
Type:	Financial	Created:	August 2013
Adopted by:	Board of Directors	Last Amended:	
Executive Responsibility:	Director of Internal Relations	Procedure:	

PREAMBLE:

This policy serves to ensure that all Students' Union suppliers and their sub-contractors meet ethical standards of labour relations and sustainable production, and that all products purchased by the organization are similarly sustainable and consumer friendly as outlined in the supplier code of conduct.

STATEMENT:

1. CHILD LABOUR

The Students' Union will not hire people under the age of 15, unless local minimum ages law stipulates a higher age for work or mandatory schooling, in which case the higher age applies, as defined by the conventions of the International Labour Organization (ILO). The Students' Union will not use suppliers who are known to engaged in child labour practices as defined herein.

2. FORCED LABOUR

The Students' Union will not engage suppliers who use forced, illegal, or prison labour, including indentured or bonded labour, or any form of compulsory labour as defined by ILO conventions.

3. DISCIPLINARY PRACTICES

Suppliers of the Students' Union must treat workers with respect and dignity, and ensure workers are not subjected to any form of physical, sexual, psychological, or verbal harassment or abuse. Suppliers must ensure that workers are free to express their concerns about workplace conditions without fear or retribution of losing their jobs, and shall have access to a formal avenue to express concerns directly to factory management or union representatives.

4. FREEDOM OF ASSOCIATION

Students' Union suppliers shall recognize and respect that workers, without distinction, have the right to form or join or trade unions of their own choosing and to bargain collectively. The Students' Union shall not engage firms known to hinder the development of independent, free association and bargaining.

5. WAGES AND BENEFITS

Students' Union suppliers must meet national and legal requirements, whichever is higher, for wages and benefits within the country of the manufacturer, irrespective of special status granted to a company, worksite, or geographic area, that permits the organization to comprise applicable standards.

6. HOURS OF WORK

The Students' Union shall work with suppliers who ensure regular working hours do not exceed forty-eight (48) hours per week, and that the combinations of regular hours and required overtime hours do not exceed sixty (60) hours per week except in emergency situations and are compensated fairly according to the law, or where the law is silent, at premium rates. The Students' Union shall not work with firms who are known to deny workers at least one day off during every seven (7) day period.

7. DISCRIMINATION

The Students' Union will not work with employers who discriminate on the basis of race, gender, political or religious beliefs, social, ethnic, or national origin, marital status, age, union affiliation, sexual orientation, or disability. Students' Union suppliers shall ensure that pregnant workers are assigned work tasks appropriate, and not threatening to their condition.

8. WORKPLACE HEALTH AND SAFETY

Students' Union suppliers shall provide their workers with safe and healthy work environments, which, as a minimum standard, is in compliance with country and local health and safety laws and regulations. The Students' Union shall not work with firms known for failing to take adequate steps to prevent accidents or injuries to health arising out of, associated with, or occurring in the course of work.

9. SUSTAINABILITY AND ENVIRONMENT COMMITMENT

Students' Union suppliers shall ensure all waste materials, as a by-product of production, are disposed of properly in an environmentally responsible manner, and according to the local and international laws and regulations.

The Students' Union will prioritize the purchase of refurbished or reused products where available as opposed to new products, and will ensure that maximum life is obtained from all assets and supplies before disposal and replacement.

10. PRODUCT STANDARDS

The Students' Union will prioritize products that are reusable, recyclable, refurbished, biodegradable, non-toxic, of sustainable forests, and locally produced.

11. COMPLIANCE

The Union expects all its suppliers to actively do their utmost to achieve the standards expressed herein. The Students' Union will share information with current and future suppliers so they are aware of the Union's expectations in terms of product certification and workplace practices.

If the Union believes that workplace conditions do not meet the standards outlined, notification will be sent to the supplier requesting corrective action to be taken.

END OF DOCUMENT