

# ASOS Homeworking Policy

## 1. BACKGROUND

- 1.1. Homeworkers are an important workforce within the ASOS supply chain whom we acknowledge and support. We value the specialist and craft related skills that homeworkers provide and we depend upon them to continue to enable us to provide our customers with the great fashion items they know and love.
- 1.2. ASOS is committed to identifying problems and improving conditions for workers throughout our supply chain. This policy communicates our position towards homeworking and our commitment to improving the lives of homeworkers throughout our supply chain.
- 1.3. Homeworkers are often overlooked in supply chains, and are generally employed informally, leaving them in a vulnerable position. Many are underpaid and have no security of employment. The majority of homeworkers are women, who are balancing paid work with domestic and family responsibilities; few have practical alternatives to homework and homeworking provides them a valuable income stream for them and their families.
- 1.4. ASOS believes that one of the first steps towards reducing the insecurity of these workers is to take an open and positive position towards homeworking. We are committed to sustaining homeworkers' employment and making their work as regular as possible, while contributing through our purchasing practices to improved rights, income, and working conditions.

## 2. DEFINING "HOMEWORK"

- 2.1. Our definition of homework is based upon the ILO definition (1996, C177, Article 1) which states:
  - 2.1.1. The term 'Home Work' means work carried out by a person, to be referred to as a Homeworker,
    - in his or her home or in other premises of his or her choice, other than the workplace of the Employer;
    - for remuneration; and
    - which results in a product or service as specified by the Employer, irrespective of who provides the equipment, materials or other inputs used;
    - unless this person has the degree of autonomy and of economic independence necessary to be considered an independent worker under national laws, regulations or court decisions.
  - 2.1.2. Persons with employee status are not Homeworkers within the meaning of this policy simply by occasionally performing their work as employees at home, rather than at their usual workplaces;
  - 2.1.3. The term 'Employer' means a person, natural or legal, who, either directly or through an intermediary, whether or not intermediaries are provided for in national legislation, uses Home Work in pursuance of his or her business activity.

## 3. THE ASOS COMMITMENT

Whilst Homeworkers are considered inclusive to the global workforce contributing to the manufacture of our products, we have some specific commitments to overcome the hidden nature of this workforce within our supply chain.

Under this Homeworker Policy ASOS commits to:

- 3.1. communicating our position on Homeworking throughout our company and to all relevant business partners;
- 3.2. ensuring that the presence of Homeworkers in our supply chains will not lead to the relocation of work or cancellation of orders;
- 3.3. working with our suppliers for the sustainable improvement of labour conditions for Homeworkers in our supply chains, establishing clear timeframes for action, and involving Homeworkers and/or their representatives in this process; and
- 3.4. engaging, where appropriate, with other brands and relevant non-governmental organisations in the sustainable improvement of labour conditions for Homeworkers in our supply chains.

#### **4. OUR SUPPLIERS' COMMITMENT**

Suppliers we are sourcing from must:

- 4.1. Adopt a shared policy of acceptance of Homeworking and commitment to improving Homeworkers' labour conditions where these do not meet those set out in the ETI Base Code and the ILO Home Work Convention (1996, C177), in accordance with the provisions of this Policy;
- 4.2. Communicate this policy to all those in the supply chain below them, including any intermediaries and to the Homeworkers themselves;
- 4.3. Work with us to identify and map where homeworking occurs in the supply chains beneath them and disclose this information to us;
- 4.4. Be responsible for managing and implementing the standard set out in this policy for Homeworkers;
- 4.5. Work with us to develop an action plan for improving labour conditions with Homeworkers where these are found to be below those set out in the ASOS Code of Conduct and to involve Homeworkers and/or their representatives in this process. This must involve different measures depending on the context and may include (but is not limited to):
  - i. keeping up to date records of all Homeworkers engaged by the Supplier, including name, proof of age and address;
  - ii. developing systems to guarantee payments to Homeworkers, such as passbooks and payslips;
  - iii. providing training and information to Homeworkers about their rights and entitlements under this policy and an accessible grievance mechanism;
  - iv. enabling enrolment in social security systems or equivalent private provisions;
  - v. developing a work quota system to provide more regular work and deter subcontracting;
  - vi. providing training and information to any intermediaries such as agents on their responsibilities and entitlements as distributors of Home Work;
  - vii. providing access to key health and safety equipment, such as potable water, and appropriate lighting;
  - viii. providing direct employment for Homeworkers.

#### **5. THE USE OF INTERMEDIARIES**

When employing Homeworkers through contractors/sub-contractors our supplier must as a minimum:

- 5.1. establish transparency of supply chain between the factory and the Homeworker, understand all tiers of intermediaries and disclose this information to ASOS;
- 5.2. ensure that all intermediaries comply with any applicable licensing or

- certification systems;
- 5.3. ensure that all intermediaries comply with national law;
- 5.4. establish a pre-qualification system for intermediaries that are involved in the contracting of work to Homeworkers;
- 5.5. ensure factories establish contractual relationships with intermediaries;
- 5.6. provide training to intermediaries on their legal obligations and ASOS standards to ensure they are meeting all the direct employment requirements detailed above; and
- 5.7. establish internal protocols for the outsourcing of work to Homeworkers (e.g. verification that intermediaries handling the work have been prequalified, tracking of pieces and payments made).

**Please note:**

In addition to this Homeworker Policy, all ASOS ethical policies relating to employment of workers, apply.