

# Government of Balochistan



## Integrated Flood Resilience and Adaptation Program (IFRAP)

### Labor Management Procedures (LMP)

(Draft)

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## ACRONYMS

BIWRMDP	Balochistan Integrated Water Resource Management & Development Project
BLEP	Balochistan Livelihood and Entrepreneurship Project
CPD:	Continuous Professional Development
DVC:	District Vigilance Committee
EOBI:	Employees' Old-Age Benefits Institution
ESCP:	Environmental and Social Commitment Plan
ESMF:	Environmental and Social Management Framework
ESMP:	Environmental and Social Management Plan
ESS 2:	Environmental and Social Standards 2
GoB	Government of Balochistan
GBV:	Gender Based Violence
GRM:	Grievance Redress Mechanism
IEC:	Information, Education and Communication
IFRAP	Integrated Floor Resilience and Adaptation Project
ILO:	International Labor Organization
ILS:	International Labor Standards
IT:	Information Technology
ICT:	Information and Communication Technology
LMP:	Labor Management Procedures
NGO:	Non-Governmental Organization
OHS:	Occupational Health and Safety
OSH:	Occupational Safety and Health
PPE:	Personal Protective Equipment
FPMIU:	Federal Project Management Unit
PIU	Project Implementing Unit

PSIAC            Project Supervision Implantation and Assistance Consultant

SOPs:            Standard Operating Procedures

WB-ESS         World Bank Environmental and Social Standards

## Executive Summary

Balochistan has been unduly affected by the 2022 floods. The province has received 5.1 times its 30-year average rainfall<sup>1</sup>. More than 190,000 housing units across the province were damaged, including nearly 69,000 units destroyed and more than 120,000 partially damaged. Infrastructure damage has caused the temporary isolation of most of Balochistan, with 2,222 km of roads and 43 bridges damaged, impeding people's ability to access healthcare, food markets, and other vital services and restricting the delivery of aid to those who need it. 456 flood protection/irrigation schemes were partially damaged or destroyed<sup>2</sup>. The floods caused over 500,000 livestock casualties which have negatively impacted livelihoods as 70 percent of households depend on livestock. In addition, the harvest failure due to the floods during the Kharif season (April to September) resulted in production losses compromising livelihoods and food security. The Integrated Flood Resilience and Adaptation Project (IFRAP) was approved by Planning Commission to revive and enhance the livelihoods of communities affected by the 2022 floods and strengthen adaptive capacity to future extreme flooding events.

The Labor Management Procedures (LMP) for the Integrated Flood Resilience and Adaptation Programme (IFRAP) have been carefully formulated to align with the objectives and standards of ESS2 from the World Bank's Environmental and Social Framework (ESF), as well as with the National/Provincial Labor Laws. The LMP outlines the approach for managing project workers in full compliance with national laws and ESS2 requirements. The primary goal of the LMP is to identify the key labor needs and associated risks related to the project, enabling stakeholders to effectively address the labor requirements as specified in the LMP. The project will involve various types of workers, including Direct, Contracted, and Primary Supply workers, along with civil servants, and their respective estimated numbers and characteristics have been clearly outlined. Furthermore, the LMP identifies crucial environmental and social risks, such as Occupational Health and Safety (OHS), community risks, waste generation, risks of Gender-Based Violence (GBV), child labor, and forced labor. To ensure compliance, the provisions of the World Bank Environment and Social Standards ESS2, as well as the Labor Laws of the Government of Balochistan, have been thoroughly examined and cited to meet all their requirements and obligations. Key aspects, such as Conditions of Employment, Occupational Health and Safety (OHS), and issues related to Child and Forced Labor, have been incorporated as guidelines. A Grievance Mechanism (GM) has been established to address any potential dissatisfactions, concerns, or notices that may arise from all project workers and stakeholders regarding labor matters. Additionally, a Contractor Management guideline has been developed specifically for Partner organizations/IPs, ensuring that the selection, retention, monitoring, and guidance of contractors are carried out in strict accordance with the requirements of ESS and relevant national/Provincial Laws/Acts.

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<sup>1</sup> Rapid Needs Assessment Report - 2022 Monsoon Floods – PDMA-Balochistan, Pakistan (August 2022)

<sup>2</sup> Government of Pakistan. 2022. Pakistan Floods: Post-Disaster Needs Assessment. Ministry of Planning Development & Special Initiatives.

## **1. Introduction**

The 2022 floods have shown Pakistan's vulnerability to climate change and demonstrated what this vulnerability looks like for the people of the country. Large portion of the country has been under water whereas 33 million people are affected. 541,000 people are in evacuation camps and 2.288 million houses have been damaged or destroyed. Loss of life has also been considerable with 1,739 fatalities reported to date. Loss of livestock is also significant at 1.164million animals perished, while over 25,000 animal shelters have been damaged. Just over 13,115 km of roads are reported to have been affected and 439 bridges have been damaged or destroyed. Further, it has been reported that there are an estimated total of 229,692 TDPs comprising of 34,144 households displaced due to the floods in the top 5 districts in Balochistan Province.

The World Bank Financing Group has pledged to support Pakistan with US\$ 213.00 Million under the Integrated Flood Resilience and Adaptation Program (IFRAP). The project aims to enhance Pakistan's resilience to floods and climate change. The proposed project will respond to the impact of the 2022 floods in Balochistan by improving livelihoods and reestablishing critical services while laying the groundwork for community-based climate resilience systems and preparing the government for supporting it. This first phase will include (i) “low/no regrets” investments in housing reconstruction, (ii) irrigation, flood protection and water supply infrastructure with improved resilience standards, (iii) hydro-meteorological observation system and services and; (iv) assistance to flood affected population for enhancing their livelihoods. The second phase will adopt integrated area-based development approach for strengthening community resilience based on thorough participatory process and adopt an in-depth spatial analysis for ensuring resilience in the infrastructure.

Ministry of Planning, Development and Special Initiatives (MoPD&SI) within Government of Stan will be the lead coordinating agency for this project at Federal level A Project Steering Committee (PSC) shall be established under the chairmanship of the Federal Minister for PD&SI Chief Minister, Balochistan will Co-chair the Steering Committee and shall include relevant stakeholders as members.

### **FPMU:**

A Project Management Unit (Federal PMU or FPMU) will be established for strategic guidance, resource allocation, smooth implementation, donor and inter-agency coordination as well as monitoring of project outcomes. The FPMU will be supported by PIUS that will report to it Federal PMU will be responsible for handling project's management aspects, recruitments, inter-agency coordination, budgetary reallocations and cost revisions and approval of annual work plans/budgets.

### **PIUS/POs:**

PIU for Component one (Infrastructure Investments for Reconstruction and Enhancing Resilience): This component will leverage the existing arrangements under the Balochistan

Integrated Water Resources Management and Development Project (BIWRMDP) which will serve as a PIU reporting to FPMU for the implementation of the said component.

PIU for Component Two (Strengthening hydromet and climate services). For component 2, Project Management Unit (PMU) would be established in Pakistan Metrological Department to assist the Project Director in the smooth implementation of the project. The PMU would report to FPMU and will be responsible for execution, implementation, reporting, financial management and disbursements, as well as coordination with the partner agencies through DG PMD.

PIU for Component Three (Resilient housing reconstruction). Independent Housing Reconstruction Company (IHRC): an IHRC to serve as PIU for housing will be critical for the successful implementation of a housing reconstruction program in the province. Given the emergency nature of this operation, the PSC will mandate an independent company to lead the housing reconstruction program and serve as the PIU for this operation. The company will be responsible for managing all technical, fiduciary, and safeguards management aspects of the housing reconstruction program in collaboration with the POs. Partner Organizations (POs) will be a critical part of the implementation arrangement for this operation. Given a highly dispersed owner-driven reconstruction program, the reconstruction company will partner local NGOs/MFIs in target areas to facilitate all community level outreach and engagements. Having effective and capable POs will be crucial to success of the project.

PIU for Component Four (Livelihood support, landscape and watershed management): This component will leverage the existing arrangements under the Balochistan Livelihood and Entrepreneurship Project (BLEP) which will serve as a PIU reporting to FPMU for the implementation of the said component.

#### **Project Supervision and Implementation Assistance (PSIA)**

For successful implementation of the project and to achieve the PDO, a range of technical assistance and other support services are required to assist the PMU. The PMU will select and engage a consulting firm or a consortium of firms that will supply Project Supervision and Implementation Assistance Consultants (PSIAC) services for an expected Project implementation period. PSIAC will assist the FPMU/PIUs in project planning and management, progress reporting, procurement planning and overall project management. Their work will primarily cover: (i) project and contract management including preparation of annual work plan; (ii) engineering design including site selection, design and design verification, bill of quantities and bidding documents for all works and (iii) engineering and supervision of all works and quality assurance.

In response to the Environmental and Social Commitment Plan (ESCP) and World Bank ESF, the Borrower has developed these Labor Management Procedures (LMP), laying out the Project's approach to meeting the objectives of World Bank ESS 2: Labor and Working Conditions (ESS2). It sets out the terms and conditions for employment or engagement of workers on the project, specifies the requirements and standards to be met and the policies

and procedures to be followed, assesses risks and proposes the implementation of compliance measures and promotes fair treatment, nondiscrimination and equal opportunity of project workers. The LMP is developed to help avoid, mitigate and manage risks and impacts in relation to project workers and set out the way in which project workers will be managed, in accordance with the requirements of national law and the ESS2. The procedures address the way in which both standards will apply to different categories of project workers including direct workers, and the way in which third parties will manage their workers compliant to this document. The LMP also contains a Grievance Redress Mechanism (GRM) for project workers and Occupational Health and Safety (OHS) measures at variety of workplaces and construction sites including site specific OHS guidelines. As required under ESS2, the LMP reflects the requirements of international standards, national and provincial laws and applicable collective agreements. The LMP will be revised from time to time if necessary, during Project implementation, to reflect adaptive management of Project changes and unforeseen circumstances or in response to Project performance.

## **2. OVERVIEW OF LABOR USE ON THE PROJECT**

ESS2 acknowledges the significance of employment creation and income generation as integral components in the effort to reduce poverty and foster inclusive economic growth. It highlights the role of borrowers in fostering positive worker-management relationships and maximizing the developmental benefits of a project by ensuring fair treatment of workers and providing safe and healthy working conditions. It is anticipated that Project will engage the following categories of project workers as defined by ESS2:

### **Direct workers<sup>3</sup>.**

The Direct Workers are the people employed or engaged directly by the Borrower (including the project proponent and the project implementing agencies) to work specifically in relation to the project. Direct workers will be independent consultants hired specifically to work in relation to the project and be integrated into FPMU/PMU and PIUs. These workers will be engaged through the standard form of Contracts for Consultancy services. The FPMU will have managerial, administrative and coordination role in the project planning, implementation and monitoring. The number of PMU and PIUs personnel and the requirements in terms of their qualifications, experience and competences is yet to be defined, along with the job positions and responsibilities but will be along the line of the following: Project Management, Environmental and Social Specialists, Monitoring and Evaluation Specialists, Financial Specialist, Procurement Specialists, Administrative services etc. Government servants will be working in connection with the project, whether full-time or part-time, they will remain subject to the terms and conditions of their existing public sector employment agreement or arrangement, unless there has been an effective legal transfer of their employment or engagement to the project. Such transfer, if any, will be

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<sup>3</sup> A “direct worker” is a worker with whom the Borrower has a directly contracted employment relationship and specific control over the work, working conditions, and treatment of the project worker. The worker is employed or engaged by the Borrower, paid directly by the Borrower, and subject to the Borrower’s day-to-day instruction and control. Examples of direct workers may include persons employed or engaged by the Borrower’s project implementation unit to carry out design and supervision, monitoring and evaluation, or community engagement in relation to the project.



conducted in accordance with all legal requirements and transferred workers will be subject to all requirements of these LMP.

#### **Contracted workers<sup>4</sup>:**

Contracted workers are people employed or engaged through third parties to perform work related to core functions. Contracted workers will be engaged or employed by third parties' i.e. contractors, sub-contractors and service providers/consultants needed for project implementation and these imply professionals and support staff provided by the Contractor or Consultants or by any Sub-Contractor or Sub-Consultants assigned to perform the Services or any part thereof. The project will engage consulting firm or a consortium of firms that will supply Project Supervision and Implementation Assistance (PSIA) services for an expected Project implementation period. PSIA will assist the FPMU/PIUs in project planning and management, progress reporting, procurement planning and overall project management. PSIA will further engage different contractors for the implementations of project activities.

The contractual and legal relationship between the third parties and the FPMU will be established through contracts awarded in line with the standard procurement procedures and bidding documents of the World Bank for specific project activities which have a standard wording for labor and working conditions requirements. Each Sub-Project will be subject to a competitive open tendering procedure both for works and supervision services (although the scope of one supervision service contract may cover multiple construction contracts.) Due to the size of the contract, their scattered locations, relatively low value of the construction/rehabilitation works (relative to mobilization, operation and overhead costs) and required qualification to carry out design and construction activities, it is expected that contracts will be awarded to well-known reputable predominantly national companies or international companies who have already established their operation in Balochistan and obey by and operate under the local regulatory framework including Labor and Occupational Health and Safety (OHS) laws. Contracts awarded to multiple entities forming a Joint Venture or similar association, each company involved will be obligated to adhere to these Labor Management Procedures.

#### **Primary supply workers<sup>5</sup>:**

Primary suppliers are defined as suppliers who consistently provide goods or materials that are essential for the core functions of the project on an ongoing basis. The project will engage these primary supply workers to ensure the timely supply of equipment and materials required for the different components of project. However, these impacts are not subject to ESS2 but will be looked through the lens of ESS1 and ESS4 and the area covered by these impacts will be assessed and managed in accordance with the provisions of ESS1 and ESS4.

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<sup>4</sup> A contracted worker is a worker employed or engaged by a third party to perform work or provide services related to the core functions of the project, where the third-party exercises control over the work, working conditions, and treatment of the project worker

<sup>5</sup> A "primary supply worker" is a worker employed or engaged by a primary supplier, providing goods and materials to the project, over whom a primary supplier exercises control for the work, working conditions, and treatment of the person

The relevant management plans, including the Project-level Environmental and Social Management Framework (ESMF), Sub-Project specific Environmental and Social Management Plans (ESMPs), and any additional contractors' management plans required by the ESMF, will provide guidance and procedures for addressing these impacts.

### **Community workers**

Projects may include the use of community workers in a number of different circumstances, including where labor is provided by the community as a contribution to the project, or where projects are designed and conducted for the purpose of fostering community-driven development, providing a social safety net or providing targeted assistance in fragile and conflict-affected situations. Given the nature and objectives of such projects, the application of all requirements of ESS2 may not be appropriate. In all such circumstances, the Borrower will require measures to be implemented to ascertain whether such labor is or will be provided on a voluntary basis as an outcome of individual or community agreement<sup>6</sup>.

Considering the nature of the project design, the project will not engage the Community Workers.

### **Brief Description of Project Components**

Under the component 1 (Infrastructure Investments for Reconstruction and Enhancing Resilience) the proposed project comprises 118 sub-projects including reconstruction and rehabilitation of 23 storages, 20 flood and perennial irrigation sub-projects, 2 flood management sub-projects, and 73 flood protection sub-projects (37 priority and 36 supplementary sub-projects). Apart from the above this component also envisage the reconstruction of 46 priority roads with structures and 17 bridges in 26 flood hit districts of Balochistan. The total length of roads is approximately 520 km. The list will be further refined during implementation stage. Assessment of the number of project workers to be engaged in component-One is based on the anticipated labor scale of these 118 Sub-Project informed by records and experience in flood protection and related works in the ongoing sub-projects of BIWRMDP. Based on experience It is estimated that the total number of workers would be between 3500-5000 (being the absolute highest number) engaged in civil works in total including another 15-20 persons engaged in the supervision of works activities under each construction site.

Under component-2 (Strengthening hydromet and climate services)

This component will improve the capability of the Pakistan Meteorological Department (PMD) to generate and hydrometeorological information for decision-making through (i) Institutional Strengthen and Capacity Building and (ii) Modernization of Hydromet Systems. Based on experience of PMD, It is estimated that the total number of workers would be between 100-150 engaged for the implementation of this component.

Under component-3 (Resilient housing reconstruction and restoration)

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<sup>6</sup> <https://documents1.worldbank.org/curated/en/149761530216793411/ESF-Guidance-Note-2-Labor-and-Working-Conditions-English.pdf>

This component will finance i) resilient housing reconstruction grants to beneficiaries for reconstruction and/or restoration of core housing units damaged by floods; and ii) institutional strengthening and technical assistance for the reconstruction. The number of project workers required for this component cannot determine at this stage.

Under component-4 (Livelihoods, natural resources and watershed management)

The aim of the component is to promote climate smart agriculture, support value chain development and promote livelihoods. The project will support two interrelated grant schemes: (i) matching grants for enhancing agriculture and livestock-based livelihoods; and (ii) community grants for watershed restoration. This component will be implemented by Balochistan Livelihoods and Entrepreneurship Project (BLEP). BLEP as already well established setup and implementing same interference in different districts of Balochisten. Based on the current experience of BLEP, an estimated number of 250-350 project workers shall be engaged for the smooth implementation of Livelihoods, natural resources and watershed management related interventions.

#### **Characteristics and Timing Requirements of Project Workers:**

The project will involve the engagement of a diverse workforce comprising technical specialists/experts, consultants, and both skilled and unskilled workers. This workforce will be responsible for various aspects of the project, including planning, implementation, and monitoring of all components. The technical specialists/experts will bring their knowledge and expertise in specific fields relevant to the project's objectives. The Consultants/third party either individuals or firm or consortium of firms with their specific areas of expertise, will be engaged to offer their professional services in various aspects of the project. Their role may involve providing project supervision, implementation, designing and monitoring and developing specialized plans or reports, or delivering specific technical inputs. Additionally, skilled workers will be employed on the project to carry out specific tasks requiring specialized training or expertise. These workers possess the necessary skills and experience to execute their assigned responsibilities efficiently and effectively. The unskilled workers will also be engaged to perform tasks that do not require specialized training or expertise. Their contributions may include labor-intensive activities, general support tasks, or assisting skilled workers in their assigned roles. Under the component two "Strengthening hydromet and climate services" the project will engage qualified/experienced trainers for the capacity building of PMD and relevant stakeholders.

Taking into account the nature of the project workforce (mostly unskilled and semiskilled construction labor) and characteristics of labor force market in Balochistan, it is not expected that the number of female workers will be high. It is estimated that women would represent about 5-10 percent of the workforce, and those would likely be technical (engineering), consultants/experts, trainers and/or staff working in the operation offices and camps. Given the local Context Gender Based Violence is not assessed to have a high risk.

It is expected that the first Contract for Construction works will be awarded by in the fourth quarter of 2023. Each Sub-project will be subject to separate tendering procedures and separate Contracts. Each Contract will be managed separately in term of labor and working condition. Majority of skilled and unskilled labor is likely to come from local communities, while managerial and technical staff from the other districts of Balochistan depends on the availability.

**Migrants Workers:** There is possibility of engaging migrant workers by the contractors and primary suppliers. The contractors involved in construction work usually engage migrant workers and in this particular case such workers are expected to come from the adjoining districts and maybe from other provinces like Punjab and Sindh. The vendors of primary suppliers usually bring such workers from their areas of origin. These workers are also covered under LMP and need specific consideration so that their basic labor rights are protected.

The estimated number of project workers with reference categories and components are reflected in Table-1 below.

**Table-1**

<b>Estimated Numbers of Project Workers</b>			
<b>Number of Direct Workers</b>	<b>Component</b>	<b>Estimated Numbers</b>	<b>Timing Requirements</b>
Direct Workers	Component One	60	Throughout the project life
	Component Two	10	
	Component Three	Will be determined after the hiring of partner organization for the implementation of this particular component	
	Component Four	30	
Contracted Workers	Component One	4000	Engagement of contracted workers will vary depending upon the hiring of firms and start of construction work. Their number will be maximum during construction phase and the first phase is going to start in the 4 <sup>th</sup> quarter of 2023
	Component Two	200	
	Component Three	Will be determined after the hiring of partner organization for the implementation of this particular component	
	Component Four	100	
Primary Supply Workers	Component One	1500	They will be required throughout the project life, however, number
	Component Two	100	
	Component Three	Will be determined after the hiring of	

		partner organization for the implementation of this particular component	may vary according to project activities
	Component Four	50	
Community Workers	No Community Workers will be engaged in the Project		
Government Staff		80	Throughout the project life
Estimated Total		6130	

### 3. ASSESSMENT OF KEY POTENTIAL LABOR RISKS

#### Project activities and Locations:

**Component-1 – Community Infrastructure Rehabilitation:** This component will finance the rehabilitation of community infrastructure damaged by floods, including irrigation and flood protection infrastructure (subcomponent 1.1), restoration of water supply (subcomponent 1.2), reconstruction of roads, bridges (subcomponent 1.3), and restoration of small community facilities located in calamity-declared districts of Balochistan (subcomponent 1.4). The guiding principle is to build back better with improved infrastructure based on climate risks, engineering design standards, construction and maintenance to enhance resilience. GoB has developed a framework for selection and appraisal of infrastructure investments. The framework has been used to select a priority list of infrastructure to be included in SoP1. This priority list will be further refined during appraisal. The component will also include the technical assistance needed for the design and supervision of the works. The proposed project comprises 118 sub-projects including reconstruction and rehabilitation of 23 storages, 20 flood and perennial irrigation sub-projects, 2 flood management subprojects, and 73 flood protection sub-projects (37 priority and 36 supplementary sub-projects). The sites are located in various districts of Balochistan province, shown in the Figure-1.

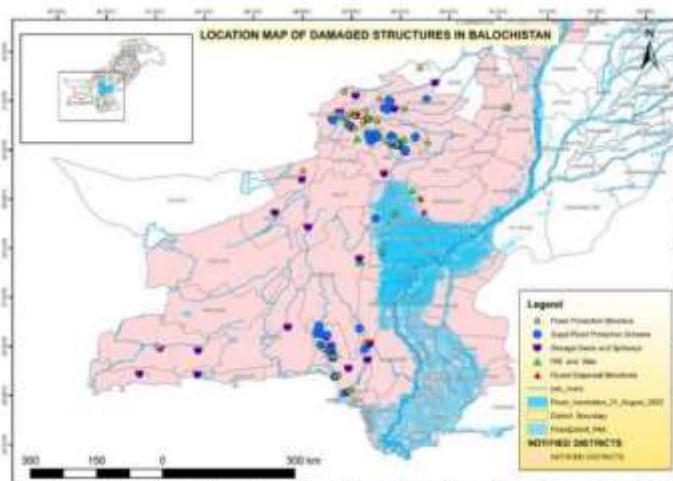


Figure-1: Location Map of the flood affected notified Districts and proposed sub-projects

**Component-2 – Strengthening Hydromet and Climate Services:** This component will improve the capability of the Pakistan Meteorological Department (PMD) to generate and hydrometeorological information for decision-making. Given the integrated and transboundary nature of weather forecasting, the investments under this component will be spread out across the country. Currently, the PMD has very limited coverage for the western

corridor of the country which include much of Balochistan. Therefore, this component will benefit Balochistan to a large extent by improving the climate and flood forecasting capabilities.

**Component-3 – Resilient Housing Reconstruction and Restoration:** This component will finance i) resilient housing reconstruction grants to beneficiaries for reconstruction and/or restoration of core housing units damaged by floods; and ii) institutional strengthening and technical assistance for the reconstruction.

**Component-4 – Livelihoods, Natural Resources and Watershed Management:** This component will finance community grants to help restore and enhance productive, inclusive, and resilient natural resource-based livelihoods while also restoring degraded watersheds for flood resilience. The aim of the component is to promote climate smart agriculture, support value chain development and promote livelihoods. The project will support two interrelated grant schemes: (i) matching grants for enhancing agriculture and livestock-based livelihoods; and (ii) community grants for watershed restoration. The project will be implemented in the districts shown as under.

**Name of the project districts**

1	Quetta	11	Barkhan
2	Kharan	12	Loralai
3	Washuk	13	Musakhel
4	Kalat	14	Duki
5	Khuzdar	15	Sibi
6	Surab	16	Ziarat
7	Jhal Magsi	17	Panjgur
8	Kachhi	18	Harnai
9	Jaffarabad	19	Dera Murad Jamali
10	Naseerabad	20	Sohbatpur

**Key Labor Risks:**

The key labor risks associated with the project are primarily related to health and safety hazards during construction/rehabilitation activities. Civil work-related activities are proposed in all key components of the project. These risks include exposure to various following physical hazards.

- Workers may face risks associated with operating or working in close proximity to heavy machinery used during the construction works, which can pose dangers such as crush injuries or accidents if not properly managed.
- Construction activities near river banks with fast-flowing currents can increase the risk of accidents, drowning, or being swept away by the water during flash floods.
- Construction sites often have uneven terrain, debris, or obstacles that can pose trip and fall hazards if not adequately addressed or managed. Workers may be exposed to high levels of noise and airborne dust, which can lead to hearing loss, respiratory issues, or other health concerns if proper protective measures are not implemented.

- Construction sites involve work at heights, and there is a risk of objects or materials falling and causing injuries to workers if proper safety measures, such as barriers or personal protective equipment, are not in place.
- Construction materials or substances used in the project may contain hazardous elements that can pose risks if workers are exposed without appropriate safety measures or training.
- Depending on the project location and timeframe, workers may be exposed to extreme heat, cold, or adverse weather conditions. Adequate measures, such as providing shade, hydration stations, protective clothing, and adjusting work schedules, will mitigate heat stress or weather-related risks
- Road construction often takes place in or near active traffic zones, exposing workers to the risk of accidents or injuries from moving vehicles.
- Migrant workers are expected to be engaged specifically at the construction sites and issues of protection of basic labor rights of migrant workers will be a major risk for the project. Linked to migrant workers, there is also potential risk of impacting host communities in terms of socio-cultural conflict, sexual harassment, pressure on social institutions and resources, environmental degradation and multitude of implications resulting from interaction of migrant workers with local residents due to use of migrant labor at construction sites.
- There is also risk of discrimination in remuneration on the basis of sex and preferential treatment on the basis of gender, age, origin, disability, culture, language, ethnicity, or religion; exclusion or preference with respect to recruitment, hiring, termination of employment, working conditions, promotion, training and development provision or terms of employment made on the basis of personal characteristics unrelated to inherent work requirements.
- Road construction involves the use of heavy machinery and equipment, such as excavators, bulldozers, and asphalt pavers. Workers involved in operating or working near these machines may face risks of accidents, collisions, or being struck by moving equipment.
- Housing construction often involves working at elevated heights, such as on rooftops, scaffolding, or ladders. Falls from heights can result in severe injuries or fatalities.
- There may also be risks of mental stress, missing facilities at workers residence, security threat to migrant workers from the host communities, socio-ethical and cultural issues with the interaction of migrant workers with the community and issues relating to disposal of waste.
- Supply chain workers might face inadequate working conditions, lack of safety measures, and exposure to harmful substances, leading to health issues and decreased well-being.
- Supply chains might involve the use of child labor or forced labor in violation of human rights, leading to ethical and legal concerns.
- Workers might be paid low wages or denied proper benefits, leading to poverty, and exploitation.
- Supply chain workers might lack proper representation and the ability to voice their concerns, making it difficult to advocate for their rights and needs.

For safety and well-being of workers, it is accentuated that individuals under the age of 18 will not be employed on the project due to the hazardous nature of the construction activities. Occupational health and safety measures will be implemented to protect workers from these hazards, including proper training, the provision of personal protective equipment, regular safety inspections, and adherence to relevant regulations and guidelines. No other labor risks are considered to be significant. The Project is assessed as Low on gender-based violence (GBV) risk. The labor risks incase deviate significantly from the area as described above these procedures shall be amended to cover further impacts.

#### **4. BRIEF OVERVIEW OF LABOR LEGISLATION: TERMS AND CONDITIONS**

##### **Terms and Conditions:**

Several laws, policies and code of practices are applicable to the implementation of this LMP. The Pakistan has ratified 36 ILO's conventions (At present, 31 are enforced) including its eight Core Conventions covering four areas, namely; child labor, forced labor, discrimination, right of freedom of association and to bargain collectively<sup>7</sup>. After 18<sup>th</sup> amendment the, labor is a provincial subject in Pakistan, with provincial Departments of Labor mainly responsible for implementing health and safety regulations and various other laws. The Constitution of Pakistan guarantees basic labor rights; prohibits child labor, forced labor and discrimination on the basis of sex, promotes freedom of association, safe working conditions and social security for all. The Constitutional guarantees and commitments in the relevant ILO conventions are reflected in various labor laws currently in place in Pakistan.

These Labor Management Procedures are developed in accordance with the World Bank's applicable requirements of Environment and Social Standard (ESS2)<sup>8</sup> Labor and Working Conditions and applicable labor laws in Balochistan and also some applicable federal labor laws. The IFRAP is being implemented as per ESCP and LMP. The Labour Law (LL) is the main legislation that guides labour practices in Balochistan. The terms and conditions provided by this Law includes ban to direct or indirect discrimination regarding employment conditions and choice of candidates for performing a specific job, conditions of labour and all the rights deriving from the employment relationship, education, vocational training and specialization, job promotion and cancelling an employment contract for reasons of sex, birth, language, race, color of the skin, age, pregnancy, health condition, and/or disablement, ethnic origin, religion, marital status, family obligations, sexual orientation, political or other belief, social background, financial status, membership in political organizations, trade unions, or any other personal characteristic.

A list of applicable labor laws are reflected in the below table.

<sup>7</sup> (All ILO Conventions are available at ILO's website at <https://www.ilo.org/global/lang-en/index.htm>)

<sup>8</sup> (<https://www.worldbank.org/en/projects-operations/environmental-and-social-framework>)



Table: 2. A list of applicable labor laws<sup>9</sup>.

Sr. No.	Law	Scope
1	The Balochistan Occupational Safety and Health Act, 2022	The purpose of the provision is to ensure occupational safety and health conditions in all workplaces, protecting individuals from the risk of work-related injuries and promoting a safe, healthy, and suitable working environment that considers the physical, physiological, and psychological needs of all employees. The law deals with health and safety provisions at workplace and determines duties of employers and workers for promotion of health and safety culture.
2	The Balochistan Shops and Establishment (Amendment) Act, 2022	The Balochistan Shops and Establishments (Amendment) Bill, 2022 (Bill No.19 of 2022), having been passed by the Provincial Assembly of Balochistan on 26th April, 2022 and assented to by the Governor Balochistan, on 28th April, 2022 is hereby published as an Act of the Balochistan Provincial Assembly. This Act regulates working conditions, hours of work, overtime, rest and holidays and leaves for the workers engaged in shops and establishments.
3	The Balochistan Factories Act, 2021.	The working conditions, hours of work, overtime, rest, holidays, leaves, health and safety of workers, reporting of accidents, and provision of facilities to workers engaged in factories are mainly regulated by the Balochistan Factories Act 2021.
4	The Balochistan Industrial and Commercial Employment (Standing Orders) Act, 2021	Balochistan Industrial and Commercial Employment Act 2021, this law pertains to various aspects/terms of employment, including terms of employment, appointment letters, protection of existing employment conditions, protection against discrimination, written documentation of terms and conditions of service, inquiries, disciplinary proceedings, dismissal, gratuity, group insurance, and

<sup>9</sup> (All Labor Laws of Government of Balochistan available at <https://archives.balochistan.gov.pk/acts/labour-and-manpower/> and <https://pabalochistan.gov.pk/new/acts/>)

		the closure of establishments. Also focus on leaves, late comings and payment of wages.
5	The Balochistan Payment of Wages Act, 2021	This law focuses on the payment of wages to workers, addressing issues related to deductions, fines, and the resolution of worker grievances in cases of non-payment, delayed payment, or underpayment of wages. It sets out provisions and mechanisms to ensure that workers receive their rightful wages and provides avenues for workers to seek redress in situations where they have not been paid in full, faced unjustified deductions, or have experienced delays in receiving their wages. The law aims to protect the rights of workers regarding fair and timely payment for their labor and provides mechanisms to address any disputes or grievances related to wage payments.
6	The Balochistan Minimum Wages Act, 2021	The purpose of this Act is to establish regulations regarding the minimum rates of wages and allowances for different categories of workers employed in specific industrial and commercial undertakings and establishments. The aim is to ensure that workers are provided with fair compensation that enables them to maintain decent living conditions.
7	The Balochistan Employment of Children (Prohibition and Regulations) Act, 2021	The law prohibits employment of children below 14 years of age and engagement of adolescents (persons below 18 years) on hazardous work.
8	The Balochistan Bonded Labour System (Abolition) Act, 2021	The Bill prohibits forced and bonded labour and abolishes bonded labour system.
9	The Balochistan Employees' Social Security Act, 2022	This law provides health coverage, sick leave and work injury benefits to secured workers. It also covers medical treatment of dependents of secured workers.
10	Employees' Old-age Benefits Act, 1976	It is a federal law and deals with Old-Age Pension of employees in the private sector.

11	The Workers' Compensation Act, 2022	This law deals with worker's compensation in case of injury and death.
12	The Balochistan Maternity Benefits Act, 2022	Maternity Benefits law regulates conditions of employment, paid leave, pre and post-delivery medical care, nursing and special work arrangements for entitled women. Under section 4 of the Act, an entitled woman worker must be granted mandatory maternity paid leave of 6 weeks before and 8 weeks after delivering child. Four weeks' additional leave in the case of any other medical complications in cases where the life of mother or child is at risk, as certified by a medical practitioner; and four weeks in the event of miscarriage or medical termination of pregnancy, as certified by a medical practitioner.
13	Road Transport Workers Ordinance, 1961	The law deals with hours of work and other conditions of employment of workers engaged in road transport i.e. vehicles involve in carrying goods and persons for business purposes.
14	The Balochistan Industrial Relations Act, 2022	This law deals with registration of trade unions and regulation of industrial relations in Balochistan. Further this law has covered the best industrial relations practices based on trust relationship between employers and workers in order to mitigate the effect of ever continuing conflicting situation between them and to attain the goal of higher productivity and economic prosperity through schemes of workers' participation in the management and to continue to resort to the mechanism of social dialogue in order to resolve differences or disputes arising between them or in matters connected therewith and ancillary thereto
15	Industrial Relations Act, 2012	It is a federal law which relates to formulation of trade unions and regulation of industrial relations in the trans-provincial establishments in Pakistan and is also applicable in Balochistan.

## **5. BRIEF OVERVIEW OF LABOR LEGISLATION: OCCUPATIONAL HEALTH AND SAFETY**

The important component of OHS is the physical safety of project workers who are exposed to the project activities during construction and operation, including risks of accidents and risks of violence due to increase in crimes and cultural conflict between locals and migrant workers. The other pertains to the exposure and/or increased risks of diseases by the community due to influx of people during construction and operation and due to the changes in the project area, including pollution and construction waste. The physical safety aspects of workers are addressed by the Balochistan Health and Safety Act 2022 and The Balochistan Factories Act 2021. The LMP has incorporated other necessary measures to mitigate all risks as foreseen.

Following the 18th amendment, labor has become a provincial matter in Pakistan, with the provincial Departments of Labor being primarily responsible for the enforcement of health and safety regulations. At the federal level, labor-related issues fall under the jurisdiction of the Ministry of Overseas Pakistanis and Human Resource Development (MOPHRD).

### **Labor Policy 2010 (Government of Pakistan)**

The most recent labor policy approved by the Cabinet dates back to 2010, prior to the devolution of labor regulation to the provinces. The 2010 Labor Policy recommends the establishment of a Tripartite Council on Health and Safety, tasked with identifying health and safety hazards across all economic sectors and providing ongoing recommendations for safety measures. Unfortunately, the implementation of this policy has been limited, largely due to the dismantling of federal structures dealing with labor issues. However, the federal government has developed a model Occupational Health and Safety (OHS) law for the provinces to adopt and enforce. Consequently, the Sindh Government passed the Occupational Safety and Health Act in 2017, Government of Punjab 2019 and more recently, the Balochistan Government has passed the Occupational Safety and Health Act in 2022.

### **The Balochistan Occupational Safety and Health Act, 2022**

The Balochistan Occupational Safety & Health Bill, 2022, (Bill No. 37 of 2022), having been passed by the Provincial Assembly of Balochistan on 14th November, 2022 and assented to by the Governor Balochistan, on 18th November, 2022 is hereby published as an Act of the Balochistan Provincial Assembly. The main purpose of the Balochistan OHS Act is to make provision for the occupational safety and health conditions at all workplaces for the protection of persons at work against risk of injury arising out of the activities at work places and for the promotion of safe, healthy and decent working environment adapted to the physical, physiological and psychological needs of all persons at work.

The Balochistan Occupational Safety and Health Act, 2022 portrays clear role and responsibilities of employers, self-employed persons, persons in control of workplace, suppliers, manufacturers of machinery and workers regarding health and safety and protection of workers. The general duties of an employer towards workers' health and safety

are elaborated under its section 4. Section 5 of the Act (Section 9) focus on general duties of self-employed and employers to persons other than their workers. The Act also shed lights on the role and duties of workers such as use of PPEs. The worker takes reasonable care for his or her own safety and that of other persons who may be affected by his or her acts at work and shall not willfully do anything to endanger himself or others. Section 10 of the Act entails specific standards including dealing with designs, manufactures, imports or supplies any article for use at work to take necessary measures the manufacturer must ensure, so far as is reasonably practicable, that the article is so designed and constructed as to be safe and without risks to health when properly used. It shall be the duty of any person who designs, manufactures or supplies any tools, machinery, equipment or substance for use to work, should ensure that such tools, machinery, equipment or substance is safe and without risk of injury to health when correctly used; and, that person to whom such tools, machinery, equipment or substance are supplied, be proved with all information as regards handling, commissioning, use and maintenance.

Chapter III section 11 “Provisions with Regard to Health & Safety” entails following standards

- (a) Cleanliness in the place of work and its freedom from nuisance, and maintenance of buildings;
- (b) Illumination, ventilation, temperature, dust, artificial humidification, noise and over-crowding;
- (c) Disposal of wastes and effluents;
- (d) Floor, stairs, means of access, confined spaces, pits, sumps, opening in Floors etc.;
- (e) drinking water and conservancy;
- (f) work at or near machinery in motion;
- (g) self- acting machines and device for cutting off power;
- (h) instructions, training and supervision in relation to employment on dangerous machine and fencing/casing of machinery;
- (i) explosives or inflammable dust, gas, etc.;
- (j) precaution in case of fire;
- (k) personal protective equipment;
- (l) excessive weights;
- (m) loading and earth moving machinery;

- (n) cranes and lifting operations;
- (o) scaffolding and work at height;
- (p) safety of building, machinery and manufacturing process;
- (q) electrical safety

The law requires from the companies to develop health and safety policy, promote consultation through health and safety committee wherein worker's representation will also be ensured (under section 12 of the Act and subsidiary rules) through election at employers' expenses wherein workers have the right to vote without any influence or interference from the management. Workers' representative will participate in inspection, identification of hazards, complaining about issue relating to workplace safety, become part of any inquiry committee, participate in planning and decision making meetings on OSH, training and represent workers on all forums and authorities in the Government.

The law also provides for precautions against contagious, occupational or infectious disease at workplace, notification and investigation of accidents, dangerous occurrences and occupational illness. It is the responsibility of the Balochistan Directorate of Labor to ensure enforcement of the Act and subsidiary rules through its inspection machinery.

This Act also necessitates (under section 20) the need that the Labour Department Government of Balochistan with approval of the Chief Minister may appoint registered medical practitioners. The certifying surgeon may authorize any registered medical practitioner to exercise any of his/her powers under this Act to provide certificate of fitness for employment granted by such authorized practitioner shall be valid for a period of three months only, unless it is confirmed by the certifying surgeon himself/herself after examination of the person concerned. The appoint of registered medical practitioners are not been initiated yet by the government. This Act also talks about the constitution of enforcement authority who shall be responsible for the enforcement of the relevant statutory provisions prescribed in the section 21 of this Act.

### **The Balochistan Factories Act 2021**

The Balochistan Factories Act 2021 incorporates Occupational Health and Safety (OHS) measures. Chapter III (Section 14 to Section 55) of the Act encompasses relevant provisions regarding the safety of workers. It includes measures related to health and cleanliness, waste and effluent disposal, hygiene standards, temperature control, dust and fume management, noise regulation, provision of drinking water, facilities for latrines and urinals, precautions against contagious or infectious diseases, vaccination protocols, fire safety precautions, machinery fencing, guidelines for working on or near machinery in motion, safety measures for pits and floor openings, restrictions on excessive weights, protection for eyes, precautions against hazardous fumes, explosive or inflammable dust, gases, and procedures for reporting specific accidents. The provisions of the Balochistan Occupational Safety and Health Act and

laws on working conditions in the Balochistan province are applicable on the project interventions under IFRAP.

## **6. RESPONSIBLE STAFF**

### **Responsibility of Federal PMIU/PIUs**

The FPMIU and PIUs other partners' organization and PSIAC (Consultant firms and Contractors) will be responsible for implementation of the LMP. The Project Director of FPMU with the support of HoPs/PDs of PMU/PIUs and partner organizations will ensure implementation of the provisions of policies and procedures regarding labor in the project. They will be responsible for implementation of the LMP during recruitment, engagement, working conditions, terms of employment, OSH arrangements, protection of workers and GRM in the project. Training and orientation activities on LMP including OSH provisions will be carried out under his supervision and coordination. Apart from the senior management, the Social Safeguards Specialists will be responsible for the implementation, monitoring and reporting of the LMP. The PD-FPMIU and HoP-PIUs will establish and manage a monitoring and review mechanism to ensure proper implementation of the LMP. The FPMIU/PIUs and other implementing partners are responsible to:

- Apply this labor management procedure to project workers,
- Update this Procedure, when necessary, during preparation, development, and implementation of the Project,
- Maintain records of recruitment and employment process of direct workers,
- Monitor that occupational health and safety standards are met at workplaces in line with national occupational health and safety legislation,
- Monitor training of the project workers on OHS,
- Develop, and implement workers' grievance mechanism and address the grievance received from the direct, contracted, and sub-contracted workers, and community workers.
- Sign a Code of Conduct with all workers

### **Responsibilities of Project Supervision Implementation & Assistance Consultant (PSIAC)**

The Supervision Consultant (PSIAC) shall be responsible to:

- Conduct periodic supervision of contractor's OHS performance, including site visits, at least monthly. These supervisions will cover compliance with the project ESMF/LMP.
- Implement this labour management procedure with third parties.
- Ensure that civil works contractors comply with these labor management procedures, and also prepare occupational health and safety plans before mobilizing to the field.
- Ensure the contracts with the contractors are developed in line with the provisions of this LMP and the project's ESMF, as detailed in the Project Operations Manual.
- Monitor to verify that contractors are meeting labour and OHS obligations toward contracted and subcontracted workers as required by local law and respective contracts between Project and the contractors.

- Monitor contractors and subcontractors' implementation of labor management procedures.
- Monitor compliance with occupational health and safety standards at all workplaces in line with Balochistan occupational health and safety legislation.
- Monitor and implement training on LMP and OHS for project workers.
- Ensure that the grievance redress mechanism for project workers is implemented and that workers are informed of its purpose and how to use it.
- Have a system for regular monitoring and reporting on labor and occupational safety and health performance.
- Monitor implementation of the Worker Code of Conduct.

The Supervision Consultant will oversee labor and safety performance on a daily basis. The ESMP for each Sub-Project will require the Supervision Consultant to employ qualified experts for such oversight and to report on performance to the PMIU on a monthly basis.

### **Responsibilities of The Contractor**

The Contractors will be responsible for the following:

- The contractor will prepare Site Specific Labour Management Plan and Occupational Health and Safety Plan according to Balochistan Occupational Safety and Health Act, 2022 while adhering the ESS2 – Labor and Working Conditions as well as Labour Management Procedure (LMP) and will submit it to the PIU for review and approval. When approved, the contractor will implement the plan during the construction period. This plan will need to describe all jobs, their risks, and the controls that will reduce risks; these controls may include PPEs, restrictions on activities or locations, and other measures. The plan also needs to describe what type of training will be given to the workers.
- Employ or appoint qualified/experienced Occupational Safety and Health (OHS) officer to implement site specific labor management procedure, occupational health and safety plans and also ensure implementation of site specific OHS trainings of workers.
- Manage subcontractor performance
- Contractors will supervise their subcontractors' implementation labor managements procedures and occupational health and safety plans
- Develop site specific labor management procedure and occupational health and safety plan which will apply to contracted and sub-contracted workers. These procedures and plans will be submitted to the Supervision Consultant (PSIAC) and PMIU for review and approval before the contractors mobilize for the design stage.
- Maintain records of recruitment and employment process of contracted workers
- Communicate clearly job description and employment conditions to contracted workers
- Have a system for regular review and reporting on labor, and occupational safety and health performance



- The Contractors will be required to redress workers' grievances through Project Workers' Grievance Redress Mechanism. The PSIAC and PMIU through designated officers will monitor and review the record in this regard on monthly basis.
- The contractor should erect warning/informative signs (billboard) at the sites during the refurbishment/construction or installation;
- The contractor will ensure the use of Personal Protective Equipment (PPEs) for his labours during the construction period;
- The contractor shall fence the working area and unauthorized shall not be allowed to enter the area;
- Provision of speed breakers at appropriate places in consultation with/approval of the Engineer which should be removed after completion of the project also establish and obey speed limits;
- The contractors will be required to provide the periodic information on the performance in terms of labor, occupational health and safety issues. The information will be included in the construction contractor's monthly report and will be reviewed by the supervision consultant's and PIU team.
- Deliver regular induction (including social induction) and HSE training to employees.
- Ensure that all contractor and sub-contractor workers understand and sign the Code of Conduct prior to the commencement of works

After the bidding process is completed and the Contractors are known, this labor management procedure can be updated to include additional details about companies, as necessary.

## **7. POLICIES AND PROCEDURES**

This section provides an overview of the primary policies and procedures that must be adhered to throughout the project's construction phase. It will undergo revisions and modifications as necessary, after the construction contracts have been awarded. The policies chosen for the project play a role in supporting the accomplishment of ESS2 objectives and are consistent with the project ESMF. The utmost priority for all employers, whether they direct or contract workers, within the project, is to guarantee the safety and well-being of their workforce. It is the responsibility of the borrower and third parties as employers (both civil servants and consultants regardless of their employment status) to fulfil all the obligations stipulated by the law. This encompasses evaluating the occupational health and safety (OHS) risks and potential hazards associated with the project. It involves informing and providing necessary training to the workers involved in the project, addressing the specific OHS concerns relevant to their roles. Additionally, following proactive measures shall be taken both before and during the work process to prevent and reduce risks, ensuring the health and safety of the project workers.

- The FPMU/PMIUs, Partner Organizations/IPs, PSIAC and third party should adapt work processes, work stations and work environment in such a manner to make them safe and hazard free.
- If any protective equipment is needed, the project will provide to the project workers.
- The PSIAC, IPs, Contractors and third party must keep records regarding health and safety at work, and duly report work-related injuries, near misses, fatalities and diseases, in compliance with the LMP/ESMF and local laws.
- The project will include LMP provisions in the tender and contract documents. This will enable potential bidders to be fully informed about these provisions, allowing them to incorporate their response accordingly in their bids.
- Moreover, the selected contractor will be expected to implement and adhere to these clauses throughout the contract duration (Please see Annex-I for due diligence during hiring of contractors).
- The PMIU and PSIAC will enforce compliance of these provisions through contractors. Moreover, as a core contractual requirement, the contractors will be required to ensure all documentation related to the LMP make available for inspection at any time by the project management. The project shall uphold principles of fair treatment, non-discrimination, and equal opportunity for all project workers. Employers of direct or contracted workers are obligated to ensure a bias-free selection process, free from any form of direct or indirect discrimination.
- Recruitment and assessment of project workers will solely be based on their competence and professional accomplishments.
- Factors such as gender, birth, language, race, skin color, age, pregnancy, health condition, disability, ethnic origin, religion, marital status, family responsibilities, sexual orientation, political beliefs, social background, financial status, or affiliations with political organizations or trade unions are irrelevant to employment decisions and the employment relationship.
- All decisions regarding employment will be solely based on the inherent job requirements, promoting a work environment that fosters inclusivity, diversity, and equal opportunities for all.
- The project shall take a gender sensitive approach and make reasonable accommodation to make it possible for persons with disabilities to take part in the project.
- There will be no child labor, no forced and bonded labor.
- The workers will be recruited in accordance with the Balochistan Employment of Children (Prohibition and Regulations) Act, 2021 and The Balochistan Industrial and Commercial Employment (Standing Orders) Act, 2021
- The workers will be treated in the light of the relevant provisions of this law during employment, leave, disciplinary proceedings, gratuity, group insurance, retrenchment, lay-off and termination.

The Project (IFRAP) shall comply with the legislation and other applicable requirements (in the province of Balochistan) and World Bank Environmental and Social Framework which

relate to the occupational health and safety hazards and would be enabling active participation in OH&S risks elimination through risk assessment, promotion of appropriate skills, knowledge and attitudes towards hazards. Health and safety provisions of the Balochistan Occupational Safety and Health Act, 2022, provincial laws on working conditions and World Bank ESF will cover all the project workers under IFRAP.

The project through a systematic approach will continually be improving the OH&S management system and performance through commitment. The project will constitute Health and Safety Committee at the FPMU level which will also include Workers' Representation<sup>10</sup>. The proposed composition of health & safety committee is given as under:

Table: 3 The proposed composition of health & safety committee.

<b>Project OHS Committee</b>			
<b>S#</b>	<b>Designation</b>	<b>Organization</b>	<b>Responsibility</b>
1	Project Director	FMPU	Convener
2	M&E Specialist	FPMU	Member
3	Environmental Safeguard Specialist	FPMU	Focal Point (Environment)
4	Social Safeguard Specialist	FPMU	Focal Point (Social)
5	Environmental Safeguard Specialist	PIU	Member
6	Social Safeguard Specialist	PIU	Member
7	Environmental expert	PO/PSIAC	Member
8	Worker's representative		Member
9	Project Engineer	FPMIU/PIU/PSIAC	Member
10	Occupational Health & Safety Expert	Labor Dept	Member

The Committee will have following functions:

- To supervise the system of health and safety in the project, proposes use of appropriate PPEs at construction sites, suggests measures during waste management and make recommendations for review;
- To discuss any incident at the workplace in which or in consequence of which any person has injured, became ill or died;
- To monitor implementation of health and safety provisions under LMP and review its progress on quarterly basis;
- To advise the project on devising support and coordination mechanism in the construction sites at target districts for observance of OSH standards under the LMP;
- To work for promotion and development of health and safety culture in the project.

All accidents will be reported to the project, concerned legal authorities in the Government and the World Bank within 24 hours of occurrence. A detailed investigation report including detail of remedial measures and compensatory arrangements should be submitted within 72 hours of the occurrence. Accident Reporting Form is placed at Annex- II. The project will ensure awareness and trainings of all project workers on health and safety, develop

<sup>10</sup> The Balochistan Occupational Safety and Health Act 2022 (see sub-section 12 of section 4)

informational and educational material and its dissemination to workers, display of notices on health and safety, periodic emergency drills, ensuring that contractors and primary suppliers should abide by the LMP and remain in regular contact with public functionaries responsible for worker's safety and protection and other stakeholders for development and promotion of health and safety culture.

Forced labor and bonded labor will be prohibited in all interventions under IFRAP. It is the responsibility of all firms and contractors, specifically primary suppliers, to ensure the provisions of the Balochistan Bonded Labour System (Abolition) Act. Violators and victims of forced labor and bonded labor will be reported by the project to the concerned Deputy Commissioner or District head of Directorate of Labor Balochistan for immediate action in accordance with the provisions of the Act. Trafficking of human being for labor purpose is also prohibited under the Prevention and Trafficking in Persons Act, 2018. The contractors will not be involved in trafficking in persons and will report to the authorities if they find anyone involved in trafficking of persons.

## **8. AGE OF EMPLOYMENT**

Pakistan has ratified ILO's Convention on Minimum Age for Admission to Employment No. 138 and Worst Forms of Child Labor Convention No. 182. The Balochistan Employment of Children (Prohibition and Regulations) Act, 2021 defines "child" as a person who is below the age of fourteen years. Under the law, employment of children is prohibited. The law also prohibits engagement of persons between the age of 14 to 18 years at any work mentioned in the list of "Hazardous Works" highlighted in its Schedule. Employment of persons below 18 years of age will be prohibited in the hazardous work specifically in construction work by vendors, contractors, sub-contractors, consultancy services and entities providing support services to the project. No other restrictions regarding the age of employment will be imposed. The age of workers will not be used as a criterion in deciding on hiring and promoting project workers or terminating their contracts. The contractors will be required to verify the identify and age of all workers. This will require workers to provide official documentation, which could include a birth certificate, national identification card, passport, or medical or school record.

## **9. TERMS AND CONDITIONS**

**Terms of Employment /Employment Letter:** At the time of engagement, all the project workers will be provided with letter of employment clearly mentioning terms of engagement and conditions during the course of engagement. The letter should be addressed to the person who is being employed and should contain his/ her designation, place of duty, remuneration, nature and type of employment, terms specific to the assignment, compensation and benefits attached to the assignment. In case of direct workers, the terms of employment of regular employees are regulated under the specific Government rules whereas contracted employees are appointed under specific terms and conditions expressed under the Balochistan Industrial and Commercial Employment (Standing Orders) Act, 2021.

Those specific terms and conditions include:

- According to Standing Order 3 of the Balochistan Industrial and Commercial Employment (Standing Orders) Act, 2021, every worker at the time of his appointment, transfer or promotion shall be given an order in writing, showing the terms and conditions of his employment and wages.
- The employment and working conditions of contracted workers will be regulated under the Balochistan Industrial and Commercial Employment (Standing Orders) Act, 2021, the Balochistan Factories Act, 2022, the Balochistan Shops and Commercial Establishments Act and Road Transport Workers Ordinance, 1961.
- Regularization of workers, disciplinary proceedings, inquiries, termination, notice pay, gratuity and group insurance will be covered under the Balochistan Industrial and Commercial Employment (Standing Orders) Act, 2021.

**Non-discrimination and equal opportunities:** Discrimination in treatment during recruitment, promotion, remuneration, workload, work arrangement, benefits, preferences in training etc. on the basis of sex and any other reason including origin, religion, caste, creed, ethnicity, political inclination and color is prohibited under ILO's "Equal Remuneration Convention, 1951 (No. 100) and Discrimination (Employment and Occupation) Convention, 1958 (No. 111), the Constitution of Pakistan and labor laws in Balochistan. There will be no discrimination of any kind under various interventions under IFRAP. All workers including women, migrant workers, workers belonging to different ethnicities and regions will be covered and worker's rights as protected under the applicable labor laws will be ensured.

In case of less, delayed and non-payment of wages and other financial benefits including payment of over-time, if internal Grievance Redress Mechanism (GRM) does not resolve workers issue, the workers may approach the legal forum i.e. the Authority under the Balochistan Payment of Wages Act 2021. They can also lodge case of individual grievance in the concerned Labor Court.

**Working hours:** The Balochistan Factories Act and the Balochistan Shops and Commercial Establishments Act regulate working hours for the workers of industrial and commercial establishments. Working hours under these laws are 8 hours a day and 48 hours in a week.

**Special provision for women:** As provided under section 68 of the Balochistan Factories Act, 2021 A woman worker shall be allowed to work in a factory beyond 7:00 pm subject to the mandatory arrangement of transportation facility of pick and drop by the employer at the doorstep or the nearest possible place to the residence of such worker except where a separate hostel facility is provided by the employer at the premises: Provided that prior consent of the woman worker shall be obtained by the employer for such working hours Accordingly, under various interventions and activities under IFRAP, women will only be engaged in the night duty after obtaining their consent in writing and they will be provided with free and safe pick and drop facility during night work. The government employees attached with the project and employees recruited for the project activities will be regulated under Government leave rules and medical entitlement. Women contracted workers, along

with medical coverage, will be entitled to maternity leave of 14 weeks as provided under the Balochistan Maternity Benefits Act, 2022.

**Day Care:** Under section 53 (2) of the Balochistan Factories Act, there is provision of day care / special room for children of less than 6 years in the factory wherein women workers are ordinarily employed. Accordingly, day care facility will be provided to the women workers in the interventions and activities under IFRAP for their children of less than 6 years through establishing special room with provision of necessary facilities and qualified attendant.

**Canteen:** Under Section 27 (1) of the Balochistan Factories Act, there is requirement of establishing canteen for provision of food to the workers. If women are employed in the workplace a separate room for them will be arranged in order to provide them meal and food. All interventions and activities under IFRAP where at least 30 workers are engaged will provide facility of canteen making food available at concessional rates to all the workers without any discrimination. Women will also be facilitated through establishing separate meal room in these canteens.

**Drinking water and Sanitation:** The laws on working conditions in Balochistan require from the employer to make arrangements for provision of clean drinking water, establishing urinals, washing facilities and toilets at the workplace for use of the workers in reasonable number depending upon the number of workers engaged therein. Separate washrooms and toilets for men and women (if both are engaged at the workplace) in adequate number will be established and maintained in the interventions and activities under IFRAP by the FPMU/PIUs, Partner Organizations, PSIA consultancy firms, vendors and contractors attached with the project.

**Medical Check-up:** There will be pre-employment medical check-up and medical check-up of all workers in various interventions and activities under the project by a certified medical practitioner every year.

**First Aid:** It is recommended that the project through the contractors may establish and maintain site/camp First Aid facility. The facility must contain necessary medicines and equipment to deal with expected health hazards. At least one person trained in first aid, basic health facilities and Cardiopulmonary resuscitation (CPR) should be made available during working hours. First Aid Kit must be made available at all construction sites and a safety officer of the contractor's staff at the site must be trained to use it.

**Sexual Harassment:** Cases of sexual harassment against women in various interventions and activities under IFRAP will be taken up under the Balochistan Protection Against Harassment of Women at the Workplace Act, 2016<sup>11</sup> and GBV action plan which shall be developed under project ESMF.

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<sup>11</sup> The Act is available at <https://www.buitms.edu.pk/Documents/BPAS-Policy-Harassment.pdf>

**Observance of prescribed Minimum Wage:** The Balochistan Minimum Wages Act, 2021 provides for fixation of rates of minimum wages for workers of different categories. These rates are fixed and notified by the Government on the basis of the recommendations of the Balochistan Minimum Wages Board established under section 3. All the contract workers in IFRAP will be paid wages in accordance with the prescribed minimum rates of wages notified by the Government for different categories of workers.

**Payment of Wages:** As provided under section 6 of the Balochistan Payment of Wages Act, 2021 all wages shall be paid to the employed persons in current currency through cross cheque or through bank transfer of any Scheduled Banks or commercial Banks along with provision of pay slip showing the details. Deductions from the wages will be made only in accordance with the provisions of section 8 (2) of the Balochistan Payment of Wages Act, 2021. Daily wage workers under IFRAP will be paid daily in cash with proper receipt and record will be maintained.

## **10.GRIEVANCE MECHANISM FOR PROJECT WORKERS**

Workers may have various types of grievances, including conflicts with supervisors, workplace-related issues, occupational safety and health (OSH) concerns, wage-related problems, delays in wage payments, unauthorized deductions from wages, disputes with co-workers, non-compliance with LMP provisions, and social conflicts among workers, among others. The GRM will also be responsive to GBV/SEA/SH complaints, and will follow necessary protocols to ensure that complaints are made anonymously with a high degree of discretion. Grievances specifically concerning GBV/SEA/SH will be triaged and referred to GBV/SEA/SH specialists for adequate support and redress. ESS2, which likely refers to an Environmental and Social Safeguards standard or policy, mandates that borrowers (organizations or entities involved in the project) must establish a Grievance Redress Mechanism (GRM). This mechanism is designed to address and resolve the grievances of both direct and contracted workers. Workers need to be informed about the existence of this Grievance Redress Mechanism (GRM) at the time of their employment entry and also throughout the duration of their employment. This ensures that workers have a proper channel to voice their concerns and seek resolution for any issues they may encounter during their work. The GRM (Grievance Redress Mechanism)/GRM framework for the IFRAP Project has already been established as part of project ESMF.

Complaints can be registered through an online 'Complaint Form', which shall be made accessible both on the project website and at all project sites. To facilitate easy access for workers, a Complaint Box is required to be placed at each project site. Additionally, a dedicated phone number will be provided at the FPMU for the complaint section, making it convenient for individuals to lodge their grievances. The same number shall also be available on WhatsApp so that grievances could be raised through that platform as well. The following

complaint channels of the Project GRM shall be available for the workers to lodge their complaint<sup>12</sup>:

1. UAN:
2. What's App/ SMS/ Call:
3. Email:
4. Web-Portal:
5. Office Postal Address:

GRM Focal Person for each component of the project will be available at all project districts to receive the complaint in person and to issue the receipt. Workers' grievances are specific in nature as along with violation of human rights they result into non-enforcement of labor laws and International Labor Standards (ILS). Therefore, specific arrangements are required for redress of workers' grievances. In order to address grievances of individual and collective nature two types of committees for each project component have been proposed in the below table. All grievances lodged by project workers will be referred to the Workers GR Committees for resolution.

Table:4. Types of Workers GR Committees

Scope of GR Committees			
GR Committee			Jurisdiction
Workers' District GR Committees	District	GR	Individual grievances including non-payment, less payment and delayed payment in wages, working hours, holidays, leaves and rest, welfare measures at workplace, difference between workers, discrimination, etc.
Workers' Project GR Committees	Project	GR	Collective grievances including issues relating to workers' organizations, workers' participation, issues relating to overall provision of basic rights to workers, child labor and forced labor, violation of human rights/ non-observance of LMP, non-compliance of OSH provisions, EOBI, etc.

The composition of Workers' District GR Committee: These committees shall be formed under each project component and will be implemented by separate PIUs and Partner organizations.

Table:5 Workers' District GR Committees.

Workers' District GR Committees			
Sr. No.	Designation		Position
1	Deputy Project Director/Project Coordinator/District Coordinator		Convener

<sup>12</sup> Information on UAN,What's App/ SMS/ Call Numbers, Web portal, email and office address will be provided once finalized



2	District GRM focal person	Focal person and Member
3	Project Engineer/Sector expert (From PSIAC/PMIU)	Member
3	Assistant Director Labor	Member
4	Workers' Representative	Member
5	Coopted Member	Member

Coopted member will not be permanent, he/she will be nominated by the Convener on need basis from the community, civil society contractors, sub-contractors, technical person, OSH specialist, law expert, etc.

The composition of Workers' Project GR Committee: All PIUs, partner organization and PSIAC will be part of this committee at project level.

Table:6 Workers' Project GR Committee

<b>Workers' Project GR Committee</b>		
<b>Sr. No.</b>	<b>Designation</b>	<b>Position</b>
1	IFRAP PD-FPMU	Convener
2	PD-BWIRMP	Member
3	HoP BLEP	Member
4	Team Leader PSIAC	Member
5	Environmental Specialist (FPMU)	Focal Person and Member
6	Environmental Specialist (PMIU)	Member
7	Gender Specialist	Member
8	Deputy Director labor	Member
9	Workers' Representative	Member
10	Coopted Member	Member

**SOPs of GRM:**

- The existing complaint registration/ receiving arrangement under Project-GRM is workers' friendly thus may be used for the GRM specific for workers also. Workers can file complaint on phone, submit simple hand written application either in Urdu or local language to the site focal persons, send it through email, website, complaint box or post mail.
- The project will notify Focal Persons at the District level and Project levels who will be responsible for processing, administration and resolutions of complaints and to maintaining record of the complaints.
- It is the responsibility GRM Focal Person at every project site to receive the complaints every day from all channels and after registration and issuing receipt (with number and requisite timeline, if required), the complaint relating to workers may be forwarded to the District Focal Person where the complaints

relating to individual grievances will be tackled at the district level and complaints regarding collective grievances will be forwarded to the Project GRM Focal Person.

- In case of complaints of individual nature, the District GRM Focal Person will take immediate action for matters relating to the concerned person/ contractors/ firms/ project and will ensure that the individual grievances are resolved in 7 working days'
- In case of complaints of collective nature, the Project GRM Focal Person will take immediate action for matters relating to the concerned person/ contractors/ firms/ project and will ensure that the complaints of collective nature are resolved in ten working days.
- The Project GRM Focal Person and District GRM Focal Persons will be responsible to develop and maintain record of all complaints received, redressed and unresolved and will present in the meeting of the respective GRM Committees for review. Along with other matters, the Committees will also advise the Focal Persons and the project for further action in case of unresolved complaints.
- District GRM Focal Person will be responsible for training, orientation, coordination and timely redress of complaints of the project workers in the district.
- Social Safeguard Specialist of IFRAP will be overall responsible for training, orientation of the relevant staff on GRM, coordination, ensuring timely redress of grievances, and policy issues regarding GRM.
- In order to review the progress and oversight the GRM, both GR Committees will meet on monthly basis; the Committees are also supposed to advise the project on functioning of GRM and improvement in the mechanism on the pattern of Project's GRM.
- Complaints regarding individual grievances and collective grievances should be displayed on the dash board of IFRAP.
- Workers' Representatives may be oriented towards GRM and role and functioning of the mechanism and the committees. They should remain in contact with GRM Focal Persons so that workers' complaints and issues regarding their grievances are addresses quickly.

## **11.CONTRACTOR MANAGEMENT**

The LMP in IFRAP requires from the contractors to comply, keep record and report on terms and conditions related to labor management. The contractors must provide workers with evidence of all payments made, including social security benefits, pension contributions or other entitlements regardless of whether the workers are engaged on a fixed term contract, full-time, part-time or temporarily. They are expected to be fair in execution of their contract ensuring that all provisions of LMP are implemented. There should not be any unfair labor

practice on their part and on the part of their sub-contractors. They are required to maintain and produce the record whenever required by the management of project.

The following record must be maintained by the contractors:

**a. Labor conditions:** Record of workers engaged under the project interventions, including contracts, registry of induction of workers, hours worked, leave record, maternity benefits, remuneration (including overtime) and deductions, negotiation with workers' organization and compliance of collective bargaining agreements, (if any).

**b. Safety:** Record of incidents and corresponding inquiries and follow-ups, first aid cases, high potential near misses, and remedial and preventive activities required and rehabilitation measures.

**c. Workers:** Number of workers, indication of origin (expatriate, local, non-local nationals), gender, age with evidence that no child labor and forced labor are involved, policy on non-discrimination, GBV, SH and skill level (unskilled, skilled, supervisory, professional, management).

**d. Training on induction:** Mentioning dates of training, number of trainees, topics, and follow-ups. Project Workers' Training and Orientation Plan is placed at Annex III.

**e. Workers grievances:** All proceedings including occurrence date of grievance, date submitted, actions taken with dates, resolution (if any) and date, and follow-up yet to be taken—grievances listed should include those received since the preceding report and those that were unresolved at the time of that report.

**f. Reporting:** Contractors will be responsible to submit reports on the implementation of LMP in respect of their companies and workers engaged at various sites and interventions under the project on quarterly basis to the management. Such a report should be comprehensive highlighting progress update on all aspects of LMP.

**Evaluation:** The project will put in place a system of monitoring and evaluation to monitor and evaluate the working of contractors on monthly basis and to issue reports of such evaluations. Monitoring & Evaluation Format is placed at Annex-IV.

## **12.PRIMARY SUPPLY WORKERS**

The extent in which the Projects procurement will rely on suppliers supplying goods and materials on an ongoing basis is currently only estimated. However, for any supply chain adequate management systems and controls must be in place to ensure compliance with the National law and the requirements of ESS1, ESS2 (in the area of child labor, forced labor and serious safety issues which may arise in relation to primary suppliers). The Project workers should be protected under the Balochistan Employees' Social Security Act 2022. The primary supply workers are also covered under the compensation law. Contractors will be required to ensure their Suppliers comply with the national law and to ensure that Employees of any

Suppliers or subcontractors are adequately trained on the requirements covered in the law. This will be ensured by having the Primary suppliers sign a statement of compliance confirm that they adhere to the national requirements regarding labor and working conditions and these LMP as applicable. The selection process of primary Suppliers will ensure that they are reputable companies with evidenced positive track record in social performance including zero tolerance for child and forced labor. They will further need to be able to prove and provide evidence of the procedures in place to assess and manage OHS related risks. The PMU reserves the rights to verify compliance with the requirements set by a combination of mechanisms including but not limited to self-assessments, surveys, site-visits or audits. Relevant Records must therefore maintain relevant records to demonstrate compliance and if necessary, allow access to their own and their Suppliers' and subcontractors' premises for authorized representatives of the FPMU/PIUs and/or the supervision consultant (PSIAC). In case the Primary Supplier fails to demonstrate conformance and compliance to the national law and this LMP in the area of child and forced labor and serious safety risks, the FPMU/PIUs will submit through the Contractor a Notice -to-correct the non-compliance with immediate effect. Should the Primary Supplier fail to comply within the time specified in the Notice or should the FPMU assess that such remedy is not possible, the project s primary suppliers shall be shifted to those that can demonstrate compliant labor management and performance.

### **Annex-I: Due Diligence During Hiring of Contractors** (To be used at the time of applying for the work)

All activities and interventions under IFRAP will consider the following during selection of contractors for provision of labor or services where workers are involved:

- i. LMP should be made part of the Request for Proposal (RFP) in order to seek contending contractor's understanding and experience of implementing LMP, both should be given due weightage during evaluation of RFP.
- ii. Contending contractors should be asked to provide proof of their registration with Balochistan Labor Department, Balochistan Employees' Social Security Act 2022.
- iii. Applicants should be asked to provide their record of compliance of labor and OSH standards during the last five years.
- iv. The Project should also ask for the following:
  - a Reports on accidents and fatalities record and notifications to authorities;
  - b Record of legally required workers' benefits and proof of workers' registration in the related institutions/ programs;
  - c Workers' payroll record, including hours worked and pay received;
  - d Identification of safety committee members and records of meetings;
  - e Plan and experience of addressing socio-cultural issues usually raising due to influx of workers at construction sites (for contractors applying for construction work);
  - f Copies of previous contracts as contractors and suppliers, showing inclusion relevant provisions of LMP.
- v. The contending applicants may also be guided that the applicants will be preferred on the following grounds (Proof required):
  - a If they are promoting trade union activities in the establishments and believing in social dialogue;
  - b If they are promoting women employment with gender equity;
  - c If they are employing and promoting employment of persons with disabilities;
  - d If they believe in consultation and due representation to workers in all relevant committees;
  - e If they have established a robust Grievance Redress Mechanism to address workers individual and collective grievances;
  - f If they had good record of addressing issues confronting to host communities due to workers' influx at construction sites;
  - g If they have never been prosecuted or penalized on the basis of labor violation by the Inspector/ Government.

Finally, the contending contractors/ firms or short listed contractors may be given an opportunity of presentation before the Procurement Committee to advocate their case highlighting specific approach and strategy to implement LMP, if selected.

**Annex-II Accident Report Form**

1. Name of the Firm/ Contractor: .....
2. Address with Phone No.: .....
3. Project site where working: .....
4. Place where accident happened: .....
5. Particulars of the injured person / persons:

Sr. No.	Name of Injured Person	ID Card No.	Nature of work	Age	Sex	Address	Nature of Injuries
1	2		3	4	5	7	8

6. Date and time of accident: .....
7. Brief description of the immediate cause of accident: .....
8. Names and addresses of witnesses to the accident:
  - i. : .....
  - ii.: .....
9. Name and address of the hospital/ Medical Office under whose treatment the injured person(s) have been placed: .....
10. Date and time of dispatch of report .....

(Signature of Responsible Person/  
Contractor/ Manager)

**Annex-III Workers Code of Conduct (To be signed by all workers)**

1. All contractors / Third Parties and Firms are also required to translate this 'Workers Code of Conduct' in Urdu / Pashto/Balochi and get it signed by all their workers engaged under project and to submit signed copy of this in respect of every worker to the project within one month of the workers' engagement.

2. The management of IFRAP will also get the 'Workers' Code of Conduct' signed by all project workers (direct workers, government staff, and community workers).

3. The "Workers' Code of Conduct' is as follows:

I .....(Name of the Worker).....solemnly declare that in the wider interest of the Project I will abide by the following:

I will perform my assigned duties diligently and to cooperate with and support the project management in the implementation of this LMP.

I will comply with the prescribed health and safety measures and take reasonable care of my safety and health, and that of other persons who may be affected by my acts of omissions.

It is my responsibility to immediately report any situation presenting a risk to my safety and that of other persons at the workplace to the contractor and the project management.

I will participate in orientation and training sessions on OSH, emergency preparedness and awareness campaigns.

Along with other workers, I shall also participate in collective actions including election of workers' representatives and in workers' participation with the management during execution of the project activities.

I shall not indulge in any inhuman practice including sexual harassment, GBV, bullying, unethical behavior and immoral activities at workplace, place of living and during interaction with local population, school staff and students.

In case of any untoward / awkward incident / bullying / victimization/ maltreatment by local people at workplace and the place of living, I shall report immediately to the project's GRM.

Finally, I understand that peace and harmony at work place is closely linked to workers' respect for co-workers, tolerance and accepting socio-cultural values and traditions of other workers and the host community.

Signature of the worker

Date: \_\_\_\_\_

**Annex-III Workers' Training and Orientation Plan**

<b>Workers' Training and Orientation Plan</b>				
<b>Sr. No.</b>	<b>Types of Training</b>	<b>Participants</b>	<b>Subject</b>	<b>Timing of training</b>
1	Training of trainers (TOT)	Focal Persons & Workers Rep., Contractors & Firms	Briefing on IFRAP ESMF, LMP, OSH, hygiene, basic labor rights, GRM, workers' code of conduct, emergency preparedness	At the time of entry
2	Training of workers	Workers	OSH, hygiene, basic labor rights, GRM, workers' code of conduct, emergency preparedness	Within first two week of their engagement
3	Training Booster	Workers	OSH, hygiene, basic labor rights, GRM, workers' code of conduct, emergency preparedness	After ever three months

**Annex-IV Monitoring & Evaluation of LMP**

1. Name of the undertaking/ Site:
2. Name of the Firm/ Contractor:
3. Date of visit:

<b>Sr. No</b>	<b>Provision of LMP</b>	<b>Issues/ Means of verification</b>	<b>Observations</b>
1	Child labor	-No person below the age of 14 years should be engaged  -No person below the age of 18 years should be engaged in construction work	
2	Forced labor	-Forced labor  -Bonded labor  -Trafficking in Person	



3	Working conditions	<ul style="list-style-type: none"> <li>-working hours</li> <li>-weekly holiday</li> <li>-leaves (types)</li> <li>-drinking water</li> <li>-provision of toilet</li> <li>-Hygiene</li> <li>-weight</li> <li>-Sanitary conditions</li> <li>-First Aid</li> <li>-medical check-up</li> <li>-Record of over-time, leaves, holidays, etc.</li> <li>-General observance report</li> <li>-Interviewing</li> </ul>	
4	Terms of Employment	<ul style="list-style-type: none"> <li>-Appointment letter</li> <li>-Record of inquiries/ disciplinary actions</li> <li>-Group Insurance</li> <li>-record of workers who left job</li> <li>-Interviewing</li> <li>-Record of court matters</li> </ul>	
5	Workers' Participation	<ul style="list-style-type: none"> <li>-Workers Representatives</li> <li>-Interviewing</li> </ul>	
6	Freedom of association	<ul style="list-style-type: none"> <li>-Existence of workers' organization</li> <li>- Any restriction on association</li> <li>-Interviewing workers</li> </ul>	
7	OSH	<ul style="list-style-type: none"> <li>-General situation of workplace</li> <li>-Hazard assessment and elimination &amp; control</li> <li>-Use of PPEs</li> </ul>	

		<ul style="list-style-type: none"> <li>-Worker's orientation</li> <li>-Emergency drills</li> <li>-Accident</li> <li>-Notices</li> <li>-Record</li> </ul>	
8	Non-discrimination	<ul style="list-style-type: none"> <li>-discrimination in work</li> <li>-remuneration</li> <li>-Treatment</li> <li>-Promotion</li> <li>-Record of wages</li> <li>-Interview with workers</li> </ul>	
9	Minimum wage	<ul style="list-style-type: none"> <li>-Record of wage payment</li> <li>-Interviewing</li> </ul>	
10	Gender	<ul style="list-style-type: none"> <li>-Gender balance</li> <li>-Pro-women measures</li> <li>-GBV</li> <li>-SE/ SH</li> </ul>	
11	Training	<ul style="list-style-type: none"> <li>-Types of training imparted to workers with proof</li> </ul>	
12	Record	<ul style="list-style-type: none"> <li>-Scrutiny of record</li> </ul>	