Human rights policy template

This template is centred around European Sustainability Reporting Standards S1-S4 while broadly incorporating the commitments in the Swedish Regions’ Supplier Code of Conduct. It is structured to allow you to adapt it based on your operations and value chains, including the double materiality analysis you conduct under the Corporate Sustainability Reporting Directive, if you are in scope of this directive.

Note that even if some topics are not material for your own operations, they may be material in the manufacturing of goods or in the extraction of raw materials. Also note that according to the Corporate Sustainability Due Diligence Directive, you shall develop this policy in consultation with your employees and their representatives.

**Human Rights Policy**

**1. Introduction**

[Company Name] is committed to respecting all internationally recognized human rights as outlined in the Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights, the International Covenant on Economic, Social and Cultural Rights, and the ILO Declaration on Fundamental Principles and Rights at Work. We are also committed to complying with legal and regulatory requirements and to continuously improve our work.

**2. Scope**

This policy applies to all [Company Name] operations and business relationships across our value chain, and the following rights-holders:

* **Workers**, including employees and contractors throughout our value chain.
* **Affected communities**, including indigenous peoples, impacted by our operations and throughout our value chain.
* **Consumers and end-users** of our products and services.

**3. Workers’ Rights**

We respect workers’ rights and commit to ensuring the following working conditions:

* Secure employment is promoted through recognised employment relationships and fair employment practices. Obligations to workers under labour or social security laws are not avoided through labour-only contracting, sub-contracting, home-working arrangements, or apprenticeship schemes where there is no real intent to impart skills or provide regular employment.
* Working time complies with national laws or collective agreements. Working hours, excluding overtime, do not exceed 48 hours per week. Only in exceptional circumstances do working hours exceed 60 hours in any seven-day period, where: this is allowed by national law and a freely negotiated collective agreement, appropriate safeguards are taken to protect workers’ health and safety, and the employer can demonstrate that exceptional circumstances apply such as production peaks, accidents or emergencies.
* Adequate wages are provided, meeting or exceeding legal or industry standards. Wages should always be enough to meet basic needs and to provide some discretionary income.
* Social dialogue is encouraged to facilitate open communication between workers and employers.
* Freedom of association is respected. Where the right to freedom of association is restricted under law, there are parallel means for independent and free association.
* Collective bargaining rights are upheld, ensuring fair negotiations between workers and employers. Where the right to collective bargaining is restricted under law, there are parallel means for collective bargaining.
* Work-life balance is supported through paid leave policies and communication opportunities for migrant workers, where relevant.
* Health and safety standards are maintained to protect workers from workplace hazards, including regular and recorded health and safety training for workers.

We respect the right to equal treatment and opportunities for all, regardless of race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation, and commit to ensuring that:

* Gender equality and equal pay for work of equal value are ensured, including through gender pay gap studies where required or feasible.
* Training and skills development opportunities are provided to all workers regardless of status.
* Employment and inclusion of persons with disabilities are actively promoted.
* Measures against violence and harassment in the workplace are strictly enforced. Violence and harassment include physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation.
* Diversity in the workplace is encouraged and respected.

We also commit to ensuring that:

* Child labour is strictly prohibited and monitored, including through the development or participation in, and contribution to, policies and programmes which provide for the transition of any child found to be performing child labour, to enable him or her to attend and remain in education until he or she is no longer a child.
* Forced labour is not tolerated, and that workers are not subjected to bonded or involuntary labour. This includes that workers are not required to lodge “deposits” or their identity papers with their employer and that they are free to leave after reasonable notice.
* Adequate housing, meaning housing that is clean, safe and meets the needs of workers, is provided where relevant.
* Water and sanitation facilities, including potable water, clean toilets, and sanitary facilities for food storage, if appropriate, are accessible to all workers.
* Privacy of workers is respected and safeguarded, including in provided housing.

**4. Rights of Affected Communities**

We respect the rights of affected communities and are committed to ensuring the following economic, social and cultural rights:

* Adequate housing is safeguarded, and operations do not contribute to forced evictions.
* Adequate food is promoted through practices that do not compromise local food security.
* Water and sanitation rights are respected, ensuring communities have access to clean water and sanitation services.
* Land-related impacts are assessed to prevent displacement and uphold land rights.
* Security-related impacts are minimized to protect local communities from harm.

We also commit to ensuring the following civil and political rights:

* Freedom of expression is upheld, ensuring that communities can voice concerns without fear of retaliation.
* Freedom of assembly is respected, allowing communities to organize peacefully.
* Rights of human rights defenders are protected, ensuring their safety and ability to operate freely.

As well as the following rights of indigenous peoples:

* Free, prior, and informed consent (FPIC) is obtained before undertaking projects affecting indigenous lands.
* Self-determination is respected, allowing indigenous communities to manage their own affairs.
* Cultural rights are protected, ensuring indigenous traditions, languages, and heritage are preserved.

**5. Rights of Consumers and End-Users**

We commit to ensuring the following regarding information related to consumers and end-users:

* Privacy of consumers and end-users is safeguarded through robust data protection measures.
* Freedom of expression is supported in digital and product-related interactions.
* Access to quality information is ensured through transparent communication.

We also commit to ensuring the following regarding consumers’ and end-users’ personal safety:

* Health and safety of consumers and end-users are prioritized in product design and service delivery.
* Security of person is considered in our operations and interactions with consumers and end-users.
* Protection of children is ensured by implementing child-safety measures in products and services.

And we commit to ensuring the following regarding consumers’ and end-users’ social inclusion:

* Non-discrimination is enforced in all consumer and end-user interactions.
* Access to products and services is ensured for all individuals, regardless of background.
* Responsible marketing practices are followed to ensure ethical advertising and consumer and end-user protection.

**6. Implementation and Due Diligence**

Human rights due diligence is conducted to identify, assess, prevent, mitigate, and remedy adverse impacts within [Company Name] own operations and value chains.

Supplier and business partner assessments ensure alignment with this policy.

A notification mechanism is in place for stakeholders to report human rights concerns confidentially.

[add link to notification mechanism]

**7. Governance and Accountability**

The Board of Directors oversees human rights commitments, performance and strategic direction.

Senior management is responsible for policy implementation and compliance.

Regular training and capacity building on human rights due diligence are provided to employees and business partners.

**8. Reporting and Transparency**

We disclose our material impacts, risks and opportunities in accordance with the Corporate Sustainability Reporting Directive, including the European Sustainability Reporting Standards.

Human rights assessments are conducted every three years, while human rights progress reports are published every year.

Stakeholder engagement ensures continuous improvement of our human rights practices.

**9. Review and Continuous Improvement**

This policy is reviewed at least every two years and updated without undue delay following significant changes. Revisions reflect evolving legal standards, best practices, and stakeholder feedback.

We are committed to fostering a culture of respect for human rights across our operations and value chains.

Approved by:

[Name]

[Title]

[Date]