



# Homeworking in Supply Chain Policy

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'Accountable' owner: Risk and Compliance Director  
'Responsible' owner: Head of ESG



## Version Control

Version	Author name	Version changes	Date	Next review date
VI.1	Carly Bilsbrough	-	Jan 2021	-
VI.2	Anna Kasperska	Expanded TVG and Suppliers responsibilities	20 March 2024	20 March 2025

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## 1. Policy Statement

This Policy establishes a set of principles and rules adopted by The Very Group Limited ('TVG') in relation to Homeworking in supply chain. This Policy is designed to influence all decisions, actions and other activities that relate to its subject matter.

The primary objectives of this Policy are to:

- Outline applicable requirements and TVG's commitments relevant to the subject matter of this Policy,
- Identify key roles and responsibilities for both TVG and its Suppliers,
- Define how TVG will comply with the above requirements.

### **Related Policies:**

The Very Group Code of Conduct

## 2. Background

As members of the Ethical Trading Initiative (ETI)<sup>1</sup>, the ETI Base Code applies to all workers in our business and supply chain and sets out a minimum standard for labour standards. The Very Group is committed to improving working conditions in our supply chain, including those parts of the supply chain which are the most difficult to reach, such as homeworkers.

One of the first steps towards reducing the insecurity homeworkers face is to take an open and positive position towards homeworking. Homeworkers exist in many supply chains in various sectors and are generally employed informally in a precarious position. Many are underpaid and need employment security. The vast majority are women who are balancing paid work with domestic and family responsibilities and who have few practical alternatives to homework.

The Very Group believes that homeworking can make a positive contribution to production, but more importantly provides flexibility to workers who are in rural areas and/or with domestic duties, etc.

### Homeworking

ILO Convention on Homeworking (1996, C177, Article 1)<sup>2</sup> states that term homework means work carried out by a person, to be referred as a homeworker:

- In their home or in other premises of their choice, other than the workplace of the employer,
- For remuneration,
- Which results in a product or service as specified by the employer, irrespective of who provides the equipment, materials or other inputs used unless this person has the degree of autonomy and of economic independence necessary to be considered an independent worker under national laws, regulations, or court decisions.

Persons with employee status do not become homeworkers within the meaning of this Convention simply by occasionally performing their work as employees at home rather than at their usual workplaces.

### Employer

A legal entity that provides any form of (permanent, casual, Homework, full or part-time) work in return for remuneration and controls/directs workers at the workplace.

### 3. Key requirements

The Very Group is committed to ensuring that it complies with all legal and regulatory requirements when conducting its business activities.

The Very Group acknowledges that homeworkers deserve equal treatment with other workers, as outlined in the ILO Convention on Homeworking (1996, C177, Article 4). This encompasses aspects such as remuneration, health and safety, the right to organize, social security protection, access to training, and protection against discrimination. This policy aims to ensure parity between homeworkers and other wage earners, considering the unique nature of homework and aligning conditions where applicable with those in an enterprise.

### 4. What does this mean to the Very Group?

This policy communicates our position towards Homeworking in our supply chains and provides our suppliers with guidance in delivering our requirements and expectations to support homeworkers in our supply chain. We believe that one of the first steps towards reducing the vulnerability of these workers is to take an open and positive position towards Homeworking and accept its presence in our supply chain.

#### The Very Group commitments:

- Recording homeworkers in our supply chain and ensuring that they are treated fairly,
- Taking action, together with our suppliers and other partners, to remedy any evidence of exploitation,
- Ensure that the presence of homeworkers in the supply chain will not lead to the relocation of work or cancellation of orders,
- Work with our suppliers to ensure our procedures for monitoring conditions are fully understood,
- To work with our suppliers for the sustainable improvement of labour conditions with homeworkers in our supply chains.

#### Our requirements for Suppliers:

- Declare where the use of homeworking occurs in supply chains manufacturing product for The Very Group,
- Where homeworking is present, work with the TVG ESG team to develop an action plan for improving labour conditions for homeworkers if they are found to be below those set out in international labour standards and Our Code of Conduct, and to involve homeworkers and/or their representatives in this process,
- Ensure that homeworkers are paid on time and payment records are available for review upon request by TVG,
- Adopt a shared policy of acceptance of homeworking and commitment to improving homeworkers' labour conditions where these do not meet those set out in the ILO Convention on Homeworking (1996, C177, Article 4) and our Code of Conduct,
- Communicate this policy to all those in the supply chain below them, including homeworkers themselves (in their local language).

## The Use of Intermediaries:

The use of intermediaries is common practice in homeworking supply chain. We accept the use of intermediaries however it is the responsibility of the supplier to:

- Establish transparency of all tiers of intermediaries between the supplier and the homeworker, to document this and share with The Very Group upon request,
- Engage intermediaries in training on their obligations under this policy and in compliance, with local law and in accordance with The Very Group code of conduct,
- Establish contractual relationships with intermediaries stipulating expectations including:
  - Compliance to all relevant national laws,
  - Standards to be upheld in business operations and the outsourcing of work to homeworkers,
  - Record keeping for all homeworkers including family members, work distributed to the homeworker, payments made to the homeworker and detail of benefits paid.

## 5. Footnotes

<sup>1</sup>ETI Base Code and Homeworker Guidelines

[https://www.ethicaltrade.org/sites/default/files/shared\\_resources/ETI%20Base%20Code%20%28English%29.pdf](https://www.ethicaltrade.org/sites/default/files/shared_resources/ETI%20Base%20Code%20%28English%29.pdf)

<sup>2</sup> ILO Convention on Homeworking (1996, C177, Article 1)

[https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100\\_INSTRUMENT\\_ID:312322](https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:12100:0::NO::P12100_INSTRUMENT_ID:312322)