**COVID Guidance for supplier partners: Testing, vaccinations, Factory Accommodation Isolation**

**PLEASE NOTE:** The following guidance is a template which has been developed and shared by an FNET member for the benefit of other FNET members. It should be adapted for your business and you should seek your own counsel/ legal advice before issuing it to suppliers. It does not represent a specific FNET position on this issue and does not constitute legal advice.

The below document includes guidance for supplier partners who are part of the Covid-19 response through the bubble/ seal programme, provision of Factory Accommodation Isolation (FAI), or organisation testing and vaccination programmes. The guidance is intended to ensure the basic needs of workers are being met and to clarity expectations.

X Company recognises that this is an unprecedented situation with increased expectations from local authorities and limited time to prepare and implement. This guidance appreciates the context and outlines pragmatic steps suppliers can take to manage Covid-19 risks.

We recognise supplier partners are in an unprecedented situation, with increasing expectations from local authorities and limited time to prepare and implement. The below is written appreciating that context, and challenges you continue to face managing COVID risks:

1. **Testing:** 
   1. Testing can be mandatory for workers. PPE and training should be provided for those required to conduct the tests
   2. Where testing is an employer requirement, workers should not be charged for tests
2. **Factory Accommodation Isolation:** Supplier partners must provide;
   1. A process for workers to collect belongings needed for their isolation period. Supplier partners may consider also providing a process by which isolating workers can request colleagues to deliver any requested items (clothes/snacks/toiletries) throughout the isolation period with zero contact.
   2. Access to outside space more than once a day for isolating workers
   3. Food that meets any dietary/ religious requirements.
   4. Unlimited access to drinking water
   5. Access to adequate toilet and washing facilities and have a plan in place to increase these facilities as numbers isolating increase. If separate washing facilities cannot be provided for men/women then timed access should be given for privacy. (accepted standard is 1 toilet per 14, 1 shower per 15, 1 wash basin per 6. ILO standard is 1 toilet/shower/basin per 6 people)
   6. Separate sleeping areas for men and women
   7. Sleeping mat and cover as a minimum (whatever is accepted as the norm)
   8. Information on FIA rules and disciplinary action as a result of not adhering to these
   9. Information on grievance mechanisms in the FIA including phone numbers for HR and Worker Committee Representatives
   10. Methods for workers to connect/contact others – ideally providing free WIFI and means of charging mobile phones
   11. PPE and training for those managing the FIA who may be in contact with workers

In addition;

* 1. Workers who are isolating must not be locked in from the outside
  2. Fire exits must not be locked or obstructed and must be clearly marked in languages the isolating workers understand.

1. **Vaccinations;** 
   1. - Workers should not be charged for COVID tests organised by their employer

Where governments offer vaccination programmes for workers supplier partners are encouraged to;

* 1. Identify whether workers are pro/anti-vaccination, for example through the worker committee gathering feedback
  2. Respond to any worker concerns by clearly communicating about vaccinations before vaccinations become available. Aim to address mis-information directly or through directing workers to other trusted information sources (e.g. NGO’s)
  3. Explain clearly to workers that not being vaccinated puts other workers and those in the community at risk and also creates risks for the company.
  4. Consider whether your company takes a position for the future of requiring all workers to be vaccinated. **Please note:** employment principles around mandatory vaccination are still evolving and it is a complex area. Some companies in the UK have denied access to office workplaces if staff are not vaccinated, some are saying all future workers must be vaccinated. As yet no-one is saying that refusal to be vaccinated will lead to dismissal.