

## **Woolworths Group Responsible Sourcing Standards - Addendum Requirements for Labour Providers in our Australian Horticulture Supply Chain**

### **Supplier FAQs**

#### **What do I have to do to comply with these new requirements?**

If you engage any third party labour hire provider to source workers that contribute to the production of fresh produce for Woolworths, you must ensure that the labour provider meets one of the following three criteria:

1. The labour hire provider is legally registered under relevant State or any future Federal legislation related to labour hire registration (as is already in place in Queensland); OR
2. The labour hire provider is an Approved Employer on the Australian Government's Seasonal Worker Programme; OR
3. The labour hire provider is certified by a recognised third party scheme approved by Woolworths, currently StaffSure.

#### **How much will it cost me to comply?**

The cost for registration or certification is borne by the labour provider. These costs differ according to the scheme selected. You can find more information on these costs here:

- Labour Hire Licensing Queensland: <https://www.labourhire.qld.gov.au/i-provide-labour-hire/licensing>
- Labour Hire Authority Victoria: <https://labourhireauthority.vic.gov.au/provider>
- StaffSure: <https://www.rcsa.com.au/documents/StaffSure/StaffSure%20Audit%20Overview-AUS.pdf>

#### **When do I need to be compliant by?**

For suppliers in Queensland compliance is effective immediately as this is the minimum legal requirement.

For all other suppliers the deadline is 27 September 2019, unless earlier compliance is required under any State or Federal legislation.

#### **I am already signed up to Sedex or the Fair Farms Initiative, is this enough to meet the requirements?**

Sedex and Fair Farms are our requirements to meet the Responsible Sourcing Standards. The Requirements for Labour Providers are *in addition* to the Responsible Sourcing Standards and are obligations to ensure labour providers in Woolworths' horticulture supply chain meet certain criteria.

If you employ all your workers directly and do not use labour providers, you are still required to comply with Woolworths Group [Responsible Sourcing Standards](#).

#### **How far down my supply chain does this apply?**

Each supplier in Woolworths' Horticulture Supply Chain must take proactive measures to ensure that any labour providers involved in their supply chain operate in accordance with these Requirements and all applicable legal and regulatory requirements. This includes labour providers engaged directly by the supplier and also labour providers engaged 'downstream' by the supplier's suppliers.

We will commence our verification process first with our direct suppliers, including how they are cascading and monitoring these obligations.

## **Which states currently have labour hire regulations?**

At the time of writing (February 2019) only Queensland has a fully operational labour hire licensing scheme.

Victoria has a Labour Hire Licensing Act 2018, however that Act is not scheduled to commence until later in 2019. Please check the Victorian Government's [Labour Hire Authority website](#) for the most up-to-date information.

The South Australian Government has introduced legislation to repeal that state's *Labour Hire Licensing Act 2017*. Any existing labour provider licences issued in SA will not be accepted, pending the outcome of the repeal.

## **Where can I find a list of licensed labour hire services in Queensland?**

The Queensland Government maintains a Register of Labour Hire Licences that is available here: <https://ols.oir.qld.gov.au/licence-register/>

## **What is the Australian Government's Seasonal Worker Program?**

The Seasonal Worker Programme is an Australian Government initiative that offers farmers access to a workforce from the Pacific Islands and Timor Leste, when there is not enough local Australian labour to meet seasonal demand.

## **Where can I find a list of Approved Employers of the Australian Government Seasonal Worker**

The Australian Government maintains a list of Approved Employers that is available here: <https://www.jobs.gov.au/listing-current-approved-employers>.

## **How many Approved Employers are there?**

As at 7 December 2018, there were 55 Approved Employers of the Seasonal Worker Programme.

## **The Seasonal Workers Programme Approved Employer's Deed is currently under review. Will this impact these requirements?**

The current Deed of Agreement for Approved Employers expires on 30 June 2019 and does not impact these requirements. Any changes to this program will be revised by Woolworths and communicated to suppliers.

## **What is StaffSure?**

StaffSure is a certification scheme for Workforce Service Providers such as labour hire companies, professional contracting firms and private employment agencies. The [StaffSure Standard](#), and certification program, was developed by the Recruitment, Consulting & Staffing Association (RSCA) the peak body for the recruitment and staffing industry in Australia and New Zealand.

## **Where can I find the list of Staffsure's Workforce Providers?**

StaffSure maintains a register here: <http://www.staffsure.org/StaffSure/Registry.aspx>

## **How will Woolworths verify compliance to the Addendum?**

Woolworths will work closely with suppliers and certification bodies to verify compliance to these requirements. Suppliers should regularly self-assess against these requirements, noting Woolworths may request verification of compliance at any time, including during onsite visits. Suppliers must comply and cooperate with any verification request by Woolworths.



## **Is there any way to report labour providers that are suspected of breaching the law or the requirements of their certification?**

Each of the approved schemes has a mechanism to lodge compliance concerns. These are:

- Labour Hire Licensing Queensland: <https://www.labourhire.qld.gov.au/report-a-problem>
- Seasonal Workers Programme: <https://www.jobs.gov.au/seasonal-worker-programme>
- Staffsure: [http://www.staffsure.org/StaffSure/More\\_Information/Contact\\_Us.aspx](http://www.staffsure.org/StaffSure/More_Information/Contact_Us.aspx)

## **How many labour providers are there across the three schemes?**

At the time of writing there are:

- Approximately 3000 registered providers on the Queensland Government's Register of Labour Hire Licenses
- 55 Approved Employers of the Seasonal Worker Programme
- 43 certified providers on StaffSure Registry