

*These questions relate to the period since the COVID-19 outbreak. Please answer all questions and provide YES, NO or numerical answers where requested. We also welcome additional information and context.*

### **Factory closures**

1.a. Are you keeping a list of factories that have closed in your supply chain since March 2020, (including those that you stopped sourcing from during the pandemic) **Y/N – fortunately so far we have seen no closures of factories within our immediate tier one supply chain, but will continue to monitor this going forward.**

b. Is your company willing to share a list of closed factories, including names and addresses? (Please share list here or as an attachment)

c. Are you willing to provide BHRRC with updated lists in the future? **Y/N – if we do see factories close in the future, we would be willing to share this with the BHRRC**

### **Worker wage and severance payments**

2.a Have you received reports of non-payment of full salaries for workers in your supply chain? **Y/N -**

b. Is your company actively involved in resolving each of these payment disputes? **Y/N – we have received reports of non-payment in some regions in particular India and Sri Lanka, where the Government declared no work no pay. We are working with suppliers in these regions to see what can be done to improve the situation. In many cases we have got suppliers to commit to paying a portion of the wage, usually 50% but are still working to see what more can be done to get this to 100%**

3.a. When garment workers lose their jobs, are you monitoring if workers are receiving any outstanding wages, legally mandated severance, and unemployment benefits? **Y/N**

b. Is your company actively involved in ensuring workers are paid outstanding wages, severance, and benefits? **Y/N – Throughout all our visits we check on the payment of severance pay and have been paying particular attention to this during the pandemic. Alongside checking records held at the factory we also speak with a percentage of workers who have left the factory to verify records.**

### **Discriminatory dismissals and human rights violations**

4.a Have you implemented a pandemic-related policy with your suppliers to ensure vulnerable demographics of workers are not being disproportionately targeted for layoffs (e.g. union members & leaders, pregnant women, migrant workers)? **Y/N**

b. Are you tracking lay-offs and suspensions by demographic? **Y/N**

c. If Y can you provide a list of the categories being monitored?

d. If N, what steps are you taking to ensure discriminatory dismissals are not being carried out? – **During regular factory visits we are reviewing lists of those who have been dismissed and checking to see if there are unusually high proportions of one demographic. As mentioned above we also do a random sample of phone calls with workers who have left to verify data shown to us.**

5.a Are there one or more factories supplying your company where advocates have alleged workers have been criminally charged or imprisoned in violation of their human rights (freedom of expression, freedom of assembly & association, collective bargaining etc.)? **Y/N**

b. In all such cases, have all workers been released from custody with all charges dropped? **Y/N**

## Purchasing practices

6. a. Have you implemented a new policy during the pandemic, specifying that your sourcing team must not ask for price reductions/discounts relative to comparable items from last season? **Y/N** - **at no point during the pandemic have we asked factories for discounts or price reductions**

b. If yes, can you share this policy with BHRRRC?

c. If no, have you implemented any pandemic- related policy designed to ensure your sourcing staff do not pressure suppliers on price or production times and can you share this policy? **Y/N** – **as mentioned above, we have not asked for discounts on any goods ordered during the pandemic**

7. a. What were your payment times prior to the pandemic (in days)? **90 days, although this could be expediated for suppliers who needed it and around 25% of suppliers are paid on shorter terms than this**

b. Have you extended these payment times for the current pandemic period? **Y/N**

c. What are the maximum number of days from invoice date within which you pay your suppliers currently (e.g. 30, 60, 90, 180 days)? **90 days**

8. Have you committed to pay in full for all in-production and completed orders? **Y/N**

9. Have you requested a discount for any orders? **Y/N**

10. Are you supporting suppliers with access to local finance with a letter of credit or through other means? **Y/N** – **as mentioned above we do work with some suppliers on reduced payment terms**