# BOSSA

## SOCIAL COMPLIANCE

### SUPPLIER INSPECTION CHECKLIST

#### Auditor/Auditors

<table>
<thead>
<tr>
<th>Name Surname</th>
<th>Role in Inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sevgi Kansoy</td>
<td>Lead Auditor</td>
</tr>
<tr>
<td>Serpil Çelikkaya</td>
<td>Auditor</td>
</tr>
</tbody>
</table>

#### Inspection time

<table>
<thead>
<tr>
<th>Starting Date</th>
<th>Starting Time : 12:45</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit End Date</td>
<td>End Time : 13:15</td>
</tr>
<tr>
<td>Location</td>
<td>Town/Village: Söke</td>
</tr>
<tr>
<td></td>
<td>Country and State: Aydin/ Turkey</td>
</tr>
</tbody>
</table>

#### Farm Name

Hüseyin Nalbant

#### Relevant Institution Authority (if any)

Agrona

#### Farmer/ Producer Name

Hüseyin Nalbant

#### Number of Permanent Employees

1

#### Number of Temporary or Seasonal Workers

5 (for hoe)

#### Number of Migrant Workers

No migrant worker all worker comes from local area

### Employee Interview

<table>
<thead>
<tr>
<th>Employee Interviews</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>There were 5 workers during the visit but their working time about to finish so worker interview did not happen during the inspection visit. Grower declared that he prefers local workers for easy communication and also there are a lot of people looking for a job so he prefers local ones. Grower is well experienced about production and he uses farm machines also. Grower has licenses from the Ministry of Agriculture Local office to apply pesticides</td>
</tr>
</tbody>
</table>

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No: UCL-STD-EC-EN-5090  
Revision no: 00  
First Issue Date: 10.05.2021  
Revision Date: 00.00.0000
<table>
<thead>
<tr>
<th>Questions</th>
<th>Requirements</th>
<th>Yes</th>
<th>No</th>
<th>NA</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Child Labour</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.1. What is the minimum age to recruit?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Above 10</td>
</tr>
<tr>
<td>1.2. Are workers children allowed to work in the field to help their parents?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.3. Are all workers working on the land with their families paid wages?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.4. What kind of jobs do children under the age of 15 do?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>No child below</td>
</tr>
<tr>
<td>1.5. What kind of jobs do workers between the ages of 16-18?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.6. Are workers over 18 years old paid according to their work norm?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Grower is responsible for these issues</td>
</tr>
<tr>
<td>1.7. Are workers who use hazardous tools over 18 years old?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Grower is responsible for these issues</td>
</tr>
<tr>
<td>2. Temporary / Seasonal Workers</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Worker comes to work daily basis on specific working periods like hoa, etc.</td>
</tr>
<tr>
<td>2.1. Are temporary / seasonal workers allowed to leave their workplaces with reasonable notice?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2. Are workers delayed by paying large amounts before starting work?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Grower is responsible for these issues</td>
</tr>
<tr>
<td>2.3. In what situations are workers not allowed to leave work?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4. Are all their workers allowed to leave their workplaces with reasonable notice?</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Workplace violence and Harassment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.1. Is corporal punishment given?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Grower is responsible for these issues</td>
</tr>
<tr>
<td>3.2. Are mental or physical coercion methods applied?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Grower is responsible for these issues</td>
</tr>
<tr>
<td>3.3. To whom does an employee who is subjected to sexual harassment or any kind of physical or verbal abuse apply? Has the responsible person been identified?</td>
<td>Yes</td>
<td>2</td>
<td></td>
<td></td>
<td>Grower is responsible for these issues</td>
</tr>
<tr>
<td>3.4. Are there precautions / policies for employees who use all forms of violence and / or harassment?</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Fees and Contracts</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.1. Is there an employment contract for permanent employees?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>No permanent worker on the field</td>
</tr>
<tr>
<td>4.2. Are there Social Security Institution (SGK) records for permanent employees?</td>
<td>Yes</td>
<td>2</td>
<td></td>
<td></td>
<td>No Social Security payments</td>
</tr>
<tr>
<td>4.3. Are payments paid at the minimum wage level for permanent employees?</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
<td>Grower pays daily basis salary to workers who is enhanced by local Chambers of agriculture (100TL/day)</td>
</tr>
<tr>
<td>4.4. Is the producer aware of the legally valid minimum wage / wages (legal national or regional minimum wage applicable to agriculture, collectively agreed wage, industry minimum wage)?</td>
<td>Yes</td>
<td>2</td>
<td></td>
<td></td>
<td>It is Industry minimum wage</td>
</tr>
<tr>
<td>4.5. Are temporary / seasonal workers recruited through a worker intermediary / broker?</td>
<td>No</td>
<td>2</td>
<td></td>
<td></td>
<td>There is no intermediary or broker, workers come from neighborhood of the grower</td>
</tr>
<tr>
<td>4.6. In case of being a worker intermediary, do the intermediaries have the relevant QUHR / tax office record?</td>
<td>Yes</td>
<td>2</td>
<td></td>
<td></td>
<td>There is no intermediary or broker, workers come from neighborhood of the grower</td>
</tr>
<tr>
<td>4.7. In case of a worker intermediary, is the net wage paid to the workers above the regional wage determined by the Chambers of Agriculture or at the minimum wage level? (higher should be preferred)</td>
<td>No</td>
<td>2</td>
<td></td>
<td></td>
<td>There is no intermediary or broker, workers come from neighborhood of the grower</td>
</tr>
<tr>
<td>4.8. Are the social rights and working conditions of the workers specified in the contracts made with the worker intermediary?</td>
<td>No</td>
<td>2</td>
<td></td>
<td></td>
<td>No written agreement between-graaced workers. It is worket contract</td>
</tr>
<tr>
<td>4.9. When the producer employs foreign migrant workers, does it only employ people with a registered and valid work permit?</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td>No foreing migrant worker</td>
</tr>
<tr>
<td>4.10. In the case of a nomadic worker, does the producer keep up-to-date records of family members accompanying each worker?</td>
<td>No</td>
<td>2</td>
<td></td>
<td></td>
<td>No migrant worker</td>
</tr>
<tr>
<td>4.11. Are children under the age of 18 not employed in the production area in the case of migrant workers?</td>
<td>Yes</td>
<td>2</td>
<td></td>
<td></td>
<td>No migrant worker</td>
</tr>
</tbody>
</table>
### Working conditions

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are the starting and ending and break times determined?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is overtime paid in cases where the total daily working hours exceed 8 hours?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is overtime work voluntary?</td>
<td></td>
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</tr>
<tr>
<td>Does a worker work at least 16 hours overtime in a week?</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Are the working times in the legal regulations applied for pregnant women and breastfeeding mothers?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are break times less than 15 minutes after 2 hours working period?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Occupational health and safety measures

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are spraying operators trained on the machines they use?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have spraying operators been trained in pesticide preparation and protective measures?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do spraying operators have enough protective equipment to use when spraying?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>What types of protective equipment are provided?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gloves, glasses, waterproof clothes and masks</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have spraying operators been trained in pesticide preparation and protective measures?</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Do mobile machines used in the field have protective covers?</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>If yes, do the operators using harvesters have training and/or license to use the machines they use?</td>
<td></td>
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</tr>
<tr>
<td>Are documents available on the expertise of workers on the farm working with hazardous materials and handling hazardous and complex equipment?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are protective clothing or equipment kept in a way that prevents contamination and cleaned after use?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Protective clothing should be cleaned regularly within a program adjusted according to the type of use and the degree of contamination. Protective clothing and equipment should be washed separately from personal clothing and without gloves.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Has a manager responsible for the health, safety and welfare of the employees been appointed?</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Occupational health is required to prove that there is an appointed manager for the implementation of the policy regarding the health, safety and well-being of employees in accordance with the legislation.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>There is no such a person, grower is responsible for it.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are subcontractors and visitors informed about relevant procedures for personal safety and hygiene?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relevant procedures regarding personal health, safety and hygiene should be explained to visitors and subcontractors. (For example, relevant instructions should be displayed where all visitors and subcontractors can see them.)</td>
<td></td>
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<tr>
<td>It has been informed verbally during the visit.</td>
<td></td>
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</tr>
<tr>
<td>Are accident and emergency procedures, are they displayed prominently, and are they communicated to all staff?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident procedures should be clearly displayed in accessible and visible places. Pictures and illustrated texts should be used in these instructions.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Housing and living conditions

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do employees have clean drinking water in the production area?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grower has a small field house close to production land. Worker uses these facilities.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do the employees have suitable/usable toilet and hand washing facilities in the production area?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grower has a small field house close to production land. Worker uses those facilities.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do employees have a suitable space for eating?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>There is place but workers were leave their bags on the soil during they working on land.</td>
<td></td>
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</tr>
<tr>
<td>Are shelters hygienic and confidential?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No need to shelter workers come to work from their own home and leave it once time.</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### Discrimination

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are equal pay for equal work regardless of language, religion, ethnic identity, gender?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grower pays 20 TL/day for every worker. They have kid, sat in work and they work on Sunday instead of that day. If they work on Sunday they get 15 TL/day.</td>
<td></td>
<td></td>
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<tr>
<td>Do employees express their beliefs freely?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does the producer allow all workers (including seasonal and migrant workers) to express themselves culturally, such as using their native language?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Worker does not prefer to have migrant worker. He decreted that he prefer local ones.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other certifications</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are the green products included in another certification program?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other certifications</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are the green products included in another certification program?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remarks: EU Organic and USDA NOP</td>
<td></td>
<td></td>
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</tbody>
</table>