

Technical Standards

VERSION 1.4
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The Clearview Global Labour Provider Certification Scheme consists of three sections, thirty technical standards and one hundred and sixty one audit control points.

The three sections are:

- 1) Business Structure and Systems
- 2) Labour Sourcing
- 3) Labour Supply and Management

Labour recruiters are assessed against sections 1) and 2), labour providers are assessed against all three sections.

1 The labour provider has an appropriate business structure, overarching business and ethical policies and performs due diligence	
1.1	Is the labour provider's business structure and business model consistent with the capacity to operate an ethical and sustainable business?
1.2	Does the labour provider operate to well developed and integrated ethical labour standards policies and procedures?
1.3	Has the labour provider developed, implemented and applied effective due diligence processes to enable ethical labour standards practices to operate in its labour supply chain?
1.4	Has the labour provider implemented appropriate management systems to ensure that its collection and processing of workers' personal data accords with laws and the principles of confidentiality, proportionality and necessity?
2 The labour provider ensures the legal, ethical and transparent treatment of jobseekers in all sourcing and onboarding processes	
2.1	Has the labour provider implemented appropriate management systems to ensure that jobseekers are not charged either directly or indirectly, in whole or in part, any fees or costs for work finding services at any point in the recruitment supply chain?
2.2	Has the labour provider implemented appropriate management systems to ensure that the freedom of movement of jobseekers is not constrained at any point in the sourcing and onboarding processes?
2.3	Has the labour provider ensured that there is transparency of the recruitment process and terms and conditions of employment for jobseekers at all stages of the sourcing and onboarding processes?
2.4	Has the labour provider implemented appropriate management systems to ensure that job applicants are not discriminated against at any stage in the recruitment and selection process?
2.5	Has the labour provider implemented appropriate management systems to seek to recruit workers locally?
2.6	Has the labour provider implemented appropriate management systems to ensure that children are not recruited?
2.7	Has the labour provider implemented appropriate management systems to ensure that workers' rights to freedom of association are not curtailed at any stage during worker sourcing and onboarding?
2.8	Has the labour provider implemented appropriate management systems to establish that all workers are legally eligible to work in the job roles, countries and regions in which they are deployed?

3 The labour provider ensures the legal, ethical and transparent treatment of workers in their supply to user enterprise sites	
3.1	Has the labour provider implemented appropriate management systems to ensure that only legally eligible, properly registered and deployed workers are actually working at user enterprise sites?
3.2	Are workers engaged on a recognised employment relationship appropriate to their working arrangements and offered regular work?
3.3	Do workers receive all pay for all hours worked within a reasonable time period at least at the minimum wage in every pay reference period?
3.4	Do workers take paid holiday leave to which they are entitled without detriment?
3.5	Are workers supported to receive contractual and state employment rights and benefits to which they are entitled without detriment?
3.6	Are employment taxes and social cost deductions accurately calculated and deducted from all workers' pay with the correct amount paid to the appropriate authority in a timely manner?
3.7	Has the labour provider implemented appropriate management systems to ensure working hours are within legal and reasonable limits?
3.8	Has the labour provider applied appropriate health and safety management processes to ensure that workers work within safe systems appropriate to their work environment?
3.9	Is accommodation provided, or effectively provided, to workers by the labour provider safe, hygienic and does it meet the basic needs of the occupants and comply with relevant legislation?
3.10	Are transport arrangements provided, or effectively provided, by the labour provider safe and compliant with relevant legislation?
3.11	Are workers' rights to freedom of association and worker representation recognised and respected?
3.12	Has the labour provider implemented appropriate management systems to mitigate against workers being discriminated in their supply to and work at user enterprise sites?
3.13	Has the labour provider implemented appropriate management systems to endeavour to prevent workers being subject to actual or threats of physical, sexual or mental mistreatment?
3.14	Has the labour provider provided workers with appropriate and effective access to remedy in accordance with natural justice and without fear of detriment?
3.15	Do the labour provider's management systems ensure that workers are not unreasonably prevented or restricted from taking up permanent employment with the user enterprise or elsewhere?
3.16	Can the labour provider demonstrate that, on termination of contract, workers receive outstanding pay, holiday pay and benefits to which they are entitled within a reasonable time period?
3.17	Has the labour provider implemented proactive actions to reduce the risk of workers being subject to hidden forced labour and are there any indicators that work may not be voluntary?