

# Labor & Human Rights Metrics & Guidance

Report data for the prior calendar year.

## Baseline

For the statements below, enter a number representing how many of the establishments you are reporting for that would answer “Yes”.

*Example: Reporting for 5 establishments and all are yes type 5. If metric applies to 3, type 3. If none, type 0.*

\_\_\_ **B1. A code of conduct is in place for employees.**

Metric Resources:

[FAIRR: Best Practice: Fair Working Conditions](#)

[GRI 102-16](#)

\_\_\_ **B2. A code of conduct is in place for suppliers.**

Metric Resources:

[FAIRR: Best Practice: Fair Working Conditions](#)

[GRI 102-16](#)

\_\_\_ **B3. Training and/or resources on the code of conduct is provided in the appropriate languages of the employees.**

\_\_\_ **B4. Training and/or resources on the code of conduct is provided in the appropriate languages of the suppliers.**

\_\_\_ **B5. Internal programs are in place for handling workplace grievances and provide for anonymous reporting.**

Metric Resource:

[GRI 102-17](#)

\_\_\_ **B6. Published and/or posted a no discrimination, no harassment policy that is provided in the appropriate language(s) of employees.**

Metric Resources:

[SDG 5.1](#)

[GRI 406](#)

[FAIRR: Best Practice: Fair Working Conditions](#)

\_\_\_ **B7. Published a responsible recruitment policy for direct employees and subcontractors.**

Metric Resources:

[GRI 409-1](#)

[FAIRR: Best Practice: Fair Working Conditions](#)

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**Y / N      B8. Company mission statement addresses diversity, equity, and inclusion.**

**Y / N      B9. Books, records, and accounts are accurately maintained and transparent in compliance with applicable laws and regulations.**

Metric Resource:

[GRI 102-16](#) (GRI 102: General Disclosures sets out reporting requirements on contextual information about an organization and its sustainability reporting practices. This Standard can be used by an organization of any size, type, sector or geographic location.)

**Y / N      B10. Employees have access and ability to choose to associate or to not associate with any group in accordance with applicable laws and regulations.**

Metric Resources:

[GRI 407-1](#)

[FAIRR: Best Practice: Fair Working Conditions](#)

## Achievements

When answering these achievement metrics to indicate yes, you will type the number of establishments for which you are reporting that would say yes.

- **Commit** - Means internally the company has stated a commitment to the metric.
- **Track** - Means internally the company has a mechanism for measuring/recording/reporting information supporting this metric.
- **Deliver** - Means the company is meeting the internal goal(s) or commitment(s) pertinent to this metric.
- **Made Public** - At the company level, information regarding this metric has been printed, spoken about, or posted publicly displaying our commitment to this metric externally.

		Commit	Track	Deliver	Make Public
<b>Employee Retention</b>	A1. Retention rate goals are established by role (production, management, C-suite, etc.)				
	Metric Resource: <ul style="list-style-type: none"> <li>• <a href="#">GRI 401</a></li> <li>• Society for Human Resource Management (SHRM) <a href="#">Turnover and Retention Toolkit</a></li> <li>• US Bureau of Labor Statistics <a href="#">Job Opening and Labor Turnover Survey (JOLTS)</a></li> </ul>				
	A2. Retention rate goals are established by demographic (gender, race, age, tenure, etc.)				

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		Commit	Track	Deliver	Make Public
<b>Employee Complaints</b>	A3. A mechanism is in place for employees to anonymously submit complaints and complaints are appropriately managed to avoid fear of retaliation.				
	<b>Metric Resources:</b> <a href="#">GRI 102-17</a> <a href="#">GRI 403-2</a> <a href="#">FAIRR: Best Practice: Fair Working Conditions</a>				
<b>Diversity (gender, race, age)</b>	A4. Annual hiring rate goal(s) is established.				
	<b>Metric Resources:</b> <a href="#">SDG 5.1</a> <a href="#">GRI 405-1, 405-2</a> <a href="#">FAIRR: Best Practice: Fair Working Conditions</a>				
	A5. Diversity goals are established for the salaried workforce.				
	<b>Metric Resources:</b> <a href="#">SDG 5.1</a> <a href="#">GRI 405-1, 405-2</a> <a href="#">FAIRR: Best Practice: Fair Working Conditions</a>				
	A6. Diversity goals are established for the hourly workforce.				
	<b>Metric Resources:</b> <a href="#">SDG 5.1</a> <a href="#">GRI 405-1, 405-2</a> <a href="#">FAIRR: Best Practice: Fair Working Conditions</a>				
	A7. Annual training on discrimination, bullying, harassment, and retaliation is conducted in the appropriate languages of the trainees for: hourly employees, front-line supervisors, and upper management.				
<b>Metric Resources:</b> <a href="#">SDG 5.1</a> <a href="#">GRI 405-1, 405-2</a> <a href="#">FAIRR: Best Practice: Fair Working Conditions</a>					

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		Commit	Track	Deliver	Make Public
<b>Social Accountability Audits</b>	A8. Social compliance audits are conducted annually.				
	Audit Examples: SEDEX, SWA and other if applicable <b>Metric Resources:</b> <a href="#">GRI 403-8</a> <a href="#">GRI 412-1</a> <a href="#">FAIRR: Best Practice: Fair Working Conditions</a> <a href="#">WBCSD: Human Rights</a>				
	A9. Company performance on social accountability audits is reported to relevant employees.				
	<b>Metric Resources:</b> <a href="#">GRI 403-8</a> <a href="#">GRI 412-1</a> <a href="#">FAIRR: Best Practice: Human Rights</a> <a href="#">WBCSD: Human Rights</a>				
	A10. Company policies and practices align with the United Nations Universal Declaration of Human Rights.				
Learn more at <a href="#">United Nations Universal Declaration of Human Rights</a> <b>Metric Resources:</b> <a href="#">GRI 403-8</a> <a href="#">GRI 412-1</a> <a href="#">FAIRR: Best Practice: Human Rights</a> <a href="#">WBCSD: Human Rights</a>					