



'HOW TO' POLICY GUIDES

4. Child Labour Policy



SIZA

SUSTAINABLE AGRICULTURE IN SOUTH AFRICA



WHAT is a Child Labour & Young Worker Policy?

A Child Labour & Young Worker Policy is a statement of intent on the part of a business to comply with the minimum age requirements for employment; not employ any children and that the conditions of employment for young workers will comply with national legislation.

WHY is a Child Labour and Young Workers Policy necessary?

A policy that prohibits employment of children and effectively manages work conditions of young workers will protect welfare of such individuals, and reduce risk to your business.

Content Guidance:

- 1) SIZA STANDARD
- 2) SECTORAL DETERMINATION 13: PART F (25)1-2
- 3) THE CHILD CARE ACT (1983)
- 4) BASIC CONDITIONS OF EMPLOYMENT ACT, 1997
- 5) SOUTH AFRICAN SCHOOLS ACT, 1996 (ACT NO. 84 OF 1996)

What is the SIZA Standard requirement?

1. Suppliers shall comply with the national minimum age for employment; the age of completion of compulsory education; any otherwise specified exceptions; and shall not employ any person under the age of 15.
2. Where child labour is discovered, senior management shall take all measures necessary to remediate the situation taking into account the best interests of the child.
3. Where young workers are employed, senior management shall ensure that their working conditions comply with legal requirements:

No person between 15 and 17 years is allowed to work:

- More than 35 hours per week, or
- More than 7 hours per day
- Before 6 a.m. or after 6 p.m., and
- No overtime is allowed.


There should be a documented policy that clearly defines the businesses approach to child labour and young workers.

WHO needs to know about the policy?

Internally – Employees, contractors, service providers and suppliers need to know about your organizations Child Labour and Young worker policy. You are responsible for ensuring they are complying with your company policy.

Externally – Customers, government, auditors and standard setting organizations should know about your company policy.



	
Policy Nr:	Doc3.1
Revised date:	01.12.2013
Responsible department:	Human Resources, Senior Management, Supervisor
Title	<i>Child Labour & Young Worker Policy</i>
PURPOSE	
To prohibit the employment of any children and to ensure that the working conditions of young workers are compliant with national legislative requirements	
SCOPE	
Employees, Management, Visitors, Contractors, Suppliers, Labour Service Providers	
POLICY STATEMENT	
Company XX will not employ any children (aged under 15yrs) and will manage young workers(aged 15-17 yrs.) within the legislative requirements.	
POLICY	
<p>WHAT is the statement of intent that your business commits to in this policy? e.g. COMPANY XX commits to:</p> <ul style="list-style-type: none"> - having a robust system that effectively monitors the age of workers during recruitment - not employ any children aged younger than 15 <p>- if any children are found to be in need of work that correct procedures will be followed through welfare channels to ensure a solution is found</p> <ul style="list-style-type: none"> - only employ young workers whose terms of employment are compliant with legislative requirements - pay young workers as a minimum according to the national legislative guidance - promoting education with all adults to ensure children complete a school career <p style="text-align: center;">HOW will you achieve this? e.g. Company XX will ensure that:</p> <ul style="list-style-type: none"> - There is a recruitment procedure in place - management systems are regularly controlled to ensure no children are employed - good records of young workers will be kept <p>- a procedure for the recruitment of young workers is in place clearly stipulating their terms of employment</p> <ul style="list-style-type: none"> - permission will always be sought from a young worker's parent or legal guardian <p>Give an indication in the main text of HOW it will be implemented and WHEN the policy will apply e.g. Herewith company xx commits to apply this policy at all times. Its especially relevant during recruitment of new workers</p>	
AUTHORITIES APPLICABLE:	SIZA; South Africa Legislation, ILO conventions and recommendations
SIGNATURE	