



4C Guidance on the Protection of Children's Rights

Version 1.0



Copyright notice

© 2022 4C Services GmbH

This document is protected by copyright. It is freely available from the 4C website or upon request.

No part of this copyrighted document may be changed or amended. The document may not be duplicated or copied in any form or by any means for commercial purpose without permission of 4C Services.

Document Title: 4C Guidance on the Protection of Children's Rights

Version 1.0

Valid from: 11 April 2022

Content

1	Introduction	6
1.1	Purpose and Scope.....	7
2	Definitions	8
2.1	Child Labour	8
2.2	Children in Hazardous Work	10
2.3	Child Work	12
3	Addressing Child Labour	14
3.1	Commitment	15
3.2	Risk Assessment.....	19
3.3	Prevention and Mitigation Mechanisms	23
3.3.1	Working Conditions for Youth Employment	23
3.3.2	Age Verification During Recruitment	25
3.3.3	Access to Education and Childcare.....	26
3.3.4	Minimum Wage and Economic Development	27
3.3.5	Awareness Raising Actions	28
3.4	Monitoring.....	31
3.5	Remediation	31
4	Child Labour Detection: Guidance for On-site Audits	35
4.1	Audit Duration and Audit Team Composition	35
4.2	Risk Assessment.....	36
4.3	Interviews and Documents Review.....	38
4.4	Stakeholder Consultation	41
4.5	Integrity and Unannounced Audits.....	42
4.6	Best Practices Sharing.....	42
4.7	Continuous Improvement Framework.....	42
	Annex I: International Laws.....	44
	Annex II: Minimum Legal Working Age and School Age in Coffee Producing Countries.....	45
	Annex III: Hazardous Work in Agriculture as Defined by National Lists	50

List of Tables

Table 1: Minimum age for work.....	9
Table 2: Child work and child labour.....	13
Table 3: Light work and youth employment.....	13
Table 4: Content of a “no child labour” written commitment.....	17
Table 5: Examples of hazardous work for children in coffee production and processing.....	24
Table 6: Working conditions for young persons (15-18 years of age)	25

List of Figures

Figure 1: Facts about child labour	11
Figure 2: Due diligence process	15
Figure 3: Embedding company’s written commitment into its management system	18
Figure 4: Child Labour Risk Assessment Steps	21
Figure 5: Example of questions to conduct a Child Labour Risk Assessment	22
Figure 6: Most common reasons for the lack of school attendance.....	27
Figure 7: Cycle of poverty and the link between child and forced labour	28
Figure 8: Recommended steps to identify hazardous work	37

List of Boxes

Box 1: Worst forms of child labour.....	10
Box 2: Children’s Rights and Business Principles	16
Box 3: Hazardous work activities.....	23
Box 4: Criteria of an effective grievance mechanism	32
Box 5: Key principles of a remediation process	33
Box 6: Sample questions to define hazardous work	37
Box 7: Questions auditors can ask parents	38
Box 8: Recommended questions to verify age	39
Box 9: Considerations when conducting interviews with children.....	40
Box 10: Root cause analysis.....	40
Box 11: Documentation check to assess due diligence system	41
Box 12: Protection and privacy of personal data and information.....	42

Abbreviations

BP	Business Partner
CB	Certification Body
CLRA	Child Labour Risk Assessment
FB	Final Buyer
GRAS	Global Risk Assessment Services
IB	Intermediate Buyer
ILO	International Labour Organization
IMS	Internal Management System
ME	Managing Entity
OECD	Organization for Economic Cooperation and Development
OSH	Operational Safety and Health
PPE	Personal Protective Equipment
SOP	Standard Operating Procedures
SDG	Sustainable Development Goals
UN	United Nations
UNGP	United Nations Guiding Principles

1 Introduction

The elimination of child labour in coffee supply chains is part of 4C's mission to anchor sustainability across environmental, social, and economic dimensions. Nonetheless, 4C acknowledges that there is no quick solution to end child labour and understanding its complexity as well as the range of situations in which it occurs is key to address the root causes.

Mission of 4C

Child Labour remains one of the biggest challenges for ensuring child protection in supply chains of some of the world's most traded goods – including coffee. According to the United States Department of Labour, in fifteen coffee-producing countries in the world child labour is a risk.¹ In addition, investigative reports have found children as young as five or six years old performing tasks such as harvesting coffee cherries and carrying heavy coffee bags.²

Child Labour in coffee sector

Goal number 8 of the United Nations Sustainable Development Goals (SDG 8) aims to eliminate the worst forms of child labour by 2025. Many actors, including coffee roasters and retailers, governments, non-profit organizations, and certification schemes have committed towards achieving this goal. Global brands have established “no child labour” policies and have invested in efforts to change their sourcing and procurement practices. Additionally, in recent years, an increasing number of governments have introduced mandatory human rights due diligence regulations. In this sense, there is a growing realization that finding solutions is a shared responsibility and involves collaboration and joint efforts.

Commitments

This document reinforces the importance of ensuring that children's rights are known, respected, and protected, and that child labour is addressed.

Children's rights in the 4C System

“Every child has the right to be protected from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child's education, or that is likely to harm the child's health, physical, mental, spiritual, moral or social development.”

[United Nations Convention on the Rights of the Child \(1989\)](#)



¹ United States Department of Labour, 2020 List of good produced by child labour and forced labour, USA, 2020.

² Kultalahti, Brewing up a sustainable coffee supply chain. Report produced as part of Finnwatch's decent work research programme and SUPPLY CHANGE project, 2016.

1.1 Purpose and Scope

The 4C Code of Conduct contains principle, criteria and checkpoints covering the issue of child labour. [Criterion 2.1.3 under Principle 2.1](#) does not allow the presence of child labour in 4C certified production groups or in chain of custody certified companies.

The 4C Code of Conduct

This guidance document intends to complement the 4C System Regulations and aims, on one side, to support 4C Managing Entities (ME), Intermediary and Final Buyers (IB/FB) to comply with criterion 2.1.3 of the 4C Code of Conduct, and on the other side, to provide verification guidance to auditors on how best to detect and report cases of child labour in coffee production.

Purpose of guidance document

In this sense this guidance aims to:

Guidance scope

- Provide additional information about the terminology used in relation to the protection of children's rights (Chapter 2).
- Provide guidance on strengthening internal management systems of 4C Units by establishing due diligence procedures to identify, mitigate, prevent, monitor, and remediate child labour cases (Chapter 3).
- Support 4C auditors in detecting and reporting child labour cases and/or disrespect of children's rights in coffee production activities (Chapter 4).

The following chapters contain information from internationally recognized conventions on human and children's rights, as well as good auditing practices provided by 4C cooperating Certification Bodies (CBs) through a survey and series of interviews conducted by 4C in early 2021.

Source of reference

2 Definitions

According to the International Labour Organization (ILO), not all the work done by children should be classified as child labour. Children could, for example, help their parents around the house outside school hours or assist in the family business without affecting their wellbeing. This type of work can help children build their confidence and self-esteem and provide them with new experiences and opportunities for learning and contributing to the household.³

International reference

Child labour is unacceptable in the 4C System. However, there can be misinterpretations about what child labour is, therefore it is important to understand several criteria that allow to differentiate between child labour and child work, the latter being acceptable under certain conditions. To differentiate child work from child labour, it is always important to consider the child's age, the type and hours of work performed, the conditions under which it is performed, and the specifications defined by national regulations.

Child labour vs. child work

This first chapter aims to provide a better understanding of the different criteria required to define child labour. It includes the definitions used by 4C, which are also aligned with international and national laws.

Criteria to define child labour

2.1 Child Labour

To define a child, 4C uses the definition included in Article 1 of the [Convention on the Rights of the Child](#) for which “a child means every human being below the age of eighteen years unless under the law applicable to the child, majority is attained earlier.”

Definition of child

4C applies the ILO definition of child labour and refers to this definition in the [4C Glossary](#). The term child labour is defined as the “work that deprives children of their childhood, their potential, and their dignity, and that is harmful to physical and mental development. It refers to work that: is mentally, physically, socially or morally dangerous and harmful to children; and interferes with their schooling by depriving them of the opportunity to attend school; obliging them to leave school.”

Definition of child labour

Child labour entails two concepts:

a) Work undertaken by children below the legal minimum age

The minimum age is the age above which a person can be employed on a full-time basis. For ILO, the minimum age is 15 years, but it can be higher or lower depending on each country's national legislation. The [ILO Minimum Age Convention \(No 138\)](#) stipulates that national legislation should specify a minimum age for admission to employment or work, however, the minimum age should not be less than the age of completion of compulsory schooling.

Legal minimum age

³ Sabates-Wheeler, R. and Sumberg, J, *Understanding Children's Harmful Work in African Agriculture: Points of Departure*, ACHA Working Paper 1, 2020.

Children below the minimum age are not allowed to be employed on a full-time basis. However, they can perform age-appropriate light work under certain conditions (see [2.3 Child work](#)). [Annex II](#) provides specific information on the defined age limits in key coffee production countries. 4C requires that all business partners of 4C Units and those certified under 4C Chain of Custody certification comply with relevant national and regional laws and regulations as long as those laws and regulations do not violate the 4C requirements. When the legal minimum age (as regulated by national regulations) differs from the ILO Convention, the stricter requirement must be followed.

*Age-appropriate
light work*

Table 1: Minimum age for work⁴

	International Labour Organization	Possible exceptions for countries whose economy and education facilities are insufficiently developed **
Age at which children can do light work	13-15	12-14
Minimum age for admission to youth employment (under certain restrictions)*	15	14
Minimum age for full admission to employment (including hazardous work)	18 (16 under strict restrictions like working hours and type of work)	18 (16 under strict restrictions like working hours and type of work)
*The minimum age for work should not be below the age for finishing compulsory schooling, and in any case not less than 15.		
**ILO transitional measure as countries strengthen their education systems and economies.		

b) Worst forms of child labour

According to the [ILO Convention No 182](#), the worst forms of child labour include all forms of slavery, commercial exploitation of children, use of children for illegal activities and hazardous work (See Box 1).

*Worst forms of
child labour*

⁴ Adapted from [ILO Conventions and Recommendations on Child Labour](#)

Box 1: Worst forms of child labour⁵

ILO Convention No182 Worst Forms of Child Labour Convention Article 3.

The worst forms of child labour comprise:

- all forms of slavery or practices like slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labour, including forced or compulsory recruitment of children for use in armed conflict.
- the use, procuring or offering of a child for prostitution, to produce pornography or for pornographic performances.
- the use, procuring or offering of a child for illicit activities, for the production and trafficking of drugs as defined in the relevant international treaties.
- work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety, or morals of children.

2.2 Children in Hazardous Work

ILO categorizes the agricultural sector as the most hazardous economic sector, with mining and construction taking second and third place, respectively (ILO, 2017a).

Children in hazardous work are those involved in activities that by their nature or the circumstances in which they are carried out, are likely to harm their health, safety, or morals. This entails work that is undertaken at night or requires long hours, amongst others (See [Annex III](#)).

Hazardous work, which is carried out in 4C coffee producing and processing groups, shall be carried out by adults only, and always following the safety and protection requirements stipulated in the [4C Code of Conduct](#) (Social dimension, criteria 2.2.4, 2.2.5; 2.2.6, under Principle 2.2.). Hazardous work is never acceptable to be carried out by children.

Hazardous work

Children in hazardous work

Unacceptable practices

⁵ ILO Convention No 182 Worst Forms of Child Labour Convention, 1999.

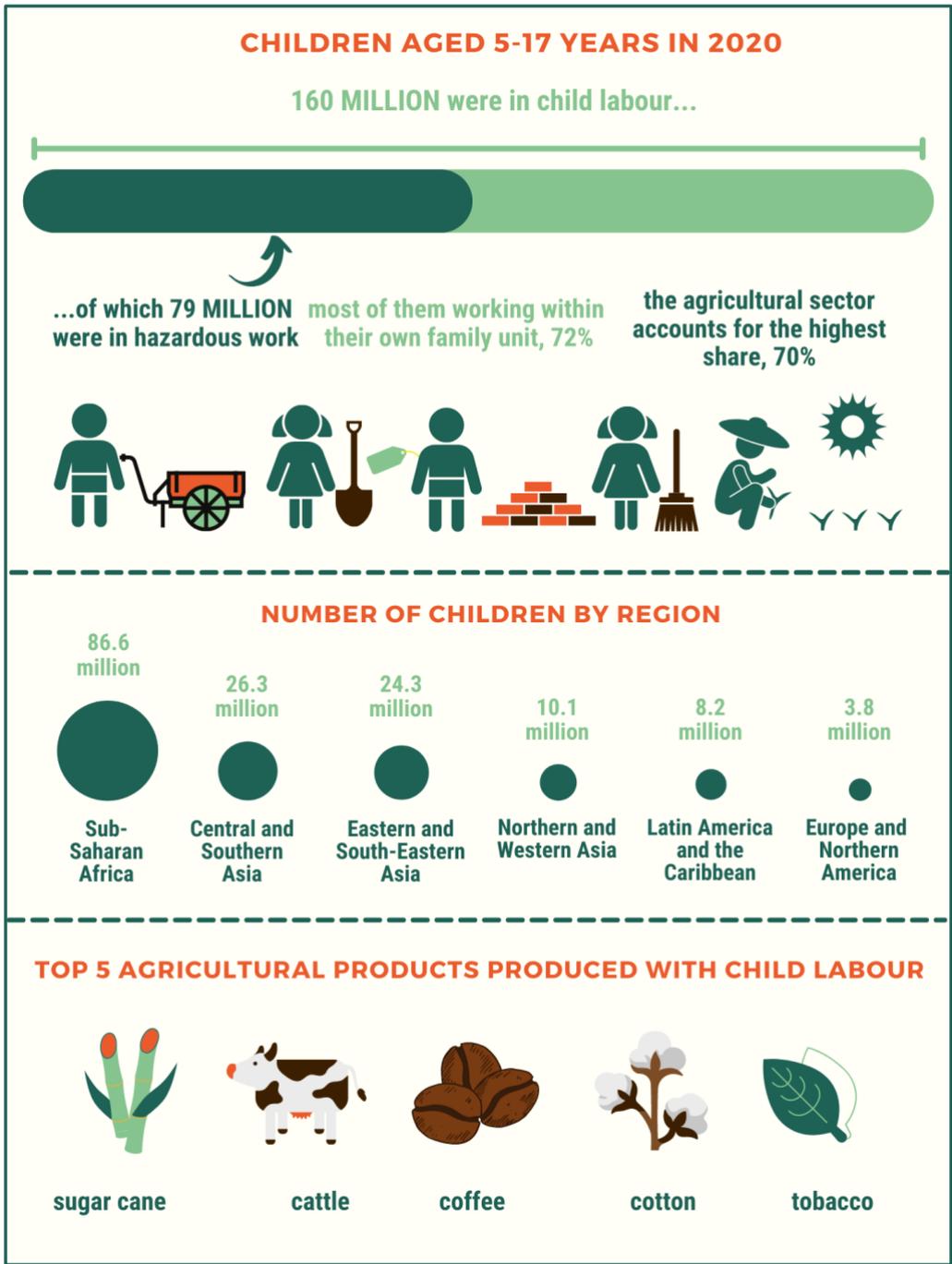


Figure 1: Facts about child labour⁶

⁶ILO and UNICEF, *Child Labour: global estimates 2020, trends and road forward*, ILO and UNICEF, 2020 & US Department of Labour, *2020 List of Goods Produced by Child Labour or Forced Labour, 2020*.

2.3 Child Work

Child work is work that is permitted by law because it:

- does not affect the health and development of the child,
- does not interfere with schooling or vocational training programs approved by the national authority,
- does not limit children's capacity to benefit from their education/vocational training.

Child work is only permitted under certain age-appropriate circumstances. For example, depending on the conditions of work, a child that has reached the minimum age for admission to employment can be either a case of child labour or be in youth employment.

Youth employment refers to young persons' participation in the labour market and when complementary to education youth employment can contribute to children's development. Although there is no agreed international definition of a young person, for statistical purposes, the UN has defined young persons as those between 15 and 24 years of age. However, youth employment conditions for young persons between 15-18 years of age differ from conditions for young persons above 18 years of age.

Table 2 presents the difference between child labour and acceptable child work. Table 3 presents the conditions for light work and for youth employment between 15-18 years of age recommended by ILO. The information these tables can be used as a reference, however it is recommended to also refer to the legal framework of the specific country where the cases are being assessed.

Child work

Appropriate circumstances

Young person and youth employment

Reference to national laws

Table 2: Child work and child labour

	Child work	Child labour
What is it?	Work that does not negatively affect children's health or education is generally regarded as positive as it is considered an essential part of children's socialization and development process.	Labour under conditions that are harmful to children's health and their physical and mental development Labour that deprives children of education
When is it allowed?	Allowed for light or non-hazardous work conducted for a limited amount of time and under adult supervision. For age-appropriate tasks after school on a family's farm or household chores ⁷ , under adult supervision.	It is never allowed
Examples	Child of 13 years: sorting green beans together with their parents after school (no longer than 14 hours a week).	Child of 14 years: carrying heavy coffee cherry bags Child of 15 years: spraying herbicides

Child work vs.
child labour

Table 3: Light work and youth employment⁸

13-15 years of age (12-14 in some countries)	15-18 years of age (14 in some countries)
<p>These can only perform light work, which is defined as work that is:</p> <ul style="list-style-type: none"> - conducted under adult supervision - not more than 14 hours a week <p>The term family work is used for light work which is done at the family small farm or home.</p>	<p>Work between this age is categorized as youth employment. Young persons in this category can:</p> <ul style="list-style-type: none"> - only perform non-hazardous work - not work more than 48 hours a week <p>See chapter 3.3.1 Working conditions for youth employment for more information.</p>

Light work and
youth
employment

What the 4C Code of Conduct says

Principle 2.1 Human and Labour Rights
Criterion 2.1.3 Child labour does not exist

Checkpoints:

- Children under the age of 15 (or legal school age) are not part of the regular workforce
- Children under the age of 18 do not perform hazardous/harmful work

⁷ Unpaid non-hazardous household services which are not performed for more than 21 hours or more per week. Includes caring for household members, cleaning, and minor household repairs, cooking and serving meals, washing, and ironing clothes and transporting or accompanying family members to and from work and school.

⁸ ILO, *Combating child labour: a handbook for labour inspectors*, 2002.

3 Addressing Child Labour

The 4C certification system enables a credible and efficient due diligence process. On one side, by collecting information about environmental and social aspects to identify risks. On the other side, by setting up requirements for 4C System Users to comply with human and labour rights and supporting to put in place improvement plans to prevent and address negative impacts. Risk assessment, commitment and improvement plans are key components of the ME's Internal Management System.

*Internal
Management
System*

Due diligence is a process that allows enterprises to proactively manage potential and actual negative impacts in which they are involved. The principle of due diligence to “*identify, prevent, mitigate and account for*” adverse corporate impacts on human rights and the environment was first introduced in the [UN Guiding Principles on Business and Human Rights](#) (UNGPs). It was then incorporated by the [Guidelines for Multinational Enterprises of the Organization for Economic Cooperation and Development](#) (OECD Guidelines) which were the first international corporate responsibility recommendations to integrate risk-based due diligence. Besides, in recent years, an increasing number of governments around the world have introduced, or are exploring, mandatory reporting and due diligence requirements for businesses.

Due diligence

According to the UNGPs and the OECD Guidelines, companies need to meet their responsibility to respect human rights – including child labour – by setting up a due diligence system for which they need to:

*Due diligence
systems*

- Establish an appropriate **commitment** and embed it throughout their management system.
- Identify and assess the **actual and potential risks** of child labour in their supply chain.
- Set up mitigation and **prevention** mechanisms.
- **Monitor** and communicate performance.
- Provide and/or contribute to **remediation** processes.



Figure 2: Due diligence process

This chapter provides a step-by-step guidance for 4C MEs of coffee producing groups and companies holding 4C Chain of Custody certificates (Intermediary Buyers or Final Buyers - IBs/FBs) to establish robust due diligence systems to protect children from child labour within the groups. The steps can be adapted and used to address and prevent human rights violations in general. It is not a prescriptive task and enterprises will have to adjust it based on their size, sector, structure, and context of business. Furthermore, because child labour risks change over time, a due diligence system should be ongoing and dynamic.

*Step-by-step
guidance*

3.1 Commitment

All companies, whether small or large, have direct or indirect impact on children. Companies might be involved in children's rights abuses in different ways. A company may cause an adverse impact through its own activities either directly or indirectly, or it may neither cause nor contribute but still be involved in the adverse impact through its business links with the entity causing the impact.

Adverse impacts

Corporate responsibility to protect and respect children's rights has been laid out in the [Children's Rights and Business Principles](#) developed by UNICEF. These aim to help businesses to better understand their responsibilities towards children and to respect children's rights throughout their activities and business relationships, including in the workplace, the marketplace, the community and the environment. The first recommendation to reach this better understanding is to make a commitment to the protection of children's rights.

*Corporate
responsibility*

Box 2: Children's Rights and Business Principles⁹

The Children's Rights and Business Principles call on businesses to:

- all meet their responsibility to respect children's rights and commit to supporting the human rights of children.
- contribute towards the elimination of child labour, including in all business activities and business relationships.
- provide decent work for young workers, parents, and caregivers.
- ensure the protection and safety of children in all business activities and facilities.
- ensure that products and services are safe and seek to support children's rights through them.
- use marketing and advertising that respect and support children's rights.
- respect and support children's rights in relation to the environment and to land acquisition and use.
- respect and support children's rights in security arrangements.
- help protect children affected by emergencies.
- reinforce community and government efforts to protect and fulfil children's rights.

A company's written commitment may take various forms which are appropriate to the business. Some companies might, for example, decide to have a broader scope and establish a commitment towards child protection. Other companies might have, because of the nature of their operations, a more focused commitment and decide to establish a "no child labour" policy. Additionally, some companies might decide to have human rights policies that integrate commitments related to child labour or child protection and others might prefer to establish stand-alone commitments. This is a business-specific decision and depends largely on the company's context and operations. 4C requires MEs and IBs/FBs to have a written commitment to all 4C requirements, including establishing a policy to protect and respect all human rights. Although not all companies are expected to have a stand-alone child labour/child protection policy, this is highly recommended.

*Company's
written
commitment*

The following chapter focuses on the criteria for establishing a "no child labour" commitment, however the guidance can be adapted and used by MEs, IBs/FBs interested in establishing a broader commitment towards child protection.

*"No child labour"
commitment*

Why is it important to establish a "no child labour" commitment?

- Minimizes the risk of harm to children.
- To respect and protect children from child labour is the right thing to do.
- Ensures companies comply with national and international laws, as well as industry standards required by buyers and consumers.

⁹ *Global Compact, Save the children & UNICEF, Children's Rights and Business Principles, 2010.*

- Ensures that business management has taken ownership of the topic of child labour and protection of children's rights by addressing the risks thereof in their businesses and supply chains and implementing the applicable disclosure requirements.
- Helps to recruit and maintain a motivated workforce which is key for a sustainable business environment.

What does a “no child labour” written commitment include?

It is recommended to develop a written commitment through consultation with staff and employees and, where appropriate, children and communities. The content of the commitment can follow the guidance as stated in the table 4 below.

Content of a written commitment

Table 4: Content of a “no child labour” written commitment

Statement / values	<ul style="list-style-type: none"> ▪ Explain why protecting children from child labour is important for the company. ▪ Explain how the company is committed to preventing and responding appropriately to cases of harmed children.
Scope	Identify who the commitment applies to
Responsibilities	Describe the actions the company intends to take to protect children. This may include for example: <ul style="list-style-type: none"> ▪ how to conduct a risk assessment ▪ prevention mechanisms ▪ monitoring and reporting ▪ consequences for breaches ▪ process to provide for remediation ▪ partnerships and advocacy ▪ reporting concerns channels or grievance mechanisms
Sign-off & disclosure	Ensure there is approval and endorsement by senior officials within the company, followed by appropriate communication, training and disclosure.
Useful examples	<ul style="list-style-type: none"> ▪ The Nestlé Commitment on Child Labour in Agricultural Supply Chains ▪ Melitta Supplier Code of Conduct ▪ Jacobs Douwe Egberts Responsible Coffee Sourcing Principles

How to embed the company's written commitment into its management system?

It is recommended to operationalize a “no child labour” written commitment through an implementation plan which defines how the commitment can be embedded in the company's management systems and processes. Figure 3 presents the recommended steps of an implementation plan.

Implementation plan

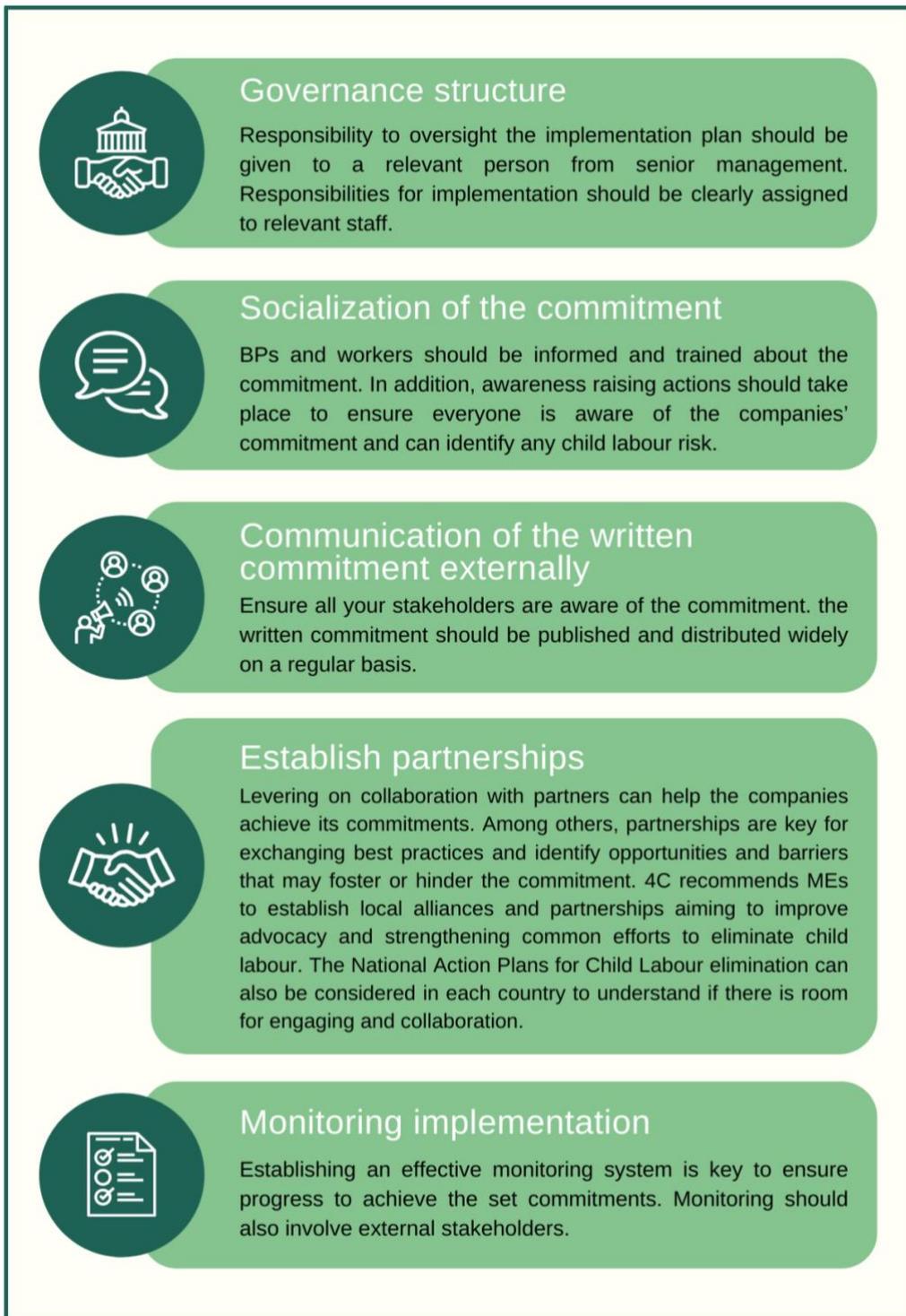


Figure 3: Embedding company's written commitment into its management system

What the 4C Code of Conduct says

Principle 1.1 Business Management

Criterion 1.1.1 An Internal Management System is implemented

Checkpoint: A management system is implemented, demonstrating a commitment to compliance with 4C requirements, including the appointment of a responsible person for the implementation

Principle 2.1 Human and Labour Rights

Criterion 2.1.7 Physical, sexual, psychological, or verbal harassment or abuse does not exist

Checkpoint: A policy to respect and protect human rights is in place

3.2 Risk Assessment

A child labour risk assessment (CLRA) is a process to find out the likelihood that cases of child labour might be present in the company's operations and supply chain. This process allows to understand the actual and potential harm that the business activities pose to children. MEs and their BPs, IBs/FBs can conduct child labour risk self-assessments to understand the ways in which they impact the rights of children in their supply chain and how they can protect them from child labour.

*Child Labour
Risk
Assessment*

Risk factors: what are the most common situations in which child labour occurs?

Before starting a CLRA, it is important to understand the drivers of child labour. This will allow to determine the risk factors to be considered and to be included in the overall assessment. The drivers of child labour can differ from one case to another, however, child labour in agriculture is most reported in:

*Drivers of child
labour*

- Low-income smallholder family farms: much of child labour occurs in family units which have high levels of household poverty, low levels of education, and low incomes.
- Company plantations or large farms where adults (often seasonal migrant workers) live or travel to with their children: in these cases, high harvest targets and/or piece rate work systems combined with low incomes/wages encourage families to include children to assist them with their tasks to attain higher productivity in the same time period. The conditions for child labour are further exacerbated at farms where workers are hired and no decent day care accommodation or school for their children is made available.
- Cultural acceptance of child labour: in some regions, people believe that children should learn to work from early ages as this will help them to build their skills. This is exacerbated in places with high levels of poverty and lack of possibilities to access education.

*Low-income
smallholder
family farms*

*Seasonal
workers*

*Cultural
acceptance*

In these cases, child labour risk increases when there is:

Risk increase

- Limited access to education or obstacles for attending school (e.g., high cost of enrolment, lack of schools, lack of day care and/or learning centres for children of migrant workers, lack of documentation (like birth certificates needed for enrolment), long distance to the nearest school).
- Low wages encouraging families to include their children in their work tasks, especially during seasonal peaks.
- Lack of policies and procedures from the employer's side (e.g., age verification during recruitment) to protect children against child labour
- Lack of law enforcement because of the limited number of labour inspectors and remoteness of some coffee plantations becomes a challenge for enforcement agencies.
- Lack of awareness on the rights of children and on law requirements.

What are the steps 4C users can take to conduct a CLRA?

In regions where child labour is known to be prevalent, extra efforts need to be taken. Before conducting a risk assessment, a scoping exercise including information on risk factors allows to carry out an initial prioritization of (a) specific region(s) for a more detailed assessment (see chapter before: most common situations in which child labour is used). This step might not be necessary for smaller supply chains.

Scoping exercise

In addition, as part of the CLRA, 4C recommends for users to keep and maintain an updated record of the number of children of all BPs (especially smallholder BPs) or its facilities. BPs/facilities should regularly provide the MEs/IB/FB with updated information on their source of labour (including family labour force, contract and hired labours) on the farms. This information will allow the ME, IB/FB to understand the risk of child labour at the BPs/facilities of its 4C Unit/CoC and identify appropriate measures to prevent it.

Updated records

4C users can conduct a CLRA regularly, and 4C recommends this to be done annually. Figure 4 shows the steps which 4C recommends the users to take when conducting a CLRA.

*Frequency of
CLRA*

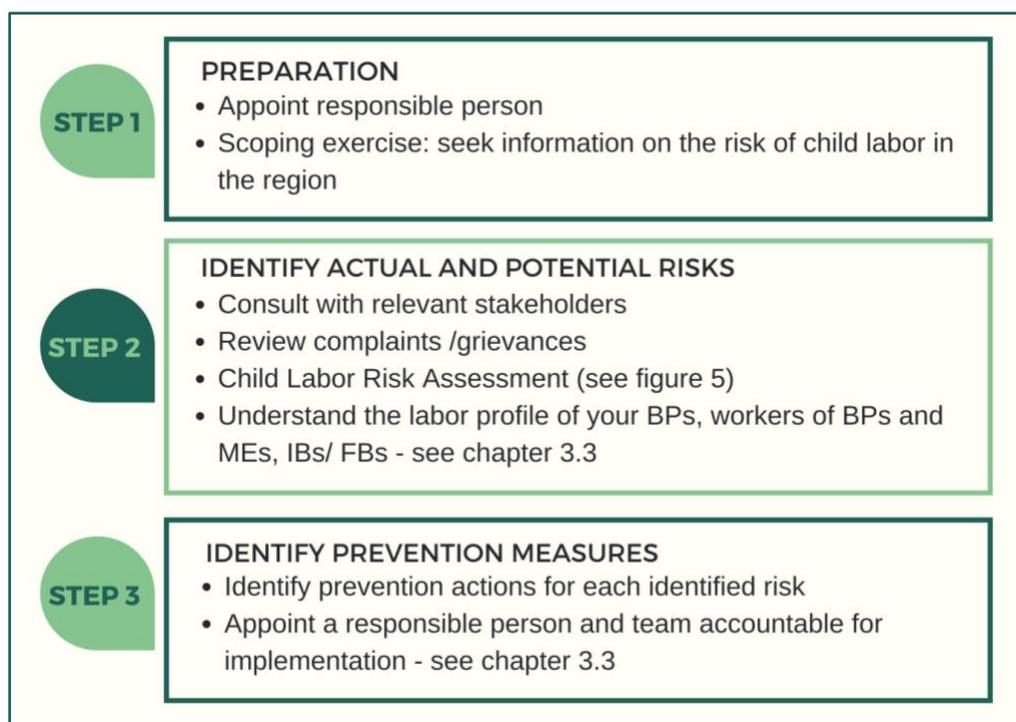


Figure 4: Child Labour Risk Assessment Steps

Questions to assess the risk of child labour

Based on the most common reported drivers of child labour, 4C recommends for MEs, IBs/FBs to conduct a child labour risk self-assessment including questions on working conditions for young persons, including the identification of hazardous work, methods for age verification, degree of access to education, respect of minimum wage and level of awareness on children's rights, family socioeconomic situation (livelihood). Figure 5 list examples of questions that could be used for a self-assessment on child labour risks.

Child Labour risk self-assessment

It is recommended for MEs to define a mitigation action for all risks identified through this assessment. This will allow responding to potential risks (through prevention measures – [See chapter 3.3](#)) or remediating actual child labour cases ([See chapter 3.5.](#))

Mitigation actions

Working conditions for young persons



- Is there a national hazardous work list available in the country?
- If yes, is this being used to determine tasks for young persons?
- If no, is there another list of hazardous work being used as reference?
- Have the tasks, processes and working conditions for young persons been defined?
- Are young persons provided with regular trainings on Operational Safety & Health (OSH) procedures?
- Are they provided with adequate Personal Protective Equipment (PPE)?
- Are young persons supervised by adult and experienced workers?

Age verification



- Is there a valid process to verify the age during the hiring process?
- Are there records available for recording and keeping track of young worker's age?
- Is there a list of children below 18 living on the farm?

Access to education



- Are there schools nearby for children of mandatory schooling age to attend?
- Are school enrollment and attendance continuously monitored?
- Are there transport options available for schools located in a far distance?
- If no schools or transport is available, are there other means of official education provided on site?
- Are migrant workers hired during the harvesting season?
- If yes, do they arrive with their children? If yes, are facilities available which offer learning experiences and activities for children during working hours of their parents?

Minimum wage



- Are workers paid the minimum wage?
- Are there piece-rate workers? If yes, has the piece-rate level been set in a way that enables workers to earn a minimum wage?

Awareness raising



- Are MEs, BPs and their respective workers aware of the difference between child labour and child work?
- Are children below 18 carrying out hazardous work in any farming activity related to coffee or other crops?

Figure 5: Example of questions to conduct a Child Labour Risk Assessment

What the 4C Code of Conduct says

Principle 1.1 Business Management

Criterion 1.1.1 An Internal Management System is implemented

Checkpoint: An internal risk and needs assessment with regard to the 4C requirements has been conducted

3.3 Prevention and Mitigation Mechanisms

Prevention mechanisms refer to actions taken to ensure that negative impacts do not occur. Mitigation mechanisms refers to the actions taken to reduce the severity of the risk. Both are important to address potential and actual risks. The outcomes of a child labour risk assessment conducted by an ME, IB/FB will allow to define specific prevention and mitigation measures for each risk identified (See Figure 4, Step 3). It is, however, recommended for MEs to have prevention and mitigation measures in place regardless of the outcomes of the child labour risk assessment, as part of the MEs proactive commitment to the elimination of child labour. Depending on the context and the risks identified, the prevention and mitigation measures will vary. In this chapter, 4C provides examples of prevention and mitigation mechanisms MEs and BPs, IBs/FBs can have in place to reduce child labour occurring in the future.

Prevention and mitigation measures

3.3.1 Working Conditions for Youth Employment

Youth employment gives the opportunity to young persons to participate in the labour force, develop skills and contribute to their family's income. However, it is important to ensure that appropriate and decent working conditions for young persons between 15 and 18 years of age are in place to prevent cases of child labour. A young person under the age of 18 who is involved in hazardous work is considered a child labour case, therefore totally unacceptable in the 4C System.

Youth employment

Box 3: Hazardous work activities

ILO Worst Forms of Child Labour Recommendation (1999) Article 3- Guidance on hazardous work activities which should be prohibited:

- work which exposes children to physical, psychological, or sexual abuse.
- work underground, under water, at dangerous heights or in confined spaces.
- work with dangerous machinery, equipment, and tools, or which involves the manual handling or transport of heavy loads.
- work in an unhealthy environment which may, for example, expose children to hazardous substances, agents, or processes, or to temperatures, noise levels, or vibrations damaging to their health.
- work under particularly difficult conditions such as work for long hours or during the night or work where the child is unreasonably confined to the premises of the employer.

Identifying hazardous work is an important step in preventing child labour. The [ILO Recommendation No 190](#) gives recommendations on defining hazardous work (See Box 3 above). However, the ILO has left it to individual governments to determine which types of work fall under the concept of hazardous work. A national list of hazardous work must be determined through a tripartite process with employers' and workers' organizations. [Annex III](#) provides a list of countries and the link to the respected national list of hazardous work. If a list is not available for the country, the ILO Recommendation No 190 should be used as a reference.

Based on the national list of hazardous work, MEs and BPs, IBs/FBs need to identify the specific hazardous work activities in their operation, which must not be carried out by children and young persons between 15-18 years of age. The Table 5 below contains examples which 4C proposes to be included as hazardous work in coffee production. BPs and MEs can use these examples (together with the national hazardous work list found in [Annex III](#)) to determine and identify hazardous work for children in a particular region.

*Hazardous work
in coffee
production*

Table 5: Examples of hazardous work for children in coffee production and processing

Task description	Examples of activities	Harm to children
Exposure to agrochemicals and other dangerous substances (insecticides, herbicides, fungicides, fertilizers, manure, flammable fuels such as diesel, gasoline, etc.)	<ul style="list-style-type: none"> • Pest management • Pesticide spray • Fertilizing • Work in nursery garden (if agrochemicals applications are used) • Composting (if animal manure is used) 	Poisoning and long-term health problems, parasite infection if use of manure
Use of sharp tools (e.g., machete)	<ul style="list-style-type: none"> • Pruning • Weeding • Land preparation 	Cuts resulting in serious injuries
Use of motorized machinery	<ul style="list-style-type: none"> • Operating pulping machines (wet and dry mill) • Driving trucks, tractors 	Severe injuries, hearing loss from noisy machinery
Work on steep terrains or high altitudes	<ul style="list-style-type: none"> • Planting new seedlings on terraced farm sites • Pruning • Harvesting 	Falls incurring in fractures, bruises, cuts, etc.
Lifting and carrying heavy loads	<ul style="list-style-type: none"> • Collection of coffee beans • Loading coffee bags from or onto trucks 	Musculoskeletal injuries

Besides ensuring that young persons between 15-18 years of age do not perform hazardous work, the following conditions should be in place when employing young persons:

*Young persons'
working
conditions*

Table 6: Working conditions for young persons (15-18 years of age)

Required conditions	Description
Working hours	<ul style="list-style-type: none"> Young persons can be full-timed employed (if maximum working hours are respected, according to national law for the age group and not exceeding 48 hours/week including overtime hours) They can only work during daylight
Occupational Safety and Health (OSH) reduced risks	<ul style="list-style-type: none"> OSH risks should be reduced to the minimum possible Young persons should receive job-specific occupational safety and health training, free of charge Young persons should perform work only under adequate adult supervision Young persons receive health and safety training according to their task performed Young person should be provided with the necessary protective equipment, free of charge
Training programs	<ul style="list-style-type: none"> Performance development opportunities should be provided to young persons Young persons should have access to vocational education and trainings to improve their skills and capacities needed for gainful employment
Healthcare programs	<ul style="list-style-type: none"> Age-appropriate healthcare programs including monitoring, treatment and prevention of accident-related injuries should be provided to young persons
Grievance mechanism	<ul style="list-style-type: none"> Young persons should have equal access as other workers to effective grievance mechanisms Remediation actions should be available for young persons in the case negative impacts are identified or reported
Equal remuneration and benefits	<ul style="list-style-type: none"> Young persons, as other workers, receive equal remuneration and benefits for the same work scope
Freedom of association and collective bargaining	<ul style="list-style-type: none"> Young persons, as other workers, have the right to create and join organizations that represent them, such as trade unions and/or workers associations Young persons are free to choose how they are represented Young persons, as other workers, are involved in the process of negotiation related to working conditions between their representatives and the employers
Equal treatment and no discrimination	<ul style="list-style-type: none"> Young persons are not discriminated due to their age

3.3.2 Age Verification During Recruitment

The recruitment of underage workers is in many cases unintentional and occurs due to the lack of a strict recruitment procedure to verify age. It is therefore important for MEs, BPs and IBs/FBs to establish age verification systems for the recruitment process to ensure no underage workers are employed.

*Recruitment of
underaged*

At the time of recruitment, employers are recommended to ask for proof of a young applicant's age and keep a register of young persons including their name, date of recruitment, birth date, department, job, work schedule and supervisor's name. This will allow to keep track of young persons' tasks and monitor that no young persons between 15-18 years of age are carrying out hazardous tasks.

Proof of age

3.3.3 Access to Education and Childcare

ILO has reported that education is a key component for not only preventing child labour but also for the rehabilitation of former child labourers.

Education

Removing children from child labour does not mean they will automatically attend school. There are many reasons why children don't attend school and it is important to understand them to be able to provide tailored solutions. 4C recommends that the ME and the BPs, IBs/FBs promote and monitor school attendance by children. The first step towards this would be to understand the reasons why a child of schooling age is not attending school, and then explore options together on how to support children in finishing their compulsory education. For example, MEs and BPs with the support from IBs/FBs can offer transportation to schools, if one of the reasons why a child is not attending school is because there is no transportation available.

School attendance

In addition, MEs and IBs/FBs can contribute by raising awareness among its BPs and their workers about the importance of education in the lives of children. Figure 6 presents some of the most common reasons for the lack of school attendance. Other reasons like poverty, lack of awareness, etc. are presented in different chapters under this chapter.

Awareness raising

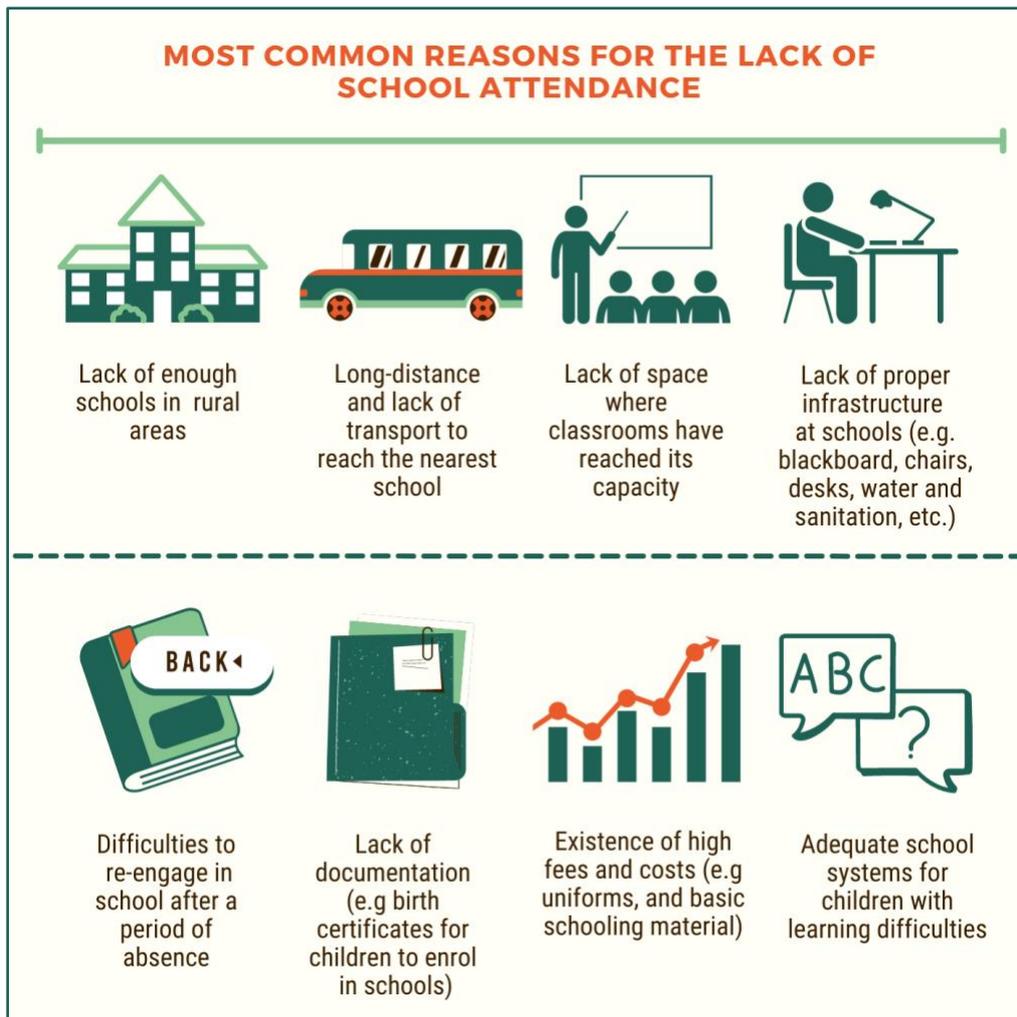


Figure 6: Most common reasons for the lack of school attendance

On the other hand, the 4C Code of Conduct requires BPs who employ workers and are not smallholders to provide safe places for children to stay while their parents are working. These facilities can offer, on top of education, meals and medical services. In the case of migrant workers, it is important, however, to ensure that these facilities have staff that can speak the native languages of the migrant families, as it has been reported that migrant parents fear to leave their children at childcare facilities where they cannot communicate with the childcare staff.

Childcare facilities

3.3.4 Minimum Wage and Economic Development

Poverty is one of the main root causes of child labour as, in many situations, families count on their children's income and efforts to earn a living. This situation is exacerbated when piece rate systems in plantations do not allow families to support themselves. Workers are dependent on high productivity targets and therefore rely on their family members, including children sometimes, to earn higher incomes. The cycle of poverty then persists, as

Poverty and piece rate systems

children who have had little or no options to receive education grow up as unskilled workers and earn low wages in adulthood. This situation is exacerbated in situations where forced labour cases are found. Figure 7 shows how the cycle of poverty is linked to forced labour and child labour.

Therefore, ensuring that wages paid to adult workers fulfil their needs and those of their families is an important mechanism to prevent child labour cases from happening. 4C requires employers to ensure workers and suppliers earn an income that allows their families to live a decent life. In this regard, piece rate payment systems are monitored to ensure that the total salary paid must be at least equivalent to national or sector minimum wage (whichever is higher) and is recommended to follow the living wage as defined for the country or in a specific region if available.

Minimum wage

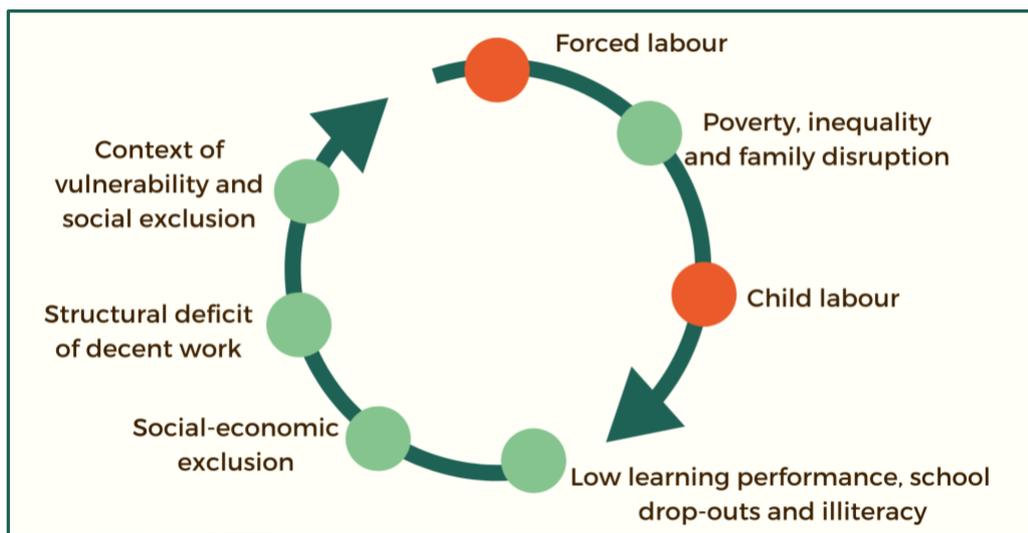


Figure 7: Cycle of poverty and the link between child and forced labour¹⁰

Besides that, the 4C Code of Conduct requires BPs to support economic development of surrounding communities by encouraging them to provide opportunities for local employment and provision of services.

Impact to surrounding communities

3.3.5 Awareness Raising Actions

Awareness raising actions among MEs, BPs, IBs/FBs and their respective workers are key for effective prevention measures. This allows for everyone to be involved and support the prevention of child labour cases.

Awareness raising

¹⁰ Adapted from [InPACTO](#)

In the case of parents, some involve their children in work because they see it as an opportunity for children to learn new skills and prepare them for the future. In many situations, these parents have also been involved in work when they were young and therefore do not perceive it as a problem. Furthermore, some parents lack awareness of the hazards certain activities could inflict. In addition, popular perception and local customs and traditions (even when they are well-intended) also play an important part in the rise of child labour cases. It is therefore key to involve parents and different stakeholders in the community, whenever it is possible, in awareness raising actions about the rights of children and the risks of involving them in hazardous work.

“For some parents, children working in the field is like a teaching/education process to them, and a family connection. It is not seen as child labour by these parents.”

4C auditor from Guatemala

Involvement of parents

Furthermore, awareness raising actions should also target other actors like community leaders, workers' representatives, schoolteachers, social workers, etc. These actors can support not only in communicating the importance of protecting children and eliminating child labour, but also in implementing prevention measures, and in monitoring the occurrence of child labour cases (see 4.3 community-based monitoring).

Involving other actors

It is important to note that awareness raising actions aim to change behaviour, which is a process that takes time and should therefore be conducted regularly and continuously.

Behaviour change

What the 4C Code of Conduct says

Principle 2.1: Human and Labour Rights

Criterion 2.1.3 Child labour does not exist

Checkpoints:

- Children under the age of 15 (or legal school-age) do attend school
- Children under the age of 18 do not perform hazardous/harmful work
- Facilities to take care of children during the working hours of their parents are available
- Transportation is available for the BP's and its worker's children to go to school with, if required

Criterion 2.1.6 Discrimination does not exist

Checkpoint:

- The BP Producer ensures that equal rights to its workers are secured with respect to age, gender, national origin, religion, race/colour, physical conditions, and political views

Criterion 2.1.11 At least the minimum wage is paid to all workers in a timely manner

Checkpoints:

- Wages for all workers are in compliance with at least the national minimum wages or sector agreements (whichever is higher)
- Remuneration for all workers is in compliance with the living wage

Checkpoint: Temporary and permanent workers receive the same benefits (beyond wages)

Criterion 2.1.13 Fair working conditions with regard to working hours are in place

Checkpoint: Working time for all workers does not exceed 48 hours weekly or fewer if provided by national law

Criterion 2.1.14 Impact of operations on surrounding communities is assessed

Checkpoint: BPs support economic development by providing opportunities for local employment and provision of services

3.4 Monitoring

A child labour monitoring system allows to assess the effectiveness of the child labour due diligence process and the inclusion of the lessons learned to improve the system. The monitoring system should include regular checks that can be done by an internal experienced team or by an external organization. 4C requires MEs to conduct regular internal audits, announced and unannounced, to assess conditions at their BPs operations.

Monitoring system

Besides regular checks, monitoring should be an on-going process and should involve MEs, BPs, and their workers, worker unions, community groups and parents. Community-based monitoring, for example, has increasingly been promoted by NGOs as an effective approach to monitor child labour because it involves people which the community trusts, instead of external auditors. A community member (teacher, religious leader, or any other community leader) is chosen to raise awareness on child labour and collect and document information on children in group member households. The [International Cocoa Initiative \(ICI\)](#) together with Nestlé have reported positive results for these approaches in the cocoa sector, which could be adapted in the coffee sector.

Community-based monitoring

What aspects should be regularly monitored?

Relevant aspects

- Implementation of the child labour commitment: periodic reviews of the action plan to put into practice the child labour commitment made. The outcomes of these reviews should lead to the necessary adjustments in the action plan, and results should be communicated internally and externally.
- Periodic assessments on the effectiveness of the established prevention and mitigation mechanisms, including:
 - Implementation of prevention measures identified through the child labour risk assessment (See step 3 from Figure 4).
 - Outcomes of the overall established prevention measures (See [chapter 3.3](#)).
- Grievance resolutions and implementation of remediation actions (See [chapter 3.5](#)).

3.5 Remediation

Even with effective prevention mechanisms in place, negative impacts on children can occur. In this sense, the UNGP advises businesses to actively engage in remediation when it identifies it has caused or contributed to an adverse human rights impact. Under the UNGPs, remediation is referred to as the process of providing compensation for a negative impact, which can take the form of rehabilitation, financial or non-financial compensation, punitive sanctions, as well as the prevention of harm through, for example, injunctions or guarantees of non-repetition.

Compensation for negative impacts

MEs, IBs/FBs and BPs can be prepared for situations where child labour cases are found, by having systems in place to enable effective remedy. A child labour remediation system will guide BPs to respond when child labour cases have been identified or reported and allow them to respect the long-term best interest of the child. This system could take the form of a Standard Operating Procedure (SOP), guideline or handbook. 4C recommends that this procedure includes information on what to do when a case of child labour is suspected, reported and/or found, and an explanation on how to implement a remediation plan. In addition, a responsible person/team should be appointed to ensure the procedure is properly implemented. The procedure will later also include following-up on identified and remediated cases of child labour to confirm the effectiveness of the remediation plan. Going back to the identified case several times after remediation actions have been implemented is crucial to guarantee that the desired outcomes were in fact achieved.

Effective remedy

The next chapter provides recommendations on what to include in a child labour remediation plan. MEs, IBs/FBs and BPs can use this as a guide and adapt this based on their context.

Components of remediation plan

Link to grievance mechanism

BPs should ensure that a child labour remediation system is closely linked to its grievance mechanism. A grievance mechanism plays a critical role in human rights due diligence systems. On one side, this mechanism enables problems to be addressed before they escalate, and on the other side, they support the provision of remedies. Children will in most cases not access grievance mechanisms themselves, however, community members, staff, workers, local NGOs, or government officials can raise incidents on behalf of children. It is, therefore, critical that they are informed about the available channels to report child labour cases.

Grievance mechanism

Box 4: Criteria of an effective grievance mechanism¹¹

The UN Guiding Principles set out effective criteria for non-judicial grievance mechanisms, and call for these mechanisms to be legitimate, accessible, predictable, equitable, transparent, rights-compatible, a source of continuous learning, and – for operational-level mechanisms – based on engagement and dialogue.

How to design a remediation plan?

When designing a remediation plan, it is important to consider that each situation is different and will have to be dealt with on a case-by-case basis. A remediation plan should be developed based on the child's age. For example, older children above the minimum school leaving age could be assisted by

Designing a remediation plan

¹¹ United Nations Human Rights Office of the High Commissioner, *Guiding Principles on Business and Human Rights*, 2011.

accessing vocational training and re-entering age-appropriate work, while younger children should receive support to re-enter school.

Box 5: Key principles of a remediation process¹²

- The protection of the child and their interest comes first
- A child should not be asked to leave the plantation/factory without due regard for what happens to him/her thereafter
- Any solution must improve the child's situation and not make the child more vulnerable to abuse
- Consult the child and his/her family or guardian
- Involve relevant professionals and other trusted stakeholders as needed

As a first step, a remediation team should be appointed to oversee the process of dealing with the specific child labour case identified. Members of the remediation team should be qualified individuals and/or organizations with experience working directly with children and families. Figure 8 shows the steps 4C recommends that the appointed team members use as reference when designing a remediation plan. The steps have been adapted from the [Operational Procedures for Remediation of Child Labour in Industrial Contexts, published in 2008 by Impactt Limited.](#)

*Remediation
team*

¹² *Ethical Trading Initiative, Base Code Guidance: Child Labour, 2017.*

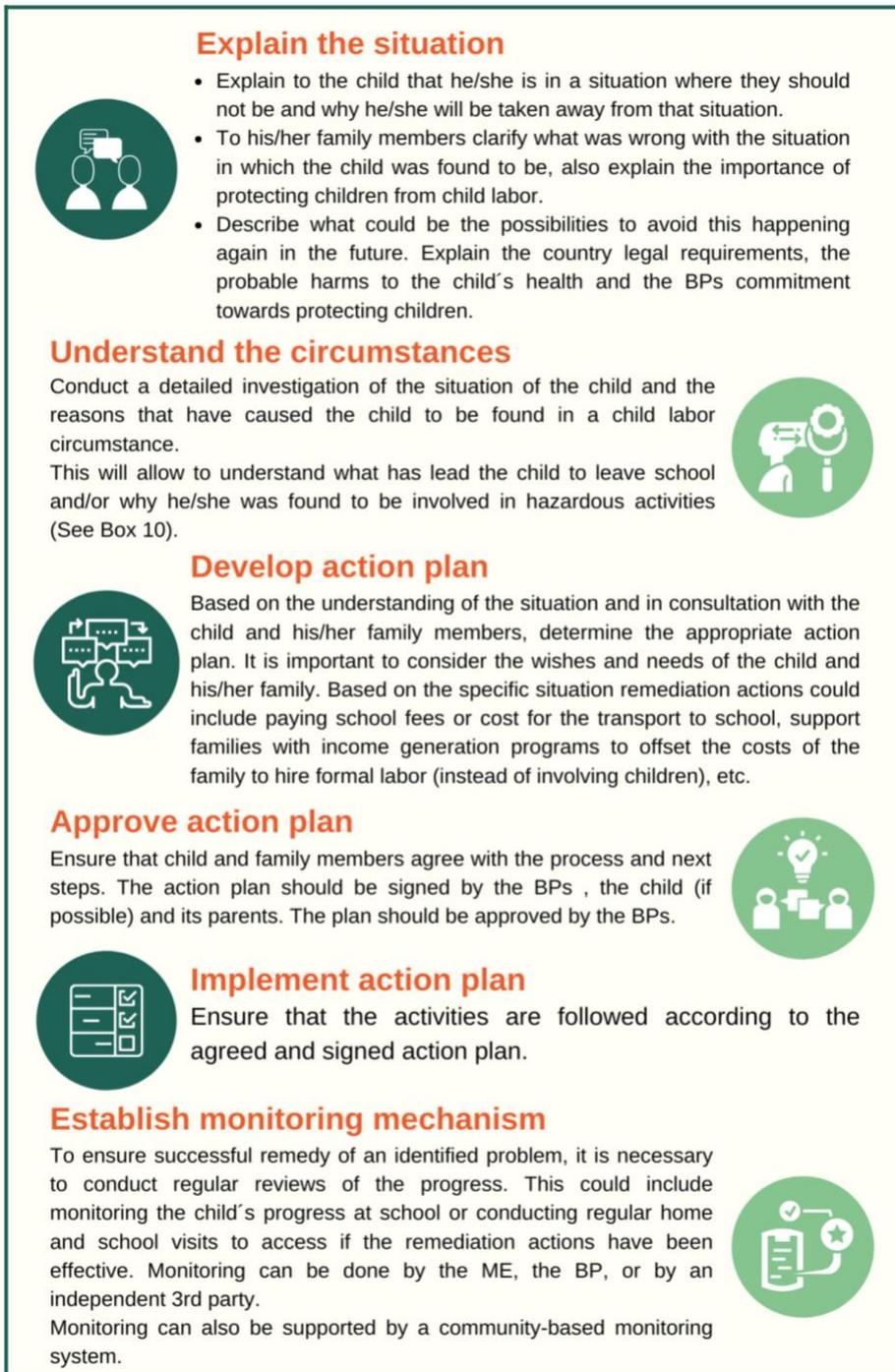


Figure 8: Recommended steps in a child labour remediation plan

What the 4C Code of Conduct says

Principle 2.1 Human and Labour Rights

Criterion 2.1.8 Complaint handling mechanisms are in place

Checkpoint: Complaint handling mechanism such as anonymous grievance mechanism are in place of which the BP's workers are aware

4 Child Labour Detection: Guidance for On-site Audits

Field audits are valuable diagnostic tools and play an important role to identify and detect potential labour and human rights risks. However, experience shows that the audit model alone has limitations, especially regarding improving labour conditions for workers and respect for their rights, including preventing and addressing child labour (ILO-IOE, 2015).

Field audits

It is key to understand the limitations of conventional field audits and explore complementary innovative approaches to produce sustainable change in terms of identifying abuses like child labour. As a result of these limitations, some companies do not have full visibility into their supply chain and do not always have an accurate picture of the realities of child labour cases. Main on-site audit limitations related to detecting child labour cases are:

Limitations

- Auditors may have only a few hours or days every year to check a work site, and this does not allow auditors to flag abuses. In addition, audits are mainly pre-announced and, in some cases, children who are in child labour situations are hidden during the audits.
- The validity of information/documentation gathered is questionable in many cases.
- In many societies, people (and even children) don't know their exact age since birth dates are not officially recorded. In addition, some children might look older or younger than their real age.

Limited time and extent of the audit

False documents

Difficulty to ascertain age

The [4C Certification Body Regulations](#) lay down the duties of CBs to perform certification services according to the 4C requirements. These include the key obligations and recommendations for auditors to follow when conducting 4C on-site audits. The following are recommendations specifically to help improve child labour detection and are mandatory when conducting on-site audits in high-risk countries for child labour.

CB responsibilities

4.1 Audit Duration and Audit Team Composition

4C recommends that certification bodies plan the onsite duration of 4C audits with enough time to be able to carry out all the necessary interviews, visual inspection, stakeholder consultations, and documents review as described in this document. This will allow certification bodies a higher assurance on the conclusions of their audits results as to the level of protection of children's rights in the respective coffee producing group.

Length of the audit

The 4C Certification Body Regulations document outlines the auditors and auditing team composition requirements to conduct a 4C audit. In sites where there is a higher risk of having child labour, 4C recommends having a gender balanced team, include more experienced team members and/or include one (or more) team members who have had training related to child labour. Research and data have shown that auditors with more years of professional

Gender balanced auditing teams

experience in the field and who have received training on child labour are positively correlated with the number of child labour cases detected.¹³

4.2 Risk Assessment

Before conducting a field audit, it is required to conduct a risk assessment of the region and the company to be audited. For auditors, a risk assessment is the foundation of an audit and allows a more effective planning and focused audit. Among others, 4C auditors who were interviewed as a source of information for this document, recommended to revise information from the Ministry of Labour, indices on levels of poverty and education, and presence of migrant workers in the producing group. It is also required to talk to NGOs and the likely government institutions about their knowledge on the presence of child labour in a particular region. The sample questions recommended for a child labour risk assessment in Figure 5 above can also be used by auditors to better understand the risk of child labour in a particular 4C Unit.

*Information
compiled before
the audit*

4C requires auditors to use the [Global Risk Assessment Services \(GRAS\)](#) – an innovative tool for risk assessment based on remote-sensing technologies and databases – to verify land use change and identify social risk areas. Besides datasets on biodiversity and protected areas, GRAS also includes social indices, such as the Global Hunger Index (GHI), World Governance Indicators (WGI), Global Slavery Index (GSI), Human Development Index (HDI), etc. GRAS is continuously expanding its datasets, including datasets with indicators related to child labour.

*Global Risk
Assessment
Services*

4C requires auditors to conduct a CLRA with questions on working conditions for young persons, including the identification of hazardous work, age verification, degree of access to education, respect of minimum wage and level of awareness on children's rights. This assessment must be applied to the conditions of permanent and temporary workers, specifically migrant workers, and workers in family farms. The questions below are examples of what could be included in a CLRA. If the answers show that at least one of the conditions is not available, then this will be considered as a potential risk.

*Questions to be
asked during a
CLRA*

Hazardous work identification

Hazardous work lists are defined at the national level and most coffee producing countries have an available list. However, these are not specific to coffee production and therefore some tasks conducted at coffee farms or mills might not be included. Figure 8 shows the steps recommended to identify hazardous work.

*Hazardous work
lists*

¹³ Center for Child Rights & Corporate Social Responsibility, *Best Response: Auditors' Insights on Child Labour in Asia*, 2016.

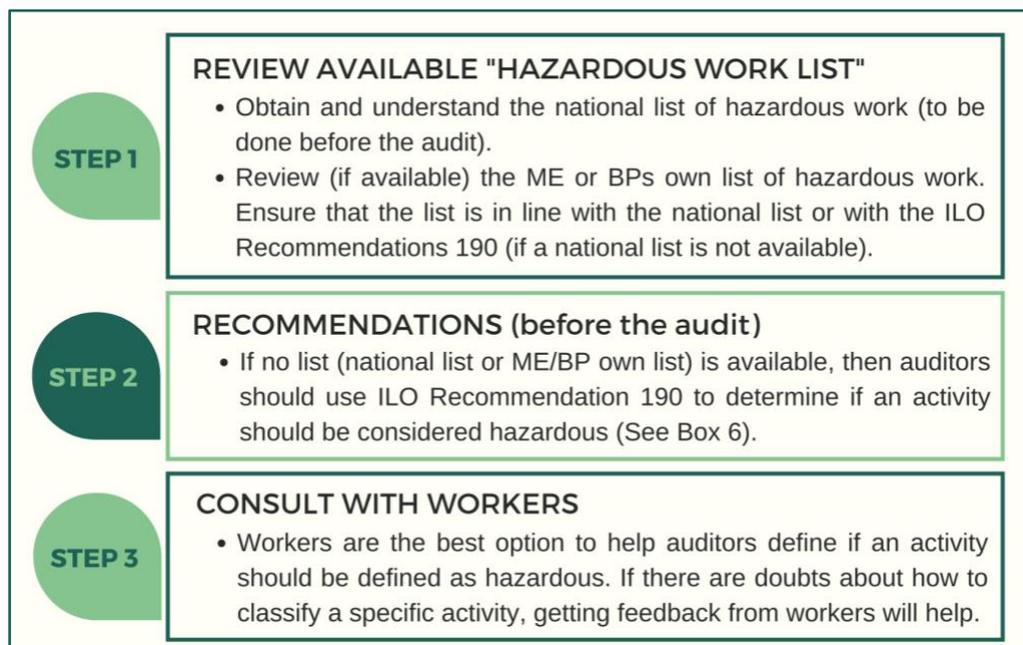


Figure 8: Recommended steps to identify hazardous work

Box 6: Sample questions to define hazardous work

- Does the task involve activities underground or under water?
- Does the task expose children to physical, psychological, or sexual abuse?
- Is the task conducted at dangerous heights?
- Is the task conducted in confined spaces?
- Is dangerous machinery, equipment or tools used?
- Does the task involve the transport of heavy loads?
- Does the task expose children to chemicals? (i.e. pesticides, fertilizers)
- Does the task expose children to flammable fuels? (i.e. diesel, gasoline)
- Is the task conducted at very low or high temperatures?
- Is there high noise level when conducting this task?
- Are the hours worked in line with national regulation?
- Is work conducted during the night?

4.3 Interviews and Documents Review

Interviews are key to gather information during an audit as they help to understand how rules and/or regulations are understood and/or implemented. In relation to detecting child labour cases, auditors themselves have reported that talking with children, parents/guardians, teachers, and community members is crucial to cross check information. One of the main challenges when conducting interviews with parents or guardians of the children is that in some situations there is a lack of awareness about the difference between child labour and child work, as well as for the importance and value of education (See [chapter 3.3.5](#)).

Interviews

“The way we communicate with farmers, the way you ask questions is very important. It is always important to listen to them and not use direct questions as this may scare them off”
4C auditor from Indonesia

*Box 7: Questions auditors can ask parents*¹⁴

- How much time does the child spend doing this work?
- Doing this work prevents the child from going to school?
- How does the child feel physically while doing the work? After doing the work?
- Is the child too tired to go to school or do homework after doing this work?
- Would the child still have time to play and participate in social/family activities?
- Does any part of the work make the child feel unsafe, excluded, or threatened?
- Does this work involve using or being around chemicals like fertilizers, heavy machinery, or sharp tools?

Through interviews auditors can also investigate and verify the age of a child if during the field audit, they believe a worker may be underage. Checking documentation (e.g., birth certificate, passport, personal identification document, school enrolment certificate) is the easiest way to verify age. However, in some countries the national systems for birth registration are not working properly and these documents are not available. Furthermore, in some situations there might also be doubts about the authenticity of documents. It is then recommended to conduct interviews using targeted questions to verify the age. These questions should avoid asking a child their age directly and focus on certain events in their life that can be helpful in detecting age. Box 8 provides examples of questions that could be posed to children to verify their age.

Verifying age

¹⁴ *Ethical Trading Initiative, Base Code Guidance: Child Labour, 2017.*

Box 8: Recommended questions to verify age¹⁵

- Can you talk a bit about yourself?
- Where is your hometown?
- Do you like school? Why? Or why not?
- How many members are in your family? What are your parents' names?
- What are your parents doing? Where are they?
- Do you have siblings? Are they studying or working? How many years older/younger than you are your siblings?
- What is your birthday by day, month, and year? So, in this case, how old are you?
- What's your zodiac sign? What about your siblings?
- When did you start junior middle school? Have you ever skipped a grade or been held back a grade?
- Which grade did you finish and when? Which grade are your siblings in? Or when did they finish school and at what grade?
- Was this a school in your hometown? Where is it?
- Do you have friends from the same hometown/school here? Do you keep in contact with your classmates? Which grade are your classmates in now if some are still in school?
- Is this your first job? Have you ever worked before? What kind of job have you done before? How long did you work for the last job?

During on-site audits, there will be situations in which auditors will have to communicate or interview children. Interviewing children is usually more challenging and requires a larger amount of time than interviewing adults. Auditors surveyed have reported that children are not always comfortable to join a conversation. It is important to ensure that interviews are always carried out in a respectful manner and should always consider the rights of the child concerned.

„I will never give the child the impression that he is under investigation. I always try to make him feel comfortable during the interview. I conduct the interview in a place where the child will feel safe and comfortable”

4C auditor from Vietnam

Interviewing children

¹⁵ Centre for Child Rights & Corporate Social Responsibility. Tool 7 Recommendations for age verification.

Box 9: Considerations when conducting interviews with children¹⁶

- Avoid technical terms, abbreviations, and abstractions, use local languages and a logic in line with local context that the child will comprehend.
- Change the topic or switch to another conversation if a child appears bored or distracted at any point during the interview.
- Respect the right of a child to remain silent on issues too sensitive to talk about. Allow the child the time to understand that he or she can exercise the right to say "No" at any time during the interview.
- Do not ignore concerns and issues raised by the child.
- Do not express disappointment if children do not tell the truth during the interview.
- Resist expressions of shock, sadness, frustration, or any other emotions listening to the information that a child has to offer.
- Ensure that the interview takes place in a neutral setting and a secure environment. Let the child decide on the terms, place, and conditions of the interview.
- An adult (e.g. parents) should always be present when interviewing a child. The adult must be able to see and/or hear what is happening.

Box 10: Root cause analysis

During the interviews conducted with 4C auditors as an additional source of information for this guidance document, the "[Five whys](#)" technique was recommended for ME and BPs to identify the underlying causes why a child is found in a child labour situation. This technique focused on using the question "Why?" and each answer forms the basis for the next "Why?" question. 4C auditors recommended that the information obtained after using this technique should serve as input to the remediation process and to identify corrective actions.

Most of the 4C auditors surveyed responded that observation and interviews are the best method to identify child labour cases. However, auditors must check if MEs and BPs have all the documentation in place for implementing an effective due diligence system. Box 11 provides an example of the documents that must be reviewed during an audit.

*Documents
review*

¹⁶ Casper N. Edmonds, ILO: *Ethical Considerations When Conducting Research on Children in the Worst Forms of Child Labour*, 2003.

Box 11: Documentation check to assess due diligence system¹⁷

- Child labour risk assessment
- Child labour policy/commitment
- Recruitment policy
- Prevention measures implementation plan
- A person or committee is appointed for assessing and addressing issues of child labour.
- Grievance mechanism available for children
- Employer's list
- Procedure for age verification during recruitment

In relation to a child labour policy/commitment, Principle 1.1. of the 4C Code of Conduct 4C requires the ME, IB/FB to demonstrate commitment to comply with the 4C requirements, which includes prevention of child labour. To ensure compliance with this principle, auditors should review the company's written commitment. Furthermore, auditors should check that a person/team responsible for the implementation of the policy has been appointed. Also, through interviews with BPs and workers, auditors must check that they are informed and aware of the 4C requirements which includes commitments towards addressing child labour issues.

*Child labour
policy/
commitment*

4.4 Stakeholder Consultation

Auditors should complement and correlate their results with information from labour inspectors, local civil society organizations, trade union representatives and other labour rights experts to give a more accurate picture of the situation.

*Complement and
corroborate
information*

"When we find a case, we must be careful because it is a critical issue. It is important to first confirm the case with strong evidence- some cases are in the grey area"
4C auditor from Indonesia

"For me, a very important aspect of the audit is to inquire with third parties like NGOs or school staff ... because this will help to get more details. For example, if the teacher says that the children do not come to school, it is already a sign of children potentially skipping school to work in the field."
4C auditor from Guatemala

¹⁷ 4C Vietnam auditor

Consulting with teachers for example is an effective way of detecting child labour cases. School attendance can be used as an indicator for risk of child labour. Auditors must interview teachers, directors, and other school staff, and check attendance records to ensure children are not skipping school for going to work.

Consulting with teachers

4.5 Integrity and Unannounced Audits

Most of the auditors that participated in the 4C survey on child labour recommended unannounced audits during the harvest season as the most effective method and timing to identify child labour in coffee farms.

Unannounced audits

The 4C System requires certification audits to be conducted on-site during harvest season every three years. In addition, 4C's expanded Integrity Program includes unannounced audits to monitor and assess 4C system users, including CBs. 4C integrity assessments are planned randomly or on a risk basis after risk evaluations, complaints or reports of non-conformity or fraud. The assessments are conducted by 4C integrity auditors and can take place in any country where 4C System users and CBs are located. The 4C integrity auditors must be independent and free of any conflicts of interest. They work on behalf of 4C and are not allowed to work for CBs cooperating with 4C at the same time.

4C integrity audits

Box 12: Protection and privacy of personal data and information

To safeguard the dignity of the child, protect their privacy, and guarantee their fundamental right to determine who may use which data for what purposes and under what conditions, personal data and information collected during interviews, documents review, stakeholder consultation, and audits should be protected and treated with discretion. If the child cannot give consent on the use of the data, parental consent should be required. Besides complying with legal requirements, when processing and analysing the personal data and information, it should only be used for the purposes for which it was originally collected.

4.6 Best Practices Sharing

4C has regular communication with its cooperating certification bodies to exchange challenges, improvement proposals, and best practices applied in the field. This communication is important for the continuous improvement of the system. Through feedback meetings and daily routine contact, auditing procedures are adjusted and aligned. Furthermore, this is an important component of the relationship between 4C and its cooperating certification bodies, and a source of developments in the 4C System.

Exchange with CBs

4.7 Continuous Improvement Framework

The audit process can also be improved when greater trust and honesty is built among actors in the supply chain. This can be achieved by placing less emphasis on the findings of the audit, and more on the progress made to

Implementation of good social practices

improve upon those findings through continuous improvement models (Shift Project, 2013). The 4C System uses the continuous improvement framework to improve social practices over time. This is one of the main pillars of the 4C certification system. To allow for a continuous improvement among the 4C Units' coffee producers and service providers, improvement plans need to be set up by the MEs. These plans address areas for improvement which have been identified during any 4C audit within the same certification period, and which need to be worked on within the three-year validity period of a 4C certificate. During the audits, auditors should emphasize the continuous improvement approach of 4C. MEs can establish an IP to support the implementation of their "no child labour" commitment and to establish a child labour due diligence system to prevent child labour cases from occurring.

Annex I: International Laws

Minimum Age Convention (No. 138)

The Minimum Age Convention was adopted on 26 of June 1973 by the International Labour Organization and came into force on 19 of June 1976. The convention includes 18 articles which set the minimum age for admission to employment. It requires ratifying countries to establish a national policy to ensure the abolition of child labour and to progressively raise the minimum age for admission to employment.

173 countries have ratified this convention. Among the coffee producing countries, only East Timor has not ratified this convention.

Worst Forms of Child Labour Convention (No 182)

The Worst Forms of Child Labour Convention was adopted by the International Labour Organization on 17 June 1999 and came into force on 19 November 2000. The convention requires ratifying countries to commit themselves to taking immediate action to prohibit and eliminate the worst forms of child labour.

187 countries have ratified the Worst Forms of Child Labour Convention, including all coffee producing countries.

Worst Forms of Child Labour Recommendation (No. 190)

The Worst Forms of Child Labour Recommendation (No. 190) was adopted in 1999. It contains, among others, recommendations to determine a specific list of hazardous conditions which a child should not be exposed to. The list of hazardous work might vary from country to country, but the ILO has set the guidelines (Section II) for defining hazardous work.

United Nations Convention on the Rights of the Child (1989)

The UN General Assembly adopted the United Nations Convention on the Rights of the Child and opened it for signature on 20 November 1989. After it was then ratified by the required number of countries, the Convention came into force in September 1990. The Convention is an international human rights treaty in which the civil, political, economic, social health and cultural rights of children are set. The Convention defines a child as a human being under the age of 18. All countries that have signed and ratified this Convention, commit themselves to create awareness and eradicate the actions or activities which are against the core principles described in the Convention.

As of June 2021, 196 countries are parties to the treaty, including all coffee producing countries.

Annex II: Minimum Legal Working Age and School Age in Coffee Producing Countries

The information in this table has been carefully researched and sources have been included. However, the information provided by the sources may not necessarily be completely comprehensive or accurate and may not be fully up to date. For this reason, it is recommended to always revise these as well as other sources.

Country	Light Work or Restricted work		Minimum legal age for work (Hazardous Work)	Legal school age (Age for finishing compulsory schooling)
Brazil	14	16	18	X*
	<ul style="list-style-type: none"> 14: only apprentices can start working. It is forbidden to work in any other job. 16: allowed to work, but they are prohibited to work at night or in dangerous or unhealthy conditions. <p>Source link</p> <p>*Schooling age was not found, however according to World Bank database compulsory education duration is 14 years. Source link</p>			
Burundi	14	16	18	X
	<p>Article 10-12 & 278:</p> <ul style="list-style-type: none"> 14: only allowed to do light work as part of an apprenticeship. 16: expectations for children of at least 15 years of age who are not enrolled in basic education. <p>Source link</p>			
China	16	16	16	15
	<ul style="list-style-type: none"> The minimum age for work is set at 16, however articles 2 & 3 of the Provision on Special protection for Juvenile Workers No 198 establish work prohibited to juvenile workers who are workers between 16-18 years of age. According to the Compulsory Education Law of 1986, compulsory education lasts for nine years, and children usually enrol in school at the age of 6. In this regard, young persons in China seem to usually complete their compulsory schooling at the age of 15. <p>Source link</p>			
Colombia	15	18	18	15
	<p>Articles 35 and 117:</p> <ul style="list-style-type: none"> 15: only allowed to work 6 hours a day and 30 hours a week and maximum until 6 pm. 18: may work full time (8 hours a day and 40 hours a week and maximum until 8 pm). <p>Source link</p>			
Ethiopia	15	18	18	X*
	<ul style="list-style-type: none"> It is prohibited to employ a person less than 15 years of age. 15-18: normal hours of work shall not exceed seven hours a day. 			

Country	Light Work or Restricted work	Minimum legal age for work (Hazardous Work)	Legal school age (Age for finishing compulsory schooling)
	<ul style="list-style-type: none"> 15-18: prohibited to assign night work between 10 p.m. and 6 a.m., over time work, work on weekly rest days and on public holidays. <p>Source link</p> <p>*Schooling age was not found, however according to World Bank database compulsory education duration is 8 years.</p> <p>Source link</p>		
	14	18	14
Guatemala	<p>Articles 148, 149, and 150:</p> <ul style="list-style-type: none"> It is prohibited to work under 14 years of age. 14-18: it is prohibited to work at night and overtime. The ordinary daytime working must be reduced as follows: <ol style="list-style-type: none"> one hour a day and six hours a week however, according to article 150, they can work two hours a day and twelve hours a week in some cases, for example: <ul style="list-style-type: none"> an apprenticeship or when there is the need to cooperate in the family economy, due to extreme poverty. work that it is light work due to its duration and intensity, compatible with the physical, mental, and moral health of the minor work that does not affect compulsory education. <p>Source link</p>		
Honduras	14	18	13
	Source link		
	14	18	14
India	<p>Part 2 and 3:</p> <ul style="list-style-type: none"> below 14: any type of employment is prohibited (incl. domestic help). 14-18: can be employed except in specific listed hazardous occupations. Prohibited to work more than six hours a day and between 7 p.m. and 8 a.m. <p>Source link</p>		
	13 – 15	18	15
Indonesia	<p>Articles 69 and 74:</p> <ul style="list-style-type: none"> 13-15: must not work longer than three hours a day. 13-15: work should not disturb their schooling period. <p>Source link</p>		
Ivory Coast	14	16	15
	Article 4: Source link		
	13	16	15
Kenya	<p>Article 53,56,59:</p> <ul style="list-style-type: none"> 13-16: may be employed to perform light work which is not likely to be harmful to the child's health or development and does not disturb their schooling. 13-18: prohibited to work between 6:30 p.m. and 6:30 a.m. <p>Source link</p>		

Country	Light Work or Restricted work		Minimum legal age for work (Hazardous Work)	Legal school age (Age for finishing compulsory schooling)
Lao PDR	12	14	18	X*
	<p>Article 101 and 102:</p> <ul style="list-style-type: none"> 12-13: may be employed for “light work” provided they shall not be required to undertake work that is unsafe, interferes with their schooling or vocational training or is dangerous to their body, psychology, or mind. 12-18: prohibited from working overtime. <p>Source link</p> <p>*Schooling age was not found, however according to World Bank database compulsory education duration is 9 years. Source link</p>			
Mexico	14	16	18	15
	<p>Article 22:</p> <ul style="list-style-type: none"> 14-16: need authorization of parents/tutors, Conciliation and Arbitration Board, Labour Inspector or Political Authority. Article 176A: restrictions for children below 14-16. Article 176B: restrictions for young persons below 18 years of age (14-17). <p>Source link</p>			
Nicaragua	14		18	X*
	<p>Article 130, 131, 133:</p> <ul style="list-style-type: none"> 16: recognized as having legal capacity to the conclusion of employment contracts. 14-16: may enter employment contracts with the permission of their parent's legal representative, under the supervision of the Ministry of Labour. <p>Source link</p> <p>*Schooling age was not found, however according to World Bank database compulsory education duration is 7 years. Source link</p>			
Papua New Guinea	11	16	16	15
	<p>Articles 103 and 104:</p> <ul style="list-style-type: none"> 11-16: can work only when employment is not prejudicial to attendance at school. 14-15: may be employed in any industry other than an industrial undertaking or the fishing industry. 11-16: shall not be employed between the hours of 6 p.m. and 6 a.m. <p>Source link</p>			
Peru	12 – 14	15	17	16
	<p>Articles 51 and 58:</p> <ul style="list-style-type: none"> 15: min age for non-industrial agricultural work. 16: min age for industrial, commercial, or mining work. 17: min age for industrial fishing. 14: min age for other types of work. 12: can work by exception, provided that the tasks to be carried out do not harm health or development, nor interfere with or limit their attendance at educational centres and allow their participation in professional orientation or training programs. 			

Country	Light Work or Restricted work	Minimum legal age for work (Hazardous Work)	Legal school age (Age for finishing compulsory schooling)
	Source link Section A and B - Source link		
	15*	18	15
Philippines	Article 139: <ul style="list-style-type: none"> Child under 15 can be employed when he/she works directly under the sole responsibility of his/her parents or guardian, and his/her employment does not in any way interfere with his schooling. 15-18: may be employed for such number of hours and such periods of the day as determined by the Secretary of Labour and Employment in appropriate regulations. Source link		
	14	16	18
Rwanda	Article 65: <ul style="list-style-type: none"> 14: prohibited to hire for labour a child under the age of 16. However, where the child has reached the age of 14, he/she may be hired with special authorization from anyone who has parental authority on him/her. 14-16: cannot be employed for night, tasks that are unhealthy, hard, noxious, or dangerous for their health and training. Source link		
	14/15*	14	18
Tanzania	Article 5 - Source link Article 82 - Source link *Zanzibar Min Age: 15 Article 98 and 100 - Source link		
	15	18	16
Thailand	Chapter 4, Section 44 and 47-50: <ul style="list-style-type: none"> 15-18: prohibited to work between 10 p.m. and 4 p.m., unless written permission has been obtained from the Director-General or a person assigned by the Director-General. 15-18: prohibited to work overtime or work on holidays. Source link		
	16	18	X*
Uganda	Section 7 - Source link Regulation 6 - Source link *Schooling age was not found, however according to the World Bank database compulsory education duration is 7 years. Source link		
	13	18	18
Vietnam	Section 7 c: <ul style="list-style-type: none"> The newly ratified labour code establishes that only people aged 18 or older are eligible to work. However, other laws address conditions for employment of children under the age of 18. The constitution prohibits "the employment of persons below 		

Country	Light Work or Restricted work	Minimum legal age for work <i>(Hazardous Work)</i>	Legal school age <i>(Age for finishing compulsory schooling)</i>
	<p>the minimum working age," generally 13.</p> <ul style="list-style-type: none"> • The law prohibits children under 18 from working in heavy, hazardous, and dangerous jobs. <p>Source link</p> <p>*Schooling age was not found, however according to the World Bank database compulsory education duration is 10 years.</p> <p>Source link</p>		

X = Not available

Annex III: Hazardous Work in Agriculture as Defined by National Lists

Note: this is not a complete list. Only those activities which could potentially be related to coffee production and processing have been included. In the cases where the country law does not specify activities related to agriculture a general description has been included.

Country	Hazardous work list
Brazil	<p>Decree Nº 6.481:</p> <ul style="list-style-type: none"> • Driving and operating, agricultural machines or similar. • In the harvesting of citrus fruits, chili peppers and similar. • In the processing of tobacco, sisal, cashew nuts and sugar cane. • In the spraying, handling, and application of agrochemicals, adjuvants, and related products, including equipment cleaning, decontamination, disposal and return of empty containers. • In storage or processing places where there is dust release from cereals. • Inside or next to fodder or grain storage silos with toxic, explosive or oxygen deficient atmospheres. • With flare-up in aerial application of agricultural products or pesticides. <p>Source link</p>
Burundi	<p>Ministerial Ordinance No 630/1. Articles 13-15:</p> <ul style="list-style-type: none"> • Manual transport of loads: 20 kgs. • Inspection, lubrication, cleaning, or repair of machines. • Driving engines, vehicles, and mechanical devices. • Manufacturing, handling, or transporting explosive or inflammable substances. <p>Source link</p>
China	<p>LMI [1994] No. 498, Article 2 – work permitted to juvenile worker:</p> <ul style="list-style-type: none"> • Work in contact with dust at grade 1 or above, exposure to noxious material, at dangerous heights, cold/hot water, or low/high temperatures. • Work with inflammable, explosive or chemical materials. • Work of continuous loading goods, more than six times per hour and more than 20 Kg or 25 Kg. • Flow process in which they keep their bodily status such as lowering head, stooping, raising, squatting down for a long time. <p>Source link</p>
Colombia	<p>Resolution Nº 1796 – 2018 Art. 3 - Agriculture related:</p> <ul style="list-style-type: none"> • Exposure to high noises > 75 dB. • Exposure to noxious material, at dangerous heights, cold/hot water or low/high temperatures. • Activities involving direct contact with decomposing animals or animal suffering. • Activities where there is detachment of mineral and vegetable particles. • Exposure to dangerous chemicals or agrochemicals. • Work of continuous loading goods, more than 12 Kg.

Country	Hazardous work list
	Source link
Ethiopia	<p>Labour Proclamation No. 377/2003 – Chapter 2:</p> <ul style="list-style-type: none"> • Work in the warehouses involving heavy weight liftings, pulling or pushing or any other related type of labour (young persons can lift certain weights depending on the conditions e.g., duration and continuity of work). • Work connected with electric power generation plants transformers or transmission lines. • Underground work, such as mines, quarries and similar works • Work in sewers and digging tunnels. <p>Source link</p>
Guatemala	<p>Ministerial Agreement N. 154-200 (Section X.) – Agriculture related:</p> <ul style="list-style-type: none"> • Work in confined spaces. • activities related to waste management. • Exposure to agrochemicals, pesticides, insecticides, use of fuels, chemical products. • Manual transport of cargo, use of heavy equipment, generators vibrations or noise levels above 80 decibels, crushing, cutting machinery, and its use as force human motor. • Works at heights 1.80 meters. • Exposure to extreme temperatures. <p>Source link</p>
Honduras	<p>Decree NO.73-96 – Article 122:</p> <ul style="list-style-type: none"> • Work which involves staying in a static position. • Work related to toxic or harmful substances. • Exposure to abnormal temperatures or in contaminated environments. • Exposure to noises over 80 decibels. • Work related to garbage or any type of pathogenic biological agents. • Work related to grinding machines, tool sharpening machines or similar occupations. • Work involving handling heavy loads. • Work related to cutting machines, milling machines or other dangerous machines. • Work carried out in agriculture or agribusiness that imply a high risk to health. <p>Source link</p>
India	<p>List of related Occupations prohibited (under Child labour Act):</p> <ul style="list-style-type: none"> • Handling of toxic or inflammable substances or explosives. • Domestic workers or servants. • Others related to industrial activities. <p>Source link</p>
Indonesia	<p>Decision of the Minister of Manpower and Transmigration of the Republic of Indonesia Number: KEP. 235/MEN/2003 of 31 October 2003:</p> <ul style="list-style-type: none"> • Jobs related to machines, engines, installations and other equipment.

Country	Hazardous work list
	<ul style="list-style-type: none"> • Heavy-duty equipment such as tractors, rock breakers, graders, asphalt mixers, and pile drivers. • Jobs that contain chemical or biological hazards. <p>Source link</p>
Ivory Coast	<p>Regulation No 2017-017 Chapter II, article 7- Agriculture related:</p> <ul style="list-style-type: none"> • Clearing • Felling of trees • Burning of plots • Hunting game with a weapon • Charcoal production • Stump removal • Wood harvesting • Clearing with a sharp object • Harvesting with a machete or sickle • Handling agrochemicals • Driving motorized equipment <p>Source link</p>
Kenya	<p>Ministry of Labour and ILO Project – List of Hazardous work and light work by children in Kenya (2012):</p> <ul style="list-style-type: none"> • Involving electrically powered tools. • Work with extreme high and cold temperatures. • Exposure to dangerous chemicals. • Operating power-driven industrial machinery. • Work on elevations of more than 2 meters. • Lifting heavy loads. • Certain kinds of domestic work or any work in any sector involving long hours, or strenuous work. • Work in noisy places. <p>Source link</p>
Lao PDR	Not available
Mexico	<p>Federal Work Law Art. 176:</p> <ul style="list-style-type: none"> • In height or confined spaces. • Where hazardous chemicals are handled. • In extreme weather conditions in the open field, exposing them to dehydration, heat stroke, hypothermia, or frostbite. • The following activities have been listed: agriculture, forestry, sawing, hunting, and fishing. <p>Source link</p>
Nicaragua	<p>Work Code Law 185 Art. 133:</p> <ul style="list-style-type: none"> • Work performed in unsanitary places. • Work that involves handling of toxic substances. • Situations in which children are exposed to sexual exploitation. • Work performed at dangerous heights or in closed spaces, very high or low temperatures and levels of noise or vibrations that damage their physical and mental health. • Work performed with dangerous machinery, equipment and tools, or the manual transport of heavy loads.

Country	Hazardous work list
	<ul style="list-style-type: none"> • Work that involves particularly difficult conditions that put the life, health, education, physical or mental integrity of the adolescents who work at risk. <p>Source link</p>
Papua New Guinea	Not available
Peru	<p>Law Nº 27337 – Approves the New Code for Children and Adolescents:</p> <ul style="list-style-type: none"> • Works that require special tools were the operator needs to be trained. • Involves handling of toxic substances. • Working at heights above 2 meters. • Exposed to noises over 60 dB. • Work on confined spaces. • Heavy lifting. • Work involving particularly difficult conditions that put the life, health, education, physical or mental integrity of the adolescents who work at risk. <p>Source link</p>
Philippines	<p>Department Order Nr. 149 - Agriculture related hazardous work:</p> <ul style="list-style-type: none"> • Activities like clearing of land, plowing, harrowing, irrigating, grafting, and cutting. • Application of harmful fertilizers, pesticides, herbicides, and others. • Harvesting such as cutting, picking, spreading for drying, hauling, topping, tumbling, stripping, burning of field, classifying, threshing, and loading of produce. • Post-harvest activities such as de-husking, scooping, loading packages. <p>Source link</p>
Rwanda	<p>Ministerial Order 2010-06:</p> <ul style="list-style-type: none"> • Examples of family income generating activities that a child aged between 5-12 must not involve in includes: fishing, hunting, construction of crop reserves, tailoring, hair weaving and cutting, local alcohol brewing, basked weaving, family business. • A child who is aged between 5-12 must no perform any kind of work outside the family or household. • A child who is aged between 13-15 years is not allowed to perform hunting, fishing, and alcohol brewing. <p>Source link</p>
Tanzania	<p>Law of the Child No 21/09 - First schedule, agriculture sector:</p> <ul style="list-style-type: none"> • Applying pesticides including fertilizers. • Harvest and sorting where using dangerous tools and equipment or harvesting plants that can be harmful. • Planting where the conditions pose threats or hazards to the health of the child. • Operating farm machinery. • Assisting technicians in farm workshops if safety measures are not adhered to.

Country	Hazardous work list
	<ul style="list-style-type: none"> ● Carrying harvest to transport trucks. ● Carrying wastes for disposal. ● Cleaning spraying equipment. ● Fetching or carrying firewood for business. <p>Source link</p>
Thailand	<p>Labour Protection Act of 98 (Section 49):</p> <ul style="list-style-type: none"> ● Work connected with heat, cold, vibration, noise and light the levels of which are different from normal levels. ● Work connected with hazardous chemicals. ● Work connected with poisonous materials, explosives, or inflammable materials. ● The cleaning of machinery or engines whilst the machinery or engines are in operation. <p>Source link</p>
Uganda	<p>The Employment of children Regulations – 2012:</p> <ul style="list-style-type: none"> ● First schedule lists the agriculture sector (tobacco, tea, rice, sugar cane, maize milling, and subsistence farmers) as occupations and activities not permitted for employment of children (restrictions depend on the age and activity). <p>Source link</p>
Vietnam	<p>Circular 10/2013 / TT-BLĐTBXH portfolio of work and workplaces prohibit employers as minors by the Minister of Labour and Social Affairs:</p> <ul style="list-style-type: none"> ● Operating the fibre sizing. ● Operating an agricultural tractor. ● Processing of coffee for export. ● Direct contact (including production, packaging, dispensing, spraying, sterilization warehouse) with chemical pesticides, herbicides, anti-termite, rat, mosquito chlorinated organic and other chemicals that can cause cancer. <p>Source link</p>