated in the Haitian labour code.	
Aug-18	Compensation	Social Security and Other Benefits	The amount paid by the employer to OFATMA is less than 3 percent of the workers' base salary for the work related accident insurance.	Adjust the OFATMA payment for work related accident to 3% of the workers' base salary.		
Aug-18	Compensation	Social Security and Other Benefits	The factory has not registered with OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance.	The factory has forwarded all requested document to OFATMA for the workers' registration.	
Aug-18	Compensation	Social Security and Other Benefits	The factory has not registered with OFATMA for maternity and health insurance.	Collect and forward the deductions to OFATMA for maternity and health insurance.	The factory has forwarded all requested document to OFATMA for the workers' registration.	
Aug-18	Contract and Human Resources	Employment Contracts	The internal rules are less favourable than the worker's contracts regarding working time.	Pay the overtime worked.	All overtime hours are properly reported and workers are duly paid for all overtime hours worked.	
Aug-18	Contract and Human Resources	Contracting Procedures	Welding workers not provided with insulated gloves, boots, goggles and ear plug.	Provide PPE to workers when necessary.	The factory provided PPE to workers when necessary. Workers has to sign an awareness form to acknowledge the receipt of the equipment.	
Aug-18	Occupational Safety and Health	OSH Management Systems	OSH policy has not been developed in consultation with workers representatives.	Update the OSH policy in consultation with workers and their representatives.	IW's written OSH policy has been revised and signed by management and all members of OSH committee.	
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Incomplete inventory of chemicals and hazardous substances used in the workplace.	Assign clear responsibility to OSH compliance manager Train OSH committee on chemical handling.	Former OSH officer has been replaced and newly hired OSH officer will be properly trained to accurately perform all OSH-related duties. Training on chemical handling was completed.	
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Several unidentified containers of chemicals.	Identify all containers used in the workplace. Assign clear responsibility for the labelling of the chemical and hazardous substances.	All container used are identified and labelled.	

Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals were not properly stored.	Ensure that chemical is properly stored.	Chemical are kept in an umbrageous area and an adequate cabinet is available to store all chemicals .	
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS was not available for spot remover, WD 40, Aero brand inks, Mist spray 200 and Spray Adhesive.	Ensure that MSDS are available for all chemical used in the workplace.	MSDS are available for all chemical used in the workplace.	
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Eye wash station in the spot cleaning was not operational.	Ensure that washing facilities are available near area where chemical and hazardous substances are used.	Eyewash station in spot cleaning of Building 29 has been repaired.	
Aug-18	Occupational Safety and Health	Worker Protection	Management did not provide ear plug for workers in the press section where the music was recorded to be at 94dB.	Provide earplugs to workers in the press section	Earplugs are provided to workers in the press section.	
Aug-18	Occupational Safety and Health	Worker Protection	No evidence of training on safe usage of machines.	Train workers on the importance of the guards installed on their machines.	Factory has conducted training on the importance of machine guards and workers have been informed of measures in place to reinforce discipline. Factory also has on ongoing training plan over the year.	
Aug-18	Occupational Safety and Health	Worker Protection	Some standing workers were not provided with foot rests or shock absorbing mats and several chairs missing backrest.	Ensure that all the chairs provided to workers are equipped with back rest.		
Aug-18	Occupational Safety and Health	Worker Protection	More than 30 percent of all machines in Building 30 were missing pulley guards.	Ensure that all the sewing machines are equipped with required safety guards.	IW has a system in place. The factory is doing training on a more regular basis on the importance of the guards and will take measures to reinforce discipline.	
Aug-18	Occupational Safety and Health	Worker Protection	One uncovered electrical boxes with exposed wires in the compressor room.	Ensure that the electrical system is properly maintained and safeguarded.	The electrical system is properly maintained on a weekly basis. The wire of the pressing machine were properly covered within the week of the assessment visit.	
Aug-18	Occupational Safety and Health	Worker Protection	Several electrical panels were missing hazard signs.	Post hazard signs on the electrical panels.	Management has already ordered everything to set up the building to be compliant. Hazard signs have been posted on all electrical panels of building	
Aug-18	Occupational Safety and Health	Working Environment	Temperature level exceeded the recommended 30 C.	Monitor the temperature level to a maximum of 30 C.	Additional fans have been installed throughout facility and temperatures are being monitored by an application.	

Aug-18	Occupational Safety and Health	Working Environment	The noise level exceeded 90dB in the pressing section.	Ensure that the noise level comply with Better Work recommendation.	This was corrected the same day of the audit, as it was caused by a speaker next to the pressing area of Building 30 that was louder than acceptable db. Now all is within acceptable levels.	
Aug-18	Occupational Safety and Health	Working Environment	The light levels were inadequate in the sewing and packing sections.	Ensure that the light level is acceptable and comply to Better Work recommendation.	Factory has complied to this requirement. Bulbs with higher levels of luminosity have been installed in all sections mentioned above and levels have been monitored and kept in compliance.	
Aug-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Ensure that the factory is compliant with the number of toilets in regard with the workforce.	SONAPI has already come to factory for assessment and will start building new bathrooms at the end of the month (November 2018).	
Aug-18	Occupational Safety and Health	Welfare Facilities	Soap was not available in the men's toilets.	Ensure soap is available for the use of the workers.	At time of assessment, a bar of soap was available in the men's bathroom of building 10, however the liquid soap dispenser was broken. Management added new soap dispensers and replaced the broken one.	
Aug-18	Occupational Safety and Health	Welfare Facilities	Eating area cannot accommodate all the workforce at once.	Ensure that the eating area can accommodate all the worker.	SONAPI does provide and administer a general cafeteria facility that several workers chose not to use.	
Aug-18	Occupational Safety and Health	Health Services and First Aid	Factory did not provide workers health checks within the first three months of hiring.	Ensure that workers receive the health checks within the first 3 month of hiring.	Management provided proof that 70 per cent of workers were provided health checks within the first 3 months of hiring.	
Aug-18	Occupational Safety and Health	Health Services and First Aid	Factory did not provide health checks to workers exposed to work-related hazards.	Ensure that workers exposed to work-related hazards receive at least 2 health checks throughout the year.	Factory completed all health checks for workers using hazardous materials or substances.	
Aug-18	Occupational Safety and Health	Health Services and First Aid	Factory does not provide free annual health checks to workers.	Ensure that workers receive a free annual medical check.	The factory decided to pay globally the yearly cost of the Health Cards and let OFATMA handle the work flow at its pace.	

Aug-18	Occupational Safety and Health	Health Services and First Aid	Insufficient number of medical staff.	Have a compliant number of nurse regarding the workforce.	Factory employs 3 full-time nurses, 1 doctor present 3 times a week and on-call the rest of the week, and one supervisory doctor who visits frequently. With the current workforce, it represent a sufficient medical staff	
Aug-18	Occupational Safety and Health	Health Services and First Aid	Expired products found in one First Aid box.	Ensure to check the first aid box in a regular basis.	The expired product was removed from the first aid box. A regular check is performed on a weekly basis to control the first aid box.	
Aug-18	Occupational Safety and Health	Emergency Preparedness	No fire alarm system in building 5.	Install a fire alarm in building 5.	Fire alarm has been completely installed in building 5 and is fully functioning.	
Aug-18	Occupational Safety and Health	Emergency Preparedness	Several fire extinguishers were missing and some fire extinguishers were not identified and missing the inspection tag in building 5.	Identify all available fire extinguishers.	All fire extinguisher are identified and regularly maintained.	
Aug-18	Occupational Safety and Health	Emergency Preparedness	No evacuation plan is available in building 10 and 5.	Post the evacuation plan in buildings 5 and 10. Update the evacuation plan to reflect the reality of the workplace.	Evacuation plans have been implemented and posted in both buildings 10 and 5.	
Aug-18	Occupational Safety and Health	Emergency Preparedness	One emergency exit locked during working hours.	Ensure that emergency exit remained unlocked during the working time.	The exit was unlocked during the assessment visit.	
Aug-18	Occupational Safety and Health	Emergency Preparedness	One fire drill was conducted within a year.	Ensure that an emergency drill occurs every 6 months.	Emergency fire drill scheduled for the 27 of November 2018. It will also ensure that drills occur every six months.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT


Factory: LIFE S.A
Location: Port-au-Prince
Number of workers: 137
Date of registration: Jun-15
Date of last two Better Work assessments: Oct-17

Oct-18

Advisory and Training Services

9-Aug-19	Advisory meeting	Advisory meeting with management to discuss the new worker's contracts. Review of management system documents and compensation documents. Factory tour to validate the remediation.
28-Jun-19	Advisory meeting	Advisory meeting with management to discuss the improvement plan and factory's updates. Follows up on last visit recommendations. Factory tour to validate remediation.
7-Jun-19	Advisory meeting	Advisory meeting with management to discuss the use of the portal and the needs of the factory. - Factory tour: OSH issues diagnosis. - OSH Management Systems brief interview.
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health
21-Mar-19	Advisory meeting	Advisory meeting to discuss with management on improvement plan and general update. Review of documentation. Factory tour to validate the progress.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment December 2018						
Oct-18	Compensation	Paid Leave	Factory pays for 6 weeks while it is not registered with OFATMA for health and maternity insurance.	Comply with the law and register with OFATMA for and Health maternity insurance.		6
Oct-18	Compensation	Social Security and Other Benefits	The factory is not affiliated with OFATMA for health and maternity insurance.	Comply with the law and register with OFATMA for maternity and Health insurance. Collect and forward the related deductions on a monthly basis.	The factory sent the registration form to OFATMA for maternity and health insurance in order to complete the process.	30
Oct-18	Compensation	Social Security and Other Benefits	The factory is not affiliated with OFATMA for health and maternity insurance.	Comply with the law and register with OFATMA for maternity and Health insurance. Collect and forward the related deductions on a monthly basis.	The factory sent the registration form to OFATMA for maternity and health insurance in order to complete the process.	30
Oct-18	Contract and Human Resources	Employment Contracts	Several copies of workers contracts are not dated and signed.	Ensure that all the workers' contracts are signed and dated. Have a reliable process to ensure that all the workers' files are properly documented. Assign a dedicated staff to follow up on the regularity of workers documents.	At end of 2018, management terminated all workers to submit new temporary contracts. All new contracts are signed both by management representative and concerned worker.	6
Oct-18	Occupational Safety and Health	OSH Management Systems	The OSH committee is not functioning.	Ensure to have a functioning health and safety committee.		6
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals inventory is not complete and updated.	Ensure that the inventory has all the necessary information (location, quantities, etc.) and is kept updated.	The management updated the chemical inventory during the assessment visit.	30

Oct-18	Occupational Safety and Health	Worker Protection	The generator was not properly grounded.	Ensure that electrical panels located in the generator and compressor area are properly safeguarded and sealed. Ensure that the generator is grounded.		6
Oct-18	Occupational Safety and Health	Working Environment	Temperature level exceeded 30C.	Ensure that the temperature level is acceptable.		30
Oct-18	Occupational Safety and Health	Working Environment	Light level was inadequate in the inspection section.	Ensure that the light levels are acceptable in the quality section.		6
Oct-18	Occupational Safety and Health	Emergency Preparedness	Inaccuracy of the evacuation plan	Update the evacuation plan to include a clear evacuation path.		18
Assessment July 2018						
Oct-17	Compensation	Social Security and Other Benefits	Inaccuracy of ONA's deductions.	Calculate ONA deductions based on worker's base salary.	All payments are included in the calculation of ONA except overtime.	
Oct-17	Compensation	Social Security and Other Benefits	Inaccuracy of ONA's deductions.	Make the ONA payment accordingly. Ensure to pay ONA's deduction on time.	All payments are included in the calculation of ONA except overtime.	
Oct-17	Compensation	Social Security and Other Benefits	The factory is not affiliated with OFATMA's maternity and health insurance.	Register with OFATMA for maternity and health insurance		
Oct-17	Compensation	Social Security and Other Benefits	The factory is not affiliated with OFATMA's maternity and health insurance.	Register with OFATMA for maternity and health insurance		
Oct-17	Occupational Safety and Health	OSH Management Systems	The OSH policy is not signed by top management and was not developed in consultation with workers representatives.	Review the OSH policy. Obtain top management signature.	The OSH policy is signed by top management.	
Oct-17	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory does not maintain an updated inventory of the chemicals and hazardous substances used.	Keep an updated inventory of chemicals and hazardous substances used in the workplace.	The factory keeps an inventory of chemical substances used in the workplace	
Oct-17	Occupational Safety and Health	Worker Protection	Some standing workers were not provided with foot rests or shock absorbing mats.	Provide foot rests or shock absorbing mats to standing workers.	Factory equipped all inspection tables with footrests. All standing workers has been trained about their usage	
Oct-17	Occupational Safety and Health	Working Environment	Temperature level exceeded 30C.	Ensure that the temperature level, inside the workplace is under 30C		
Oct-17	Occupational Safety and Health	Health Services and First Aid	No health checks provided to workers within the first three months of hiring.	Ensure that workers receive proper health checks within the first three months of hiring	The factory hired a doctor who comes 3 times a week and 1 Saturday a month to provide health checks to workers.	

Oct-17	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers with proper annual health checks	Ensure that all workers received an annual check. Properly Document all the evidences of annual checks provided.	The factory hired a doctor who comes 3 times a week and 1 Saturday a month to provide health checks to workers.	
Oct-17	Occupational Safety and Health	Health Services and First Aid	Insufficient number of medical staff.	Ensure to have a permanent onsite medical service with at least, 1 nurse and 2 doctor's visits per week.	The factory has a permanent onsite medical staff with 1 nurse and 3 doctor's visits per week. Also the doctor comes 1 Saturday every month.	
Oct-17	Occupational Safety and Health	Emergency Preparedness	Inaccuracy of the evacuation plan	Update the evacuation plan in the fabric warehouse		

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: MAS AKANSYEL S.A
Location: Caracol
Number of workers: 880
Date of registration: Jun-17
Date of last two Better Work assessments: Nov-17 Jan-19

Advisory and Training Services

1-Oct-19	Boiler safety Training	Bo
31-Jul-19	Preventing and Addressing Sexual Harassment (Management and Supervisory) Training	
31-Jul-19	Workers Rights and Responsibilities Training	
30-Jul-19	Building Bridges Workshop	
30-Jul-19	Advisory visit to perform documentation review and OSH committee meeting.	
29-Jul-19	Risk Management & Control Training	
3-Jul-19	Workers Rights and Responsibilities Training	
13-May-19	Negotiation Skills Training	
10-May-19	Factory visit to hold OSH & ERB committee and debriefing with management.	
10-May-19	HIV/AIDS Awareness and Prevention Training	
9-May-19	Factory Visit to review progress on improvement plan (chemical Inventory, termination payments, OSH assessments)	

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment January 2019						
Jan-19	Compensation	Overtime Wages	The factory needs an authorization from MAST to work 9 regular hours from Monday to Friday.	Obtain authorization from MAST to work 9 regular working hours a day.		8
Jan-19	Compensation	Social Security and Other Benefits	The factory has not contributed yet to OFATMA for work-related accident insurance for the fiscal year 2018/2019.	Ensure contribution to OFATMA for work-related accident insurance for the fiscal year is current as required.	Payment has been made and the factory is current	2
Jan-19	Contract and Human Resources	Termination	Calculation for termination notice payments is not based on the average salary for the last 3 months	Ensure notice payment to terminated workers are based on the average salary for the last 3 months	Factory now uses 6 months of pay to calculate the average.	2

Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory does not maintain an inventory for all chemicals and hazardous substances used in the workplace.	Assign a person responsible for updating inventories of all hazardous substances in the various locations where they are stored or used	Chemical Inventory is updated. The Assistant for Compliance & Operation is in-charge of maintaining the Chemical Inventory.	23
Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	During the factory tour, assessors found unidentified containers of thinner, Alcohol, liquid soap all around the workplace.	Properly label chemicals and hazardous substances including name in local language and hazard pictogram. Assign responsibilities for chemical handling.	Chemical Management plan is implemented & now all the chemicals are labelled properly & stored as per the standard	23
Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were posted in some areas where chemicals are stored or used.	Assign dedicated person in OSH committee to ensure that MSDS are available in local language for all chemicals.	OSH committee members work with compliance assistant to post and maintain all MSDS	23
Jan-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessors observed that no washing facility was available near the spot cleaning where chemical and hazardous substance are used.	Provide washing facility to the spot cleaning areas and where all chemical and hazardous substance are used.	Factory purchased Eyewash station & is being installed	2
Jan-19	Occupational Safety and Health	Worker Protection	Workers in the spot cleaning section were provided with dust mask which is inappropriate for the risks of chemical inhalation.	Distribute appropriate mask to workers of the spot cleaning section to protect against the risks of chemical inhalation.		8
Jan-19	Occupational Safety and Health	Worker Protection	No evidence of training records with date and number of participants on the proper use of machines and personal protective equipment.	Conduct and keep evidence of training records with date and number of participants	Training was performed on June 2019	2
Jan-19	Occupational Safety and Health	Worker Protection	Several standing workers in packing area and in the training area were observed without shock absorbing mats.	Ensure availability and distribution of shock absorbing mats to standing workers where appropriate.	Shock absorbing mats were distributed to all standing work stations	2
Jan-19	Occupational Safety and Health	Working Environment	Workplace temperature in the quality and packing sections exceeds 31 C .	Use electrical exhaust fans or cooling system. Monitor workplace temperature on a regular basis.		23

Jan-19	Occupational Safety and Health	Working Environment	Noise levels exceed 90DB in the quality section.	Provide ear muffs to workers in that section if noise cannot be controlled below 90DB 2. Perform random noise level measurements.		8
Jan-19	Occupational Safety and Health	Health Services and First Aid	Management did not arrange 2 yearly medical checks for workers exposed to work related hazards.	Arrange with OFATMA to have 2 yearly medical checks for workers exposed to work related hazards	OFATMA is the responsible party to perform the health checks to workers. The company has reminded them several time on this & still awaits for them	8
Jan-19	Occupational Safety and Health	Health Services and First Aid	Management did not arrange one annual medical check for all the workers.	Arrange with OFATMA to have annual medical check for all the workers.	OFATMA is the responsible party to perform the health checks to workers. The company has reminded them several time on this & still awaits for them	8
Jan-19	Occupational Safety and Health	Health Services and First Aid	One expired product named Neosporin was found in two first aid boxes.	Assign dedicated person from OSH committee to perform weekly checks of first aid boxes with factory nurse. Maintain inventory log with expiration dates of all products as appropriate	First aid boxes are checked & verified that, there is no any expired products. This has confirmed by factory doctor	2
Jan-19	Occupational Safety and Health	Health Services and First Aid	Workers trained in first-aid were less than the recommended 10 percent of the workforce.	Conduct first aid training for recommended 10 percent of the workforce. Maintain dates, names and number of participants.	Factory requested training from the industrial park OSH department since early March in 2019	8
Jan-19	Occupational Safety and Health	Emergency Preparedness	One alarm in the stock trim warehouse that was obstructed and not visible to everyone in the workplace.	Assign responsible person from OSH committee for fire detection system monitoring. Ensure that fire detection systems are visible and not obstructed	This is monitored daily by Assistant Compliance	2
Jan-19	Occupational Safety and Health	Emergency Preparedness	Fire extinguishers with low pressure in the spare parts room and unidentified and not properly mounted in stock trim warehouse.	Assign responsible person from OSH committee for fire extinguisher monitoring. Submit weekly reports to compliance manager	Responsible person from OSH committee for fire extinguisher monitoring is active	2

Jan-19	Occupational Safety and Health	Emergency Preparedness	Evacuation maps are not posted on the floor. In addition the evacuation map does not show the escape routes, the exits and fire extinguishers.	Ensure updated evacuation maps are posted on the floor. Ensure that the updated maps display escape routes, exits and fire extinguishers.	In the process of scaling to larger sizes in order to post on the floor	8
Jan-19	Occupational Safety and Health	Emergency Preparedness	Escape routes were blocked by sewing machines in the sewing lines	Improve induction training on emergency preparedness. Inform the supervisor about their responsibilities to ensure escape routes are not obstructed. Assign someone from OSH committee to perform random OSH tours.		8
Jan-19	Occupational Safety and Health	Emergency Preparedness	Flammable material such as piles of cardboard boxes stacked on top of each other next to an electric panel.	Ensure that all flammable items are properly stored.	Items are properly stored & daily monitoring is done by Head of Compliance	2
Jan-19	Working Time	Regular Hours	The factory needs to show authorization from MAST to work 9 regular hours per day from Monday to Friday.	Show actual authorization from MAST to work 9 regular hours.		8
Assessment November 2017						
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	There was no eye wash station installed where chemicals are stored at the time of the assessment.	Ensure that properly functioning eye wash stations are accessible where chemicals and hazardous substances are stored.		
Nov-17	Occupational Safety and Health	Working Environment	Workplace temperature exceed 31 C in all sections.	Use electrical exhaust fans or cooling system. Monitor workplace temperature on a regular basis.		
Nov-17	Occupational Safety and Health	OSH Management Systems	No evidence of a general occupational safety and health assessment were available.	Maintain accessible internal OSH assessment reports.	Factory documents and centralizes all records of internal assessments to render more accessible for external assessors.	

Nov-17	Occupational Safety and Health	OSH Management Systems	The factory OSH policies were not developed through consultation with workers and their representatives.	Management to secure a date with bipartite committee to discuss/revise OSH policy based on mutual consultations.	OSH policy has been discussed in bipartite committee for input from worker representatives.	
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Factory does not maintain an inventory of chemicals and hazardous substances used in the workplace.	Set up inventory management system for the appropriate storage, tracking and labelling of chemicals and hazardous substances used in the workplace.		
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessors observed unidentified bottles of oil and thinner in the mechanic shop.	Set up inventory management system for the appropriate storage, tracking and labelling of chemicals and hazardous substances used in the workplace.		
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals and hazardous substances were not stored properly.	Set up inventory management system for the appropriate storage, tracking and labelling of chemicals and hazardous substances that are in use.		
Nov-17	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were posted in the area where chemicals are stored near the mechanic shop.	Post MSDS for all chemicals used in the workplace, including the mechanic shop		
Nov-17	Occupational Safety and Health	Worker Protection	All electrical boxes lacked a warning sign.	Prepare and post safety warnings for all electrical boxes.	Safety warnings were posted	
Nov-17	Contract and Human Resources	Employment Contracts	The factory has internal work rules that are not yet approved by the Ministry of Labour.	Obtain approval from the labour ministry for internal rules and post on factory floor.	Internal work rules were approved by the labour ministry.	
Nov-17	Contract and Human Resources	Termination	Termination records reveals that at the time of the termination of employment, the payment of the workers does not include the annual salary supplement or bonus.	Properly calculate and pay salary supplement or bonus as part of severance payments.		
Nov-17	Occupational Safety and Health	Health Services and First Aid	The first aid boxes were stored in the office of human resources. .	Ensure that all first aid boxes are accessible to workers on the factory floor.	All first aid boxes are accessible by workers on the factory floor.	

BETTER WORK HAITI – 19TH SYNTHESIS REPORT



Factory: Modas BU IL S.A.
Location: Port-au-Prince
Number of workers: 1503
Date of registration: Aug-14
Date of last two Better Work assessments: Mar-18

Apr-19

Advisory and Training Services

19-Aug-19	Advisory meeting	OSH tour with a focus on Boiler and fire safety. Follow up on emergency preparedness and other persistent non compliance issues.
30-Jul-19	Advisory meeting	Meeting with management to finalize the progress report 1 and verify the improvements.
27-Apr-19	Training	Workers Training - Introduction to Occupational Safety and Health
27-Apr-19	Training	Workers Training - Introduction to Occupational Safety and Health
12-Apr-19	Advisory meeting	Meeting with management to discuss union termination issue
5-Apr-19	Bipartite Committee meeting	Bipartite committee meeting to reflect on the progress accomplished during the past cycle. Factory tour.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment April 2019						
Apr-19	Freedom of Association and Collective Bargaining	Interference and Discrimination	Termination of 11 union committee members. Management expressed the reason was lack of production orders in the sewing lines they were assigned.	Reinstate all eligible terminated union leaders.	2 out of 11 unions leaders were reinstated.	6
Apr-19	Occupational Safety and Health	OSH Management Systems	No evidence of consultation with workers in doing the assessment and inform workers of the results.	Do weekly assessments and reports and keep reports available.	An OSH manager and officer were hired to conduct weekly assessments.	6
Apr-19	Occupational Safety and Health	OSH Management Systems	No hazard sign were posted where chemicals are stored and workers are doing welding works.	Ensure that all hazard signs are posted. Hire a OSH Officer for regular follow up	The factory posted the required hazard signs in near the entrance of building 52.	6
Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory keeps an inventory for chemicals. However, this is outdated as Green Power 100, Spot Remover, among others have not been included.	Keep an updated inventory of all chemicals used in the factory.	The factory keeps an inventory of chemicals with all required information.	18
Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	One unlabelled container of Clorox, thinner and liquid in the spot cleaning. Also two unlabelled container of liquid were observed in the fusing area.	Ensure that all chemicals containers are labelled	Unlabelled recipients have been tagged with names and we have all the containers labelled with	66
Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available in fusing and sample room of building 52	Post all required MSDS in local language	The factory installed the missing MSDS.	66

Apr-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Insufficient washing facilities in case of exposure of Chemicals and Hazardous Substances.	Install missing eye wash station	The compliance, and the maintenance team were fixed all those issues, by building eyewash stations everywhere they need it.	18
Apr-19	Occupational Safety and Health	Worker Protection	The factory does not provide PPE to workers working at height in the fabric warehouse.	Provide training and missing PPE to workers working at height in the fabric warehouse.	Compliance team was provided them protection belts. They were also trained on how to use them.	6
Apr-19	Occupational Safety and Health	Worker Protection	Shock absorbing mats were missing in the spot cleaning section of building 53.	Provide shock absorbing mats to all standing workers.	Additional fatigue mats were purchased and provided to workers.	6
Apr-19	Occupational Safety and Health	Worker Protection	Entry point in electrical panels are not sealed and combustible materials such as cardboard are present inside the panel.	Ensure that the electrical panels are kept free and clean from any combustible materials.	Electric panels are sealed, cleared from any combustible materials. Electrical equipment is grounded.	6
Apr-19	Occupational Safety and Health	Working Environment	Workplace temperatures: Outside temperature was 32.7 C Quality section- 33 C Packing section- 32.8 C Sewing section- 33 Pressing section 33.3	Reduce the temperature in the workplace	The factory repaired all fans and purchased additional ones for fusing area.	66
Apr-19	Occupational Safety and Health	Working Environment	Noise levels are unacceptable in the cutting section: 93.2 dB	Maintain the sound level under 90 Db.	Speakers repaired to adjust noise level. Internal assessment after the repairs shows all areas under 90 Db.	18
Apr-19	Occupational Safety and Health	Working Environment	The level of lighting in the workplace is unacceptable: Sewing section- 242 Lux Packing section- 464 Lux Pressing section- 269 Lux	Keep adequate light levels in all sections.	The factory replaced the defective lights.	18
Apr-19	Occupational Safety and Health	Welfare Facilities	The factory has 66 functioning toilets for women and 17 for men. Based on the current workforce, the factory should have 16 functioning toilets for men and 74 for women.	Increase the number of toilets for women.	Toilets are kept clean and in good conditions.	42
Apr-19	Occupational Safety and Health	Health Services and First Aid	The factory has 4 full time nurses and 3 doctor's visits per week. The factory must have a permanent onsite medical service, with at least 7 nurses.	Increase the number of medical staff.	The factory has 9 first aids team members, 4 full time nurses and 3 doctor's visits per week.	78

Apr-19	Occupational Safety and Health	Health Services and First Aid	The first aid box # 7 could not be opened because the key was lost.	Replace the missing locks and ensure that all first aid kits are available.	The compliance team replaced the lock. Compliance team is doing regular checks.	42
Apr-19	Occupational Safety and Health	Health Services and First Aid	16 out of 1503 workers were trained in first aid, which is less than the 10 percent of the workforce recommended by Better Work.	Train 10 percent of the workforce in first aid.	The factory trained 42 workers in first aid.	42
Apr-19	Occupational Safety and Health	Emergency Preparedness	Access to one fire extinguisher in the packing area of building 53 was obstructed. In addition, one fire extinguisher was missing in packing and pressing section of building 52.	Keep all fire extinguishers properly maintained and unobstructed.	The access to the extinguisher has been cleared and the missing one was replaced. The compliance team monitor this issue regularly.	42
Apr-19	Occupational Safety and Health	Emergency Preparedness	Escape route in the sewing line of building 53 was blocked by trolley of fabrics.	Ensure that all exits are kept clear and accessible.	A new warehouse manager was hired who ensure the safety measures in the area.	18
Apr-19	Occupational Safety and Health	Emergency Preparedness	One emergency exit locked in the stock trim of building 52.	Keep accessible, unobstructed, and/or unlocked emergency exits during working hours, including overtime.	A new warehouse manager was hired who ensure the safety measures in the area. The compliance team is monitoring on a regular	18
Assessment April 2018						
Apr-18	Compensation	Social Security and Other Benefits	The payment of the employer's contribution to ONA was late.	Ensure that ONA is paid every months within the first 10 days.	ONA payment were completed in a timely manner.	
Apr-18	Compensation	Social Security and Other Benefits	The employer collects workers' contribution to ONA on a regular basis. However, the payment of the workers' contribution to ONA is not submitted on time.	Ensure that ONA is paid every months within the first 10 days.	ONA payment were completed in a timely manner.	
Apr-18	Contract and Human Resources	Employment Contracts	Workers' contracts did not specify the hours of work as required by law.	Revise contracts to ensure that working hours are included.	The contracts were revised to specify the hours of work as required by law.	
Apr-18	Occupational Safety and Health	OSH Management Systems	The factory has a written OSH policy that has not been developed in consultation with workers and their representatives.	Shared this policy with workers' representatives to gather their feedback and update the OSH policy as required before signature.		
Apr-18	Occupational Safety and Health	Worker Protection	Several sewing machines missing safety guards.	Install the missing machine guards. Ensure regular monitoring and maintenance.	Missing safety guards have been installed. The mechanic team conduct regular monitoring and maintenance. The compliance officer conducts	

Apr-18	Occupational Safety and Health	Emergency Preparedness	No alarm system was installed in building 53 B.	Install alarm system were installed in building 53 B	The factory installed an alarm system in building 53 B.	
Apr-18	Occupational Safety and Health	Worker Protection	Batteries were placed on a wooden box instead of steel frame in the generator room. A damaged drill power cord was connected directly to an electrical panel in the same area.		OSH training provided to electrical maintenance workers. HR Manager and Compliance Manager monitor the area on a regular basis.	
Apr-18	Occupational Safety and Health	Welfare Facilities	The eating area can only accommodate 20 percent of the workers.	Add more chairs and tales in the eating area. Evaluate two shifts for lunch break.		
Apr-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers health checks within the first three months of hiring.	Provide workers health checks within the first three months of hiring. Keep adequate records.	The recruitment procedures were reviewed to request health certificate as part of the hiring process.	
Apr-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide health checks to workers exposed to work-related hazards.	Provide health checks to workers exposed to work-related hazards. Keep adequate records.		
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The chemicals inventory was incomplete.	Review procurement procedures to ensure that chemicals management is centralized. Ensure that one single inventory of all chemicals used in the workplace is maintained and updated. Communicate this new policy to all relevant staff.	The factory has one updated single inventory of all chemicals used in the workplace is maintained and updated. The factory has a chemicals management procedure.	
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals and hazardous substances such as Thinner used in the mechanic workshop and the fusing area were not properly labelled.	Review procurement procedures to ensure that chemicals management is centralized. Ensure that all chemicals used in the workplace are properly labelled. Communicate this new policy to all relevant staff.	All chemicals found in the workplace are labelled. The factory has a chemicals management procedure.	
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS were missing for some chemicals and hazardous substances.	Review procurement procedures to ensure that chemicals management is centralized. Ensure that MSDS are posted for all chemicals used in the workplace. Communicate this new policy to all relevant staff.	MSDS are posted for all chemicals used in the workplace. The factory has a chemicals management procedure.	
Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Workers were found using chemicals without PPE in the fusing area.	Provide PPE in the fusing section where workers were found using chemicals. Consider alternatives to reduce workers' exposure to chemicals in this area.	PPE were provided in the fusing section where workers were found using chemicals.	

Apr-18	Occupational Safety and Health	Chemicals and Hazardous Substances	There was no eye wash station in the spot cleaning near the entrance of floor 53 B and the Fusing area.	Install eye wash station in the spot cleaning near the entrance of floor 53 B and the Fusing.	Eye wash station was installed in the spot cleaning near the entrance of floor 53 B and the Fusing.	
Apr-18	Occupational Safety and Health	Worker Protection	Management did not provide gloves and masks for workers in the ironwork workshop shop area using Thinner.	Provide gloves and masks for workers in the ironwork workshop shop area using Thinner.	Earmuffs for workers in the generator room were provided .Gloves and masks were provided for workers in the ironwork workshop shop area using Thinner.	
Apr-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Hire 5 additional nurses as required by law.	0	
Apr-18	Occupational Safety and Health	Health Services and First Aid	Expired product were found in the first aid boxes.	Replace the expired products from the first aid boxes. Conduct regular OSH assessment to ensure the availability of proper products.		
Apr-18	Occupational Safety and Health	Health Services and First Aid	Less than the 10 percent of the workforce was trained in first aid.	Provide training in first aid to at least 10 percent of the workforce.	For Training of First Aid the Compliance already proceed of 10 percent of workers trained like 104 persons, we have the Attendance List of all workers received the training.	
Apr-18	Occupational Safety and Health	Working Environment	Temperature levels exceeded the recommended limits.	Purchase additional fans. Ensure that all exhaust fans are properly functioning. Request quotes for the installation of a cooling system and analyse feasibility.	Additional fans were purchased and installed on the floor.	
Apr-18	Occupational Safety and Health	Working Environment	Noise levels exceeded the recommended limits.	Reduce the volume of the music in the workplace. Ensure that all sewing and pressing machines are properly maintained to avoid additional noise.	The factory replaced some parts of the sound system to control the noise levels.	
Apr-18	Occupational Safety and Health	Working Environment	Light levels was below the recommended limits.	Conduct an inspection to verify if all light are functioning in the workplace and repair the broken ones. Ensure that regular maintenance is performed.	The factory replaced the deficient or missing bulbs to provide adequate lighting.	
Apr-18	Occupational Safety and Health	Emergency Preparedness	Some fire extinguishers were not easily accessible.	Provide OSH training for workers. Conduct regular inspection to ensure that fire extinguishers are not misplaced or obstructed.	The factory conduct regular inspection to ensure that fire extinguishers are not misplaced or obstructed. Additional OSH training was provided for the OSH committee.	

Apr-18	Occupational Safety and Health	Emergency Preparedness	Less than the 10 percent of the workforce was trained in firefighting.	Provide training in firefighting to at least 10 percent of the workforce.	96 New employees were trained in fire fighting.	
Apr-18	Occupational Safety and Health	Emergency Preparedness	The current evacuation plans in one building have not been updated to reflect the recently reorganized floor layout	Update the evacuation plan in the building and post on the floor.	The evacuation plan in building 52 was updated and posted on the floor.	
Apr-18	Occupational Safety and Health	Emergency Preparedness	Assessors observed that evacuation routes were obstructed.	The floor layout should be revised to ensure that evacuation routes are not obstructed	0	
Apr-18	Occupational Safety and Health	Emergency Preparedness	Flammable material such as fabric were observed inside 1 electrical panel in one of the building.	Keep all flammable material away from possible sources of ignition. Train the workers on OSH requirements. Conduct regular inspection to verify that flammable materials are properly solved.		
Apr-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Reallocate some men's toilets for women. Build additional toilets to meet legal requirements. Keep the existing toilets properly maintained	The factory requested SONAPI authorization to build more toilets.	
Apr-18	Occupational Safety and Health	Welfare Facilities	The results of the analysis of the drinking water revealed the presence of bacteria.	Share the results of the water test with the drinking water supplier and ensure that they take action to provide safe water. Identify potential new suppliers as possible alternatives. Conduct regular monthly test	The factory has a new water supplier and the results of the analysis of the drinking water confirmed that it was safe.	
Apr-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers with free annual health checks.	Provide workers with free annual health checks. Keep adequate records.	The factory started to provide annual medical checks to workers as required	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT


Factory: MGA Haiti S.A
Location: Port-au-Prince
Number of workers: 960
Date of registration: Oct-09
Date of last two Better May-18 Jun-19

Advisory and Training Services

11-Sep-19	Training	Risk Management & Control Training
29-Aug-19	Training	Chemical Management System Training
23-Aug-19	Training	Boiler Safety Training
14-Aug-19	Training	Preventing and Addressing Sexual Harassment (Management and Supervisory) Training
10-Jul-19	Training	Building Bridges workshop
6-Jun-19	Advisory meeting	Factory visit to discuss and update the improvement plan
27-Apr-19	Training	Introduction to Occupational Safety and Health Training

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment June 2019						
Jun-19	Compensation	Wage Information, Use and Deduction	Discrepancy in the payrolls reviewed for the last 3 months.	Ensure that information systems for working time and payroll are fully synchronized.	Factory corrected discrepancies between working time and payroll	3
Jun-19	Compensation	Paid Leave	Factory only paid 6 weeks for maternity leave instead of 12 weeks.	Complete registration with OFATMA for maternity and health care.	Factory registered with OFATMA for maternity and health	3
Jun-19	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Fulfill registration with OFATMA	Factory completed registration August 8th	3
Jun-19	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and health insurance.	Fulfill registration with OFATMA	Factory has registered with OFATMA	3
Jun-19	Occupational Safety and Health	OSH Management Systems	During the assessment visit management could not provide evidence of an assessment of general occupational safety and health.	Develop OSH assessment schedule monthly with OSH committee and document OSH findings on template provided		3
Jun-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory keeps an inventory of chemicals. However, the inventory was not updated at the time of the assessment visit. Also, the inventory does not include the location of the different storage area that exists in the factory. Management said they will update the inventory accordingly.	Update and monitor inventory for all products accordingly.		3

Jun-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessors found two unlabelled containers of Oil in the mechanic workshop and one unlabelled container of oil in the cutting section of building 17. In addition, the Gas tank was not identify in the generator room.	Ensure standard labelled containers are used in all areas of the factory as necessary.		3
Jun-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available in the mechanic shop of building 11 for cement, in the chemical storage area for silicon. Also, MSDS was missing for spot remover in the spot cleaning of building 17. Management said they will address this issues shortly.	Prepare and POST MSDS for all chemical products at the factory		3
Jun-19	Occupational Safety and Health	Worker Protection	More than 20 percent of all sewing machine are missing eye guards and pulley guards.	Perform weekly inspections of machine guards according to monitoring and maintenance system. 2.Documents inspections and repairs performed	Factory conducts random inspections of machine guards weekly	3
Jun-19	Occupational Safety and Health	Worker Protection	Assessors found the following issues: - Exposed electrical wires in building 11 near the second exit ; - One electrical panel was enclosed in a wooden box in the mechanic shop of building 17 on the other side of the Generator room; - Cable tray are made of combustible material in cutting section and boiler room; - Isolation of electrical wires not properly and mounted on wooden box in the mechanic workshop of building 17. - The generator is not grounded	Develop monitoring and maintenance system for electrical safety.		3
Jun-19	Occupational Safety and Health	Worker Protection	Assessors observed safety warnings sign were not posted on electrical panels in the Boiler room.	1.Ensure safety warning signs are posted on all electrical panels.	All Warning signs are posted	3
Jun-19	Occupational Safety and Health	Working Environment	Temperatures above recommended levels of 30 degree Celsius	Adopt adequate push and pull systems to maintain temperature below 30C		3

Jun-19	Occupational Safety and Health	Working Environment	The level of lighting in the workplace is unacceptable: Sewing section- 198 Lux Quality section- 1392 Lux Cutting section- 315 Lux Packing section- 240 Lux Pressing section- 269 Lux Better Work recommends a minimum of 300 lux for this section: Pressing section Better Work recommends a minimum of 500 lux for these sections: Sewing, cutting, packing Better Work recommends a minimum	Purchase better light bulbs reinforced by natural light penetration for better lighting		3
Jun-19	Occupational Safety and Health	Welfare Facilities	The factory has insufficient functioning toilets	Increase the number of functioning toilets, as required by Haitian laws.		3
Jun-19	Occupational Safety and Health	Welfare Facilities	Insufficient adequate eating area	Take measures to increasing eating space or have multiple lunches periods		3
Jun-19	Occupational Safety and Health	Health Services and First Aid	Factory not performing initial medical checks systematically	Ensure OFATMA performs medical checks for all personnel categories as needed	Factory outsourced medical checks to OFATMA as per labor code.	3
Jun-19	Occupational Safety and Health	Health Services and First Aid	Factory not performing medical checks systematically for workers exposed to chemical products	Ensure OFATMA performs medical checks for all personnel categories as needed	Factory outsourced medical checks to OFATMA as per labor code.	3
Jun-19	Occupational Safety and Health	Health Services and First Aid	Factory not performing annual medical checks for all workers	Ensure OFATMA performs medical checks for all personnel categories as needed	Factory outsourced medical checks to OFATMA as per labor code.	3
Jun-19	Occupational Safety and Health	Health Services and First Aid	Insufficient medical personnel.	Provide a permanent onsite medical service, with at least 6 nurses.		3
Jun-19	Occupational Safety and Health	Health Services and First Aid	1 First aid box could not be opened because the key was not available.	Have 2 sets of keys assigned to 2 different personnel within proximity of boxes	2 sets of keys are assigned to different personnel within proximity of the boxes.	3
Jun-19	Occupational Safety and Health	Health Services and First Aid	Insufficient workers trained in first aid	Ensure that at least 10% of the population is trained on first aid.		3
Jun-19	Occupational Safety and Health	Emergency Preparedness	Fire extinguisher in the fabric warehouse was overcharged.	Perform weekly checks of fire extinguishers Ensure Proper charge with hired 3rd party		3

Jun-19	Occupational Safety and Health	Emergency Preparedness	Evacuation plan of 1 building did not show emergency exits and escape routes in the mezzanine of this same building were not clearly marked.	Update the evacuation plan to reflect exact lay out of factory		3
Jun-19	Occupational Safety and Health	Emergency Preparedness	During the assessment visit escape route were obstructed with tables in the sewing lines of building 11 and 17	Work with OSH committee to ensure escape routes are not obstructed.		3
Jun-19	Occupational Safety and Health	Emergency Preparedness	Insufficient workers trained in fire fighting equipment.	Ensure at least 10% of the workforce is trained.		3
Jun-19	Working Time	Regular Hours	Insufficient mandatory break allowed to pregnant women	Ensure pregnant women receive 2 pauses of 30 minutes or 3 pauses of 15 minutes.		3
Jun-19	Working Time	Leave	Insufficient maternity leave for pregnant workers	Ensure that the workers have at least 6 weeks before their due date and 6 weeks after as required by law.		3
Assessment June 2018						
Jun-18	Compensation	Paid Leave	The factory only paid 6 weeks for maternity leave payments instead of 12 weeks.	Management is to re-engage and complete registration process with OFATMA for maternity and health in order to secure full benefit of 12 weeks for employees.		
Jun-18	Compensation	Social Security and Other Benefits	The factory has not yet registered with OFATMA for maternity and health insurance.	Management is to re-engage and complete registration process with OFATMA for maternity and health insurance.		
Jun-18	Compensation	Social Security and Other Benefits	The factory has not yet registered with OFATMA for maternity and health insurance.	Management is to re-engage and complete registration process with OFATMA for maternity and health insurance.		
Jun-18	Contract and Human Resources	Termination	Insufficient number of days paid to workers for annual leave regardless of the duration of their employment.	Ensure proper calculation of unused annual leave based on 1.25 day per month accumulation rate.	Annual leave is earned based on based on 1.25 day per month accumulation rate.	
Jun-18	Contract and Human Resources	Termination	Workers bonus payments upon termination are not based on 1/12 of their earnings for the current calendar year.	Calculate bonus payments upon termination based on 1/12 of worker's earnings for the current calendar year.	Workers terminated in July after recent assessment received 1/12th of total year to date gross earnings.	
Jun-18	Contract and Human Resources	Dialogue, Discipline and Disputes	Allegation of verbal abuse reported that foreign managers shout at workers , hit the tables and throw the shirts on the ground and asked workers to pick them up.	1. Schedule and complete training for managers and supervisors on verbal abuse. 2. Assign person responsible to monitor behaviour	No additional occurrences of verbal abuses have been reported.	

Jun-18	Occupational Safety and Health	OSH Management Systems	The OSH committee did not hold a meeting since October 2017.	1. Appoint new OSH officer. 2. Resume regular meetings of OSH committee with documented minutes for newly elected OSH committee members in 2018 elections.		
Jun-18	Occupational Safety and Health	OSH Management Systems	The employer failed to provide the receipt of acknowledgement from OFATMA for the month of November 2017.	Develop adequate document management system that could be available at any time for necessary internal consultation and upon request by appropriate 3rd party.	Management maintains back up copies of accidents report submitted.	
Jun-18	Occupational Safety and Health	OSH Management Systems	OSH policy was not developed in consultation with workers and their representatives.	1. Discuss OSH policy with newly elected bipartite committee members as soon as reasonably possible for inputs and suggestions. 2. Document in meeting minutes and modify if necessary with top management signature.		
Jun-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The chemical inventory does not include all the locations even though assessors found that chemicals were stored in different places.	Update and maintain a complete inventory of all chemicals used in factory premises with respective locations.		
Jun-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessors found one unidentified container of machine oil.	Ensure proper labelling of all containers that store products used in operations.		
Jun-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDSs were available for Airlubes and spot remover.	Conduct assessment of inventory of all chemical products used in the spot cleaning and ensure all MSDS are available.	Last advisory visit confirms MSDS's are posted.	
Jun-18	Occupational Safety and Health	Worker Protection	Earplugs and proper masks were not available for workers .	Ensure proper personal protection equipment are available including but not limited to earplugs, and proper masks.		
Jun-18	Occupational Safety and Health	Worker Protection	Assessors observed exposed wires, electrical panel enclosed in a wooden box and electrical outlets without cover.	1. Ensure wires are adequately covered. 2. Ensure electrical panels are not enclosed in flammable materials.		
Jun-18	Occupational Safety and Health	Worker Protection	One electrical panel was without appropriate safety warnings.	Ensure appropriate safety warnings on electrical panels throughout the factory.	Safety warning is now posted.	
Jun-18	Occupational Safety and Health	Working Environment	Workplace temperatures exceed 31 C in all sections of all buildings.	1. Use electrical exhaust fans or cooling system 2. Ensure that the air flow to and from the fans is not blocked. 3 Monitor workplace temperature on a regular basis		

Jun-18	Occupational Safety and Health	Working Environment	Insufficient lighting in some sections.	Explore and adopt lighting improvement measures accordingly to stay within recommendations.		
Jun-18	Occupational Safety and Health	Welfare Facilities	Eating area can accommodate only 50 percent of workforce.	1. Expand eating area for 100% of workers		
Jun-18	Occupational Safety and Health	Health Services and First Aid	Workers do not receive any medical checks within the first three months of being hired	Arrange systematic medical checks for newly hired workers		
Jun-18	Occupational Safety and Health	Health Services and First Aid	Out of 43 workers interviewed, 40 workers revealed that no health check was provided to them for the last twelve months.	Arrange systematic medical checks for newly hired workers.		
Jun-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical personnel.	Have a permanent onsite medical service, with at least 5 nurses and 3 doctors' visits per week.		
Jun-18	Occupational Safety and Health	Health Services and First Aid	One first aid box was obstructed by sewing tables.	Work with OSH delegates and ensure that first aid boxes are not obstructed.	No additional obstruction was recorded during advisory visits.	
Jun-18	Occupational Safety and Health	Health Services and First Aid	Documentation review showed that only 32 workers were trained in first aid for the last twelve months.	Provide first aid training for 10 percent of the workforce, once per year.		
Jun-18	Occupational Safety and Health	OSH Management Systems	Dust should not accumulate on the surfaces of electrical equipment and machines. Combustible materials like fabric waste, plastic or paper should not be scattered around the workplace.	1. Provide more efficient cleaning equipment for factory floor 2. Consider usage of vacuums over broom sticks to prevent Dust from accumulating		
Jun-18	Occupational Safety and Health	Worker Protection	The employer does not provide trolleys or carts for lifting and moving heavy or bulky loads.	Provides mechanical devices such as trolleys or carts for lifting and moving heavy or bulky loads.		
Jun-18	Occupational Safety and Health	Emergency Preparedness	1. Fire escape routes are not clearly marked.	Keep escape routes clearly marked for both buildings 11 and 17.		
Jun-18	Occupational Safety and Health	Emergency Preparedness	One electrical panel was enclosed in a wooden box	Ensure that electrical panels are not enclosed in flammable material.	None of the electrical panels in building 17 mechanic shop is enclosed in a wooden box.	
Jun-18	Occupational Safety and Health	Emergency Preparedness	Several phones were charging in uncovered electrical outlets near flammable chemical such as thinner and blow out.	Ensure proper storage of chemical away from potential sources of ignition.		

BETTER WORK HAITI – 19TH SYNTHESIS REPORT



Factory: Pacific Sports Haiti S.A.
Location: Port-au-Prince
Number of workers: 1671
Date of registration: Oct-09
Date of last two Better Work assessments: Aug-18

Advisory and Training Services

28-Aug-19	Bipartite Committee Meeting	Bipartite Committee Meeting to discuss about the last assessment and remediation action plan.
14-Aug-19	Advisory meeting	Advisory meeting with the compliance team to review the last assessment findings and discuss about the first progress report. Review employment contract and procedure for chemical management. OSH factory tour to validate pending issues
9-Jul-19	Advisory meeting	Advisory meeting to discuss about structural safety.Meeting with union leaders to follow up on the case of dismissal of an union leader . Documentations review : Files of terminated workers, strike report, training report, OSH management systems. OSH factory tour.
3-Jul-19	Bipartite Committee Meeting	Bipartite Committee Meeting to present the Evacuation procedure in case of emergency, and discuss about the role of the meeting point.
21-Jun-19	Bipartite Committee Meeting	Bipartite Committee Meeting to review the followings points : unblock emergency exits and the role of fire extinguishers in the workplace.
15-Jun-19	Bipartite Committee Meeting	Bipartite Committee Meeting to discuss about the annual medical check for the workers.
7-Jun-19	Training	Human Resource Management Training
14-May-19	Advisory meeting	Advisory visit. factory tour to verify remediation of OSH issues such as chemicals labelling, emergency preparedness, work instructions and use of PPE. Quick assessment of Social Dialogue, grievance mechanisms and learning plan. Documentation reviews : Termination without notice, Disciplinary records, Social security receipts, Workers' consent to work overtime, training records. Review the Working time records.
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health
18-Apr-19	Bipartite Committee Meeting	Bipartite Committee Meeting to review pending OSH issues.
27-Sep-19	Advisory meeting	Advisory meeting to Follow up on the improvement plan and grievance policies. Coaching session on the progress report 1. factory tour to validate OSH issues

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment April 2019						
Jul-19	Compensation	Paid Leave	The factory only paid 6 weeks of maternity leave instead of 12 weeks.	Discuss legal requirements with the General Manager. Then register with OFATMA for maternity and health insurance		2

Jul-19	Compensation	Social Security and Other Benefits	The factory has not registered with OFATMA for maternity and health insurance.	Register to OFATMA for maternity and health insurance.		26
Jul-19	Compensation	Social Security and Other Benefits	Collecting and forwarding of workers' contributions to OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance. Then Collect and forward workers' contributions to OFATMA.		26
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The employer does not keep an inventory of chemicals including the names of all chemical substances.	Assign a person responsible for updating the inventory of hazardous substances.	Management has kept an updated inventory of chemicals.	2
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled container of Oil.	Define who is entitled to pour chemicals in other recipients and label them 3. Review the MSDS to know which pictograms are needed 4. Properly label chemicals and hazardous substances (incl. name in various languages and hazard pictogram) 5. Train workers on hazard pictograms 6. Specify who conducts regular checks on chemical safety (and include this in the system of daily-weekly checks)		2
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Material Safety Data Sheets (MSDS) were not available for the chemical and hazardous substance of KLEA 410 (Pentafluoroethane) .	Assign a person in charge of receiving MSDS from supplier and verify that the MSDS has all the required sections. Integrate this in the purchasing procedure. Make sure to have the MSDS for all hazardous chemicals used in the workplace.	All MSDS are available and translated in local language.	14
Jul-19	Occupational Safety and Health	Worker Protection	Electrical breakers are not labelled.	label all electrical breakers.Then include this aspect in the system of daily-weekly checks		2

Jul-19	Occupational Safety and Health	Working Environment	Workplace temperature exceed BW recommended limit of 30 C.	Use electrical exhaust fans or air conditioning. Ensure that the air-flow to and from the fans is not blocked. Make sure that all fans are well-maintained and regularly cleaned		76
Jul-19	Occupational Safety and Health	Working Environment	Workplace lighting insufficient.	Ensure the lighting is adequate and adapted to worker's needs. Specify who is in charge of regular maintenance of the light.	The factory has added more light in the necessary area	12
Jul-19	Occupational Safety and Health	Emergency Preparedness	The evacuation plan in buildings 7, 15 and 27 did not accurately reflect the layout on the floor.	Update the evacuation plan and post it at the workplace. Make sure that the evacuation plan is identical to the current layout.	The evacuation plans have been updated.	2
Jul-19	Occupational Safety and Health	Emergency Preparedness	Several aisles were obstructed by moving equipment and fabric materials.	Identify additional space for storing goods. Then Specify who conduct daily weekly checks and include this aspect in the daily weekly checks		14
Assessment August 2018						
Aug-18	Compensation	Overtime Wages	Workers are not compensated 50% above the normal wage as a direct result of overtime hours.	Pay workers 50% above the normal wage for all ordinary overtime hours worked.		8
Aug-18	Compensation	Social Security and Other Benefits	Workers' contribution to ONA not submitted on time.	Ensure that workers' contribution are collected and forwarded to ONA on time.	Payments are submitted within the 10 business days of each month for the previous month.	8
Aug-18	Compensation	Social Security and Other Benefits	Employer's contribution to ONA.	Ensure that employers' contribution are forwarded to ONA on time.	Payments are submitted within the 10 business days of each month for the previous month.	8
Aug-18	Compensation	Social Security and Other Benefits	The factory is not registered with OFATMA for maternity and Health insurance.	Register with OFATMA for maternity and health insurance services.		20

Aug-18	Compensation	Social Security and Other Benefits	Collect and forward workers' contributions to OFATMA.	Register with OFATMA. Collect and forward workers' contributions to OFATMA for maternity and health insurance services.		20
Aug-18	Compensation	Termination	The payment for the notice period is based on the minimum wage.	Ensure that The payment for the notice period is calculated on workers' average earnings.	Adjustment has been made in the payroll and the notice period is calculated on workers' average earnings.	8
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS were not available for chemical and hazardous substances such as paints, radiator coolant, Max cleaner.	Identify a person responsible for chemical management. Prepare and post MSDS where chemicals are used.		8
Aug-18	Occupational Safety and Health	Emergency Preparedness	One fire extinguisher was obstructed in the stock room during the assessment visit.	Mark all spaces that should not be obstructed in the workplace. Ensure that access to fire extinguishers remain unobstructed in the workplace.		53
Aug-18	Occupational Safety and Health	Emergency Preparedness	Escape routes in packing section of building 27 and in the cutting section of building 26 were not clearly marked.	Verify the evacuation plan and mark all the escapes route in the workplace.	Escape routes in packing section of building 27 and in the cutting section of building 26 now are clearly marked.	8
Aug-18	Occupational Safety and Health	Emergency Preparedness	Routes were obstructed by production materials in some aisles of building 25 and by heavy lifting support equipment in building 26.	Conduct a root cause analysis. Have someone in charge of verifying and ensuring that the aisles remain unobstructed during working hours, including overtime.		20
Aug-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Ensure that the factory has a permanent onsite medical staff, with at least 8 nurses and 3 doctor's visits per week.		47
Aug-18	Occupational Safety and Health	Worker Protection	Workers assigned to the spot cleaning area to do inspection were not using proper PPE.	Provide proper PPE to workers in the spot cleaning.		8

Aug-18	Occupational Safety and Health	Worker Protection	Battery terminals in the generator room were missing the insulation cover.	Install the insulation cover and specify who conduct daily weekly checks and include this in the system of daily weekly checks.		8
Aug-18	Occupational Safety and Health	Working Environment	Temperature exceed Better Work recommended limit of 30 C in all sections.	Improve the temperature levels in all sections. Then conduct regular measurement of temperature.		70
Aug-18	Occupational Safety and Health	Working Environment	Workplace lighting is below BW recommended limit in Sewing, packing and quality sections.	Ensure the lighting is adequate and adapted to worker's needs.	The electrician is in charge of the regular maintenance of the light and the Compliance Staff is in a responsible to conduct regular measurement.	6

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Premium Apparel S.A
Location: Port-au-Prince
Number of workers: 1713
Date of registration: Sep-10
Date of last two Better Work assessments: Aug-18 Jul-19

Advisory and Training Services

12-Sep-19	Training	Training
11-Sep-19	Training	Training
31-Aug-19	Bipartite Committee Meeting	Bipartite Committee Meeting to raise awareness about the punching system; to Find 2 people in Premium production to replace absentees. Follow up
29-Aug-19	Training	Training - Chemical Management System
30-Jul-19	Bipartite Committee Meeting	Bipartite Committee Meeting to discuss how to Control and prohibit access to men's toilets by women. Raise awareness about the punching system. Follow up on the status of men's toilets and sound system in Maton. Also discuss how to ensure that suggestion boxes are functional.
29-Jul-19	Advisory meeting	Advisory visit - Factory tour to review chemical management systems. Meetings with union leaders and workers from the bipartite committee. Documentations review such as: employee contract, OSH policy, Accident investigation form.
27-Jul-19	Advisory meeting	Advisory meeting with union leaders. Then review the improvement plan: Social security and other benefits, health services and first Aid, records of work related accident. Factory tour : emergency preparedness, worker's protection on electrical safety
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment July 2019						
Jul-19	Compensation	Social Security and Other Benefits	Late payments of employer's contribution for ONA. In addition, ONA's deduction does not include holiday and weekly rest day payments.	Submit ONA payments on time and calculate this amount based on workers' basic salary instead of the minimum wage.		37
Jul-19	Compensation	Social Security and Other Benefits	ONA's deduction collected on workers' pay slip does not include holiday and weekly rest day payments.	Ensure that workers' contribution to ONA are based on the basic salaries.		37
Jul-19	Compensation	Social Security and Other Benefits	Employer's contribution to OFATMA for work related accident is late.	Discuss legal requirement with the company's General Manager. Ensure that payment is made in a timely manner.		37

Jul-19	Compensation	Social Security and Other Benefits	Employer's contribution to OFATMA does not include holiday and weekly rest day payment. Furthermore, the deduction collected on worker's pay slip does not correspond to the employer's contribution.	Forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.		37
Jul-19	Compensation	Social Security and Other Benefits	Employer collects and forwards 3 percent of workers' minimum wage to OFATMA for maternity and health insurance.	Collect and forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.		37
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	The required MSDS for all hazardous chemicals used in the workplace are posted. However, it was not possible to read or decipher the instructions and guidelines.	Prepare and post MSDS where chemicals are used.	Material Safety Data Sheets are displayed in large font and are readable by workers.	31
Jul-19	Occupational Safety and Health	Health Services and First Aid	Documentation reviews of worker files and worker interviews confirmed that the medical checks were not complete and consistent.	Provide free annual medical checks to all workers once a year as mentioned in the labor code.		95
Jul-19	Occupational Safety and Health	Health Services and First Aid	The factory has 4 nurses, two onsite doctors and also an ophthalmologist.	A factory of this size must have a permanent onsite medical service with 8 nurses.		95
Jul-19	Occupational Safety and Health	Health Services and First Aid	less than 10 percent of the workforce including men and women were trained in first aid.	Monitor the number of workers in the workplace on a regular basis. Ensure that at least 10 percent of the workforce are trained.	The factory has put in place a system to monitor the number of trained workers.	3
Jul-19	Occupational Safety and Health	Health Services and First Aid	Access to first aid box was obstructed by boxes.	Mark on the floor, areas that should not be obstructed. Provide additional space to store boxes	In the new layout the factory provides additional space for boxes storage.	3
Jul-19	Occupational Safety and Health	OSH Management Systems	The committee does not conduct meetings on a monthly basis as stated in the OSH policy and workers' representatives no longer have equal representation.	Schedule monthly meetings and keep minutes of meetings. Make sure that workers' representatives have at least equal representation as the management.		3

Jul-19	Occupational Safety and Health	OSH Management Systems	Management did not provide construction/building permits during the time of assessment	Conduct a building safety inspection ensuring the security of the building.		3
Jul-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets.		28
Jul-19	Occupational Safety and Health	Worker Protection	Workers using blow out had not been provided with proper protective masks.	Provide employees with all necessary personal protective clothing and equipment according to PPE regulation.	The chemical products have been removed from other areas and are only used in the spot cleaning section.	25
Jul-19	Occupational Safety and Health	Worker Protection	Combustible material such as dust was observed inside several electrical panels . Also several circuit breakers were missing.	Improve the company electrical maintenance.		3
Jul-19	Occupational Safety and Health	Working Environment	Workplace temperature exceeds BW recommended limit of 30 C in all section.	Ensure that the air-flow to and from the fans is not blocked. Monitor workplace temperature on a regular basis.		41
Jul-19	Occupational Safety and Health	Welfare Facilities	Fabric waste and dust are accumulated in the sewing section of the production floor of Premium 1	Implement an housekeeping program that identifies and assigns responsibilities for the following: clean up during the shift,day-to-day cleanup, waste disposal, removal of unused materials.		13
Jul-19	Working Time	Overtime	Workers have no flexibility to leave the facility during the mandatory overtime hour.	Review and modify the internal work rules.		28
Assessment August 2018						
Aug-18	Compensation	Social Security and Other Benefits	Late and inaccurate payment of employer's contributions for ONA.	Ensure that employer's contributions are based on workers' base salary then collected and forwarded to ONA on time.		31

Aug-18	Compensation	Social Security and Other Benefits	Late and inaccurate payment of workers' contributions for ONA.	Submit ONA payments on time and calculate this amount based on workers' base salary instead of the minimum wage.		31
Aug-18	Compensation	Social Security and Other Benefits	The statement of contribution to OFATMA for work related accident was not available.	Ensure that the amount declared to OFATMA for work related accident match the amount received by the workers for the previous fiscal year.		31
Aug-18	Compensation	Social Security and Other Benefits	Payment of employer's contribution to OFATMA for the maternity and health insurance is inaccurate.	Forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.		31
Aug-18	Compensation	Social Security and Other Benefits	Payment of workers' contribution to OFATMA for maternity and health insurance is inaccurate.	Collect and forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.		31
Aug-18	Contract and Human Resources	Employment Contracts	The employment contracts did not specify the terms and conditions of employment	Employment contracts must also specify nature of work, working hours, rest periods, wage, place of work, term of employment.		7
Aug-18	Contract and Human Resources	Employment Contracts	The apprentice contracts are not registered and forwarded to the Ministry of Labor as prescribed in the Haitian Labor Code.	Register the apprentice contracts to the Ministry of labor as prescribed in the Haitian Labor Code.		7
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	One unlabelled container of machine oil was observed in the mechanic shop.	Ensure that all hazardous and chemicals substances used in the workplace are properly labeled.		7
Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDSs were posted where chemicals such as propane gas and special water used for batteries are stored and used.	Prepare and post MSDS where chemicals are used.	The compliance officer is in charge of weekly check and MSDS for all hazardous chemicals used in the work place are available.	25

Aug-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Management did not isolate the use of chemicals and did not install exhaust ventilation.	Improve isolation from the chemical and have a separate room for spot cleaning.	7
Aug-18	Occupational Safety and Health	Emergency Preparedness	Two fire extinguishers were missing, one was found overcharged and another one was obstructed.	Ensure that access to fire extinguishers remain unobstructed in the workplace and the fire extinguishers are properly maintained.	22
Aug-18	Occupational Safety and Health	Emergency Preparedness	Assessors observed escape routes blocked by boxes in Maton.	Identify a space to store finished goods and materials. Then assign someone to follow-up on a monthly basis.	41
Aug-18	Occupational Safety and Health	Health Services and First Aid	The employer did not provide health checks for workers who are exposed to work-related hazards twice a year.	Provide health checks twice a year at not cost for the workers who are exposed to work related hazards.	7
Aug-18	Occupational Safety and Health	Health Services and First Aid	The employer did not provide medical checks for workers within the first three months of hiring.	Provide health checks at not cost for workers within the first three months of hiring.	89
Aug-18	Occupational Safety and Health	Health Services and First Aid	The employer did not provide annual medical checks for workers.	Provide health checks at not cost for the workers.	89
Aug-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical staff.	Hire the required quantity of nurses as described in the labor code.	89
Aug-18	Occupational Safety and Health	OSH Management Systems	The factory did not provide documented evidence of an internal assessment report for general occupational and health issues in the factory.	Conduct a general OSH assessment on a monthly basis.	7
Aug-18	Occupational Safety and Health	OSH Management Systems	The employer did not submit records of work-related accidents and diseases to OFATMA.	Declare accidents to OFATMA on a monthly basis.	7

Aug-18	Occupational Safety and Health	OSH Management Systems	OSH policy has not been developed in consultation with workers and their representatives.	Consult with worker representatives to make necessary adjustment in the policy.		7
Aug-18	Occupational Safety and Health	Working Environment	The level of dust in the workplace accumulates on the machines including fans and on the electrical equipment.	Hire additional cleaners and clean more regularly		7
Aug-18	Occupational Safety and Health	Working Environment	Workplace temperature exceed BW recommended limit of 30 C in all sections.	Ensure that the temperature does not exceed the recommended limit.		35
Aug-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Increase the number of toilets.		22
Aug-18	Occupational Safety and Health	Welfare Facilities	Clorox and/or hand sanitizers were being provided to workers instead of soap.	Ensure that soap is available.	Management has provided liquid soap and the compliance officer is in charge of the daily-weekly checks.	7
Aug-18	Occupational Safety and Health	Worker Protection	Standing workers in the inspection sections of both buildings were not provided with foot rests or shock absorbing mats.	Provide anti fatigue mats for standing workers	Management has provided new anti fatigue mats for standing workers .	7
Aug-18	Occupational Safety and Health	Worker Protection	Management did not provide proper mask to workers using chemicals in the inspection sections.	Provide proper mask to workers.	Management has provided proper mask to workers using chemicals in the inspection sections.	19
Aug-18	Working Time	Leave	Breastfeeding break is not systematically granted.	Give workers who are breast feeding children the required time for breastfeeding with full pay.	A meeting was held with the supervisors and breastfeeding women are informed regarding their rights.	7
Aug-18	Working Time	Overtime	The factory did not show evidence of consent from the workers to perform overtime.	Use a form to request overtime from workers which includes the number of hours required & a space for worker signature.		22

Aug-18	Freedom of Association and Collective Bargaining	Interference and Discrimination	Termination or non-renewal of worker's employment contracts due to union membership or activities.	Reinstate the 9 terminated workers.		7
Aug-18	Freedom of Association and Collective Bargaining	Union Operations	The employer did not provide the trade unions the necessary access from one building to another.	Update the internal policies regarding freedom of association and allow union representatives to participate in union activities during non working hours.		7

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Quality Sewing Manufacturing S.A
Location: Port-au-Prince
Number of workers: 425
Date of registration: Oct-09
Date of last two Better Work assessments: Jul-19 Sep-18

Advisory and Training

7-Sep-19	Training	Training - Preventing and Addressing Sexual Harassment (Management and Supervisory)
15-Jul-19	Bipartite Committee Meeting	Bipartite Committee Meeting -Discussion related to maternity leave payment.
15-Jul-19	Advisory	Advisory meeting with management to discuss the improvement plan. Factory tour to validate remediation.
27-Apr-19	Training	Training. Introduction to Occupational Safety and Health
16-Apr-19	Bipartite	Bipartite Committee Meeting. The discussion was regarding the electronic payment system that will be applied in June 2019.
16-Apr-19	Advisory	Advisory meeting with management to discuss the elaboration of a structured Sexual harassment policy.
14-Mar-19	Advisory	Advisory meeting with management to discuss the factory's updates and the Improvement plan remediation.
		Meeting with the unions on IR relations with management.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Jul-19	Compensation	Overtime Wages	Not all overtime hours were reported in the payroll records.	Pay overtime accordingly.		13
Jul-19	Compensation	Wage Information, Use and Deduction	Lack of accuracy of overtime hours.	Pay and report overtime according to the legal requirements.		3
Jul-19	Compensation	Social Security and Other Benefits	Late ONA payment.	Pay ONA on time.		31
Jul-19	Compensation	Social Security and Other Benefits	Late ONA payment.	Collect and forward workers' contribution to ONA on time.		31
Jul-19	Compensation	Social Security and Other Benefits	The employer pays 2 per cent of workers' minimum wage instead of 3 per cent of workers' base salary to OFATMA.	Pay 3 per cent of workers' base salary to OFATMA for maternity and health insurance.		31
Jul-19	Compensation	Social Security and Other Benefits	The employer collects and forwards 2 per cent of workers' minimum wage instead of 3 per cent of workers' basic salary to OFATMA.	Collect and forward 3 per cent of workers' base salary to OFATMA for maternity and health insurance.		31

Jul-19	Contracts and Human Resources	Employment Contracts	Workers' contract did not specify hours of work and amounts of pay.	Add the working hours in workers contracts.		11
Jul-19	Occupational Safety and Health	OSH Management Systems	Management could not provide evidence of OSH assessment reports for the last 12 months.	Conduct OSH internal assessment in a regular basis.		93
Jul-19	Occupational Safety and Health	OSH Management Systems	The employer has not developed any mechanism to ensure cooperation on OSH matters.	Develop mechanism to ensure cooperation on OSH matters.		12
Jul-19	Occupational Safety and Health	OSH Management Systems	No hazard signs were posted near the sewing lines requiring workers to use protective equipment.	Post hazard signs where needed.		6
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No inventory of chemicals and hazardous substances was available.	Keep an inventory for all chemicals used in the workplace.		93
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled containers of chemical such as thinner and diesel found next to the generator room.	Label all chemicals used in the workplace.		93
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals were not properly stored. Several containers of diesel fuel were stored in the sun.	Remove chemical from the sun. Store the chemicals appropriately.		6
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available for chemicals such as Thinner, Diesel fuel, terminal cleaner, WD 40, machine oil, Naphta, coolant, cement, paint, silicone sealant and cleaning solution.	Ensure that MSDS are available in the area where the corresponding chemicals are used and stored.		93
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye washing facilities in the embroidery section where chemicals such as Thinner are used.	Provide eye wash facility where chemicals are used.		12
Jul-19	Occupational Safety and Health	Worker Protection	Several workers in the main building were not using the safety guards installed on their machines. No evidence of training provided were available.	Provide training on the safe usage of sewing machines. Keep records of training provided in that regard.		93

Jul-19	Occupational Safety and Health	Worker Protection	About 30 per cent of all sewing machines in the main building were missing finger guards, eye guards and pulley guards.	Equip the machines with their necessary guards.		93
Jul-19	Occupational Safety and Health	Worker Protection	One generator was not grounded and circuit breaker enclosed in a wooden box. Moreover, uncovered electrical outlets and unlabelled breakers were observed in the workplace.	Ensure that the generator is grounded and circuit are safeguarded in non combustible material. Identify the breakers in the electrical panel and ensure that electrical maintenance is done regularly.		21
Jul-19	Occupational Safety and Health	Worker Protection	Assessors observed that the electrical panels were missing hazard signs in the cutting building.	Post hazards signs where needed.		12
Jul-19	Occupational Safety and Health	Working Environment	Workplace temperature exceeded 30 C in all working section.	Maintain the workplace temperature to maximum of 30 C.		93
Jul-19	Occupational Safety and Health	Working Environment	Noise levels exceeded 90 db.	Maintain the noise level to a maximum of 90 db.		6
Jul-19	Occupational Safety and Health	Working Environment	The level of lighting was insufficient in cutting, packing sections.	Ensure that light levels are appropriate in all working sections.		33
Jul-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets for women.	Have a sufficient number toilets for the women.		93
Jul-19	Occupational Safety and Health	Welfare Facilities	No soap available in men's toilets.	Provide soap in all toilets.		13
Jul-19	Occupational Safety and Health	Welfare Facilities	The eating area can accommodate 40 per cent of workers.	Ensure that eating area can accommodate all the workers.		93
Jul-19	Occupational Safety and Health	Health Services and First Aid	No health check provided to workers within the first three months of hiring.	Provide health checks to workers within the first three months of hiring.		67
Jul-19	Occupational Safety and Health	Health Services and First Aid	No free health checks to workers exposed to work-related hazards.	Provide health checks to workers exposed to work-related hazards		12
Jul-19	Occupational Safety and Health	Health Services and First Aid	No free annual health checks not provided workers.	Provide a free annual medical checks to workers.		65

Jul-19	Occupational Safety and Health	Health Services and First Aid	Insufficient number of nurses.	Contract one doctor and one additional nurse as medical staff.		93
Jul-19	Occupational Safety and Health	Emergency Preparedness	Fire alarm in the main building was obstructed by a box of fabrics near the pressing section. In addition, no fire alarm system was observed in the cutting building.	Ensure that fire fighting equipment are accessible and available.		35
Jul-19	Occupational Safety and Health	Emergency Preparedness	One fire extinguisher was obstructed by boxes. Another fire extinguisher was not properly mounted and no fire extinguisher was available on the mezzanine floor.	Ensure that fire fighting equipment are properly mounted. Add a fire extinguisher on the mezzanine floor. Identify fire extinguishers in the cutting building.		35
Jul-19	Occupational Safety and Health	Emergency Preparedness	The evacuation plan is missing the location of fire extinguishers and the mezzanine.	Identify the location of the fire extinguishers in the evacuation map. Ensure that mezzanine has an evacuation plan. Post an evacuation plan in the cutting building.		53
Jul-19	Occupational Safety and Health	Emergency Preparedness	Last fire drill was conducted in November 2018, and the one before that, in May 2018.	Conduct 1 fire drill every 6 months.		77
Jul-19	Occupational Safety and Health	Emergency Preparedness	No evidence of risk assessment was available. Moreover, workers confirmed that they are not aware of the risks and how to react in case of emergencies.	Develop an emergency preparedness procedures. Perform regular drill for workers.		6
Jul-19	Working Time	Regular Hours	Pregnant workers are not allowed to take two extra breaks.	Provide two additional breaks to pregnant women.		12
Assessment September 2018						
Sep-18	Compensation	Overtime Wages	Overtime hours not reported in the payroll records and not compensated.	Report and compensate all overtime hours worked.		
Sep-18	Compensation	Wage Information, Use and Deduction	Inaccuracy of time records.	Ensure that time record system is accurate.		
Sep-18	Compensation	Paid Leave	Calculation for sick leave was not based on average daily earnings during the previous 3 months of work.	Calculate for sick leave payment based on average daily earnings during the previous 3 months of work.		
Sep-18	Compensation	Social Security and Other Benefits	Employer's contribution to ONA is late	Pay employer's contribution to ONA on time.		

Sep-18	Compensation	Social Security and Other Benefits	Worker's contribution to is late.	Pay worker's contribution to ONA on time.		
Sep-18	Compensation	Social Security and Other Benefits	Payment for OFATMA work related accident was overdue.	Complete the payment for OFATMA work related accident.		
Sep-18	Compensation	Social Security and Other Benefits	The employer only pays 2 per cent of workers' minimum wage instead of 3 per cent of workers' base salary to OFATMA for maternity and health insurance.	Forward 3 percent of worker's base salary to OFATMA maternity and health insurance as employer's contribution.		
Sep-18	Compensation	Social Security and Other Benefits	Factory collected 2 per cent of workers' minimum wage instead of 3 per cent of workers' base salary for OFATMA maternity and health insurance.	Collect 3 percent of worker's base salary for OFATMA maternity and health insurance as workers' contribution.		
Sep-18	Contract and Human Resources	Employment Contracts	Worker's contract is missing hours of work and amounts of pay.	Include the hours of work and the payment amount in the workers' contracts.		
Sep-18	Occupational Safety and Health	OSH Management Systems	OSH assessment reports are not performed on a regular basis.	Perform an OSH assessment on a regular basis.		
Sep-18	Occupational Safety and Health	OSH Management Systems	The employer has not developed any mechanism to ensure cooperation on OSH matters.	Conduct regular meeting on OSH.		
Sep-18	Occupational Safety and Health	OSH Management Systems	OSH policy is not signed by top management and was not developed in consultation with workers' representatives.	Update the OSH policy in consultation with worker representatives.		
Sep-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Inventory of chemicals and hazardous substances not available.	Ensure that the inventory of chemicals and hazardous substances used in the workplace is available.		
Sep-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified bottles of thinner in the electronic workshop and in the mechanic workshop.	Identify all container of chemicals and hazardous substances used in the workplace.		
Sep-18	Occupational Safety and Health	Chemicals and Hazardous Substances	chemicals and hazardous substances are improperly stored.	Store the chemicals in an adequate location.		

Sep-18	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS were unavailable for several chemicals used in the workplace.	Ensure that MSDS are available for all chemical used in the workplace.		
Sep-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye washing facilities in the electronic workshop where chemicals are used.	Install eye washing facilities in all areas where chemical and hazardous substances are used.		
Sep-18	Occupational Safety and Health	Worker Protection	No proper gloves and goggles for workers in the mechanic shop.	Provide the necessary personal protective equipment to workers.		
Sep-18	Occupational Safety and Health	Worker Protection	No evidence of training provided to workers to properly use personal protective equipment and machines.	Train the workers on the use of use of personal protective equipment and machine. Keep adequate training records.		
Sep-18	Occupational Safety and Health	Worker Protection	No foot rests or shock absorbing mats for some standing workers in inspection section.	Provide foot rests or shock absorbing mats to standing workers.	The factory provided shock absorbing mats to the standing workers.	
Sep-18	Occupational Safety and Health	Worker Protection	About 30 per cent of the sewing machines were missing finger guards, eye guards and pulley guards.	Equip all the sewing machines with necessary guards.		
Sep-18	Occupational Safety and Health	Worker Protection	Uncovered electrical boxes with exposed wires and uncovered electrical outlets in the main building.	Maintain the wiring and cable system. Properly cover all the electrical panels.		
Sep-18	Occupational Safety and Health	Worker Protection	Several electrical panels were missing hazard signs in both buildings.	Post the hazard signs on the electrical panels.		
Sep-18	Occupational Safety and Health	Working Environment	Temperature exceeded the recommended limit of 30 C.	Ensure that the temperature level is aligned with the recommended 30 C.	The factory has installed two new exhaust fans.	
Sep-18	Occupational Safety and Health	Working Environment	Inadequate light levels in sewing, packing, and inspection sections.	Ensure that the Lux level is adequate in all sections.	The factory has installed new lights bulbs in the sewing lines.	
Sep-18	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets.	Ensure to have the appropriate number of toilet based on the workforce.		

Sep-18	Occupational Safety and Health	Welfare Facilities	Soap was not available in the men's toilets.	Ensure that soap is available in the men's restroom.	The management warned the maintenance team to advise whenever soap or paper is missing in the toilets.	
Sep-18	Occupational Safety and Health	Welfare Facilities	Eating area that can accommodate only 30 per cent of workers.	Ensure that the eating area can accommodate all the workforce.	The factory has enlarged the eating area and provides more benches.	
Sep-18	Occupational Safety and Health	Health Services and First Aid	No health checks provided to workers within the first three months of hiring.	Arrange free health checks for workers within the first three months of hiring.		
Sep-18	Occupational Safety and Health	Health Services and First Aid	No health checks to workers exposed to work-related hazards.	Arrange free health checks to workers exposed to work-related hazards.		
Sep-18	Occupational Safety and Health	Health Services and First Aid	No free annual health checks provided to workers.	Arrange free annual health checks for workers.		
Sep-18	Occupational Safety and Health	Health Services and First Aid	Insufficient number of medical staff.	Hire full medical staff with 8 nurses and 3 doctor's visits per week.		
Sep-18	Occupational Safety and Health	Health Services and First Aid	Expired products such as NEOSPORIN found in one first aid box.	Remove the expired products from the first aid box. Ensure that they are adequately equipped.	The expired product was removed during the assessment. The first aid maintenance is under the responsibility of the nurse who does a check on a regular basis.	
Sep-18	Occupational Safety and Health	Health Services and First Aid	Less than 10 per cent of the workforce trained in first aid.	Train an adequate number of the workforce in first aid.		
Sep-18	Occupational Safety and Health	Emergency Preparedness	No fire alarm system was observed in the cutting building.	Install a fire alarm in the cutting building.		
Sep-18	Occupational Safety and Health	Emergency Preparedness	One fire extinguisher obstructed and several unidentified. Fire extinguisher missing in the mechanical workshop and on the mezzanine floor.	Install a fire extinguisher near the mechanical workshop. Identify all the fire extinguishers.	The factory has installed a fire extinguisher in the mechanical workshop.	
Sep-18	Occupational Safety and Health	Emergency Preparedness	Less than the 10 per cent of the workforce trained in fire fighting equipment.	Train an adequate number of workers in fire-fighting equipment.		

Sep-18	Occupational Safety and Health	Emergency Preparedness	Inaccuracy of the evacuation plan.	Post an evacuation plan in the cutting department. Update the evacuation plan displayed in the main building.		
Sep-18	Occupational Safety and Health	Emergency Preparedness	One drill performed per year.	Conduct one drill every 6 months.		
Sep-18	Working time	Regular Hours	Extra breaks not provided to pregnant workers.	Provide additional breaks to pregnant women.		
Sep-18	Working time	Regular Hours	Several workers worked regularly beyond the time posted on their time cards.	Install a reliable attendance system.		
Sep-18	Working time	Regular Hours	Factory's working hours not posted in the cutting building.	Post factory's working hours inside the workplace.		

Advisory and Training Services

Assessment	Compliance Cluster	Compliance Point	Details of Non Compliance	Improvement Priorities	Remediation Efforts	Months
Assessment March 2019						

May-19	Discrimination	Gender	One sexual harassment case was reported involving one local female worker and two central American managers.	Strengthen the policy on the prevention of sexual harassment by identifying clearly the forbidden misconducts and the scale of sanctions. Train all supervisory line in the Respectful workplace program. Activate an awareness campaign on factory's internal sexual harassment policy regarding the confidentiality and the protection of the victim.	Factory conducted an investigation in order. The 2 Central American managers apologized toward the worker, while promising her not to have such behaviours which can cause prejudices to her person. They received a warning letter and received compliance training before signing the warning letter. Furthermore all staff including foreign workers, managers and all workers in general received training on Preventing sexual harassment in the workplace.	15
May-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals such as Acid, Grease are not included in the inventory. It does not include all the location.	Include the storage location of the chemicals used when stored in different places. Train responsible person on chemical management system.	Internally the inventories were all well-ordered and separated to better control the use of the products. Training where provide to the workers that area use chemical.	15
May-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled container of solvent in one building. Primary containers written in Korean language.	Label all containers.	Chemicals products containers are well labelled in creole in all storage section.	45
May-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Several containers of solvent KO-30 found exposed to the sun. The storage area for chemical such as Thinner was not sufficiently ventilated in another building.	Store the chemical in an appropriate location. Monitor closely to take appropriate action when necessary.	The storage of chemicals are made by type and separated according to their level of flammability and in a well-ventilated space. Factory installed some thermometer to control the level on temperature permanently.	5
May-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Several hazardous chemicals were found without chemical safety data sheets such as acid and grease used in the mechanic workshop.	Post MSDS in area where chemical are used and stored.	All these chemicals have their own MSDS posted in the using section and storage area.	5
May-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Eyewash station was not available in the chemical warehouse.	Provide washing facility where chemicals and hazardous substances are used and stored.	All the chemical storage section are equipped with all necessary as required, sand box, eyes wash station . Training received form Better Work on Hazard management risk and control.	5

May-19	Occupational Safety and Health	Worker Protection	Workers had not been provided with gloves, earmuffs, face shield mask and safety boots in the boiler room of two buildings and the maintenance department.	Provide adequate protective equipment to workers in the boiler room, maintenance department and in the welding workshop.	All the personal protection equipment has been procured and handed over to the workers in all the necessary areas.	45
May-19	Occupational Safety and Health	Worker Protection	Missing hazard signs on one electrical panel.	Install hazard sign on all electrical panel.	All electrical panels were revised and all hazard sign were posted correctly.	5
May-19	Occupational Safety and Health	Working Environment	Temperature levels exceeded 30 C in all working sections.	Keep the temperature to a maximum of 30 C in all sections.	The main gates are all opened widely during the working hours to ease the entrance of air in the buildings, while mechanics are fixing the broken extractors.	21
May-19	Occupational Safety and Health	Working Environment	The noise levels as follows exceeded 90 db. in the pressing and sewing sections.	Maintain the noise level to a maximum of 90 dB in all the working sections.	The volume of the device is kept down to a reasonable level, a poster is put next to the device as a reminder to the in charge so that he avoid turn it the volume loud, and earmuffs are provided to workers of the noisy areas.	45
May-19	Occupational Safety and Health	Working Environment	Light levels were insufficient in the packing and cutting sections.	Ensure that light levels are appropriate in all working sections.	Light bulbs that did not provide sufficient lights were replaced furthermore some sport lights are installed in the buildings.	5
May-19	Occupational Safety and Health	Welfare Facilities	Soap was not available in the men's bathroom of 3 buildings.	Provide soap in available in men's bathroom.	Soap is available in the bathroom and posters are displayed in the bathrooms to raise workers awareness regarding the use of soap.	15
May-19	Occupational Safety and Health	Welfare Facilities	Changing facilities were not accessible to warehouse Workers.	Post communication on the floor regarding the usage of the shower.		5
May-19	Occupational Safety and Health	Health Services and First Aid	Incomplete health checks for workers within the first three months of employment.	Ensure to arrange an annual medical health check for workers within the first three months of employment.	Factory performed internally medical checks for all workers.	9
May-19	Occupational Safety and Health	Health Services and First Aid	Incomplete health checks for workers exposed to work-related hazards.	Ensure to arrange an annual medical health check for workers exposed to work-related hazards, at least, twice a year.	Factory performed internally medical checks for all workers.	

May-19	Occupational Safety and Health	Health Services and First Aid	Incomplete health checks for workers.	Ensure to arrange an annual medical health check for all workers.	Factory performed internally medical checks for all workers.	9
May-19	Occupational Safety and Health	Health Services and First Aid	Insufficient number of nurses.	Have an adequate number of nurses regarding the workforce.	Nurses' position have been relocated back again into the factory's medical field.	21
May-19	Occupational Safety and Health	Health Services and First Aid	No first aid kit was observed in one of the buildings.	Ensure that medical supply are available in area where there are workers. Remove expired products.	Medication management is strengthened in order to have all the drugs available and to ensure that the drug inventory is updated. All expired drugs have been replaced.	21
May-19	Occupational Safety and Health	Emergency Preparedness	No alarm system had been installed in one of the buildings. In another building did not work correctly.	Equip with alarm system the new building where there are workers performing a daily task.	The fire safety system has been according equipped in factory 8. Close monitoring is done in order to maintain the conformity status.	21
May-19	Occupational Safety and Health	Emergency Preparedness	The evacuation plans did not show the meeting points. In addition, the emergency exit door was not clearly marked with an exit sign in one of the buildings, 2 emergency lights on 2 exits were missing in another building.	Ensure to display the meeting point in the evacuation plan. Mark the emergency exit door. Conduct an OSH assessment for the building used temporarily as a warehouse.	Assembly points are included all evacuation maps. Emergency exits are identified. Missing emergency lights were put in place.	18
May-19	Occupational Safety and Health	Emergency Preparedness	Evacuation routes obstructed with fabrics. 3 emergency exits out of 4 locked in one of the buildings during overtime hours.	Ensure that evacuation routes remain unobstructed. Ensure that a minimum of 2 exits are open near the area where workers are performing overtime.	More training for internal security guards to have more agents available for overtime, and all exits are identified and always stays open during working hours.	15
May-19	Occupational Safety and Health	Emergency Preparedness	4 buildings only conducted one emergency drill during the last 12 months.	Conduct an evacuation drill every 6 months.	Facilities 1-2-3 and 4 are performed their evacuation simulation just after the BWH evaluation in July of this year.	15
Assessment June 2018						
Jun-18	Occupational Safety and Health	Worker Protection	Obstructed electrical panel in one building. Exposed wires and electrical installations enclosed in a wooden box.	Ensure that electrical installation are adequately safeguarded. Replace the wooden box by an adequate material/cover.	All exposed wires were covered and well maintained so that they did not obstruct or cause any danger in the workplace. Electrical panels have been unobstructed and are enclosed in proper boxes.	

Jun-18	Occupational Safety and Health	Worker Protection	No exit signs posted in the maintenance building.	Perform regular internal assessment on OSH compliance points. Train the maintenance team on OSH compliance points.	Exits signs and emergency lights were installed in the maintenance building. Maintenance received training on OSH compliance point and Better Work provided OSH training on September 2018.	9
Jun-18	Occupational Safety and Health	Welfare Facilities	Paper and soap were not available in the men's bathroom.	Provide soap in the men's bathroom.	Soap and paper were immediately restocked in the toilets, and this issue was corrected during the assessment.	3
Jun-18	Occupational Safety and Health	Health Services and First Aid	Factory does not provide health checks for all workers within the first three months of employment.	Ensure that newly workers are having their health check done within the first three months.	Medical checks for workers have been duly done. The compliance department will thoroughly check all worker's file to confirm they have received the above requirement.	3
Jun-18	Occupational Safety and Health	Health Services and First Aid	Documented evidence of medical checks were not available in workers files or factory clinic.	Facilitate annual medical check for workers before the end of 2018. Ensure that an agenda is set up internally to perform medical check-ups. Properly document internal check ups performed.	The factory performed health checks and edited certificates to record each worker 'medical yearly visit.	3
Jun-18	Occupational Safety and Health	Gender	Factory failed to follow the factory zero tolerance policy relating to Sexual Harassment misconduct.	Ensure that all module are respecting the zero tolerance policy. Ensure that all employees working in the HR department and the supervisory lines of each module receive the HR training. Review the zero tolerance policy and consult workers representatives on issues related to Sexual Harassment.	Factory carried out an investigation regarding these workers and they were sanctioned. All workers and employers received a full-course Compliance Training regarding Zero Tolerance Policy and Sexual Harassment prevention including middle and top management.	3
Jun-18	Occupational Safety and Health	Health Services and First Aid	Insufficient number of nurses.	Hire a adequate number of medical staff.	All the nurses' position have been relocated back again into the factory's medical field.	9

Jun-18	Occupational Safety and Health	Health Services and First Aid	One expired product found in one first aid box.	Remove the expired product. Check regularly the medical supplies. Assign accountability to ensure proper follow up is done.	The expired bottle of oxygenated was replaced with a new one. Nurses inside the factories are assigned to check for any missing drugs or expired chemicals that needed replacement weekly.	9
Jun-18	Occupational Safety and Health	Health Services and First Aid	Less than 10 percent of the workforce trained in first aid.	Ensure that 10% of the workforce is train on first aid. Fortify training methods internally.	A training was carried out on September 2018. In order to prevent this issue from re-occurring, it is planned to carry out first aid trainings internally every 3 months.	3
Jun-18	Occupational Safety and Health	Emergency Preparedness	No smoke detector was installed in the fabric warehouse of one module.	Install a smoke detector in the module . Ensure that maintenance is doing on a regular basis for fire-fighting equipment.	Smoke detectors have been installed accordingly in the mentioned area. Monthly maintenance are done.	9
Jun-18	Occupational Safety and Health	Emergency Preparedness	Several fire extinguishers were obstructed and one fire extinguisher found with the pressure gauge broken.	Ensure to have adequate procedures in place to monitor the handling of fire extinguisher. Inspect on a regular basis fire extinguishers. Ensure that fire extinguisher remain unobstructed. Ensure that fire extinguisher are properly maintained.	All fire safety equipment have been unobstructed during the assessment. Additionally, all FCO's and supervisors now have a daily checklist routine with this regard.	24
Jun-18	Compensation	Paid Leave	Maternity leave payment was paid based on the minimum wage and not based on the average earnings.	Review the payment system to ensure the data are accurate. Train the relevant people that are entering the data.	The HR Secretary who introduced the digits wrongly was given an in depth training. The compliance department carried out in-depth self audits regarding maternity leave to double check all payments.	18
Jun-18	Contract and Human Resources	Dialogue, Discipline and Disputes	Incidents of physical and verbal abuse against workers.	Ensure that in line supervisor and managers are aware and committed to respect the Zero Tolerance policy in place. Ensure to follow the grievance policy, the HR procedures and dispute resolution policy in place.	The washing manager was given both verbal and written warning. A compliance training was carried out for all expat managers. Factory also strengthened our internal auditing system and grievance methodology.	3

Jun-18	Occupational Safety and Health	Emergency Preparedness	Less than the 10 percent of the workforce is trained in firefighting.	Ensure that 10% of the workforce is train in firefighting. Fortify training methods internally. Discuss with top management regarding training schedule.	Training was carried out on September 2018. Factory plans to carried out training internally every 3 months.	3
Jun-18	Occupational Safety and Health	Emergency Preparedness	Evacuation plans were not updated.	Ensure that the evacuation maps are updated.	All evacuation maps have been updated and posted.	6
Jun-18	Occupational Safety and Health	OSH Management Systems	OSH Policy has not been developed in consultation with workers and their representatives.	Ensure to review the OSH policy in consultation with worker representatives in the bipartite committees.	Management reviewed the OSH policy in consultation with workers representative on August 2018.	3
Jun-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Several chemicals are not included in the inventory. In addition, the inventory does not include all the locations.	Ensure that all chemicals used are included in the inventory and that the inventory is adequately documented.	The chemical inventory list has been systemized therefore updating the inventory will be effectively done by all departments.	3
Jun-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified containers of chemicals and hazardous substances.	Label all containers of chemicals and hazardous substances. Perform internal audit on a regular basis. Assign accountability for OSH matters.	The factory has purchased stickers of that have been attached to all chemical drums and containers. The compliance department will carry out self-audits regarding chemical use and storage each month for every module.	33
Jun-18	Occupational Safety and Health	Emergency Preparedness	Evacuation routes were obstructed by boxes in the packing area of two modules.	Ensure that evacuation routes remain unobstructed; - Assign accountability to monitor such issues.	The factory repainted the evacuation routes and additionally, emphasized the supervision of all evacuation routes. Compliance officers and supervisors have a daily checklist routine in this regards.	3
Jun-18	Occupational Safety and Health	Emergency Preparedness	Fire drills were not conducted every 6 months in all buildings	Ensure to perform a fire drill twice a year. Schedule an agenda to perform drill in each module. Document the related evidences.	The company has conducted an additional emergency drill that has been monitored by SONAPI.	3

Jun-18	Occupational Safety and Health	Working Environment	The workplace temperature exceed the recommended 30 C.	Maintain temperature level to a maximum of 30 C. Set internal inspections on a regular basis.	Management cleaned and inspected all the water cooling systems installed in the factories to lower temperatures. Mechanics checks all cooling systems on a monthly basis..	9
Jun-18	Occupational Safety and Health	Working Environment	The noise level exceed the recommended 90 db. in the sewing section in one building.	Maintain noise level to a maximum of 90 db. Set internal inspections on a regular basis.	Management has reduced the volume of the music inside the work place and the IT team has set a limit to the music volume in all modules. Workers who work in the pressing section were provided with ear plugs.	33
Jun-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemicals were not stored properly and the storage areas were not adequately ventilated.	Store chemical in the appropriate place. Have written procedures on the usage of chemicals. Train chemical users on the handling of chemical.	Chemicals were moved to the Chemical room and this issue was immediately corrected during the assessment.	9
Jul-18	Occupational Safety and Health	Chemicals and Hazardous Substances	MSDS were not available for several products and some were in a foreign language.	Ensure that MSDS are available where chemicals are used and stored. Ensure that MSDS are available in the local language.	All MSDS have been posted in all chemical using and storing departments. MSDS have been translate into French.	9
Jul-18	Occupational Safety and Health	Working Environment	The level of lighting in the workplace is unacceptable in sewing, cutting and quality sections.	Ensure that light levels are adequate in all sections.	The factory uses LED light bulbs and all light bulbs were installed again in order to achieve the recommended Lux. Mechanics will check LED light bulbs and lightning equipment monthly.	3
Jul-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Eye wash stations in the mechanical workshop of one module was not functioning.	Ensure that cleaning facility is available in the area where chemical are used. Fix the eye wash station in the mechanical workshop.	The factory immediately repaired the defective eye wash. Daily checks are performed to ensure that eye wash stations are always full and operational.	9

Jul-18	Occupational Safety and Health	Worker Protection	No proper masks were provided to workers in the spot cleaning area.	Provide adequate PPE to workers in the spot cleaning areas. Assign accountability to supervisor and factory compliance officer to monitor the availability of PPE. Train spot cleaning area's workers on PPE.	The factory provided adequate masks to workers and conducted training for all workers of this section.	33
Jul-18	Occupational Safety and Health	Worker Protection	Inadequate personal protective equipment in the mechanic workshop in one building.	Provide adequate and necessary PPE to workers.	The Compliance department has conducted numerous Trainings related to the use of PPEs to all workers.	33
Jul-18	Occupational Safety and Health	Worker Protection	Standing workers were not provided with foot rests or shock absorbing mats in two buildings. Some chairs were missing back rest.	Perform regular OSH audits in each module. Train Factory compliance office on the supply requisition procedures. Ensure that standing workers are provided with foot rests or shock absorbing mats.	Standing mats have been stuck onto the floor for standing workers and supervisors have been given the duty of checking if any additional workers need standing mats. New chairs with back rests are provided to workers.	3

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Silver Linings S.A
Location: Port-au-Prince
Number of workers: 437
Date of registration: Mar-16
Date of last two Better Work assessments: May-18 Jun-19

Advisory and Training Services

29-Aug-19	Advisory meeting	Advisory meeting with management to review the internal work rules and discuss about the Improvement plan and Progress report 1. Meeting with the compliance team to review the improvement plan and verify the documents. Worker interviews : pregnant women and breastfeeding women. Factory tour to validate pending OSH issues.
25-Jun-19	Training	Training - Supervisory Skills (SST)
6-Jun-19	Training	Training - Human Resource Management
2-May-19	Advisory meeting	Advisory meeting to update the training plan. Verification of the OSH assessment report. Documents reviewed : Medical check reports, Fire drill training report, fire fighting system maintenance, first aid and firefighting training records. Interview with Newly hired workers. Factory tour to verify remediation of OSH issues.
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORT	MONTHS
Assessment June 2019						
Jun-19	Compensation	Wage Information, Use and Deduction	The attendance records for Sundays and overtime hours worked are manually reported by line supervisors.	1- Have an accurate attendance recording system 2- Workers need to have access to review their own working time records	workers who work on Sundays and overtime have access to the punch system before leaving the factory and can verify at any time the hours worked.	4
Jun-19	Compensation	Social Security and Other Benefits	Late payment of employer's contributions for ONA. The employer contributes 6 percent of each workers' minimum salary which does not include the incentives for the Sundays worked.	Submit ONA payments on time, within the first 10 working days of each month for the previous month. Then calculate this amount based on workers base salaries instead of the minimum wage.		30
Jun-19	Compensation	Social Security and Other Benefits	The employer collects and forwards 6 percent of each workers' minimum salary which does not include the incentives for the Sundays worked.	Collect and forward ONA payments on time. Calculate this amount based on workers' base salary instead of the minimum wage.		30

Jun-19	Compensation	Social Security and Other Benefits	Payment of employer's contribution to OFATMA for the maternity and health insurance is inaccurate.	Forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.	Management ensures that the monthly payment of OFATMA for maternity and health insurance is made on a regular basis.	30
Jun-19	Compensation	Social Security and Other Benefits	Payment of workers' contribution to OFATMA for maternity and health insurance is inaccurate.	Collect and forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.	Management ensures that the monthly payment of OFATMA for maternity and health insurance is made on a regular basis.	30
Jun-19	Contracts and Human Resources	Employment Contracts	The employee contract does not clearly specify the terms of employment.	Change the employee contract.	The employee contract has been changed.	4
Jun-19	Occupational Safety and Health	OSH Management Systems	Management did not provide construction/building permits during the time of assessment.	Conduct a building safety inspection ensuring the security of the building.	Management has already submitted the request to the building owner.	16
Jun-19	Occupational Safety and Health	Chemicals and Hazardous Substances	During the factory visit, assessors noticed two oil containers in the chemical warehouse that were identified with a red marker without any other indications.	Ensure that all hazardous and chemicals substances used in the workplace are properly labelled.	The containers have been identified with labels.	16
Jun-19	Occupational Safety and Health	Chemicals and Hazardous Substances	During the factory tour, assessors found generic chemical safety data sheets. These substances included: Textile grade silicone, anti-rust spray and degreaser.	Prepare and post MSDS where chemicals are used.	The generic MSDS has been replaced.	4
Jun-19	Occupational Safety and Health	Worker Protection	Worker from the mechanic department using a grinder without using appropriate goggles and gloves although these protective equipments were available in the mechanic shop.	Remind supervisors about their responsibility for enforcing OSH in their area. Post PPE signs & posters to remind workers to wear PPEs.	The mechanics have signed a commitment to the HR Department on the use of the protective equipment.	4

Jun-19	Occupational Safety and Health	Worker Protection	Assessors noticed that approximately 40 percent of sewing machines observed were missing their required belt guards.	Define who is in charge of installing & regularly maintaining the machine guards. Update the company regulation on machine guards.	The company's regulation on machine guards is updated.	4
Jun-19	Occupational Safety and Health	Working Environment	Workplace temperature exceed the recommended limit of 30 C in all sections.	Install additional fans. Then conduct regular measurement of the temperature.	Exhaust fans have been installed.	4
Jun-19	Occupational Safety and Health	Health Services and First Aid	less than 10 percent of the workforce or 40 workers including men and women were trained in first aid.	Monitor the number of workers in the workplace on a regular basis. Ensure that at least 10 percent of the workforce is trained	10 percent of the workforce are trained in first Aid.	4
Jun-19	Occupational Safety and Health	Emergency Preparedness	The evacuation maps are not accurate; location of the viewer and the location of some fire extinguishers on the floor were not accurately reflected.	Update the evacuation map to show the location of escape routes, emergency exit, fire extinguishers and assembly area.	A new evacuation plan has been posted on the floor.	4
Jun-19	Occupational Safety and Health	Emergency Preparedness	Aisles are obstructed by boxes in the stock room.	Provide new instructions for workers in this section. Also,provide additional space for storing goods.		4
Jun-19	Working Time	Regular Hours	Pregnant women were not provided systematically with two additional breaks of 30 minutes each.	Develop a policy for pregnant women.Inform workers of their rights.	The policy for pregnant women has been developped and posted on the floor.	4
Jun-19	Freedom of Association and Collective Bargaining	Freedom to Associate	workers' freedom to form and join the union.	Strengthen the factory's FOA policy and clarify in the internal rules trade union access to the factory.		4
Assessment May 2018						
May-18	Compensation	Social Security and Other Benefits	Employer contribution to ONA is less than 6 percent of workers' base salaries.	Ensure that ONA payment is based on the base salary instead of worker's minimum wages. Submit the monthly payment within the first 10 working days of the following month.		24

May-18	Compensation	Social Security and Other Benefits	Workers' contributions to ONA is base on the minimum wage.	Ensure that ONA payment is based on the base salary instead of worker's minimum wages.		24
May-18	Compensation	Social Security and Other Benefits	Payment of employer's contribution to OFATMA for the maternity and health insurance is inaccurate.	Forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.		24
May-18	Compensation	Social Security and Other Benefits	Payment of workers' contribution to OFATMA for the maternity and health insurance is inaccurate.	Collect and forward 3 percent of workers' base salary to OFATMA for maternity and health insurance.		24
May-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unlabelled containers of machine oil in the generators' room.	Label all hazardous and chemicals substances used in the workplace.	All containers have been identified. The compliance officer is assigned to conduct the daily and weekly checks.	10
May-18	Occupational Safety and Health	Emergency Preparedness	The routes in the storage and warehouse areas are not clearly marked.	Paint evacuation arrows and signs	All markings and painting has been done on the floor and all exits and signs have been identified.	10
May-18	Occupational Safety and Health	Health Services and First Aid	The factory does not provide workers health checks within the first three months of hiring.	Provide workers health checks within the first three months of hiring.	Medical exams have already started. A schedule has been created to identify who need an exam and when the exams will be conducted.	10
May-18	Occupational Safety and Health	Health Services and First Aid	The factory did not show evidence of annual medical checks for workers.	Provide annual medical checks for workers.	Medical exams have already started. A schedule has been created to identify who and when exams will be conducted.	10

May-18	Occupational Safety and Health	Health Services and First Aid	Onsite medical facilities and staff is insufficient.	Hire the additional medical staff.	The factory hired an additional nurse to comply with the current workforce.	10
May-18	Occupational Safety and Health	OSH Management Systems	Legally required construction/building permits	Perform a building safety inspection.		10
May-18	Occupational Safety and Health	OSH Management Systems	The OSH policy is not signed by top management and it was not developed in consultation with worker representatives.	Translate the OSH policy into the local language, consult with worker's representatives and ensure that the policy is signed by top management.	OSH policy is signed and presented to the bipartite committee.	10
May-18	Occupational Safety and Health	Welfare Facilities	The results of water test revealed the presence of colonies after 48 hours	Provide free drinking water to workers	The maintenance manager has been assigned to manage the water filtration system.	10
May-18	Occupational Safety and Health	Worker Protection	Standing workers in the stock room operating without standing mats.	Provide standing mats to the standing workers	All floor mats have been installed to all required sections . In addition, the daily-weekly checks have been updated.	10

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: Sewing International S.A
Location: Port-au-Prince
Number of workers: 2208
Date of registration: Sep-09
Date of last two Better Work assessments: Aug-19 May-18

Advisory and Training Services

29-Aug-19	Training	Chemical Management System
10-Aug-19	Training	Building Briges Workshop
9-Jul-19	Advisory meeting	Advisory visit to verify and update improvements on the portal and to meet with unions at the factory
6-Jun-19	Training	Human Resources Management (HRM)
27-Apr-19	Training	Occupational Safety and Health (OSH)
12-Apr-19	Advisory meeting	Factory visit to discuss improvement plan, new findings with UNIONS, Bipartite Committee and Management in 3 separate meetings.
29-Jan-19	Training	Respectful workplace program
1-Mar-19	Advisory meeting	Factory visit to discuss PICC functioning with Compliance officer Factory visit to discuss Improvement Plan with Buyer Compliance officer and SISA management
7-Dec-18	Training	Workshop on Women's Challenges in the Workplace
14-Nov-18	Training	Building Briges Workshop
13-Nov-18	Advisory meeting	Advisory visit for OSH remediation verification with Compliance officer and to discuss FOA policy with HR manager and Plant Manager

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment AUGUST 2019						
Aug-19	Compensation	Overtime Wages	Overtime worked after 4 pm without prior approval is not compensated.	Ensure that management is clear and transparent with respect to the conditions of overtime hours and post voluntary overtime hours on the floor.		2
Aug-19	Compensation	Wage Information, Use and Deduction	Time records of overtime hours worked without prior authorization are not entered in the payroll and are not compensated.	Ensure payment of all overtime worked at 50% premium		2

Aug-19	Compensation	Paid Leave	Some workers who did not work for 6 consecutive days could not benefit from Sunday payment, even when they accumulated 48 hours over a period of 5 days including overtime worked.	Ensure consistent compensation policy for all workers.		2
Aug-19	Compensation	Social Security and Other Benefits	ONA's deduction paid by the employer was based on the minimum wage and is being paid late	Ensure that ONA payment is based on base salary and ensure timely payment	ONA payments are based on base salary since January 2019	2
Aug-19	Compensation	Social Security and Other Benefits	ONA's deduction collected and forwarded was based on the minimum wage.	Ensure that ONA payment is based on base salary and ensure timely payment	ONA payments are based on base salary since January 2019	38
Aug-19	Compensation	Social Security and Other Benefits	Innaccurate salaries reported to OFATMA and late payments.	Report accurate salaries and respect payment deadlines with OFATMA.		38
Aug-19	Compensation	Social Security and Other Benefits	OFATMA's deduction paid by the employer was based on the minimum wage and paid late.	Ensure deductions are made on base salary and timely payments within 10 business days of the next month.		38
Aug-19	Compensation	Social Security and Other Benefits	OFATMA's deduction collected on the workers pay slip was based on the base salary while the amount forwarded to OFATMA was based on the minimum wage.	Ensure correct amount of base salary deductions ultimately get transferred to OFATMA for payment. Investigate discrepancy to prevent future recurrences.		38
Aug-19	Occupational Health & Safety	Worker Protection	Sub-contracted carpenters in the woodworking workshop using an electrical saw without personal protective equipment	1. Ensure that all appropriate personal protective equipment is available prior to the performance of a given task by workers.		2
Aug-19	Contract and Human Resources	Dialogue, Discipline and Disputes	Workers' interview revealed that they had been verbally abused by a general supervisor, who was also responsible for sewing floor communication.	1. Provide training to general supervisor 2. Monitor behavior for possible written warning on future recurrences.	Management removed general supervisor from the communication team.	2
Aug-19	Occupational Health & Safety	Chemicals and Hazardous Substances	Non-labeled potassium Dichromate water container at the woodworking station.	Take appropriate measures to label all containers in the workplace.		12

Aug-19	Occupational Health & Safety	Chemicals and Hazardous Substances	MSDS for coil cleaner was not available in the mechanic workshop	Maintain and POST MSDS for all chemicals in use	Employer took immediate actions to post the missing MSDS	12
Aug-19	Occupational Health & Safety	Chemicals and Hazardous Substances	Evidence of actions taken by management to control and oversee workers' exposure to chemicals and hazardous substances were unavailable during the assessment.	Take proper measures to isolate use of blow out as to minimize exposure of surrounding workers		12
Aug-19	Occupational Health & Safety	Worker Protection	Workers working with chemicals such as blow out, in the spot cleaning areas where only provided with N95 masks which is not adequate.	Ensure that workers in the spot cleaning area have the appropriate masks		12
Aug-19	Occupational Health & Safety	Worker Protection	Several workers in the sewing areas of floors 3 and 4 were not provided chairs with backrest.	Ensure chairs with adequate back rests are used as appropriate for the operation being performed.		12
Aug-19	Occupational Health & Safety	Working Environment	Temperature over BW recommended 30 C	Use electrical exhaust fans or cooling system. Monitor workplace temperature on a regular basis.		68
Aug-19	Occupational Health & Safety	Working Environment	Noise levels are unacceptable in the workplace.	Provide ear muffs to workers in that section if noise cannot be controlled below 90DB 2. Perform random noise level measurements.		2
Aug-19	Occupational Health & Safety	Working Environment	The level of lighting in the workplace is unacceptable:	Consider the replacement of lightbulbs according to manufacturers recommendations, position stations so as not to block the natural light penetration		12
Aug-19	Occupational Health & Safety	Welfare Facilities	Insufficient toilets for men and women	Ensure enough adequate toilets are available for the worker populations.		56

Aug-19	Occupational Health & Safety	Welfare Facilities	The eating area can only accommodate about 25 percent of the workers.	Explore measure to provide enough enough space for all the workers.		92
Aug-19	Occupational Health & Safety	Health Services and First Aid	Insufficient medical personnel	Ensure enough medical staff recommended by the labor code.		92
Aug-19	Occupational Health & Safety	Health Services and First Aid	Latex gloves found expired in first aid boxes	Perform weekly monitoring of first aid boxes ensuring no expired products		2
Aug-19	Occupational Health & Safety	Emergency Preparedness	Fire alarm was obstructed by a box of fabrics near module 42.	Perform random OSH tour to ensure no obstruction of fire fighting EQUIPMENT/SYSTEMS		2
Aug-19	Occupational Health & Safety	Emergency Preparedness	Escape routes were obstructed by boxes of fabrics in the warehouse.	Assign monitoring tasks at the supervisors level to ensure that escape routes are not obstructed		2
Aug-19	Occupational Health & Safety	Emergency Preparedness	Assessors noticed in all buildings rechargeable electric lamps wrapped with fabric strap.	Ensure that electrical appliances are not wrapped with flammable materials		2
Aug-19	Working Time	Regular Hours	Breastfeeding women were offered to take one hour break at 4 pm, while the regular working time is from 7 am to 4pm.	Allow the breastfeeding women to take their break during regular working hours		2
Mar-19	Working Time	Leave	Insufficient annual leave for workers.	Ensure that workers enjoy 15 days of annual leave as required.		2
Assessment May 2018						
May-18	Freedom of Association	Interference and Discrimination	Insufficient transparency of overtime hours recorded and compensated by the factory.	Clarify limit of overtime hours and the formula for payments in factory internal working rules. Inform workers of their right to refuse overtime.	Overtime hours have been clarified with workers, hours are posted.	10

May-18	Compensation	Overtime Wages	Wage deductions, such as loan, made by the employer exceeding 1/6 of workers monthly earnings.	Ensure that wage deductions, such as loan, made by the employer do not exceeded 1/6 of workers' monthly earnings.	10
May-18	Compensation	Wage Information, Use and Deduction	Time records of overtime hours worked without authorization are not recorded in the payroll and are not compensated.	Clarify limit of overtime hours and the formula for payments in factory internal working rules. Ensure that time records of all overtime hours worked are recorded in the payroll and compensated.	10
May-18	Compensation	Wage Information, Use and Deduction	Payments for ONA are based on the minimum wage instead of worker's base salary as required by the Haitian Labour Code.	Ensure employer contributions for ONA are 6% of the worker's base salary as required by the Haitian Labour Code.	36
May-18	Compensation	Social Security and Other Benefits	Worker's contributions to ONA are based on the minimum wage instead of the worker's basic salary as required by the Haitian Labour Code.	Ensure worker contributions for ONA are 6% of the worker's base salary as required by the Haitian Labour Code.	36
May-18	Compensation	Social Security and Other Benefits	Agreement to pay work-related accident insurance in four monthly instalments not current.	Follow instalment agreements approved by OFATMA and make payments according to expected deadlines	10
May-18	Compensation	Social Security and Other Benefits	The employer's contribution to OFATMA for maternity and health insurance is 2% of the minimum salary for 20 days worked instead of 3% of workers' base salary as required by law.	Ensure the employer's contribution to OFATMA for maternity and health insurance is based on 3% of workers' base salary as required by law.	36
May-18	Compensation	Social Security and Other Benefits	The factory is collecting 2% of minimum salary for 20 days worked instead of collecting 3% of workers' base salary as required by law.	Ensure the employer's contribution to OFATMA for maternity and health insurance is based on 3% of workers' base salary as required by law.	36

May-18	Compensation	Social Security and Other Benefits	Number of days actually worked in the calculation of indemnity for the notice period considers holidays and weekly rest days which lowers the daily average earning.	Compute average earnings based on days actually worked not including holydays and weekly rest days.		10
May-18	Contract and Human Resources	Termination	Annual supplement or bonus amount upon termination found in payroll records is not matching correct amount calculated by the accounting information systems.	Verify that payroll system is programmed to respect correct formula and pay correct amount for termination bonus		10
May-18	Contract and Human Resources	Termination	Procedures for worker terminations were not properly followed.	1. Ensure application of the legal requirements related to termination of contracts under the article 42 of the labour code. 2. Follow MAST recommendation with the reinstatement of the five union leaders	Officers accepted termination settlements over reinstatement.	10
May-18		Dialogue, Discipline and Disputes	OSH policy was not developed in consultation with workers and their representatives and was not signed by top management	Enter into consultation with workers and their representatives on existing OSH policy for possible input and/or modification. Ensure that it is signed by top management.		10
May-18	Occupational Health & Safety	OSH Management Systems	Factory chemical inventory is incomplete.	Ensure that all chemicals currently in use are tracked and included in the daily inventory.		10
May-18	Occupational Health & Safety	Chemicals and Hazardous Substances	Missing MSDS in the chemical room for some chemicals.	Obtain and post the MSDS in local language for all chemicals stored or eliminate use in production.		10
May-18	Occupational Health & Safety	Chemicals and Hazardous Substances	Management does not isolate the use of chemicals such as Blow Out in the spot cleaning areas and inspection sections.	Management to control and oversee workers' exposure to chemicals and hazardous substances. Ensure isolation of such chemicals.		10

May-18	Occupational Health & Safety	Chemicals and Hazardous Substances	Inspection worker performing tasks assigned to spot cleaning without supervisor approval in her section where eye wash station was not available.	Train workers on proper health and safety procedures	Workers were trained accordingly	10
May-18	Occupational Health & Safety	Chemicals and Hazardous Substances	Management did not provide personal protective equipment such as helmet, face shield, safety glasses, gloves, aprons for workers in the welding workshop.	Provide helmet, face shield, safety glasses, gloves, aprons for workers in the welding workshop	All appropriate personal protective equipment were provided.	10
May-18	Occupational Health & Safety	Worker Protection	1. Chairs without backrest in use by workers on floors.	Ensure workers are provided with chairs with proper backrest		10
May-18	Occupational Health & Safety	Worker Protection	25% of all sewing machines were missing pulley guards. 90 % of tape machines were missing belt guards.	Install all the required safety guards on all sewing machines.		10
May-18	Occupational Health & Safety	Worker Protection	2 uncovered electrical boxes with exposed electrical wires in the compressor room.	Ensure electrical boxes are properly covered with no combustible materials.		10
May-18	Occupational Health & Safety	Worker Protection	Workplace temperatures in the sewing, quality and pressing sections exceeded BW recommendation of 30 C.	Use electrical exhaust fans or cooling system. Ensure that the air-flow to and from the fans is not blocked. Make sure that all fans are well-maintained and regularly cleaned.		66
May-18	Occupational Health & Safety	Working Environment	Insufficient level of lighting in some sections.	Specify who is in charge of regular maintenance of the light and replace defective ones. Conduct regular measurement & compare with BW recommended limit.		10
May-18	Occupational Health & Safety	Working Environment	Insufficient number of toilets available for men and women.	Increase the number of toilets.		54

May-18	Occupational Health & Safety	Welfare Facilities	Dust accumulates on the surfaces of electrical equipment and machines. Combustible materials like fabric waste, plastic or paper are scattered around the workplace.	Provide more efficient cleaning equipment to assigned personnel for hygienic maintenance of factory floor.		10
May-18	Occupational Health & Safety	Welfare Facilities	The eating area can only accommodate about 25 percent of the workers.	Consider expansion of eating area or adoption of different lunch breaks as production can allow to accommodate available eating space.		90
May-18	Occupational Health & Safety	Health Services and First Aid	At the time of assessment, factory did not deliver annual medical health checks to all workers.	Develop more aggressive schedule of medical checks for all the workers and ensure completion by next annual evaluation.		90
May-18	Occupational Health & Safety	Health Services and First Aid	Insufficient medical personnel	Have a permanent onsite medical service, with at least 10 nurses and 3 doctor's visits per week		90
May-18	Occupational Health & Safety	Emergency Preparedness	Locations of escape routes, emergency exit doors, assembly areas, fire extinguishers, the routes in the packing area are not clearly indicated on the evacuation plan	Update evacuation plan to include all required elements	Evacuations plans are current with all required elements.	10
May-18	Working Time	Overtime	Workers had worked more than 80 hours of overtime during that trimester.	Reduce the number of overtime hours.		90

BETTER WORK HAITI - 19TH SYNTHESIS REPORT


Factory: Val d'Or Apparel Mfg. S.A
Location: Croix des Bouquets/ Port-au-Prince
Number of workers: 1208
Date of registration: Oct-14
Date of last two Better Work assessments: Sep-17 Feb-18

Advisory and Training Services

11-Sep-19	Training	Risk Management Training
30-Aug-19	Training	Industrial Relations Training
29-Aug-19	Training	Chemical Management Training
22-Aug-19	Advisory meeting	Advisory visit to perform OSH targeting boiler safety, Emergency Preparedness and debriefing with management.
9-Jul-19	Advisory meeting	Advisory visit to verify and update on progress against the improvement plan.
31-May-19	Training	Labour Law Training
27-Apr-19	Training	Occupational Safety and Health training

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment October 2018						
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	The chemical warehouse did not have all the required MSDS	Provide MSDS for all chemicals or hazardous substances used in the workplace	MSDS were posted as of last advisory visit	11
Oct-18	Compensation	Social Security and Other Benefits	ONA contributions based on the minimum wage instead of the base salary.	Ensure that ONA employer contributions are based on 6% of basic salary		23
Oct-18	Compensation	Social Security and Other Benefits	The factory calculates workers' ONA contributions based on the minimum wage instead of the base salary.	Ensure that ONA contributions is based on the base salary		23
Oct-18	Compensation	Social Security and Other Benefits	Amount declared to OFATMA was less than the total amount of salaries effectively paid to workers for the fiscal year 2016-2017.	Ensure that amount declared to OFATMA is the total amount of salaries effectively paid to workers		46
Oct-18	Compensation	Social Security and Other Benefits	Employers contribution for OFATMA maternity and health insurance contributions based on the minimum wage instead of the base salary.	Ensure 3% basic salary is used when calculating maternity and health insurance contributions		46

Oct-18	Compensation	Social Security and Other Benefits	Workers contribution for OFATMA contributions based on the minimum wage instead of the base salary.	Ensure that worker contributions are calculated based on 3% of workers' base salary		46
Oct-18	Contract and Human Resources	Dialogue, Discipline and Disputes	Supervisors use inappropriate and abusive language toward the workers.	Include zero tolerance policy in internal rules and establish investigation procedures on verbal abuse Communicate results to concerned parties Participate in training on proper workplace communication	Zero tolerance policy is included in internal rules and investigation procedures on verbal abuse are established.	11
Oct-18	Occupational Safety and Health	OSH Management Systems	Occupational safety and health assessment reports were not done on a regular basis	Ensure regular internal assessment on a monthly basis. Consult with the workers during the assessment and also inform them of the results.		11
Oct-18	Occupational Safety and Health	OSH Management Systems	Work related accidents were not submitted to OFATMA on a monthly basis.	Assign a person responsible to submit OFATMA work related accidents on a monthly basis. Include in factory OSH internal assessments to verify consistency.	HR manager is assigned to submit work related accidents on a monthly basis	11
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Incomplete inventory of chemicals and hazardous substances used in the workplace	Assign a person responsible for updating inventories of hazardous substances in the various locations where they are stored or used.	Compliance officer is assigned to update chemical inventory	11
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Unidentified container of oil , Thinner and liquid soap used in the mechanic workshop.	Assign clear responsibility for the labelling of the chemical and hazardous substances. Identify all containers used in the workplace according to specifications.	Compliance officer is assigned to ensure the labelling of chemical containers	11
Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDS were available for chemicals stored in the chemical warehouse.	Identify MSDS for all chemical products used in production and ensure availability in local language where such products are being used.	All MSDS are posted and available in the local language	11

Oct-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash station in the welding workshop where chemicals were stored at the time of assessment visit.	Ensure availability of eyewash where chemicals are being used		11
Oct-18	Occupational Safety and Health	Worker Protection	Chairs provided to workers in the training section and packing area were missing back rest.	Ensure that all chairs used on the factory floor comply with their respective ergonomic requirements		23
Oct-18	Occupational Safety and Health	Worker Protection	Entry point of electrical panels were not properly sealed in the cutting area and junction boxes were not covered in the fabric storage.	1.Ensure that all entry point of electrical panels are properly sealed 2. Ensure that junction boxes are covered.		11
Oct-18	Occupational Safety and Health	Worker Protection	1 electrical panel was missing hazard sign in the boiler room.	Ensure that electrical panels have hazard signs	All electrical panels now have hazard signs	11
Oct-18	Occupational Safety and Health	Working Environment	Temperatures exceed 31 C in all sections.	1. Use electrical exhaust fans or cooling system 2. Ensure that the air-flow to and from the fans is not blocked 3. Make sure that all fans are well-maintained and regularly cleaned		35
Oct-18	Occupational Safety and Health	Working Environment	Insufficient lighting in the cutting section	Improve lighting in the cutting section through new bulb installations or penetration of natural light.	New light bulbs were installed	11
Oct-18	Occupational Safety and Health	Welfare Facilities	Insufficient functioning toilets for men and women.	Have 8 functioning toilets for men and 68 functioning toilets for women as indicated in the Haitian labour code.		34
Oct-18	Occupational Safety and Health	Welfare Facilities	Eating area can accommodate approximately 30 percent of its workforce at once.	Enter into consultation with worker representatives and industrial park management to find possible solutions for sufficient eating space.		11
Oct-18	Occupational Safety and Health	Health Services and First Aid	Pregnant workers are not provided break as described by the law.	Ensure that pregnant women benefit from additional breaks as required by the law.	Pregnant women benefits from additional breaks as required	11

Oct-18	Occupational Safety and Health	Health Services and First Aid	Factory of this size must have a permanent onsite medical service, with at least 6 nurses and 3 doctor's visits per week.	Hire a permanent onsite medical service made up of at least 6 nurses and 3 doctor's visits per week.		40
Oct-18	Occupational Safety and Health	Health Services and First Aid	Found missing products in all first aid boxes	Designate responsible person in OSH committee to perform regular inventory of all first aid boxes.	Assigned person conducts regular inventory audits for first aid boxes	11
Oct-18	Occupational Safety and Health	Emergency Preparedness	Training area is not reflected in the current evacuation plan.	Update current plan to match actual lay out of factory floor including but not limited to training area	Evacuation plan was updated to include training area	11
Oct-18	Occupational Safety and Health	Emergency Preparedness	Emergency exit next to the fabric warehouse and one emergency exit in the training area were locked during working hours.	Ensure that emergency exits and escape routes remain unblocked during working hours	Emergency exits remain open during working hours	11
Oct-18	Occupational Safety and Health	Emergency Preparedness	Fire drill is not being held every 6 months as recommended.	Ensure that fire drills are completed twice yearly		11
Assessment September 2017						
Sep-17	Compensation	Overtime Wages	Workers in the cleaning section were not paid 50 percent above the normal wage for all ordinary overtime hours worked.	Comply with the law regarding the overtime payment	Management has eliminated much of the overtime. All occasional overtime are paid per recent assessment.	
Sep-17	Compensation	Premium Pay	Workers were not paid 50 percent above the normal wage for regular hours worked on legally mandated holidays.	Comply with law regarding the overtime payment	The factory changed the calculation method to pay premium on overtime hours.	
Sep-17	Compensation	Paid Leave	Payments for non-working holidays are based on the minimum wage instead of average earnings.	Comply with the law regarding the payment for non-working Holidays	Payment is now based on average earnings.	
Sep-17	Compensation	Paid Leave	Payments for weekly rest days are based on the minimum wage instead of average earnings.	Comply with the law regarding the payment for weekly rest day		

Sep-17	Compensation	Social Security and Other Benefits	The factory calculates ONA contributions based on the minimum wage instead of the base salary.	Comply with the law regarding ONA's contributions		
Sep-17	Compensation	Social Security and Other Benefits	ONA deductions are based on the payroll of the last 2 weeks of each month instead of the full month as required by law.	Ensure that ONA contributions is based on the monthly base salary		
Sep-17	Compensation	Social Security and Other Benefits	The factory has not paid the employer's contribution to OFATMA for maternity and health insurance.	Register with OFATMA for maternity and health insurance.	Factory is registered.	
Sep-17	Compensation	Social Security and Other Benefits	The factory has not paid the workers' contribution to OFATMA for maternity and health insurance. Management said that the registration is in process.	Register with OFATMA for maternity and Health Insurance.	Factory is registered.	
Sep-17	Contract and Human Resources	Employment Contracts	Workers interviewed revealed that their contract allowed a 35 minutes lunch break instead of the 1 hour described in the internal work rules.	Align contracts with internal work rules	Contracts terms are now aligned with provisions of internal work rules related to the lunch break.	
Sep-17	Contract and Human Resources	Contracting Procedures	Foreign worker's contracts do not specify the period of employment and the hours of work. Foreign workers are not covered by OFATMA for work related accidents.	Specify the type of employment in the foreign workers' contracts. Ensure that all workers are covered by the OFATMA for work related accidents.	Foreign worker's contracts specify terms of employment.	
Sep-17	Contract and Human Resources	Dialogue, Discipline and Disputes	Incidents of verbal abuse by supervisors and managers who use offensive words.	Plan training for supervisors and managers on supervisory skills		
Sep-17	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory only has an outdated list of chemicals and does not maintain an updated inventory.	Maintain a detailed inventory of the chemicals used in the workplace.	A complete inventory of chemical inventory is maintained by the compliance officer.	
Sep-17	Occupational Safety and Health	Chemicals and Hazardous Substances	Labelling practices does not comply with the requirements stipulated in the national law as the labels are only available in a foreign language.	Label all containers used in the workplace in local language	Containers of chemical were observed to be labelled by assigned person.	

Sep-17	Occupational Safety and Health	Chemicals and Hazardous Substances	The factory did not show evidence of training for workers who use chemicals and hazardous substances.	Provide training to workers who use chemicals and hazardous substances	Training was provided	
Sep-17	Occupational Safety and Health	Worker Protection	Management has not provided proper masks and goggles to workers in the boiler area.	Provide proper Personal protective equipment to workers. Provide goggles to workers in the boiler area		
Sep-17	Occupational Safety and Health	Worker Protection	70 percent of workers in the sewing area were not using the installed safety eye guards.	Provide training on the using of sewing machine guards.	Training was provided	
Sep-17	Occupational Safety and Health	Worker Protection	Pregnant women were observed in chairs without backrests.	Ensure that all chairs used on the factory floor comply with their respective ergonomic requirements including but not limited to proper backrest.		
Sep-17	Occupational Safety and Health	Working Environment	Temperature exceed 31 C in all sections	Use electrical exhaust fans or cooling system. Monitor workplace temperature on a regular basis.		
Sep-17	Occupational Safety and Health	Welfare Facilities	With its current workforce the factory should have 12 functioning toilets for men and 67 for women.	Comply with legal requirements regarding the number of toilets		
Sep-17	Occupational Safety and Health	Health Services and First Aid	The factory did not show evidence of medical checks conducted for workers within the first three months of hiring.	Provide medical checks for workers within the first three months of hiring.		
Sep-17	Occupational Safety and Health	Health Services and First Aid	The factory did not provide health checks to workers who have been exposed to work-related hazards.	Provide health checks to workers who have been exposed to work-related hazards		
Sep-17	Occupational Safety and Health	Health Services and First Aid	The factory did not show evidence of annual medical checks for workers.	Provide annual health checks to workers		
Sep-17	Occupational Safety and Health	Health Services and First Aid	Factory of this size must have a permanent onsite medical service, with at least 6 nurses.	Have a permanent onsite medical service, with at least 6 nurses		

Sep-17	Occupational Safety and Health	Emergency Preparedness	Fire extinguishers were obstructed by boxes in multiple locations	1. Conduct daily checks by OSH focal points. 2. Remind supervisors of OSH responsibilities 3. Ensure that fire protection equipment are not obstructed.	Focal points conducts random checks with assistance from supervisors to minimize obstruction.	
Sep-17	Occupational Safety and Health	Emergency Preparedness	Aisles obstructed by fabric rolls and boxes were observed at the fabric warehouse and in modules 10 and 21.	Conduct daily checks by OSH focal points. Remind supervisors of OSH responsibilities. Ensure that aisles are not obstructed.		
Sep-17	Occupational Safety and Health	Emergency Preparedness	Assessors found 2 closed emergency exits	Leave door open with security guards in attendance in order to open fully in the event of an evacuation		
Sep-17	Occupational Safety and Health	Emergency Preparedness	Factory does not maintain nor follow operation and maintenance procedures for the boiler.	Obtain original maintenance manual for boiler. Conduct and document all maintenance in an appropriate log accordingly.		
Sep-17	Working Time	Overtime	Factory exceeds the legal overtime limit for workers in the production, cleaning and cut control areas up to 170 hours for the period from June to August 2017.	No longer required as per the new law.		
Sep-17	Working Time	Overtime	No authorization was available for overtime hours worked during September 2017.	Follow up with ministry labour on overtime authorization request		

BETTER WORK HAITI – 19TH SYNTHESIS REPORT



Factory: The Willbes Haitian 2A S.A.
Location: Port-au-Prince
Number of workers: 1213
Date of registration: Sep-10
Date of last two Better Work assessments: May-18 Jul-19

Advisory and Training Services

11-Sep-19	Training	Hazard risk management and control training
23-Aug-19	Training	Boiler Safety Training
19-Aug-19	Advisory meeting	Meeting with management to discuss on the corrective action plan post evaluation. Realization of PICC election. Meeting with elected members of the next steps. Boiler inspection and meeting with boiler operators. Meeting with OSH committee for a self audit of OSH system.
14-Aug-19	Advisory meeting	Meeting with management to discuss the corrective action following the assessment visit. Factory tour to validate remediation. Meeting with the PICC candidates to distributes election materials and explain the election logistics plans.
1-Jul-19	Advisory meeting	PICC awareness and meeting with candidates. Meeting with management on PR2 and last improvements made. OSH tour with OSH committee to validate remediation and discuss the latest improvements.
7-Jun-19	Training	Human Resource Management
13-May-19	Advisory meeting	Meeting with management to discuss on improvement plan and general updates. Verification of document. Factory tour with OSH committee members to discuss on current issues.
1-Mar-19	Advisory meeting	Meeting with management on factory general updates and concerns. Revision of improvement plan. Documentation review. Factory tour with OSH committee members to validate the correction.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment July 2018						
Jul-19	Compensation	Social Security and Other Benefits	Late payment of employers' contribution to OFATMA maternity and health insurance for the month of April 2019.	Pay OFATMA within the first 10 business days of the next month for the previous month.	Contribution to OFATMA maternity and health insurance is being paid within the first 10 business days.	3
Jul-19	Compensation	Social Security and Other Benefits	Late payment of workers contribution to OFATMA maternity and health insurance for the month of April 2019.	Pay OFATMA within the first 10 business days of the next month for the previous month.	Contribution to OFATMA maternity and health insurance is being paid within the first 10 business days.	3
Jul-19	Contracts and Human Resources	Termination	One pregnant worker was terminated for disorderly conduct without authorization from the ministry of labour.	Train the Human resources officer. Have a checklist to file termination document in a consistent manner.	Pregnant woman was rehired immediately. Facility trained all Human Resources Manager. Procedures and regulations are being followed.	3

Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Three unlabelled containers of Thinner and water tank was not identified in the boiler room.	Label all chemical used in the factory.	Oil container were properly labelled at the mechanic shop. Thinner container was removed from trim stock. Thinner container at the spot cleaning room was properly identified. Water tank at the boiler room is in process of identification.	3
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Incomplete MSDS, missing standard information on chemical products such as Thinner, alkal, K7M and ink.	Provide MSDS where the chemicals are used and stored.	Complete MSDS for Thinner, alkal, K7M were already posted.	3
Jul-19	Occupational Safety and Health	Chemicals and Hazardous Substances	One non functional eye wash station without water pressure in the chemical warehouse where chemicals are stored and used.	Fix non functional eye wash in the chemical warehouse.	The eye wash station is already fixed. water pressure is ok.	3
Jul-19	Occupational Safety and Health	Worker Protection	Management did not provide proper masks to all workers in the spot cleaning section.	Provide protective equipment to workers using chemicals and hazardous substances.	All workers at all working sections are provided with PPEs. Facility restrict the access to that area.	73
Jul-19	Occupational Safety and Health	Worker Protection	Electrical panel missing cover, separator between different phases not installed and overheating of the compressor. Switches/breakers were not labelled to indicate purpose.	Ensure that electrical equipment and installations are regularly maintained.		88
Jul-19	Occupational Safety and Health	Working Environment	Temperature exceeded 30C in all working sections.	Keep the temperature level at a minimum of 30 C.		11
Jul-19	Occupational Safety and Health	Working Environment	Noise levels exceeded 90 dB in pressing and cutting sections.	Ensure to keep noise level at a minimum of 90 db.		
Jul-19	Occupational Safety and Health	Working Environment	The level of lighting is insufficient in sewing, pressing and cutting sections.	Ensure Sewing, Pressing, cutting section have an appropriate Lux level.		11
Jul-19	Occupational Safety and Health	Welfare Facilities	Insufficient number of toilets for women.	Ensure that the number of toilets is adequate with the number of workers.		
Jul-19	Occupational Safety and Health	Health Services and First Aid	Insufficient number of nurses.	Hire more nurses.		88
Jul-19	Occupational Safety and Health	Health Services and First Aid	One first aid box obstructed by a trolley. Keys were not available to open another first aid box.	Ensure that first aid boxes remained unobstructed. Ensure that is key for the box is available during working hours.	Facility ensured that all first aid kits remained unobstructed at all time. Facility ensured to have two persons in charged of first aid kits.	11
Jul-19	Occupational Safety and Health	Emergency Preparedness	Access to three fire extinguishers was obstructed by boxes.	Keep firefighting equipment unobstructed and readily accessible.	Facility took immediate action. all fire extinguishers are free of obstructions.	3

Jul-19	Occupational Safety and Health	Emergency Preparedness	The evacuation plan of the mezzanine of building 41 was not available. Also, the escape routes in the mezzanine were not clearly marked.	Ensure that escape routes in the mezzanine are clearly marked.	Evacuation plan for the mezzanine building # 41 is already designed. It will be posted shortly, Evacuation routes for the same building were already painted, Emergency light near the pressing section was relocated as per Better Work recommendation.	3
Jul-19	Occupational Safety and Health	Emergency Preparedness	A lamp wrapped with black bag in the mezzanine.	Ensure that possible sources of ignition are properly safeguarded. Perform an internal OSH assessment for the new	Rechargeable lamp wrapped with black bag was removed immediately.	3
Jul-19	Working Time	Leave	Workers were provided less than 15 days of annual leave.	Provide 15 days of annual leave after 1 year of service		6
Assessment July 2018						
May-18	Occupational Safety and Health	OSH Management Systems	The employer has not developed any mechanism to ensure cooperation on OSH matters.	Ensure that OSH committee is involved in developing OSH priorities and procedures.	The factory has an active OSH committee. Meeting are being carry out on a monthly basis.	
May-18	Occupational Safety and Health	OSH Management Systems	OSH policy is not signed by top management.	Update the OSH policy with the participation of the worker representatives.	The OSH Policy has been presented and explained to the OSH committee. Both workers and management representatives signed the policy.	
May-18	Occupational Safety and Health	Worker Protection	No gloves provided to workers in the mechanic shop.	Provide gloves to the workers of the mechanic shop. Ensure that workers are provided with necessary PPE. Train workers to use the provided PPE	Workers at the mechanic shop were provided with gloves.	
May-18	Occupational Safety and Health	Worker Protection	Standing workers in the packing area of building 43 did not have shock absorbing mats.	Provide shock absorbing mats to standing workers.	All workers in standing position were provided with standing mats at building 43.	
May-18	Occupational Safety and Health	Worker Protection	Electrical box poorly maintained with lose wires covered with black tape in the mechanic shop of building 42.	Maintain regularly the electrical installations.	Electrical box's internal wiring and interrupters at the mechanic shop was properly covered with a transparent, protective material to avoid electrical shock hazard. Maintenance personnel was properly trained to keep it in place at all times.	
May-18	Occupational Safety and Health	Working Environment	Temperature exceeded 30C in the packing, pressing, cutting and quality section.	Keep the temperature level to a maximum of 30 C.		
May-18	Occupational Safety and Health	Working Environment	The level of lighting was inadequate in Pressing section.	Ensure that light level is adequate the pressing section.	Factory installed additional lamps.	

May-18	Occupational Safety and Health	Health Services and First Aid	Insufficient number of medical staff.	Have a permanent medical staff with 6 nurses and 3 doctor's visit.		
May-18	Occupational Safety and Health	Health Services and First Aid	Listed items missing in the first aid box.	Have adequate first aid box available for the workers with necessary products.	Facility ensured that the content of 1 first aid kit in building 42 matches with the items included in the check list. Alcohol, scissor and forceps were added.	

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: The Willbes Haitian 2B S.A.
Location: Port-au-Prince
Number of workers: 759
Date of registration: Feb-18
Date of last two Better Work assessments: Jul-18 Sep-19

Advisory and Training Services

11-Sep-19	Training	Human Resources Management Training
13-Aug-19	Advisory meeting	Advisory Visit to conduct OSH tour and update improvement plan and perform termination files review.
10-Jul-19	Advisory meeting	Advisory visit to identify bipartite committee candidates for next election, conduct OSH Committee meeting and OSH tour.
07-Jun-19	Training	Human Resources Management Training
27-Apr-19	Training	Introduction to Occupational Safety and Health Training

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment May 2019						
Sep-19	Compensation	Minimum Wages/Piece Rate Wages	Management keep a separate payroll for temporary workers who are paid on a weekly basis. Temporary workers did not have access to the punch system.	Integrate temporary workers into punch system Ensure that recorded working hours flow into master payroll.	Applying all unboarding procedures to temporary workers with time cards linked directly to the master payroll	1
Sep-19	Contract and Human Resources	Employment Contracts	Temporary workers did not know their terms of employment.	Issue temporary contracts with fully disclosed terms of employment going forward to all temporary workers.	Factory policy has been modified to be in compliance	1
Sep-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Chemical container kept for future discarding was found unlabelled in a cabinet in the ink mixing section.	Ensure that containers are labelled and unused ones are disposed of in a timely manner		15
Sep-19	Occupational Safety and Health	Worker Protection	Management did not provide proper masks in spot cleaning sections and proper caps to workers working at heights	Provide proper masks to all workers in the spot cleaning section, safety belts and proper cap to workers working at heights	All necessary personal protective equipment have been purchased and distributed as required.	15
Sep-19	Occupational Safety and Health	Worker Protection	About 30 percent of standing workers in the pressing and packing section did not have mats to stand on.	Ensure that all standing workers have standing mats		15

Sep-19	Occupational Safety and Health	Worker Protection	Combustible material (Wood) inside an electrical panel	Ensure electrical panel are without combustible materials and exposed wires.	Combustible material was removed from electrical panel of the compressor and generator.	1
Sep-19	Occupational Safety and Health	Working Environment	Assessors measured the workplace temperatures as follows:	- Use electrical exhaust fans or cooling system - Ensure that the air-flow to and from the fans is not blocked. - Make sure that all fans are well-maintained and regularly cleaned - Monitor workplace temperature on a regular basis		15
Sep-19	Occupational Safety and Health	Working Environment	Noise levels are unacceptable in the workplace.	Consider reducing the length of time the worker is required to work in the cutting section. Provide adequate personal protective equipment (PPE) that control the noise at the worker.		15
Sep-19	Occupational Safety and Health	Working Environment	The level of lighting in the workplace is unacceptable:	Replace bulbs on a regular schedule according to manufacturers instructions. Clean light fixtures regularly. Avoid positioning work stations with the light fixture directly behind worker		15
Sep-19	Occupational Safety and Health	Welfare Facilities	Insufficient toilet according to the Haitian Labour Code	1.Ensure sufficient working toilets as per the LABOR CODE		15
Sep-19	Occupational Safety and Health	Health Services and First Aid	Insufficient medical personnel according to the labour code	1. Have a permanent onsite medical service, with at least 3 nurses and 3 doctor's visits per week.		15
Sep-19	Occupational Safety and Health	Emergency Preparedness	Access to 2 fire extinguishers at 2 locations was obstructed by boxes	Reinforce monitoring responsibilities with line supervisors and OSH committee members		1
Sep-19	Occupational Safety and Health	Emergency Preparedness	Escape routes in 1 building are not clearly marked.	Complete new lay out for floor and follow up with adequate marking.	Escapes routes are clearly marked already. They were re-painted	

Sep-19	Occupational Safety and Health	Emergency Preparedness	Escape routes in cutting area of 1 building were obstructed by roll of fabrics.	Reinforce monitoring responsibilities with line supervisors and OSH committee members	Fabrics were removed and additional monitoring is being done.	1
Sep-19	Working time	Leave	Insufficient annual leave to workers	Ensure that workers enjoy the 15 annual leave days.		1
Assessment July 2018						
Jul-18	Contract and Human Resources	Contracting Procedures	worker doing welding work without any protective equipment in the yard between buildings 44 and 45.	Ensure to have proper procedures for the mandatory use of PPE including sub-contractor.	Maintenance department already have appropriate PPE for workers.	9
Jul-18	Occupational Safety and Health	OSH Management Systems	The employer has not developed any mechanism to ensure cooperation on OSH matters.	Ensure the launch and effective functioning of OSH committee with a balance representation of male and female,	The OSH committee is active and functioning.	9
Jul-18	Occupational Safety and Health	OSH Management Systems	The OSH policy was not developed in consultation with workers and their representatives.	Consult with worker representatives to make necessary adjustment in the policy	Management held discussion on the policy with OSH representatives.	9
Jul-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Insufficient tracking of chemical inventory.	Assign a person responsible for updating inventory of hazardous substances where they are stored or used	Facility already assigned a person responsible for updating, maintain and checking inventories of hazardous substances.	9
Jul-18	Occupational Safety and Health	Chemicals and Hazardous Substances	Assessors found one unidentified container of cleaner in sewing area and also one unidentified container in the spot cleaning of building	corrected during the assessment		9
Jul-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No MSDSs were available for chemicals such as Alkal in the spot cleaning area of building	Identify and translate all relevant MSDS into local language and post accordingly.	MSDS for all chemicals are available	9
Jul-18	Occupational Safety and Health	Chemicals and Hazardous Substances	No eye wash station in the small warehouse of building 44 where chemicals and hazardous substances are stored.	Facility already stopped storing any chemical substances in that place.	Facility already stopped storing any chemical substances in that place.	9

Jul-18	Occupational Safety and Health	Worker Protection	Earplugs was not available in the compressor room.	Distribute proper personal protective equipment to the worker to control noise level	Earplugs were given	9
Jul-18	Occupational Safety and Health	Worker Protection	More than 30 percent of workers in the sewing lines of building 45 were not using the eye guards.	Train workers to use the provided PPE when necessary.	Workers were trained on the importance of the use of machinery guards. Management is monitoring on a daily basis	9
Jul-18	Occupational Safety and Health	Worker Protection	Uncovered electrical panel with exposed wires in the compressor room	ENSURE electrical panels are properly covered and sealed	All panels are covered with metal.	9
Jul-18	Occupational Safety and Health	Worker Protection	Electrical panels missing hazard signs in 2 buildings	-Identify electrical installations requiring warning signs -Post corresponding signs - Assign person in charge to regularly post the signs.	The hazards signs were posted are being monitored	9
Jul-18	Occupational Safety and Health	Working Environment	Temperatures in all sections is over the Better work recommended level of 30 C	1- Use a push and pull-type ventilation. 2- Provide or relocate windows in higher position 3- Use ceiling fans in order to increase the hot air flow directed towards the outside. 4. Conduct regular measurement of temperature		9
Jul-18	Occupational Safety and Health	Working Environment	Inadequate lighting in some sections	1. Ensure adequate lighting in the cutting area 2. Purchase led lighting to bring luminosity to higher levels		9
Jul-18	Occupational Safety and Health	Welfare Facilities	Insufficient toilet according to the Haitian Labour Code	Ensure that the factory has at least 48 functioning toilets for women and 29 functioning toilets for men		9
Jul-18	Occupational Safety and Health	Health Services and First Aid	Insufficient medical personnel according to the labour code	Hire the required medical staff.		9
Jul-18	Occupational Safety and Health	Emergency Preparedness	No smoke detector was observed in the stock trim	Ensure installation and maintenance of adequate smoke detectors.	Facility already installed smoke detector in the stock trim.	9

Jul-18	Occupational Safety and Health	Emergency Preparedness	Several unidentified fire extinguishers without inspection tags in 2 buildings	Communicate the necessity for tags to supplier and ensure they are placed in a timely manner	All fire extinguishers have tags	9
Jul-18	Occupational Safety and Health	Emergency Preparedness	Evacuation plan in 1 building is missing one newly arranged room. Also in another building, a newly arranged fabric warehouse is not included	Include proper procedures for internal communication and update evacuation plan of both buildings	Evacuation plans for both building are already updated and posted.	9
Jul-18	Working time	Regular Hours	Factory's working hours for all shifts including break time were not posted by the employer. However, workers are aware of the working hours.	Post working hours on information board	working hours have been posted on information board.	9

BETTER WORK HAITI - 19TH SYNTHESIS REPORT



Factory: The WILLBES Haitian III S.A
Location: Port-au-Prince
Number of workers: 737
Date of registration: Sep-10
Date of last two Better Work assessments: Jun-18 Aug-19

Advisory and Training Services

10-Sep-19	Advisory meeting	Advisory meeting with management to discuss the improvement plan. Meeting with union representative to invite them to serve as bipartite committee members. Discussion was also on factory's issues.
1-Jul-19	Bipartite Committee Meeting	PICC awareness and meeting with candidates. Meeting with management on PR2 and last improvements, OSH tour to validate remediation.
7-Jun-19	Training	Human Resource Management
13-May-19	Advisory meeting	Advisory meeting with management to discuss on the general updates. Meeting with union on the current status of their members.
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health
27-Apr-19	Training	Training - Introduction to Occupational Safety and Health
1-Mar-19	Advisory meeting	Meeting with management on factory general updates and concerns. Revision of improvement plan. Documentation review. Factory tour with OSH committee members to validate the correction.

ASSESSMENT	COMPLIANCE CLUSTER	COMPLIANCE POINT	DETAILS OF NON COMPLIANCE	IMPROVEMENT PRIORITIES	REMEDATION EFFORTS	MONTHS
Assessment March 2019						
Aug-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Not all chemicals are included in the inventory.	Ensure that the chemical inventory include all chemicals used in the workplace.	Chemical inventory was properly updated. All chemical products were included in the chemical inventory.	15
Aug-19	Occupational Safety and Health	Chemicals and Hazardous Substances	One unidentified drinking bottle contained machine oil.	Identify all containers used in the workplace.	All chemical containers were properly labelled in local language.	29
Aug-19	Occupational Safety and Health	Chemicals and Hazardous Substances	Gallons containing diesel fuel were being stored in the generator room.	Store the chemical in a more appropriate place.	Gallon of diesel fuel was removed from the generator room. All chemical substances area stored at the chemical warehouse.	3

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