



## **FWF Workplace Education Program (WEP)**

The FWF Workplace Education Programme (WEP) aims to move companies beyond auditing and corrective action, and towards workplaces where issues are raised and resolved through open communication.

The WEP aims to provide factory managers and workers with the tools they need to start an open dialogue about issues and opportunities in the workplace and about how to improve working conditions in the factory. Increased awareness about labour standards, together with functioning grievance systems, can contribute to improve working conditions.

Fair Wear Foundation provides both general and country specific modules.

### **General modules**

#### **WEP Basic: FWF's Introduction to workplace awareness and grievance mechanisms.**

To support brands and factories in fulfilling their basic responsibility to inform workers about their rights and access to grievance systems, FWF has designed WEP Basic: FWF's Introduction to workplace awareness and grievance mechanisms.

This module provides a basic introduction to FWF's Code of Labour Practices as well as the FWF complaints hotline and other grievance mechanisms. Management, supervisors and workers are trained separately in two-hour sessions. At least 10% of production workers must receive training in order to meet performance check requirements (indicator 3.3). This means that several worker training sessions might be needed, depending on the size of the factory.

The module is available in Bulgaria, China, Indonesia, Macedonia, Myanmar, Romania, Tunisia, Turkey and Vietnam.



Fair Wear Foundation – Workplace Education Programme (WEP) available modules and fees 2018 (version September 2017)

The following fees apply:<sup>1</sup>

# Workers	Management session (2 hours)	Worker session (2 hours)	Fee
Fewer than 50	1	1	€ 990
50-500	1	2	€ 1 090
500-1000	1	4	€ 1 290
More than 1000	1	6	€ 1 490

### **Factory Guide: online tool**

All factories supplying FWF members can make use of the FWF Factory Guide. This online training tool, designed for factory managers, explains FWF's approach and gives them the information they need to enhance their collaboration with members on improving labour conditions in their factories.

The tool is currently available in English and Turkish. Additional languages will be added in 2018. The Factory Guide is available on FWF's website.

### **Country-specific modules**

FWF has designed a number of modules aimed at supporting brands and factories in tackling country-specific challenges.

#### ***India and Bangladesh***

Brands with suppliers in Bangladesh and India can make use of FWF's **WEP violence prevention capacity building** module.

The training focuses on establishing and supporting anti-harassment committees. Management, supervisors and workers are trained in separate five-hour sessions. In addition, anti-harassment committee members are trained in a half-day session. Regular follow-up is provided afterwards to the committee, to assist them in the development and running of the anti-harassment committee.

The training includes information on FWF's Code of Labour Practices and the complaint hotline, similar to the WEP Basic module, and counts toward performance check indicators 3.3 and 4.4.

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<sup>1</sup> Please note that the above mentioned fees are from 2017. For 2018 these fees will be increased by a small percentage. FWF will inform members about this increase shortly.



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Thanks to funding by the Dutch Ministry of Foreign Affairs, the module is offered, subject to availability, at a reduced rate of 1 500 Euro in 2018. Expenses related to the committee follow-up will be covered by FWF.

Suppliers in India may also participate in FWF's **WEP supervisor training**. The training is focused on improving working relations between line supervisors and workers, and on training women workers with skills to become supervisor.

As part of the training, women workers with potential to become supervisors will work on their technical skills and human resource management. At the same time, current male line supervisors will be trained on supervisory skills and working relationships with workers.

Each training session includes five consecutive full-day sessions on-site and will be followed up with five full-day sessions every two weeks. The module counts toward performance check indicator 4.4.

This training will start from April 2018 onward and the fee depends on the amount of participants.

### ***Indonesia, Myanmar, Vietnam, China***

#### **WEP Communication**

This two day module focuses on improving worker-management interaction by developing their communication skills, with an emphasis on collaborative problem-solving.

Management, a wider group of workers as well as a group of up to 30 worker volunteers or representatives (where applicable) will be trained and engage in dialogue sessions.

The first day of training will focus on priorities for improvement and constructive engagement. The second day of training will take place after several weeks, and will include exercises on interview skills, survey techniques and other tools which could guide factory improvements.

Pilots in Indonesia and Myanmar have started in 2017 and pilots will start in Vietnam and China in the first half of 2018.

The WEP Communication can be requested immediately after the pilot phase. Members will receive regular updates about



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progress. This module counts toward indicator 4.4 of the performance check.

Thanks to funding by the Dutch Ministry of Foreign Affairs and Brot für Alle, the module will be offered, subject to availability, at a reduced rate in 2018.

The following fees apply for 2018:

Country	Fee
Indonesia	€ 1 400
Myanmar	€ 1 300
Vietnam	€ 1 300
China	€ 1 550

### **Turkey**

FWF member brands sourcing from Turkey are currently facing **additional risks** related to large numbers of **Syrian refugees** that are being employed in the garment industry, often in conditions that would violate elements of the FWF Code of Labour Practices.

FWF members encountering Syrian refugee workers in their supply chain, or who would like to know more about the legal issues surrounding Syrian refugees, can now enroll their supplier in a WEP Basic module tailored to this specific situation. This module is available both for factories that have already participated in the WEP Basic or factories that have not yet received training.

FWF will offer the training module in Arabic (for Syrian refugee workers) and Turkish. Where possible, trainers will facilitate an exchange of the two worker groups during the training. At least 10% of the production workers must receive training in order to meet performance check requirements (indicator 3.3). This means that several worker training sessions might be needed, depending on the size of the factory. The same fees as for the WEP Basic module apply.

As verification activities in Turkish factories often highlight a need for improved worker-management dialogue, FWF has designed **WEP Communication - Turkey**



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This one day module provides a basic introduction to effective communication as a tool for problem-solving. Management, supervisors and workers are trained in separate, two-hour sessions.

This module counts toward indicator 4.4 and 2.7 of the performance check.

FWF is continuously working on improving this module and will integrate learnings from the WEP Communication pilots in other countries during 2018.

The following fees apply:<sup>2</sup>

<b># Workers</b>	<b>Management session (2 hours)</b>	<b>Worker session (2 hours)</b>	<b>Fee</b>
Below 50	1	1	€ 990
50-500	1	2	€ 1 090
500-1000	1	4	€ 1 290
Above 1000	1	6	€ 1 490

Your FWF contact person can give you more information about the trainings. To schedule participation of a supplier, please order the training through the FWF information system ([secure.fairwear.org](https://secure.fairwear.org)). FWF advises you to first to discuss possible training with factory management.

Invitations for each module and country as well as additional information on the WEP are available on the member login area of the FWF website.

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