

Category	Issue code	Description
Employment is freely chosen	EFC-01	The factory does not have a written policy regarding forced labour/employment is freely chosen
Employment is freely chosen	EFC-02	Workers are not allowed to leave the premises outside legal working hours
Employment is freely chosen	EFC-03	Factory management withholds wages and documents of workers
Employment is freely chosen	EFC-04	Workers are not free to terminate their employment with reasonable notice or leave when their contracts expire
Employment is freely chosen	EFC-05	Workers are obliged to pay significant deposits when starting employment
Employment is freely chosen	EFC-06	Factory management delays paying workers when workers decide to resign
Employment is freely chosen	EFC-07	Factory management restricts worker movement within factory premise
Employment is freely chosen	EFC-08	The factory subcontracts work to a prison
Employment is freely chosen	EFC-09	Workers with debts from management are forced to stay in the job
Employment is freely chosen	EFC-10	Workers are required to sign/put thumb impression on blank papers
Employment is freely chosen	EFC-11	Workers have debts to/loans from the management without any written terms and conditions
Employment is freely chosen	EFC-12	Overtime is not voluntary
Factory communication	FCS-01	Factory management has not communicated about Fair Wear code of labour practices / local regulations on rights and duties to its workforce
Factory communication	FCS-02	Factory management has not communicated its own policies and procedures to the workforce
Factory communication	FCS-03	There is no internal factory communication systems wherein workers can raise grievances
Factory communication	FCS-04	Factory has internal communication systems but not all workers can access it
Factory communication	FCS-05	Workers do not have awareness about the worker representatives
Factory communication	FCS-06	Workers do not know the use of worker information sheet nor aware of the local complaints handler's number
Factory communication	FCS-07	Supplier has internal communication systems but there is no documentation of the grievance handling process
Factory communication	FCS-08	Factory management has not provided any trainings to worker representatives on compliance requirements
Factory management systems	FMS-01	Factory management has not displayed the Fair Wear code of labour practices / worker information sheet (with updated helpline number)
Factory management systems	FMS-02	Factory management has not informed member brand about the subcontracted units used for its products

Factory management systems	FMS-03	Factory management has coached its workers in preparation of the audit leading to uncorroborated information
Factory management systems	FMS-04	Factory management has maintained falsified documents in preparation to the audit leading to uncorroborated information
Factory management systems	FMS-05	There is no designated staff member in the factory to monitor and oversee the compliance status
Factory management systems	FMS-06	Factory policies and procedures are maintained but do not comply with local law / international standard or FW code of labour practices
Factory management systems	FMS-07	Disciplinary actions are not documented and/or not in accordance with factory's own rules
Factory management systems	FMS-08	Managers and supervisors do not follow the disciplinary procedures
Factory management systems	FMS-09	Factory management has displayed the Fair Wear code of labour practices / worker information sheet but it is not easily accessible
Factory management systems	FMS-10	Factory management does not maintain any documented records of its compliance progress
Freedom of association	FOA-01	Factory does not have a policy and/or procedure on FOA and collective bargaining
Freedom of association	FOA-02	Factory management does not comply with national law regarding trade unions
Freedom of association	FOA-03	There is no Collective Bargaining Agreement (CBA), where applicable
Freedom of association	FOA-04	There is a CBA but is not recognised by the management
Freedom of association	FOA-05	There is legal noncompliance relating to strikes
Freedom of association	FOA-06	Workers cannot freely form or join the union of their choice
Freedom of association	FOA-07	Workers are not aware of union(s) or its function
Freedom of association	FOA-08	Factory management does not allow trade unions to approach workers
Freedom of association	FOA-09	Factory management does not treat different unions equally
Freedom of association	FOA-10	Factory management provides incentives to workers to keep them from joining a union or engaging in union activities
Freedom of association	FOA-11	Factory management punishes, threatens, intimidates, harasses, terminates or does not renew workers' contracts due to their union membership or activities
Freedom of association	FOA-12	The existing trade union(s) or worker representatives are not allowed to be involved/are not involved in improving working conditions
Freedom of association	FOA-13	There is no documented evidence of negotiations between management and worker representatives
Freedom of association	FOA-14	Documented evidence of meetings and negotiations between management and worker representatives exist, but there is no action taken
Freedom of association	FOA-15	Union(s) is not independent (including under influence of the management)
Freedom of association	FOA-16	Worker / union representatives are not chosen by workers or not democratically elected

Freedom of association	FOA-17	Managerial staff such as human resource managers, finance managers, and personnel managers appointed as union officials in workers' unions
Safe & healthy working conditions	HS-01	Factory working conditions pose threat to the lives of workers
Safe & healthy working conditions	HS-02	Factory working conditions pose threat to the health of workers
Safe & healthy working conditions	HS-03	There is no written safety & health policy and procedure
Safe & healthy working conditions	HS-04	Factory management has not conducted any risk assessment of working conditions
Safe & healthy working conditions	HS-05	Legal licenses, certificates and reports on safety & health are missing or invalid
Safe & healthy working conditions	HS-06	Polices and procedures of safety & health are not adequately communicated to workers
Safe & healthy working conditions	HS-07	Factory has not appointed any designated staff who is qualified to oversee the H&S management
Safe & healthy working conditions	HS-08	Safety & health representatives or committee are not available
Safe & healthy working conditions	HS-09	There is no record or incomplete record of work related accidents and diseases
Safe & healthy working conditions	HS-10	Safety & health training for workers is not provided or inadequate
Safe & healthy working conditions	HS-11	Workers are given tight deadlines and less time to do their job leading to stress
Safe & healthy working conditions	HS-12	Factory management does not provide workers with suitable PPEs
Safe & healthy working conditions	HS-13	Workers do not have any channel to raise grievances on safety standards.
Safe & healthy working conditions	HS-14	Factory management does not monitor whether workers are wearing appropriate PPE at all times
Safe & healthy working conditions	HS-15	Workers pay for their own PPE used at workplace
Safe & healthy working conditions	HS-16	The childcare facilities are inadequate
Safe & healthy working conditions	HS-17	Medical checks for workers are not provided or insufficient
Safe & healthy working conditions	HS-18	First aid personnel is not trained or insufficient
Safe & healthy working conditions	HS-19	Medical room or medical facility is not available or inadequate
Safe & healthy working conditions	HS-20	First aid kit is missing or insufficient
Safe & healthy working conditions	HS-21	Workers feel lack of respect from supervisory staff and management
Safe & healthy working conditions	HS-22	Evidence of workplace violence or harassment (sexual, physical, verbal etc.) exists
Safe & healthy working conditions	HS-23	Safety & Health procedure for pregnant or nursing workers does not exist or is inadequate
Safe & healthy working conditions	HS-24	Insufficient number of toilets
Safe & healthy working conditions	HS-25	Worker transport provided by the factory is unsafe or inadequate
Safe & healthy working conditions	HS-26	Dust density is high
Safe & healthy working conditions	HS-27	Noise level exceeds maximum exposure limit
Safe & healthy working conditions	HS-28	Temperature of the environment is not appropriate
Safe & healthy working conditions	HS-29	Slippery surfaces are not designated
Safe & healthy working conditions	HS-30	Work environment is cluttered/untidy

Safe & healthy working conditions	HS-31	Ventilation is insufficient or inadequate
Safe & healthy working conditions	HS-32	Overall lighting is insufficient or inadequate
Safe & healthy working conditions	HS-33	Workers in standing positions are not provided with anti-fatigue mat
Safe & healthy working conditions	HS-34	Workers in sitting positions are not provided with chairs with back support
Safe & healthy working conditions	HS-35	Evacuation drills are not conducted as legally required
Safe & healthy working conditions	HS-36	Evacuation plan is not available, incorrect or inappropriate
Safe & healthy working conditions	HS-37	Fire evacuation route(s) are blocked, inadequate or not clearly marked
Safe & healthy working conditions	HS-38	Fire alarm is inadequate
Safe & healthy working conditions	HS-39	Fire fighting equipment is insufficient and/or not appropriately maintained
Safe & healthy working conditions	HS-40	Fire exits are insufficient and/or signs and maps are defective or missing
Safe & healthy working conditions	HS-41	Emergency lighting is missing, inadequate or malfunctioned
Safe & healthy working conditions	HS-42	Inadequate storage of inflammable materials
Safe & healthy working conditions	HS-43	Regular electrical safety inspections are not conducted or insufficient
Safe & healthy working conditions	HS-44	Electrical wiring is inadequately encased or secured
Safe & healthy working conditions	HS-45	Access to breaker switch is blocked
Safe & healthy working conditions	HS-46	Electrical distribution board is inadequate
Safe & healthy working conditions	HS-47	An inventory of chemicals and hazardous substances is not kept or incomplete
Safe & healthy working conditions	HS-48	Chemicals and hazardous substances are not appropriately handled
Safe & healthy working conditions	HS-49	Material Safety Data Sheet (MSDS) is not available
Safe & healthy working conditions	HS-50	Chemicals and hazardous substances are not properly labelled
Safe & healthy working conditions	HS-51	Storage for chemicals and hazardous substances is not appropriate
Safe & healthy working conditions	HS-52	Eye wash or cleansing materials are missing or inadequate
Safe & healthy working conditions	HS-53	Building safety is inadequate
Safe & healthy working conditions	HS-54	Factory dormitories do not ensure safety and health of workers
Safe & healthy working conditions	HS-55	Factory dormitories are not separated from production areas
Safe & healthy working conditions	HS-56	Factory dormitories do not comply with minimum personal space requirements
Safe & healthy working conditions	HS-57	Workers are not trained on machine safety
Safe & healthy working conditions	HS-58	Machine safety instructions are not posted
Safe & healthy working conditions	HS-59	Warning signs are not posted
Safe & healthy working conditions	HS-60	Safety guards of machines are not installed
Safe & healthy working conditions	HS-61	Machines are not maintained regularly and appropriately
Safe & healthy working conditions	HS-62	Food storage and preparation is not hygienic
Safe & healthy working conditions	HS-63	Water or food containers are not labelled or not stored appropriately
Safe & healthy working conditions	HS-64	Factory management does not provide hygienic materials for workers in the toilets
Safe & healthy working conditions	HS-65	Toilets are not cleaned adequately
Safe & healthy working conditions	HS-66	Canteen staff certificate is invalid or insufficient
Safe & healthy working conditions	HS-67	Handwashing facilities in the canteen are inadequate

Safe & healthy working conditions	HS-68	Clean drinking water is not available
Legally binding employment relationship	LBER-01	Factory does not have a policy and procedure on employment relationship
Legally binding employment relationship	LBER-02	There are no work contracts or other proof of employment relation for all workers
Legally binding employment relationship	LBER-03	Workers are not provided copies of contracts or appointment letters
Legally binding employment relationship	LBER-04	Content of the work contract does not comply with legal requirements
Legally binding employment relationship	LBER-05	Work contracts do not specify the employment terms and conditions
Legally binding employment relationship	LBER-06	Workers do not understand the employment terms and conditions
Legally binding employment relationship	LBER-07	Factory management does not cover all eligible workers under the social security scheme
Legally binding employment relationship	LBER-08	Factory management does not hire apprentices or workers in probation period, as per the law
Legally binding employment relationship	LBER-09	The factory uses an employment agency that does not meet local requirements as a labour provider
Legally binding employment relationship	LBER-10	Individual personnel files are incomplete, inaccurate or falsified
Legally binding employment relationship	LBER-11	Workers hired through employment agencies do not receive full legal and social security entitlements
Legally binding employment relationship	LBER-12	Workers are dismissed and rehired to avoid paying wages and benefits for permanent workers
Legally binding employment relationship	LBER-13	Workers are consistently employed on temporary contracts
Legally binding employment relationship	LBER-14	Workers sign on work contracts or resignation letters without knowledge of the content
Legally binding employment relationship	LBER-15	Factory management fails to comply with requirements when dismissing workers (valid reasons, prior notice, termination payments, unused annual leave etc.)
Legally binding employment relationship	LBER-16	Factory management does not comply with legal requirements concerning sub-contracted workers, homeworkers and/or migrant workers
Legally binding employment relationship	LBER-17	There is no childcare facility, if applicable
Living wage	LW-01	Factory does not have any policy or procedure on payment of wages
Living wage	LW-02	Not all workers are paid legal minimum wages
Living wage	LW-03	Piece rate workers are not guaranteed legal minimum wages
Living wage	LW-04	Allowances, bonuses or social security benefits are not paid as legally required
Living wage	LW-05	Overtime premium is not paid as legally required
Living wage	LW-06	Wages are paid later than legally required.
Living wage	LW-07	Statutory leaves are not paid to workers as legally required
Living wage	LW-08	Wages paid are below collective bargaining agreement (CBA) wage.
Living wage	LW-09	Workers are paid below living wage as estimated by local stakeholders
Living wage	LW-10	Workers are not paid during work stoppages
Living wage	LW-11	Workers are not paid during downtime

Living wage	LW-12	Factory management makes unauthorised deductions from workers' wages
Living wage	LW-13	Inconsistencies exist between payroll, payslip and other records due to poor record keeping
Living wage	LW-14	Wages could not be verified due to falsification of wage records
Living wage	LW-15	Wages could not be verified due to inconsistent or incomplete records
Living wage	LW-16	Workers do not understand how wages are calculated.
Living wage	LW-17	Workers do not receive a payslip OR receive a payslip but it is not in the language understood by the workers
Member monitoring	MM-01	Fair Wear member brand has not shared Fair Wear code of labour practices to the factory
Member monitoring	MM-02	FW member brand has not checked if the FW code of labour practices is easily accessible at the workplace
Member monitoring	MM-03	Fair Wear member brand has not shared previous audit reports with the supplier
Member monitoring	MM-04	Fair Wear member brand has not ensured that the supplier shares the previous audit reports with worker representations or union(s)
Member monitoring	MM-05	FW member brand has not checked if the FW code of labour practices is shared with the subcontracted units
Member monitoring	MM-06	Fair Wear member brand does not have any system to monitor the supplier site on compliance requirements
Member monitoring	MM-07	Fair Wear member brand or its local representative have never visited the factory premise to monitor the compliance standards
Member sourcing	MS-01	According to factory management, the prices of the member do not support the payment of living wages
Member sourcing	MS-02	According to factory management, the prices of the member do not support the payment of minimum wages or OT premium
Member sourcing	MS-03	The production planning of the member contribute to excessive overtime
Member sourcing	MS-04	According to factory management, the payment of the member is late
Member sourcing	MS-05	According to factory management, the member has not set any minimum compliance expectations for suppliers for sourcing its products
Member sourcing	MS-06	According to factory management, the member does not provide any incentive to supplier for its compliance to FW standards
No child labour	NCL-01	Factory management does not have policy against use of child labour and child labour remediation procedures
No child labour	NCL-02	The factory employs children under the age of 15
No child labour	NCL-03	The factory does not have a written policy regarding juvenile workers
No child labour	NCL-04	Juvenile work is not compliant to local law and/or international standards
No child labour	NCL-05	Factory does not maintain complete age or identity records in workers' personnel files

No child labour	NCL-06	Factory does not check age proof documents of workers at the time of employment
No child labour	NCL-07	Factory does not conduct alternate age verification for workers who cannot produce age records
No child labour	NCL-08	Contracts for juvenile workers are not signed by parent or legal guardian
No child labour	NCL-09	Juvenile workers are not registered and/or recorded as per law with the local labour bureau or equivalent
No child labour	NCL-10	No regular health check-ups for juvenile workers are conducted
No discrimination	ND-01	There are no written policies and procedures regarding discrimination
No discrimination	ND-02	Race, gender, caste, origin, religion, age, disability, marital status, sexual orientation, union membership and/or political opinion are influencing factors in hiring, compensation, access to training, promotion, termination and/or retirement
No discrimination	ND-03	There is no internal grievance system where workers can raise complaints on discrimination and harassment
No discrimination	ND-04	There is a grievance mechanism on discrimination and harassment, but it is ineffective
No discrimination	ND-05	Factory management conducts health screenings (pregnancy, HIV/AIDS, HBV etc.) during recruitment process or during employment
No discrimination	ND-06	There is no record of workers who availed maternity benefits
No discrimination	ND-07	Male workers are not granted paternity leave when legally required
No discrimination	ND-08	Factory management changes the employment status, position, wages, benefits or seniority of workers during/after maternity leave
No discrimination	ND-09	Factory management dismisses workers or forces them to leave based on their health status, pregnancy or maternity leave
No discrimination	ND-10	The percentage of women in supervisory and other higher-paid positions is low
No discrimination	ND-11	Workers with disabilities who apply for work are not evaluated according to their ability to perform the job
No discrimination	ND-12	There is no formal performance review system of workers which increases the risk of discrimination
Reasonable hours of work	WH-01	Factory does not have policy on working hours and overtime
Reasonable hours of work	WH-02	Overtime policy is not communicated to workers
Reasonable hours of work	WH-03	Legally required daily break period is not provided
Reasonable hours of work	WH-04	Workers do not receive 1 day off per 7 days of work
Reasonable hours of work	WH-05	Required leaves are not provided to workers
Reasonable hours of work	WH-06	Total working time per week exceeds the legal limit, but is not over 60 hours
Reasonable hours of work	WH-07	Total working time per week exceeds 60 hours
Reasonable hours of work	WH-08	Overtime is not announced in advance

Reasonable hours of work	WH-09	There is no regulated or functional working hour registration system
Reasonable hours of work	WH-10	Working hour record does not reflect the hours actually worked
Reasonable hours of work	WH-11	Overtime hours are conducted but not documented