



## ***FWF Workplace Education Program (WEP)***

*FWF has designed several Workplace Education Program (WEP) modules for different countries. This document details the available modules per country. The fees per module are available [here](#).*

The FWF Workplace Education Programme (WEP) aims to move companies beyond auditing and corrective action, and towards workplaces where issues are raised and resolved through open communication.

The WEP aims to provide factory managers and workers with the tools they need to start an open dialogue about issues and opportunities in the workplace and about how to improve working conditions in the factory. Increased awareness about labour standards, together with functioning grievance systems, can contribute to improve working conditions.

Fair Wear Foundation provides both general and country specific modules.

### ***General modules***

To support members and factories in fulfilling their basic responsibility to inform workers about their rights and access to grievance systems, FWF has designed WEP basic: **FWF's introduction to workplace awareness and grievance mechanisms.**

This module provides a basic introduction to the FWF Code of Labour Practices and the FWF complaints helpline. The module also discusses examples of grievance mechanisms and how to develop and manage them. Management, supervisors and workers are trained in separate, two-hour sessions. At least 10% of the workforce must receive training in order to meet the Brand Performance Check requirements. This means that several worker training sessions might be needed, depending on the size of the factory.

The module is available in Bulgaria, China, Indonesia, Macedonia, Myanmar, Romania, Tunisia, Turkey and Vietnam.

<b># Workers</b>	<b>Management session (2 hours)</b>	<b>Worker session (2 hours)</b>
Below 50	1	1
50-500	1	2
500-1000	1	4
Above 1000	1	6

### ***Factory Guide: online tool***

All factories supplying FWF members can make use of the **FWF Factory Guide**.

This online training tool, designed for factory managers, explains FWF's approach and gives them the information they need in order to enhance their

collaboration with members on improving labour conditions in their factories. The tool is currently available in English. Additional languages will be added in 2017. Register [here](#).

### ***Country-specific modules***

FWF has designed modules for India, Bangladesh, China and Turkey aimed at supporting members and factories in tackling country-specific challenges.

#### ***India and Bangladesh***

Members with suppliers in Bangladesh and India can make use of FWF's WEP violence prevention capacity building module. The training focuses on establishing and supporting anti-harassment committees. Management, supervisors and workers are trained in separate five-hour sessions. At least 10% of the workforce must receive training in order to meet Brand Performance Check requirements. This means that several worker training sessions might be needed, depending on the size of the factory. In addition, anti-harassment committee members are trained in a half-day session. Regular follow-up is provided afterwards to the committee to assist them in the development and running of the anti-harassment committee.

Suppliers in India may also participate in **FWF's WEP supervisor training**. The training is focused on improving working relations between line supervisors and workers and on giving female workers skills to become supervisor.

Current male line supervisors will be trained on human resource management and working relationships with workers. Participants will be trained for three consecutive full-day sessions followed by six full-day sessions, every two weeks.

The module also includes training for women that helps them acquire the skills necessary to take on supervisory roles, by developing their technical skills and human resource management. Each training session includes five consecutive on-site full-day sessions. The sessions will be followed up with five full-day sessions, each occurring every two weeks.

#### ***China***

To support members with the implementation of the FWF Code of Labour Practices in China, FWF will pilot a new training module beginning in 2017.

**WEP Communication – China** The module focuses on improving worker-management interaction by developing their communication skills, with an emphasis on collaborative problem-solving.

Currently, FWF has planned the pilot to take place over two training days, which are spread over the course of several weeks. The training will start with both management and workers, and provide them with the tools to develop strong interpersonal skills. Later, the trainers will ask for volunteers



to continue with more extensive training. Participation in this pilot is limited. In the near future, FWF will inform members of the requirements to participate in the pilot.

Members will receive additional information on training details and fees in 2017.

### **Turkey**

As verification activities in Turkish factories often highlight a need for improved worker-management dialogue, FWF has designed **WEP Communication - Turkey**

This module provides a basic introduction to effective communication as a tool for problem-solving. Management, supervisors and workers are trained in separate, two-hour sessions.

FWF is continuously working on improving this module. Later in the year, FWF will integrate learning from the WEP Communication pilot in China.

FWF members sourcing from Turkey are currently facing additional risks related to the large number of Syrian refugees that are being employed in the garment industry, often in conditions that would violate elements of the FWF Code of Labour Practices. FWF will develop a WEP training module to support members in addressing these risks. Further information will be shared in 2017.

# Workers	Management session (2 hours)	Worker session (2 hours)
Below 50	1	1
50-500	1	2
500-1000	1	4
Above 1000	1	6

Your FWF contact person can give you more information about the trainings. If you are interested in one of your suppliers participating in a module, please order the training through the FWF information system ([secure.fairwear.org](https://secure.fairwear.org)). FWF advises you to first to discuss possible training with factory management.

Invitations for each module and country as well as additional information on the WEP modules are available in the member login area of the FWF website. The fees per module are available [here](#).