

SBP Standard 1:

Feedstock Compliance

Principle 4 – Biomass benefits people and communities

Revision Draft v1 for Public Consultation

(for status see document history on page ii)

Sustainable Biomass Program sbp-cert.org



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(see Standards Development Process Terms of Reference v1, page 29)

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		4	Principle 4 – Biomass benefits people and communities
	Includes parts of:	4.1	Criterion
	Criterion 2.7: The basic labour rights of forest workers are safeguarded		Decent working conditions are provided and labour rights are safeguarded.
	Criterion 2.3: Management of the forest ensures that productivity is maintained		
	Criterion 2.6: Appropriate mechanisms are in place for resolving grievances and disputes, including those relating to tenure and use rights, to Forest Management practices and to work conditions		
	Criterion 2.8: Appropriate safeguards are in place to protect the health and safety of forest workers		
2.7.1	Indicator	4.1.1	Indicator
	The BP has implemented appropriate control systems and procedures for verifying that Freedom of Association and the effective recognition of the		The organisation has implemented appropriate control systems and procedures for verifying that:
	right to collective bargaining are respected.		Freedom of Association and the effective recognition of the right to collective bargaining are respected in the workplace.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Existing legislation		
	Level of enforcement		
	Employment contracts		
	Company policies		
	Interviews with HR Interviews with staff		



Guidance

In this Standard the term "forest workers" includes contractors. The following ILO conventions have not been ratified in all countries. The Indicator must be met in all countries, whether the ILO conventions are ratified or not. Sources of information include: • ILO Declaration on Fundamental Principles and Rights at Work (1998) based on the eight ILO Core Labour Conventions • ILO Convention 98 (Right to Collective Bargaining) • ILO Convention 87 (Freedom of Association) • ILO Convention 135 (Workers Representatives Convention.

Guidance

The organisation, its suppliers and contractors:

- Shall not interfere with contractors and/or workers' organisation(s) and/or collective bargaining
- Shall allow workers to freely elect their own representatives, including where the right to freedom of association and collective bargaining are restricted under law
- Shall effectively inform workers that they are free to join a worker organisation of their choosing without consequences or retaliation
- Shall ensure that those engaged in organising workers are not subjected to discrimination, harassment, intimidation or retaliation
- Shall ensure that such representatives have access to their members in the workplace

Sources of information include

This standard is based on the main elements of relevant ILO Core Conventions.

- 1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
- 2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
- 3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
- 4. Abolition of Forced Labour Convention, 1957 (No. 105)
- 5. Minimum Age Convention, 1973 (No. 138)
- 6. Worst Forms of Child Labour Convention, 1999 (No. 182)
- 7. Equal Remuneration Convention, 1951 (No. 100)
- 8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111

The indicators must be met in all countries, whether the ILO conventions are ratified or not.

Other relevant ILO conventions include:



			C011 - Right of Association (Agriculture) Convention, 1921 (No. 11)
			 C084 - Right of Association (Non-Metropolitan Territories) Convention, 1947 (No. 84)
			C135 - Workers' Representatives Convention, 1971 (No. 135)
			C141 - Rural Workers' Organisations Convention, 1975 (No. 141)
			C151 - Labour Relations (Public Service) Convention, 1978 (No. 151)
			C154 - Collective Bargaining Convention, 1981 (No. 154)
			Further details about ILO Conventions are available:
			https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO:::
			Further guidance is available in the Social Accountability 8000 standard:
			https://sa-intl.org/programs/sa8000/
2.7.2	Indicator	4.1.2	Indicator
	The BP has implemented appropriate control systems and procedures for verifying that feedstock is not supplied using any form of compulsory labour.		The organisation has implemented appropriate control systems and procedures for verifying that:
			Feedstock is not supplied using any form of compulsory labour.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Existing legislation		
	Level of enforcement		
	Employment contracts		
	Company policies		
	Interviews with HR Interviews with staff		
	Guidance		Guidance
	'Compulsory labour' is defined as "All work or service that a person has not		The organisation, its suppliers and contractors:
	offered to do voluntarily and is made to do under the threat of punishment or retaliation, or is demanded as a means of repayment of debt".		Shall not withhold any salary, benefits, property or documents in order to



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			The indicators must be met in all countries, whether the ILO conventions are ratified or not. Other relevant ILO conventions include: C029 - Forced Labour Convention, 1930 (No. 29) C105 - Abolition of Forced Labour Convention, 1957 (No. 105) C158 - Termination of Employment Convention, 1982 (No. 158) Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO::: Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
2.7.3	Indicator	4.1.3	Indicator
	The BP has implemented appropriate control systems and procedures to verify that feedstock is not supplied using child labour.		The organisation has implemented appropriate control systems and procedures to verify that:
			Child labour is not used.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Existing legislation		
	Level of enforcement		
	Supply contracts		
	Records of field inspections		
	 Operational assessment of measures designed to minimise impacts on the values identified 		
	Monitoring records		
	Interviews with staff		
	Guidance		Guidance
	Child labour is defined as any work performed by a child younger than 15 /		The organisation, its suppliers and contractors:
	younger than the age stipulated below, except as provided for by ILO		Shall not employ any child younger than school age or 15 years old



Recommendation 146. Definition of a child: any person less than 15 years of age, unless the minimum age for work or mandatory schooling is stipulated as being higher by local law, in which case the stipulated higher age applies in that locality. The following ILO conventions have not been ratified in all countries. The Indicator must be met in all countries, whether the ILO conventions are ratified or not. ILO Convention 138 & Recommendation 146 (Minimum Age and Recommendation).	whichever is greatest Shall not expose children or young workers to any working situations that are hazardous and/or unsafe
	Sources of information include
	This standard is based on the main elements of relevant ILO Core Conventions.
	1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
	2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
	3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
	4. Abolition of Forced Labour Convention, 1957 (No. 105)
	5. Minimum Age Convention, 1973 (No. 138)
	6. Worst Forms of Child Labour Convention, 1999 (No. 182)
	7. Equal Remuneration Convention, 1951 (No. 100)
	8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
	The indicators must be met in all countries, whether the ILO conventions are ratified or not.
	Other relevant ILO conventions include:
	C006 - Night Work of Young Persons (Industry) Convention, 1919 (No. 6)
	C059 - Minimum Age (Industry) Convention (Revised), 1937 (No. 59)
	C078 - Medical Examination of Young Persons (Non-Industrial Occupations) Convention, 1946 (No. 78)
	C079 - Night Work of Young Persons (Non-Industrial Occupations) Convention, 1946 (No. 79)
	C090 - Night Work of Young Persons (Industry) Convention (Revised), 1948



			 (No. 90) Convention, 1965 (No. 123) C124 - Medical Examination of Young Persons (Underground Work) Convention, 1965 (No. 124) Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO::: Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
2.7.4	Indicator	4.1.4	Indicator
	The BP has implemented appropriate control systems and procedures for verifying that feedstock is not supplied using labour which is discriminated		The organisation has implemented appropriate control systems and procedures for verifying that:
	against in respect of employment and occupation.		Workers are not discriminated against in respect of employment and occupation.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Existing legislation		
	Level of enforcement		
	§ Supply contracts		
	Records of BPs' field inspections		
	Monitoring records		
	Interviews with staff		
	Payroll records		
	Guidance		Guidance
	The following ILO conventions have not been ratified in all countries. The		The organisation, its suppliers and contractors:
	Indicator must be met in all countries, whether the ILO conventions are ratified or not.		Shall not discriminate in hiring, remuneration, access to training, promotion,
	Sources of information include:		termination or retirement



ILO Conventions 100 (Equal remuneration for male and female workers for work of equal value) and 111 (Discrimination)	Shall not interfere with the exercise of workers' rights to observe tenets or practices or to meet needs relating to any condition that could give rise to discrimination
	Shall not allow any behaviour that is threatening, abusive, exploitative or sexually coercive, including gestures, language and physical contact
	Shall not subject workers to pregnancy or virginity tests under any circumstances
	Shall not engage in or tolerate the use of corporal punishment, mental or physical coercion or verbal abuse of workers
	Shall not engage in physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation
	Sources of information include
	This standard is based on the main elements of relevant ILO Core Conventions.
	1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
	2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
	3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
	4. Abolition of Forced Labour Convention, 1957 (No. 105)
	5. Minimum Age Convention, 1973 (No. 138)
	6. Worst Forms of Child Labour Convention, 1999 (No. 182)
	7. Equal Remuneration Convention, 1951 (No. 100)
	8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
	The indicators must be met in all countries, whether the ILO conventions are ratified or not.
	Other relevant ILO conventions include:
	C156 - Workers with Family Responsibilities Convention, 1981 (No. 156)



			 C003 - Maternity Protection Convention, 1919 (No. 3) C103 - Maternity Protection Convention (Revised), 1952 (No. 103) C183 - Maternity Protection Convention, 2000 (No. 183) C190 - Violence and Harassment Convention, 2019 (No. 190) Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO
2.7.5			Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
2.7.0	Indicator The BP has implemented appropriate control systems and procedures for verifying that feedstock is supplied using labour where the pay and employment conditions are fair and meet, or exceed, minimum requirements.	4.1.5	 Indicator The organisation has implemented appropriate control systems and procedures for verifying that: A Decent Living Wage is established and paid, or At least the legal minimum or industry standard wage is paid
	Examples of Means of Verification Existing legislation Level of enforcement Supply contracts Records of BPs' field inspections Monitoring records Interviews with staff		[Means of Verification moved to S2 and new standalone document]
	Guidance Requirements for minimum pay and employment conditions are those that legally apply in the local, regional or national context. Minimum requirements should be based on local best practice (as defined and ratified by relevant employers' associations and trade unions) even if this exceeds legal minimum levels.		Guidance The organisation, its suppliers and contractors: Shall ensure that wages for a normal work week, not including overtime, shall meet at least legal or industry minimum standards, or collective bargaining agreements on a Decent Living Wage (where applicable)



Further guidance is available in the Social Accountability 8000 standard	Shall not make deductions from wages for disciplinary purposes
referenced below.	 Shall ensure that workers' wages and benefits are detailed clearly and regularly to them in writing for each pay period
	 Shall lawfully render all wages and benefits due in a manner convenient to workers, but in no circumstances in delayed or restricted forms, such as vouchers, coupons or promissory notes
	 Shall not use labour-only contracting arrangements, consecutive short-ter contracts and/or false apprenticeship or other schemes to avoid meeting obligations to workers under applicable laws and regulations pertaining to labour and social security
	Wages and benefits shall be established by collective bargaining agreement.
	Wages and benefits shall be sufficient to afford a Decent Standard of Living workers.
	All overtime shall be reimbursed at a premium rate as defined by national la established by a collective bargaining agreement.
	Deductions can only be made when both of the following conditions exist:
	 a) Deductions from wages for disciplinary purposes are permitted by nati law; and
	 b) A freely negotiated collective bargaining agreement is in force that per this practice.
	In countries where a premium rate for overtime is not regulated by law or then no collective bargaining agreement, workers shall be compensated for overtat the organisation's premium rate or at a premium rate equal to prevailing industandards, whichever is higher.
	The organisation should endeavour to support suppliers and contractors in paying a decent living wage to their staff but shall require that the legal minin wage is paid.
	Sources of information include
	This standard is based on the main elements of relevant ILO Core Convention



- 1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
- 2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
- 3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
- 4. Abolition of Forced Labour Convention, 1957 (No. 105)
- 5. Minimum Age Convention, 1973 (No. 138)
- 6. Worst Forms of Child Labour Convention, 1999 (No. 182)
- 7. Equal Remuneration Convention, 1951 (No. 100)
- 8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111)

The indicators must be met in all countries, whether the ILO conventions are ratified or not.

Other relevant ILO conventions include:

- C012 Workmen's Compensation (Agriculture) Convention, 1921 (No. 12)
- C017 Workmen's Compensation (Accidents) Convention, 1925 (No. 17)
- C018 Workmen's Compensation (Occupational Diseases) Convention, 1925 (No. 18)
- C026 Minimum Wage-Fixing Machinery Convention, 1928 (No. 26)
- C095 Protection of Wages Convention, 1949 (No. 95)
- C099 Minimum Wage Fixing Machinery (Agriculture) Convention, 1951 (No. 99)
- C131 Minimum Wage Fixing Convention, 1970 (No. 131)
- C173 Protection of Workers' Claims (Employer's Insolvency) Convention, 1992 (No. 173)

Further details about ILO Conventions are available:

https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO:::

Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/



	RSPO Guidance Implementing a Decent Living Wage RSPO-GUI-T08-004 V1 ENG: https://rspo.org/library/lib_files/preview/907
4.1.6	Indicator
	The organisation has implemented appropriate control systems and procedures for verifying that:
	Working hours are fair.
	Guidance
	The organisation, its suppliers and contractors:
	Shall develop, communicate and implement policies and procedures to ensure that working hours are not excessive
	Shall ensure that the normal work week, not including overtime, shall be defined by law and shall not exceed 48 hours
	shall provide workers with at least one day off following every six consecutive days of working
	shall ensure that all overtime work shall be voluntary, except as freely negotiated, shall not exceed 12 hours per week and shall not be requested on a regular basis
	Exceptions to this overtime rule apply only where both of the following conditions exist:
	a) National law allows work time exceeding this limit; and
	b) A freely negotiated collective bargaining agreement is in force that allows work time averaging, including adequate rest periods
	In cases where overtime work is needed in order to meet short-term business demand and the organisation is party to a freely negotiated collective bargaining agreement representing a significant portion of its workforce, the organisation may require such overtime work in accordance with such agreement. Any such agreement must comply with the other requirements of this Working Hours standard.
	Sources of information include



	This standard is based on the main elements of relevant ILO Core Conventions.
	The indicators must be met in all countries, whether the ILO conventions are ratified or not.
	Other relevant ILO conventions include:
	C001 - Hours of Work (Industry) Convention, 1919 (No. 1)
	C014 - Weekly Rest (Industry) Convention, 1921 (No. 14)
	C030 - Hours of Work (Commerce and Offices) Convention, 1930 (No. 30)
	C047 - Forty-Hour Week Convention, 1935 (No. 47)
	C106 - Weekly Rest (Commerce and Offices) Convention, 1957 (No. 106) C132 - Holidays with Pay Convention (Revised), 1970 (No. 132)
	 C153 - Hours of Work and Rest Periods (Road Transport) Convention, 1979 (No. 153)
	• C171 - Night Work Convention, 1990 (No. 171)
	C175 - Part-Time Work Convention, 1994 (No. 175)
	Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO
	Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
4.1.7	Indicator
	The organisation has implemented appropriate control systems and procedures for verifying that:
	Regular employment is provided.
	Guidance
	The organisation, its suppliers and contractors:
	 Shall ensure that to every extent possible work performed is on the basis of recognized employment relationship established through national law and practice.



 Shall not avoid any obligations to employees under labour or social security laws and regulations and arising from the regular employment relationship, through the use of labour-only contracting, sub- contracting, or homeworking arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment. Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
Indicator
The organisation has implemented appropriate control systems and procedures for verifying that:
workers have adequate access to
health care provision
Sickness benefits
Retirement benefits
Invalidity benefits
Death benefits
Workers' compensation
Are there any others?
Sources of information include
This standard is based on the main elements of relevant ILO Core Conventions.
1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
4. Abolition of Forced Labour Convention, 1957 (No. 105)



- 5. Minimum Age Convention, 1973 (No. 138)
- 6. Worst Forms of Child Labour Convention, 1999 (No. 182)
- 7. Equal Remuneration Convention, 1951 (No. 100)
- 8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111)

The indicators must be met in all countries, whether the ILO conventions are ratified or not.

Other relevant ILO conventions include:

- C019 Equality of Treatment (Accident Compensation) Convention, 1925 (No. 19)
- C024 Sickness Insurance (Industry) Convention, 1927 (No. 24)
- C025 Sickness Insurance (Agriculture) Convention, 1927 (No. 25)
- C035 Old-Age Insurance (Industry, etc.) Convention, 1933 (No. 35)
- C036 Old-Age Insurance (Agriculture) Convention, 1933 (No. 36)
- C037 Invalidity Insurance (Industry, etc.) Convention, 1933 (No. 37)
- C038 Invalidity Insurance (Agriculture) Convention, 1933 (No. 38)
- C039 Survivors' Insurance (Industry, etc.) Convention, 1933 (No. 39)
- C040 Survivors' Insurance (Agriculture) Convention, 1933 (No. 40)
- C042 Workmen's Compensation (Occupational Diseases) Convention (Revised), 1934 (No. 42)
- C044 Unemployment Provision Convention, 1934 (No. 44)
- C048 Maintenance of Migrants' Pension Rights Convention, 1935 (No. 48)
- C102 Social Security (Minimum Standards) Convention, 1952 (No. 102)
- C118 Equality of Treatment (Social Security) Convention, 1962 (No. 118)
- C121 Employment Injury Benefits Convention, 1964 [Schedule I amended in 1980] (No. 121)
- C128 Invalidity, Old-Age and Survivors' Benefits Convention, 1967



			(No. 128)
			C130 - Medical Care and Sickness Benefits Convention, 1969 (No. 130)
			C157 - Maintenance of Social Security Rights Convention, 1982 (No. 157)
			C168 - Employment Promotion and Protection against Unemployment Convention, 1988 (No. 168)
			Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO
			Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
2.3.2	Indicator	4.1.8	Indicator
	Adequate training is provided for all workers, including employees and contractors		The organisation has implemented appropriate control systems and procedures for verifying that:
			Training is provided for all workers including contactors in order to allow them to implement the conditions set out in all elements of the SBP Standards relevant to their responsibilities.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Existing legislation		
	Level of enforcement		
	Training course curricula		
	Records of BPs' field inspections		
	Training records		
	Interviews with staff		
	Training plans, training records, and		
	records of qualifications		
	Guidance		Guidance



	Adequate training provision should include assessment of training needs, and the delivery of training programmes. Training should be periodic and secure the level of required skills, including knowledge.		Adequate training provision should include assessment of training needs, and the delivery of training programmes by the organisation. Training should be periodic and secure the level of required skills, including knowledge, needed to ensure biomass is sustainable.
	Sources of information include		Sources of information include
			This standard is based on the main elements of relevant ILO Core Conventions.
			1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
			2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
			3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
			4. Abolition of Forced Labour Convention, 1957 (No. 105)
			5. Minimum Age Convention, 1973 (No. 138)
			6. Worst Forms of Child Labour Convention, 1999 (No. 182)
			7. Equal Remuneration Convention, 1951 (No. 100)
			8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
			The indicators must be met in all countries, whether the ILO conventions are ratified or not.
			Other relevant ILO conventions include:
			C140 - Paid Educational Leave Convention, 1974 (No. 140)
			C142 - Human Resources Development Convention, 1975 (No. 142)
			Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO
			Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
2.6.1	Indicator	4.1.9	Indicator
	The BP has implemented appropriate control systems and procedures for verifying that appropriate mechanisms are in place for resolving grievances		The organisation has implemented appropriate control systems and procedures for verifying that:



and disputes, including those relating to tenure and use rights, to forest management practices and to work conditions.	Workplace grievances and disputes are resolved.
Examples of Means of Verification	[Means of Verification moved to S2 and new standalone document]
Existing legal systems	
Level of enforcement	
Regional Best Management Practices	
Supply contracts	
Records of grievances and the	
outcomes from internal investigations	
Interviews with stakeholders and local	
community members	
Interviews with staff	
Guidance	Guidance
Mechanisms for resolving complaints and grievances at the workplace level	The organisation, its suppliers and contractors:
may be incorporated into existing legislation. Grievances related to tenure and use rights may require additional mechanisms where appropriate.	 shall establish and maintain appropriate mechanisms for recording and resolving grievances and disputes relating to work conditions.
	 shall not discipline, dismiss or otherwise discriminate against any worker or interested party for providing information on compliance or for making other workplace complaints.
	 shall keep a record of all grievances, including how they were investigated, dealt with and the outcome of the process.
	The grievance mechanism:
	 shall be confidential, unbiased, non-retaliatory and accessible and available to workers and interested parties
	shall be a documented
	shall be communicated to workers



			 shall be easily accessible to workers shall be on request available to interested parties Grievances: shall be acknowledged and dealt with in a timely manner. Dispute-resolution shall be based on negotiation and decisions shall be made on consensus.
	Sources of information include		Sources of information include Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
2.8.1	Indicator The BP has implemented appropriate control systems and procedures for verifying that appropriate safeguards are put in place to protect the health and safety of forest workers (CPET S12).	4.1.10	Indicator The organisation has implemented appropriate control systems and procedures for verifying that: Appropriate safeguards are put in place to protect the health and safety of workers.
	Examples of Means of Verification Existing legislation Course curricula from safety trainings Training records PPE available to workers at job sites Records of BPs' field inspections Safety risk assessments Interviews with staff		[Means of Verification moved to S2 and new standalone document]
	Guidance		Guidance The organisation, its suppliers and contractors:



Appropriate safeguards include the requirement to identify risks, to provide appropriate training courses, and to provide appropriate Personal Protective Equipment (PPE).

- Shall develop, communicate and implement policies and procedures to ensure that appropriate safeguards are put in place to protect the health and safety of workers
- Shall provide a safe and healthy workplace
- Shall take effective steps to prevent potential health and safety incidents and occupational injury or illness
- Shall minimise or eliminate, so far as is reasonably practicable, the causes of all hazards in the workplace
- Shall assess all the workplace risks to new, expectant and nursing mothers, to ensure that all reasonable steps are taken to remove or reduce any risks
- Shall appoint a senior management representative to be responsible for ensuring a safe and healthy workplace
- Shall establish and maintain a Health and Safety Committee, comprised of a well-balanced group of management representatives and worker
- Shall provide to workers, on a regular basis, effective health and safety site and job training
- shall provide to workers appropriate Personal Protective Equipment (PPE) at its own expense
- Shall provide first aid and assist the worker in obtaining follow-up medical treatment, in the event of a work-related injury
- Shall establish documented procedures to detect, prevent, minimise, eliminate or otherwise respond to potential risks to the health and safety of workers
- Shall maintain written records of all work-related health and safety incidents that occur
- Shall provide, for use by all workers, free access to: clean toilet facilities, potable water, suitable spaces for meal breaks, and, where applicable, sanitary facilities for food storage

Workers:

• Shall have the right to remove themselves from imminent serious danger



without seeking permission from the organisation
The Health & Safety Committee shall conduct formal, periodic occupational health and safety risk assessments to identify and then address current and potential health and safety hazards
Records of these assessments and corrective and preventive actions taken shall be kept
Any dormitory facilities provided for workers shall be clean, safe and meet their basic needs, whether the organisation owns, leases or contracts the dormitories from a service provider.
Practices to prevent arguments should be based upon the prevailing safety and health knowledge of the industry sector and of any specific hazards.
The organisation is responsible for health and safety in the workplace and in all residences and property provided by the organisation, whether it owns, leases or contracts the residences or property from a service provider.
Sources of information include
This standard is based on the main elements of relevant ILO Core Conventions.
1. Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
2. Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
3. Forced Labour Convention, 1930 (No. 29) (and its 2014 Protocol)
4. Abolition of Forced Labour Convention, 1957 (No. 105)
5. Minimum Age Convention, 1973 (No. 138)
6. Worst Forms of Child Labour Convention, 1999 (No. 182)
7. Equal Remuneration Convention, 1951 (No. 100)
8. Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
The indicators must be met in all countries, whether the ILO conventions are ratified or not.
Other relevant ILO conventions include:



	C115 - Radiation Protection Convention, 1960 (No. 115)
	C139 - Occupational Cancer Convention, 1974 (No. 139)
	 C148 - Working Environment (Air Pollution, Noise and Vibration) Convention, 1977 (No. 148)
	C155 - Occupational Safety and Health Convention, 1981 (No. 155)
	C161 - Occupational Health Services Convention, 1985 (No. 161)
	C167 - Safety and Health in Construction Convention, 1988 (No. 167)
	C170 - Chemicals Convention, 1990 (No. 170)
	C174 - Prevention of Major Industrial Accidents Convention, 1993 (No. 174)
	C176 - Safety and Health in Mines Convention, 1995 (No. 176)
	C184 - Safety and Health in Agriculture Convention, 2001 (No. 184)
	C187 - Promotional Framework for Occupational Safety and Health Convention, 2006 (No. 187)
	Further details about ILO Conventions are available: https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12000:0::NO:::
	Further guidance is available in the Social Accountability 8000 standard: https://sa-intl.org/programs/sa8000/
4.1.11	Indicator
	The organisation has adequate systems and procedures in place to ensure that:
	Suppliers and contractors are paid and treated fairly.
	Guidance
	Suppliers and contractors should be seen as partners with the organisation rather than providers of goods and services alone.
	As a result, the organisation:
	shall ensure that suppliers and contractors rates of pay meet or exceed industry standards and which allow suppliers and contractors to



provide benefits to their employees, including but not limited to

- Health care
- Sickness benefits
- Retirement benefits
- o Invalidity benefits
- Death benefits
- Workers' compensation
 - shall not violate national or other legal standards against the use of labour-only contracting, sub- contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixedterm contracts of employment to avoid providing benefits and lower the cost of providing the service
 - shall not violate national anti-trust provisions by including anticompetitive requirements in contracts with suppliers and contractors
- Shall pay suppliers and contractors in a reasonable amount of time. Payment should be received within 30 days of invoicing
- Shall not withhold payments in order to force suppliers and contractors to continue working
- Shall allow suppliers and contractors to terminate their contract provided that they provide reasonable notice
- Shall not interfere with the suppliers and contractor's ability to negotiate in good faith and/or to create cooperatives for this purpose. Those engaged in negotiations should not be subjected to discrimination, harassment, intimidation or retaliation
- Shall not intentionally reduce contract rates due to the receipt of incentives, rebates, grants or reductions in operating expenses by suppliers and contractors
- Shall ensure that to every extent possible work performed is on the basis of a recognized contractual relationship that is consistent with national law and



		practice
		Shall ensure that suppliers and contractors are treated as independent contractors and will not require those contractors to provide services through extenuating or abnormal times and circumstances
		The organisation should invest time and resources in building a long-term relationship with suppliers and contractors. The relationship should be equitable within which all parties feel that they have influence and derive benefits.
		Suppliers and contractors should feel that they are able to raise issues and concerns with the organisation that will be treated with respect and addressed appropriately.
		The organisation should communicate with its suppliers and contractors in a respectful, timely and clear manner so that all parties understand what is expected of them and that sufficient time is available to meet any contracted commitments.
		During audits, suppliers and contractors should not be asked to conduct activity which adds expense or is considered to be unreasonable in terms of the implementation of their contract. If they are, a contract amendment should be considered. Suppliers and contractors should also be free to speak freely during any audits.
Includes parts of:	4.2	Criterion
Criterion 1.6: Harvesting does not violate traditional or civil rights		Biomass production benefits communities
Criterion 2.2: Management of the forest ensures that ecosystem function is assessed and maintained, through both the conservation/set-aside of key ecosystems or habitats in their natural state, and the maintenance of existing ecosystem functions throughout the forest (CPET S5; S5a; 8b)		
Criterion 2.3: Management of the forest ensures that productivity is maintained (CPET S6; S6a; S6e)		
Criterion 2.5: Management of the forest ensures that legal, customary and traditional tenure and use rights of indigenous peoples and local communities related to the forest, are identified, documented and respected (CPET S9)		
	Criterion 1.6: Harvesting does not violate traditional or civil rights Criterion 2.2: Management of the forest ensures that ecosystem function is assessed and maintained, through both the conservation/set-aside of key ecosystems or habitats in their natural state, and the maintenance of existing ecosystem functions throughout the forest (CPET S5; S5a; 8b) Criterion 2.3: Management of the forest ensures that productivity is maintained (CPET S6; S6a; S6e) Criterion 2.5: Management of the forest ensures that legal, customary and traditional tenure and use rights of indigenous peoples and local communities related to the forest, are identified, documented and respected	Criterion 1.6: Harvesting does not violate traditional or civil rights Criterion 2.2: Management of the forest ensures that ecosystem function is assessed and maintained, through both the conservation/set-aside of key ecosystems or habitats in their natural state, and the maintenance of existing ecosystem functions throughout the forest (CPET S5; S5a; 8b) Criterion 2.3: Management of the forest ensures that productivity is maintained (CPET S6; S6a; S6e) Criterion 2.5: Management of the forest ensures that legal, customary and traditional tenure and use rights of indigenous peoples and local communities related to the forest, are identified, documented and respected



	Criterion 2.6: Appropriate mechanisms are in place for resolving grievances and disputes, including those relating to tenure and use rights, to Forest Management practices and to work conditions (CPET S10)		
1.6.1	Indicator		
	The BP has implemented appropriate control systems and procedures to ensure that feedstock is not sourced from areas where there are violations of traditional or civil rights.		
	Means of Verification		
	Traditional and civil rights are identified		
	Procedures are in place to ensure rights are not violated		
	Guidance		
	'Traditional rights' are rights expressed by social groups or peoples, who affirm those rights to their lands, forests and other resources, based on long established custom or traditional occupation and use.		
	Useful sources of information may include interviews with involved stakeholders.		
	Sources of information include www.globalwitness.org		
2.2.1	Indicator	4.2.1	Indicator
	The BP has implemented appropriate control systems and procedures to verify that feedstock is sourced from forests where there is appropriate		The organisation has implemented appropriate control systems and procedures to verify that:
	assessment of impacts, and planning, implementation and monitoring to minimise them.		There is an assessment of the likely social and community impacts of feedstock sourcing, and planning, implementation and monitoring to minimise them.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Regional Best Management Practices		
	Supply contracts		
	Assessment of potential impacts at operational level		



- Assessment of measures to minimize impacts
- Monitoring results
- Publicly available information on protecting the values identified
- Level of enforcement
- Regional, publicly available data from a credible third party
- The existence of a strong legal framework in the region

Guidance

Potential impacts of feedstock harvesting on ecosystems and biodiversity should be identified, with mitigation measures implemented in the field as necessary.

Impacts should be monitored and there should be a mechanism to feed monitoring results back into operational practice.

Impacts include those originating in the area of operation but impacting outside the area of operation, such as downstream.

Assessment planning, implementation and monitoring should be based on scientific research and, if needed, information on comparable forests types.

BPs may require suppliers and forest owners to adopt specific Best Management Practices and to be certified for certain tasks.

These should be specified in purchasing or procurement policies.

Feedstock sourced from stump material will require specific controls to minimise impact.

Avoidable damage to the ecosystem is prevented by application of the most suitable

and available methods and techniques for logging and road construction under the prevailing conditions.

Guidance

Potential impacts both positive and negative of feedstock harvesting on communities should be identified, with mitigation measures implemented in the field as necessary.

Impacts should be monitored and there should be a mechanism to feed monitoring results back into operational practice.

Impacts include those originating in the area of operation but impacting on communities outside the area of operation.

Assessment planning, implementation and monitoring should be based on scientific research and stakeholder and community engagement.

Impacts include, but are not limited to:

- Loss of tenure and use rights
- Loss of access to areas with cultural, social and economic values used by communities
- Loss of adequate access for recreation Provision of employment and economic opportunities
- Health and welfare impacts on communities
- Any potential impacts on food, water and other basic needs should be identified
- Impacts of and on gender, racial or religious equality

Sources of information include



			Roundtable for Sustainable Biomaterials (RSB) Rural and Social Development Guidelines RSB-GUI-01-005-02 https://rsb.org/wp-content/uploads/2020/06/RSB-GUI-01-005-02-Rural-and-Social-Development-Guidelines-v3.0.pdf
2.3.3	Indicator	4.2.2	Indicator
	Analysis shows that feedstock harvesting, and biomass production positively contribute to the local economy, including employment.		Analysis shows that feedstock harvesting and biomass production positively contribute to the local economy, including employment.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Analysis of contribution to the local economy		
	Description of:		
	The direct economic value that is created		
	Employment and personnel records		
	Policy, practice and the proportion of the budget spent on local suppliers		
	Procedures for appointment of local staff and their share of senior management.		
	Guidance		Guidance
	Contributions to the local economy from feedstock harvesting and biomass production should be evaluated for positive and negative impacts.		The organisation should seek to increase the positive contributions to the local economy identified in the analysis.
	These should be calculated on the basis of economic performance indicators EC1, EC6, and EC7 of Global Reporting Initiative (GRI)		Contributions to the local economy from feedstock harvesting and biomass production should be evaluated for positive and negative impacts.
	Contribution to the local economy should include reasonable opportunities for employment to the local population, including indigenous peoples, as		These should be calculated on the basis of economic performance indicators EC1, EC6, and EC7 of Global Reporting Initiative (GRI)
	well as the local processing of timber and non-timber forest products. Contribution should be made to the development of local physical infrastructure and social services and programmes for the local population, including indigeneous population, unless such infrastructure and social services.		Contribution to the local economy should include reasonable opportunities for employment to the local population, including indigenous peoples, as well as the local processing of timber and non-timber forest products.
	including indigenous people, unless such infrastructure and social services are provided by government bodies.		Contribution should be made to the development of local physical infrastructure and social services and programmes for the local population, including indigenous



	This contribution should be made in agreement with the local population.		people, unless such infrastructure and social services are provided by government bodies.
			This contribution should be made in agreement with the local population.
	Sources of information include		Sources of information include
	- GRI (2013) G4 Sustainability Reporting Guidelines, Part 2: Implementation Manual. Global Reporting Initiative, p266		GRI (2013) G4 Sustainability Reporting Guidelines, Part 2: Implementation Manual. Global Reporting Initiative, p266
			ProFor: Understanding Forests' Contribution to Poverty Reduction: https://www.profor.info/knowledge/understanding-forests%E2%80%99-contribution-poverty-reduction
2.5.1	Indicator	4.2.3	Indicator
	The BP has implemented appropriate control systems and procedures for verifying that legal, customary and traditional tenure and use rights of indigenous people and local communities related to the forest, are identified, documented and respected (CPET S9).		The organisation has implemented appropriate control systems and procedures for verifying that:
			Legal, customary and traditional tenure and use rights of indigenous people and local communities related to the forest and other land, are identified, documented and respected.
	Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
	Customary and traditional tenure and use rights are identified and documented		
	 Interviews with indigenous peoples, local communities and other stakeholders, indicate that their rights are being respected 		
	Appropriate mechanisms exist to resolve disputes		
	Agreements exist regarding these rights		
	Guidance		Guidance
	Indigenous people's and local communities' legal rights concerning use and tenure, which are affected by timber harvesting, must be identified, and mechanisms put in place to ensure these rights are		Indigenous peoples' and local communities' legal rights concerning use and tenure, which are affected by timber harvesting, must be identified, and mechanisms put in place to ensure these rights are respected.
	respected.In particular, rights should be identified, documented and respected in		In particular, rights should be identified, documented and respected in relation to:



	relation to:		Trade and customs
	Trade and customs		Legal, customary and traditional tenure and use
	Legal, customary and traditional tenure and use		The requirement includes ILO convention 169, which relates to the rights of
	The requirement includes ILO convention 169, which relates to the		indigenous and tribal peoples.
	rights of indigenous and tribal peoples. • Appropriate mechanisms should be in place to allow:		 Appropriate mechanisms should be in place to allow: Indigenous peoples and local communities to control and protect their rights
	 Appropriate mechanisms should be in place to allow. Indigenous peoples and local communities to control and protect their 		and resources, unless they have chosen to delegate control with free, prior
	rights and resources, unless they have chosen to delegate control		and informed consent
	with free and informed consent.		 Indigenous peoples and local communities to be fully compensated for appropriation of traditional community knowledge or intellectual property
	 Indigenous peoples and local communities to be fully compensated for appropriation of traditional community knowledge or intellectual property. Resolution of disputes over tenure claims and use rights Substantial disputes involving multiple interests will normally prevent this Indicator from being considered low risk. 		 Resolution of disputes over tenure claims and use rights Substantial disputes involving multiple interests will normally prevent this Indicator from being considered low risk Useful sources of information may include interviews with involved stakeholders.
			Sources of information include
			ILO convention C169 - Indigenous and Tribal Peoples Convention, 1989.
			Accountability Framework (AFI). Operational Guidance on FPIC: https://accountability-framework.org/operational-guidance/free-prior-and-informed-consent/
			Global Witness www.globalwitness.org
			Accountability Framework (AFI). Operational Guidance on Respecting the Rights of Indigenous Peoples and Local Communities: https://accountability-framework.org/operational-guidance/respecting-the-rights-of-indigenous-peoples-and-local-communities/
2.5.2	Indicator	4.2.4	Indicator
	The BP has implemented appropriate control systems and procedures for verifying that production of feedstock does not endanger food, water supply		The organisation has implemented appropriate control systems and procedures for verifying that:



	or subsistence means of communities, where the use of this specific feedstock or water is essential for the fulfilment of basic needs.		Production of feedstock does not endanger food, water supply or subsistence means of communities, where the use of this specific feedstock or water is essential for the fulfilment of basic needs.
	 Examples of Means of Verification Interviews with local communities and other stakeholders indicate that subsistence needs are not endangered Agreements exist on resource rights, where these impact on the needs of communities 		[Means of Verification moved to S2 and new standalone document]
	Guidance Any potential impacts on food, water and other basic needs should be identified.		Guidance Any potential impacts on food, water and other basic needs should be identified. The HCV Approach as set out in the HCVRN Common Guidance for the identification of High Conservation Values is best practice across different ecosystems and production systems and should be followed wherever practicable to identify impacts on basic needs (HCV5) and cultural values (HCV6). The organisation shall justify which tool they are using to identify these high conservation values.
	Sources of information include RSB Food Security Guidelines. RSBGUI-01-006-01		Sources of information include Roundtable for Sustainable Biomaterials (RSB) Food Security Guidelines. RSBGUI-01-006-01: https://rsb.org/wp-content/uploads/2020/06/RSB-GUI-01-006-01-RSB-Food-Security-Guidelines_final.pdf High Conservation Value (HCV) Common Guidance for the identification of HCVs: https://hcvnetwork.org/library/common-guidance-for-the-identification-of-high-conservation-values/
2.6.1	Indicator The BP has implemented appropriate control systems and procedures for verifying that appropriate mechanisms are in place for resolving grievances and disputes, including those relating to tenure and use rights, to forest management practices and to work conditions.	4.2.5	Indicator The organisation has implemented appropriate control systems and procedures for verifying that: Appropriate mechanisms are in place for resolving grievances and disputes, including those relating to tenure and use rights and to forest and other land management practices.



Examples of Means of Verification		[Means of Verification moved to S2 and new standalone document]
Existing legal systems		
Level of enforcement		
Regional Best Management Practices		
Supply contracts		
Records of grievances and the outcomes from internal investigations		
Interviews with stakeholders and local community members		
Interviews with staff		
Guidance		Guidance
Mechanisms for resolving complaints and grievances at the workplace level may be incorporated into existing legislation.		The mechanism for resolving grievances and disputes should be mutually agreed by all parties involved and documented.
Grievances related to tenure and use rights may require additional mechanisms where appropriate.		The system should resolve disputes in an effective, timely and appropriate manner.
		The systems should ensure the anonymity of complainants, community spokespersons and whistle-blowers, where requested, without risk of reprisal.
Sources of information include		Sources of information include
RSB-GUI-01-005-01: Social Impact Assessment Guidelines		Roundtable for Sustainable Biomaterials (RSB). RSB-GUI-01-005-02 Rural and
RSB-GUI-01-012-01: Land Rights Guidelines		Social Development Guidelines: https://rsb.org/wp-content/uploads/2020/06/RSB-GUI-01-005-02-Rural-and-Social-Development-Guidelines-v3.0.pdf
		Roundtable for Sustainable Biomaterials (RSB). RSB-GUI-01-012-01. Land Rights Guidelines: https://rsb.org/wp-content/uploads/2020/06/RSB-GUI-01-012-01-Land-Rights-Guidelines_3.0.pdf
	4.2.6	Indicator
		The organisation has appropriate control systems and procedures in place for verifying that



land, resources	ons may affect indigenous peoples' and local communities' rights, s, territories, livelihoods, and food security, their free, prior and int (FPIC) is secured.
local communit in place doc implementation Biomass produ checking and feedstock produ Instances when likely impacts o Manageme Conservation	assessment has identified specified risk that adverse impacts on ites or indigenous peoples may occur, the organisation must have umented procedures for appropriate FPIC initiatives and . Icers must likewise have in place documented procedures for verifying appropriate FPIC initiatives and implementation at ucers supplying SBP-compliant feedstock. The FPIC procedures must be in place include major operations with an communities such as: Int and harvesting operations In activities requiring restricted access The development
Accountability F https://accounta informed-conse Food and Agric	Framework initiative (AFI). Operational Guidance on FPIC: ability-framework.org/operational-guidance/free-prior-and-ent/ ultural Organisation (FAO). Free Prior and Informed Constent. ect practitioners: http://www.fao.org/3/i6190e/i6190e.pdf
verifying that Where operatio or food security	on has appropriate control systems and procedures in place for ns impinge on their rights, lands, resources, territories, livelihoods, r, indigenous peoples and local communities are compensated or through appropriate measures reflecting the negotiated outcomes cess.



	Guidance				
	These measures may include continued access to these lands, territories and resources; just and fair compensation; and/or an equitable share in the benefits from such uses.				
	Where there are, or have been, disputes, evidence should be available that fair compensation has been made to previous owners and occupants, and that this has been accepted with free, prior and informed consent (FPIC).				
	Sources of information include				
	Accountability Framework initiative (AFI). Operational Guidance on FPIC: https://accountability-framework.org/operational-guidance/free-prior-and-informed-consent/				
4.2.8	Indicator				
	The organisation has appropriate control systems and procedures in place for verifying that:				
	Remediation has been provided through mutually agreed procedures in cases where the company has caused or contributed to appropriation of or harm to the lands, territories, or resources of indigenous peoples or local communities without securing FPIC.				
	Sources of information include				
	Accountability Framework initiative (AFI). Remediation and Access to Remedy: Guidance on how companies can ensure proper remediation and access to remedy related to their supply chain commitments, including through effective grievance mechanisms: https://accountability-framework.org/operational-guidance/remediation-and-access-to-remedy/				