

ILO Technical Paper (No. 3)

**Workplace monitoring in Asia to combat
child labour**

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Lessons learned from five ILO-IPEC Projects

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**Monitoring
Child Labour
at the Workplace**

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1. INTRODUCTION

Workplace monitoring has been used successfully since 1996 in two ILO-IPEC child labour projects in Bangladesh (the garment industry), and in Pakistan (in the soccer ball assembly in Sialkot). The essence of these two project has been discussed in the Asian Regional High-level Meeting in Jakarta, last March, and they will be presented again in the Dhaka meeting. These two flag-ship projects have got a lot of public attention, and they have been used as terms of references for several new ILO-IPEC child labour projects not only in Asia, but also extensively in the Latin America and Africa.

ILO-IPEC is implementing the monitoring concept also in five projects in footwear and fishing sectors in Indonesia, the Philippines and Thailand. Although these five national projects have been operational only for nine months, some conclusions and 'lessons learned' can be drawn from them, and they are discussed in the chapter 4. However, my main quest in this paper is what the monitoring is, and how it is implemented in different environments?

1. PHILOSOPHY AND GENERAL IDEAS OF WORKPLACE MONITORING¹

The basic philosophy for withdrawal of children from work, and for the monitoring of this withdrawal, has been expressed in the following quotation:

"Systematic efforts to ensure that workplaces and communities remain child labour free means first of all that awareness-raising activities should not be limited to the children and parents, but extended to all involved groups: employers, managers, and adult workers in workplaces, community leaders, service providers and enforcement agencies. In the second stage, monitoring mechanisms need to be set up to ensure that children withdrawn from work remain and complete school and that new children do not enter work. This can be done in schools or educational centres, in workplaces and in children's communities."

Although one can agree with this statement, and exactly that happened in Bangladesh and Sialkot, such conditions are not always present. Concerning the footwear projects in Indonesia, the Philippines and Thailand, the main assumption during the design of those projects was that the activities which were targeted by the projects, concerned 'informal sector in a family environment where children were working and not going to the school.' However, the real situation has been quite different in all three countries. In Thailand, after the economic crises in 1997, the above mentioned working arrangement was to a large extent dissolved, and families moved back to their home villages. In Indonesia their work is based on informal small and medium sized workshops which mainly are located by households, but can be also found as stand-alone facilities. Working children are partly going to school. In the Philippines, the work in our project site takes place almost totally in households where children are mainly helping out their families. Most of the children go to school.

Lessons learned 1:

More emphasis should be placed on the right project design. Usually there is a great urgency during the project design, but what is gained in time before the approval process will be lost at the beginning of the project's implementation.

The second quotation from the same source says that

¹ Haspels, Nelin; Jankanish, Michele (ed.), 1999. Action against child labour. International Labour Office.

"In any workplace monitoring programme, the active participation of the concerned employers, manufacturers, contractors, subcontractors is critical, as the commitment to free all manufacturing and production processes from child labour may call for a change in established and traditional manufacturing and production practices. The involvement of the concerned workers' representatives, and local community groups, as well as the concerned governmental agencies is also critical."

All this is very true though the question arises what one should do if the employers or manufacturers do not exist, or if they are not willing to cooperate with the project? Obviously, since we have had this kind of experience in our five national projects, we have had to think different methods to solve this problem and find out the answer how to get the employers or manufacturers, or like in our case, operators (either independent or working for sub-contracting), to participate. What we are doing at the moment is that after we have conducted several awareness raising and advocacy activities, and community mobilising activities, we have formalised these efforts as Letters of Agreements, or Memorandum of Agreements, or even as individual agreements with operators (in the fishing sector).

The first Letter of Agreement concerning *jermal* fishing platforms in Indonesia was signed in April, 2000, with the Government of North Sumatra. The second Memorandum of Agreement for Multi-sectoral Co-operation and Community Action against Child Labour in Biñan, Laguna, was signed on 6 October, 2000, in the Philippines by 15 different organisations representing the local government, employers' and workers' organisations, and several NGOs. The draft agreements are available for the fishing operators (three operators) and for one fishing association including 56 small and medium sized operators, and they will be signed within next few weeks. There are, however, sometimes some workshop owners who are not willing to cooperate, and in those rare situations the co-operation with the local labour inspectorate is more than necessary. These kinds of arrangements have been made regarding the footwear sector in Thailand, and the fishing sectors in Indonesia and the Philippines.

Lessons learned 2:

It is necessary and important to formalise the monitoring approach and the basic access to the work sites by formal agreements. Had this been stated in the project document or not, the signed agreements have greatly facilitated the project implementation. It is important to remember that all our ILO-IPEC projects are based on voluntary participation of different partners, not on enforcement activities, therefore the mutual agreements are important.

The third quotation from the same source summarises the basic elements of the ILO-IPEC prevention and monitoring programmes which are:

- Ensuring co-operation and collaboration of employers/manufacturers, workers' organisations, district administration and other government departments;
- Assessing child labour involvement in the particular sector or industry;
- Assisting the participating employers/manufacturers in setting up their internal monitoring system;
- Operating an external monitoring team(s) involving ILO project Staff;
- Identifying and zoning monitoring area for visits;
- Establishing a monitoring database to collect, analyse and synthesise data, to indicate schedules of surprise monitoring visits, and to prepare reports on progress; and
- Establishing linkages with social protection component of the programme.

All above basic elements can be found in Bangladesh and Sialkot projects, and the monitoring was based successfully on them. As mentioned, the existence of child labour is not always so visible, and local conditions may greatly differ. At the beginning of our five projects, we used a lot time for elaborating, thinking and designing new and innovative monitoring approaches. The practical implementation of monitoring may vary but the main principles are common.

In the following chapter the main elements of our five national projects in footwear and fishing sectors in Asia will be elaborated. First, I will draw the conclusions, and then a detailed description of the present status of each project is given.

2. WHAT IS MONITORING?

If we remember what the monitoring wanted to achieve in regard to the earlier mentioned two major projects, we can take that as a starting point.

In Bangladesh the monitoring concerned

- the verification of the presence of child workers in textile and garment factories, and
- the school attendance of children in the non-formal education centres.

In Sialkot (Pakistan) the ILO was monitoring

- the presence of child labour in the stitching centres,
- the transfer of stitching activity (production) from homes to the stitching centres, and
- whether the stitching took place in registered stitching centres (and by whom), or not.

These both well established cases included formal agreements with employers (manufacturers or their representatives), and the monitoring was composed of internal and external monitoring, zoning, databases, etc. Those conditions do not apply for our five projects. So, how to start building up a credible, reliable and transparent monitoring system?

3.1 Monitoring approaches in five national footwear and fishing projects

To start with, we could say that the monitoring may take place in the formal sector or in the informal sector, and it may concern registered or non-registered workplaces. Monitoring is not an inspection as the inspection is understood in the context of the ILO's Labour Inspection Convention No. 81. Monitoring, and participating in a monitoring scheme, is basically a voluntary operation which, however, will become more involuntary when the target group has agreed to be monitored.

Monitoring is not *surveying*, not *visiting*, not *information sharing*, although monitoring may include these aspects. Monitoring is verification on something that has been agreed with someone in advance. Monitoring is not enforcement.
What does the monitoring concern?

Monitoring may concern the presence of children, withdrawal of children, verification of production transfer from homes to workshops, checking if the work done is done by a

participating manufacturer, verification of the school attendance of children, etc. Monitoring concerns always directly or indirectly the issues related to children in working situations. This all means that something which has been agreed in advance, i.e. a Social Agreement, with employers, parents, manufacturers, operators, or even with the children themselves, is now being observed and verified by the monitoring teams of the project.

What is a monitoring visit?

The Monitoring Visit is a planned and unannounced visit to a site or an activity during which certain tasks will be accomplished, and after which a monitoring form will be completed for recording purposes, and for updating databases. The first monitoring visits should be focused on confidence building and information sharing activities.

The duties of the monitors, and monitoring teams

The main duties of monitors, or monitoring teams, are to conduct monitoring visits. Besides that, the ILO monitors may be involved in collecting preliminary information, planning of monitoring visits, initiating social protection components, updating the databases, or in similar activities. This all naturally means that the monitors may be asked to do also other duties besides monitoring visits.

3.2 Monitoring examples from Footwear Projects

A. Monitoring may concern **households** and verification of their participation into:

- education activities (non-formal or formal),
- skills training or pre-vocational training,
- income generation activities, e.g. micro-credit schemes,
- less hazardous or safe working operations,
- health surveys or/and health schemes.

B. Monitoring may concern **factories and workshops** and their participation and Their participation or collaboration into:

- withdrawal of children (if agreed),
- information sharing of footwear production and its location in the area,
- guiding and facilitating their sub-contractors for the elimination of child labour.

C. Monitoring may concern **social protection activities** and their use by target groups:

- Participation of children in those activities, and their presence (attendance),
- development of children (achievements),
- progress of that particular activity (collecting information for indicators).

3. CHILD LABOUR VERIFICATION AND MONITORING SYSTEM IN FIVE NATIONAL PROJECTS ON FOOTWEAR AND FISHING SECTORS

4.1 The Footwear Project in Thailand

The baseline survey on footwear production was conducted in April 2000, in tentative project sites in Bangkok and Samut Prakarn. Outcome was surprising since instead of finding 1,500 children, the survey found only 165 children because of changed production practices after the financial crisis. On the other hand, this survey uncovered that 1,000 small, mainly unregistered footwear workshops were operating in another area of Bangkok. Since the survey was based on observations, not on interviews, the exact number of child labour could not have been verified. The observations, and some site interviews, do indicate that around 10% of the total workforce of 10,000, were below 18 years of age, and around 300 of them were under 15 years of age.

Based on these findings the project document was revised so that the main objective instead of mainstreaming children back to school, is now focusing on skills training of 15-18 years old children (Annex 1 gives an overall picture of this revised approach). The revision was extensively discussed with different project partners, and in particular with the Ministry of Labour and Social Welfare before having been finalised.

Concerning monitoring in the Thai Footwear project done by four workplace monitors and one chief monitoring expert, which actually started in September, 2000, the focus is on visiting all 1,000 workshops for verifying the baseline information. Later on when skills training opportunities and other social protection activities will be in place, the monitors will establish a "social agreement" with workshop owners and/or operators on how the children will be involved in training activities, and how they will be withdrawn from hazardous activities to non-hazardous operations. The monitoring will from that point on concern the verification of those "social agreements."

Lessons learned 3:

After having verified the actual situation, based on rapid assessments or baseline surveys, the project management should be ready and willing to revise the original design of the project in case the situation has been changed. During the revision, the main partners especially from the Government side, should be involved.

4.2 The Footwear Project in Indonesia (Bandung)

Cibaduyut footwear centre in Bandung (West Java) has traditionally been a footwear production area. There are 100-200 bigger footwear workshops employing some 50-300 workers which still can be classified as informal sector, or at least, as non-registered workshops. In addition to that more than 10% of the households in the area are involved in footwear manufacturing.

The first baseline survey was conducted in three major villages of Cibaduyut, and 289 *bengkels* (a small footwear workshop in the informal sector) were found from the area. From these 289 workshops 91 were employing 202 children. Later on when our monitoring teams started to verify the baseline data, the number of *bengkels* and children almost doubled. The second baseline survey for the rest of the area will start within a month.

An interesting finding has been that workshop owners or operators are not really employing children. Children are recruited by *tukangs* who are senior skilful workers. Often this kind of recruitment is based on request of children's families. *Tukangs* are also paying the

salaries to children employed this way. Other important finding is that among 435 school age children coming from child labour families, 292 (67%) are out of school according to the baseline survey.

The monitoring team in Bandung is similar to the team in Thailand. The monitoring started in August, 2000, by the verification of the baseline data, and by collecting new information concerning children and their profiles. In Indonesia the focus will be either to mainstream children back to school (the project has established an action programme with the local school teachers in order to facilitate this issue), or to establish some non-formal education centres. In addition, the project will focus on *tukangs*, first by organising them to an association or a trade union, and then to advocate child labour issues among them. Later on, skills training for children will be added in to the programme.

Lessons learned 4:

Identification of key players is most important. They may not be the traditional employers or manufacturers. Besides the families themselves, the school teachers and older workers (tukangs) have had an important role to play in Bandung.

4.3 The Footwear Project in the Philippines (Biñan, Laguna)

There are two major footwear production sites in the Philippines; Marikina near Manila, and Biñan (Laguna) which was selected for a pilot site for the project. In Biñan, in the Barangay Dela Paz, it was estimated, based on a rapid assessment from 1999, that 1,500 children were working in the footwear sector. However, this estimate was based on the assumption that "for every child worker seen, most likely another ten workers would be hidden." Whether this assumption is true or not, will be verified during next few months.

The first baseline survey for the project was conducted by a NGO when it became obvious that from the monitoring point of view, i.e. concerning the mapping of potential monitoring sites, this baseline survey was not able to produce the expected outcome. The NGO was specialised on mobilising communities which they also did by using different methods². Obviously, these methods were quite time consuming. In addition, the whole area was flooding for several weeks because of rains. Due to these circumstances the survey did not uncover the real magnitude and location of child labour. The effort was not in the end wasted since after this baseline survey, the whole community was well and positively aware of the project.

Since August, 2000, the monitoring team has started to verify information from this survey. The team has found out that around 52% of operators/employers involve children in finishing and packing of footwear products, 28% admitted using children in upper making, while 12% revealed that they involve child workers in bottom sole making. The bottom and sole making includes hazardous operations because of the use of solvents and glues. What these figures really mean in practice for our target group, will be seen at the end of the year.

At the moment, we are to start a new baseline survey by the University of the Philippines. This survey will be mainly a rapid appraisal of the whole area in addition to

² Participatory Rural Appraisal (PRA), Focus Group Discussions (FGD), Community Forum (CF), Community Planning (CP), and Key Informant Interviews (KII).

some key interviews in order to establish reliable profiles of child labourers, their families, and manufacturers.

The Biñan project has an additional and specific characteristic with regard to the other footwear projects. In Biñan we are dealing in first hand with poverty alleviation. The whole community is almost slum like, build on no-man's land, where every peso counts. In spite of that, it seems that most children go to school, and only after school hours they are helping their families. The real issue in Biñan is not the withdrawal of children from the work but improving their situation by income generation. Obviously the work in hazardous conditions must be replaced by non-hazardous activities. These circumstances give a special feature to the monitoring. In Biñan the monitoring will concern some concrete changes (improvements) in children's life, and it has to be focused also on the social protection activities.

It must be emphasised that the establishment of the Biñan Child Labour Committee (BCLC) with a very broad representation of governmental and civic organisations will be a milestone for sustainability of the project. With this committee's help, it is planned later on to take over the duties of the Project Advisory Committee (PAC).

Annex 4 is a basic monitoring form from the Biñan project, and similar forms are in use also in Thailand and Indonesia.

Lessons learned 5:

From the monitoring point of view, it is important to locate (to map on a physical map of the area) the potential monitoring sites. If the monitoring baseline survey (mapping) is combined to the information collection for social protection activities, as in most cases might be meaningful, the different outcomes from the survey should be kept separated and clear.

Lessons learned 6:

Dealing with extremely poor communities the focus should be in income generation activities which may include, for example, organising the community as a co-operative, helping them to have access to micro-credits, organising activities to empower them towards local authorities, having access to education or skills training, etc. A simplistic withdrawal approach is usually counterproductive in these kinds of environments.

4.4 The Fishing Project in Indonesia (Medan)

Two fishing projects, part of ILO-IPEC sub-regional activities under the same management as footwear projects, represent very different nature compared to the footwear projects. Furthermore, the fishing project in Indonesia (the *jermal* platform fishing) differs very much from the fishing project in the Philippines (the *paaling* deep-sea fishing). The monitoring concepts in these two projects have also their own specific features.

The Indonesian fishing project is dealing with fishing from stationary platforms which are located within 250 km long area in the Strait of Malacca, up to sixty kilometres from the land. It has been estimated that there are 200-500 *jermals* operational at the moment. Usually there are 10-15 workers on a platform including 3-4 children between 15-18 years of age. The recruitment period is for three months working period during which the crew members are not

visiting coastal areas but living on jermals. The work is classified as worst forms of child labour.

In the project document it was planned that ILO monitors would monitor the recruitment of children and the rest areas of the crew. The monitors were also supposed to advise the labour inspectors on monitoring and inspection of child labour, since it is the duty of labour inspectors to inspect *jermals*, according to the project document.

During the first nine months the project has been able to revise and improve the tentative monitoring approach. Based on the Letter of the Agreement with the Government of North Sumatra, a Project Advisory Committee which has been established, will lay down the policy guidelines for the implementation of the project, including monitoring. Concerning the monitoring, it was obvious that the labour inspectorate was and is a key partner, not only because of their inspection mandate but also since they have had earlier activities in *jermals*. During an intensive workshop last July, the monitoring team and the regional manpower office (the labour inspectorate) had thorough brainstorming sessions in order to find the best way to organise this collaboration.

As a solution we came into a conclusion that joint visits to *jermals* would be organised when ever it is necessary. Preliminary fact finding visits could be done by the ILO monitoring teams in advance in order to establish an easier relationship with *jermal* crew members, and especially with the foremen of the platforms. During our two baseline surveys it has become clear that the foreman is a key person in child labour issues. He is actually recruiting his crew, children included, and it is his decision to decide who will come and go.

Based on these observations, our monitors have started intensive training interventions among the foremen. These training activities will include 13 workshops in different parts of the shore line, and they are preceded by visits to the concerned *jermals*. Later on, the inspectors' training in child labour issues and monitoring aspects will be organised, as well as some awareness raising activities for the owners of *jermals*.

Annex 2 includes the basic monitoring form of *jermal* platform monitoring. Later on, the monitors will be monitoring social protection activities in the home villages of the crew members (of child labour).

Lessons learned 7:

Concerning the worst forms of child labour, the collaboration with the enforcement agency is a precondition for a successful implementation of the project. To use only an enforcement approach, would be doomed to be failed. The combination of enforcement activities with opportunities for social protection, will produce clearly best results.

Lessons learned 8:

Labour inspectors have their very specific duties, and only one of them is related to the supervision of minimum age of employees (child labour). Although there are a lot of similarities with our monitoring activities, one should not regard them congruent. If the labour inspectors want to focus specially on child labour elimination, they need to have a special group of inspectors, a task force, to be trained to handle sensitive child labour issues. Also there is a need for having a policy decision on how to collaborate with the NGOs.

4.5 The Fishing Project in the Philippines (Dumaguete)

The Fishing project in the Philippines is so called *paaling* deep-sea fishing where the crew of 250-350 fishermen is recruited for an 10-month fishing expedition for Sulu Sea, Palawan waters, and even further away. This fishing method includes a large group of divers who by using a pressurised air hose are diving and scaring fish out of corals in to a net. During diving, the divers often use the same impure air for breathing as what is used for scaring fish. Some divers may stay several hours below the surface.

The project office has been established in Dumaguete (Negros Oriental) because the recruitment of crew members takes place either there or in Cebu.

At the moment there are three fishing operators with 18 ships. The rest and recreational areas are located in Palawan Island near Busuanga.

Besides the traditional *paaling* fishing, there are small and medium sized fishing operators (usually 20-25 crew members/boat), and these 56 operators have established the Negros Oriental Commercial Boat Fishing Association. At the moment we have one action programme collecting information about the child labour situation among these operators.

The basic idea according the project document is to monitor the recruitment of crew members (pescadors), and the resting areas for fishermen. However, the weakness in this approach is that the operators may or may not allow the access for our monitors to these sites. In order to facilitate this problem, the Memorandum of Agreements (four separate pieces) have been drafted with the above mentioned partners, and with our main governmental partners: DOLE (the Department of Labour and Employment) and BFAR (the Bureau of Fisheries and Aquatic Resources). The latter one is issuing licences for operators for each fishing expedition, and DOLE is supervising the employment contracts of the crew members at the recruitment sites.

At the moment our monitors are monitoring recruitment whenever they get to know that the recruitment is going on (the latest recruitment took place on 2nd of October in the middle of the night). Later on, when social protection programmes will be in place in the municipalities and villages from where the child labour is coming, the monitors will be monitoring their progress.

The Annex 3 includes the basic monitoring form (still a draft) for the monitoring of recruitment sites. There is a separate form to collect information about children who were trying to get recruited.

Lessons learned 9:

Concerning this kind of worst forms of child labour, the steps to be taken must be careful ones. There is no room for a failure. To establish a relationship with operators based on mutual trust in order to have an access to the monitoring sites (the recruitment and recreation), and even to the boats, is crucial. To achieve a general agreement is more important than its content, to begin with.

The security of monitors must always be taken into consideration. These fishing operations in the Philippines are politically very explosive, and guerrilla recruitment against the Government is going on in some villages in Negros Oriental.

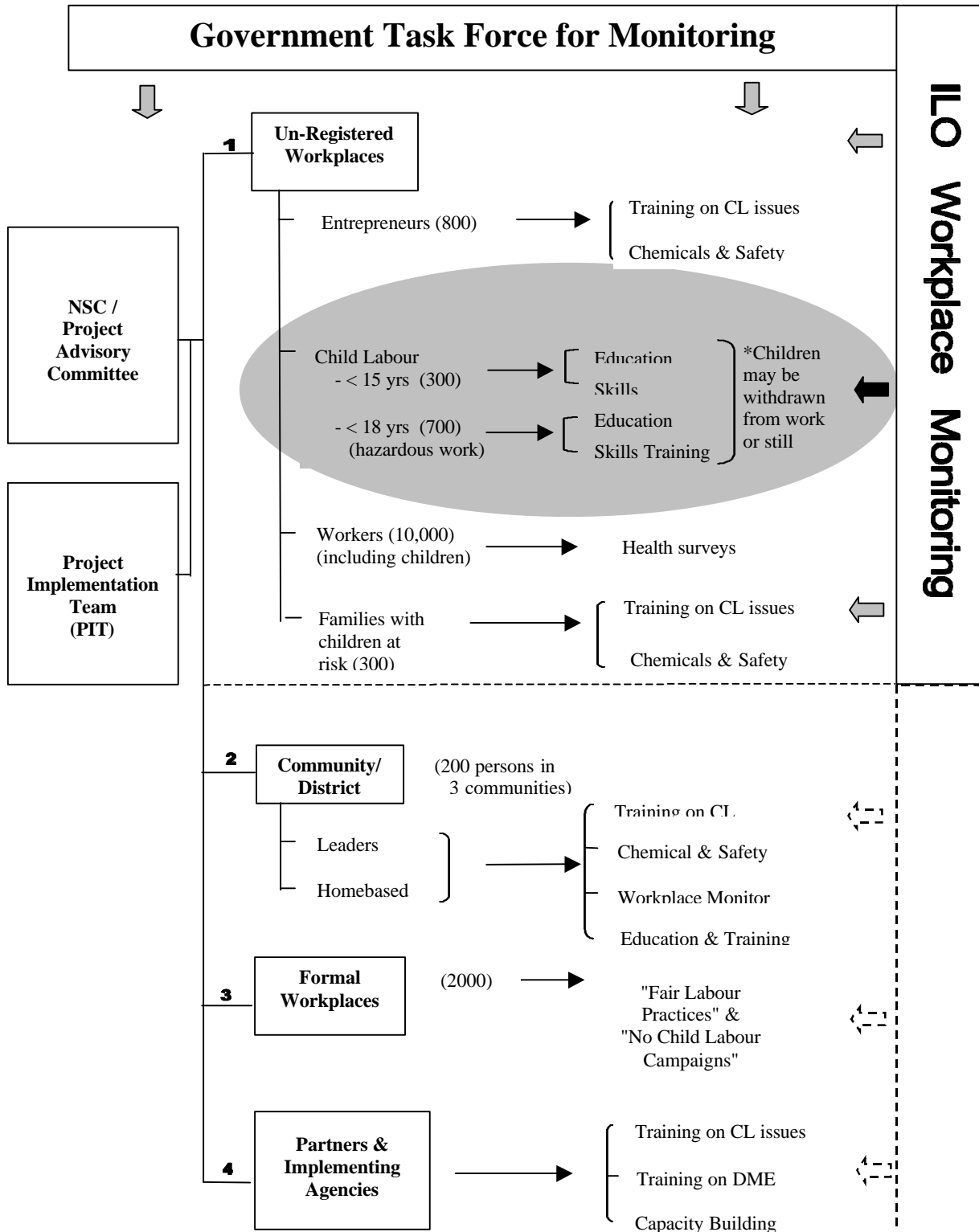
Lessons learned 10:

A good and open relationship to the child labour communities is a key to success. As long as these communities are pushing their children to paaling operations, it will be difficult for outsiders to intervene. For building up trust and good rapport we need to focus on skills training and income generation activities.

4. SUMMARY

The monitoring activities in five ILO-IPEC national projects have been operational last 1-2 months. After six months we should be able to draw more reliable conclusions about what works and what does not work. Already now we can see that monitoring should not be designed or seen as an isolated activity but as an important tool for merging the project beneficiaries, child labourers, with social protection activities, and at the same time, showing the credibility and transparency of the project's implementation to the outside world.

NEW STRATEGY FOR THE FOOTWEAR PROJECT IN THAILAND



JERMAL MONITORING VISIT FORM

Jermal ID: _____ Mon.Date: _____ Team (int): _____

Jermal name: _____ Type: _____

Jermal location (coordinations): _____ Zone: _____ Cluster: _____

Name of the owner: _____ Address: _____

Foreman 1: _____ Address: _____

Foreman 2: _____ Address: _____

Duration of work (1): _____

Duration of work (2): _____

Number of workers over 18 years: _____

Number of workers under 18 years: _____

Data of identified children (Obs. Remember to fill also Child Data Form):

Name:	Nick name	Date of birth/Address	Work start:	Farther's name:

Data of jermals (structural condition, safety devices, communication, etc. Fill up also Jermal Form)

Size: _____	Age: _____	Structural Condition:	Good	Average	Poor	Bad
Communication equipment: _____						
Recreational facilities including sleeping conditions: _____						
First aid facilities: _____						
How often the service boat is visiting: _____						

How far the jermal is located from the shore (km and time): _____

Weather and sea: _____

How you were received by the foreman: _____

Attitudes of children (if found): _____

The Social Agreement or Action to be taken by the jermal management after the visit:

Remarks: _____

**ILO-IPEC MONITORING FORM ON THE RECRUITMENT
FISHING PROJECT, DUMAGUETE, THE PHILIPPINES**

A. BOAT IDENTIFICATION INFORMATION

Place: _____ Province: _____
 Date: _____ Time: _____
 Fishing Company: _____
 Expedition Number: _____
 Source of Information: _____
 Position: _____

1. BOAT IDENTITY

- 1.1. Name of fishing boat: _____
 1.2. Gross tonnage of boat: _____
 1.2.1. Crew capacity: _____
 1.2.2. Fishermen capacity: _____
 1.3. *Maestro* assigned to the boat: _____

2. BOAT'S ACTIVITIES

- 2.1. Destination of boat from Dauin: _____
 2.2. Expected time/date of arrival at destination: _____
 2.3. Place of fishing ground: _____
 2.4. Expected date of arrival at fishing ground: _____
 2.5. Place of rest and recreation: _____
 2.6. Expected date of arrival at rest and recreation after first fishing: _____
 2.7. Expected date of replenishment: _____

B. PESCADOR (FISHERMEN) INFORMATION

- 1.0 Approximate number of fishermen who applied: _____
 2.0 Approximate number of fishermen hired: _____
 3.0 Place of origin (use a separate list):

<i>Number (how many)</i>	<i>Barangay</i>	<i>Municipality</i>	<i>Province</i>
_____	_____	_____	_____
_____	_____	_____	_____

- 4.0 Approximate list (number) of applicants (mainly children) rejected: _____

- 5.0 Place of origin (use a separate list):

<i>Number (how many)</i>	<i>Reason</i>	<i>Barangay</i>	<i>Municipality</i>
_____	_____	_____	_____
_____	_____	_____	_____

- 6.0 Count and type of Documents presented:

- a. Birth Certificate _____ b. Barangay Clearance _____
 c. Community Tax Certificate (sedula) _____
 d. Others _____ (State how many)

- 7.0 Count of Guardians/Companions who came:

- a. Relative _____ b. Father _____ c. Mother _____
 d. Neighbour _____ e. Friend _____ f. None _____
 g. Others (*specify*) _____

MONITORING FORM No. 1
 FOOTWEAR WORKPLACE MONITORING VISIT

Workplace ID:

Zone:										Cluster:					Proximity:				
-------	--	--	--	--	--	--	--	--	--	----------	--	--	--	--	------------	--	--	--	--

Last visit:										Current visit:																			
Date: _____					Time: _____					Day: _____					Date: _____					Time: _____					Day: _____				
Visit Reference No.										Visit Reference No.																			
A					- 00 1					- 12 55																			
Total number of monitoring visits (excluding current one):										Lap time: _____ days																			

<i>Name of Monitor:.....</i>	
Result of the visit	Reason/s if the answer is either 2, 3, 4 or 5:
Production is ongoing and the operator is available for discussion.	1
No production found but the operator is available for discussion.	2
Production is ongoing but the operator is not available.	3
No production found and the operator is not available.	4
The operator refused to grant entry in the workshop and refused to discuss with the Monitor.	5
Action taken:	

Verification of workplace information:

	<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>
	Findings per baseline survey report	Findings during the last visit 1 W/ changes 2 No changes	Findings during the current visit 1 W/ changes 2 No changes	Reasons for variations of findings from <u>II</u> to <u>III</u>
Is the enterprise operational for the last one month?				
Address of the enterprise:				
Name of operator/employer:				
Location of the workshop (in reference to the family dwelling):				
Enterprise affiliation:				

Remarks / Recommendations:

Verification of information on child workers: Per baseline survey and during the last visit, are there children working in the footwear enterprise? **1 Yes** **2 No**

CHILD Identification No.	A1	B1	C1	A2	B2	C2	A3	B3	C3	Remarks / Recommendations:
	Name of child workers per baseline survey report	Age	Schooling Status 1 In-school 2 Out of school	Name of child workers identified during the last visit 1 The same CW in column A1 2 New entry 3 No new CW identified	Age	Schooling Status 1 In-school 2 Out of school	Name of child workers identified during the current visit 1 The same CW in columns A1 & A2 2 New entry 3 No new CW identified	Age	Schooling Status 1 In-school 2 Out of school	

Agreement between the footwear operator/employer and ILO-IPEC Monitor:

Is there an agreement on:	During the last visit: 1 Yes, w/ written agreement 2 Yes, verbal agreement only 3 No agreement yet	Compliance and progress of the agreement (per findings and results of current visit)		Remarks / Recommendations:
		1 Full compliance 2 Partial compliance 3 No compliance	A Agreement modified/amended B First agreement created C Agreement suspended D No agreement created	
i) The conduct of workplace monitoring, information exchange and verification?				
ii) Employment and/or working arrangements of child workers?				
iii) Improving workplace conditions?				
iv) Participation to IPEC programmes i.e., social protection activities, advocacy, etc?				
v) Others?				