OPERATING INSTRUCTION IO51

REMEDIAL ACTIONS FOR CHILD LABOURERS

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Rev.	Issue date	Reason/Amendment	Writing up RSI	Approval DIR	Review RD
00	14/01/2013	First issue			
01	08/05/2013	Changes following Stage 1 SA 8000 by SGS			
02	27/09/2013	References integrated in tab. of Sect. 4			
03	30/06/2016	General review for adoption of UNI EN ISO 9001:2015, UNI EN ISO 14001:2015 and SA 8000:2014			
04	10/06/2020	General review for adoption of UNI ISO 45001:2018			
05	14/07/2022	SGS and SAAS contact details upgraded			
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07	10/09/2024	SAAS contact details upgraded			
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1. Scope

The purpose of this operating instruction is to ensure that BAGGIO S.r.l. Trasporti Combinati (hereinafter simply BAGGIO) has the appropriate tools for undertaking remedial action for child Labourers.

2. Terminology and abbreviations

DIR ("DIRezione") Management

RD Management Representative

RLE Workers Representative for Ethics (SA 8000)

RSI Head of Integrated System Management

3. Definition of child labour and generalities

As per standard SA 8000:2014 and current national legislation, children are defined as persons under the age of 16.

BAGGIO takes **child labour** to mean the employment of persons under the age of 16 who are unable to attend compulsory education and/or have an unsuitable lifestyle.

BAGGIO does not use child labour as defined above, and is committed to:

a. not employing, also into the future, child labour in carrying out any of its services;
b. ensuring underage workers effective learning conditions, professional growth and development, and suitable health-and-safety and training conditions;
c. undertake remedial actions towards children who can be defined as engaging in child labour, providing them with suitable support to ensure attend, and remain at, school until the age required by current legislation.

In this way, BAGGIO meets the ILO conventions No. 138 and No. 182, as well as ILO Recommendation No. 146.

4. Remedial actions for child employment

If BAGGIO came into contact (e.g. during a job interview) with a child, or becomes aware of an emergency situation for a child, it will enact remedial actions mentioned in Sect. 3 above, designed to ensure a form of support to the child to enable him/her to complete their schooling. For those under 16, the goal is to attend school, while for those aged between 16 and 18, endeavours will be made to provide vocational training that reflects the individual's professional aptitudes and to favour their inclusion in the jobs market.

The **remedial actions** consist of the following three actions.

1. **Gathering information** on the minor's motivations for looking for a job (e.g. poverty, lack of family livelihood), and the family's make-up, to see whether a job can be offered to another family member.

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2. **Ensuring education and a source of income** to the minor, proposing, in order:
   - ✓ collaboration with local state departments and authorities to identify solutions to the situation of the child's issues;
   - ✓ cooperation with organizations in the area to address any lack of child support situations;
   - ✓ search (through category associations, personal acquaintances, customers, suppliers) for a working solution for the relatives of the child who, with their contribution, can support possible financial needs;
   - ✓ hiring at BAGGIO of the other family members of the child in order to ensure financial support to the family;
   - ✓ proposal to the minor (if aged between 16 and 18) of a light and safe work for a few hours a day at times and in ways that allow the adolescent to continue their education (in this case it is necessary to check that the sum of hours of work, study and travel is less than 10 per day, assigning work shifts on days/times when the minor does not attend school); in no case shall a minor worker work more than 8 hours a day, and never during the night; any work entrusted to minors for vocational training courses will be limited to the time required for the training, agreed on with the centre for the training organisation responsible for the course, and will be carried out under the strict supervision of internal company trainers in full compliance with health and safety conditions, bearing in mind the physical and mental health of the minors and their proper development;
   - ✓ payment to minors of lower school fees, textbooks and transport costs to reach school to ensure their education;
   - ✓ other forms of financial support.

3. **Raising awareness among Suppliers** to not use child labour and to commit, in writing, to comply with this principle by signing the Company Code of Conduct; compliance with this requirement is critical for a lasting business relationship.

The Workers' Representative for Ethics (RLE) will monitor the implementation and effectiveness of remedial actions for child Labourers.

5. Notifications and contacts

All BAGGIO staff is required to report to the RLE any situations regarding minors they come across in the course of their normal work.

Alternatively, if appropriate, they may contact the BAGGIO Management, or the certification body SGS ITALIA S.p.A., or the SAAS (Social Accountability Accreditation Services), which coordinates worldwide certifications regarding Ethics.

The related references are on the next page.

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