2024 Labor & Human Rights Metrics & Guidance

Report data for the prior calendar year.

Foundational Metrics (Baselines)

For the statements below, enter a number representing how many of the establishments you are reporting for that would answer "Yes". _Example: Reporting for 3 establishments and all are yes type 3. If metric applies to 1, type 1. If none, type 0._

___ **B1. A code of conduct is in place for employees.**
   Best Practices:
   - The Code of Conduct could address worker health and safety, freedom of association, employment status, employment practices, underage labor (GRI-408), anti-discrimination and fair treatment, working hours and rest days, wages, and benefits. USRSPE
   - Note: A company's code of conduct for employees builds into the Protein PACT achievement A10. UN Universal Declaration of Human Rights.
   Resources:
   - FAIRR: Best Practice: Fair Working Conditions
   - GRI 2: General Disclosures 2021
   - GRI: Universal Standards 2021
   - Meat & Poultry Industry Best Practices Workforce Age Verification

___ **B2. A code of conduct is in place for suppliers.**
   Best Practices:
   - The Code of Conduct could address worker health and safety, freedom of association, employment status, employment practices, underage labor (GRI-408), anti-discrimination and fair treatment, working hours and rest days, wages, and benefits. USRSPE
   - Note: A company's code of conduct for suppliers builds into the Protein PACT achievement A10. UN Universal Declaration of Human Rights.
   Resources:
   - FAIRR: Best Practice: Fair Working Conditions
   - GRI 2: General Disclosures 2021
   - GRI: Universal Standards 2021
   - Meat & Poultry Industry Best Practices Workforce Age Verification

___ **B3. A code of conduct is in place for contractors.***
   Best Practices:
   - The Code of Conduct could address worker health and safety, freedom of association, employment status, employment practices, underage labor (GRI-408), anti-discrimination and fair treatment, working hours and rest days, wages, and benefits. USRSPE
   - Note: A company's code of conduct for contractors builds into the Protein PACT achievement metric A10. UN Universal Declaration of Human Rights. New Metric for 2024 reporting on Calendar Year 2023.
   Resources:
   - FAIRR: Best Practice: Fair Working Conditions
   - GRI 2: General Disclosures 2021
   - GRI: Universal Standards 2021
   - Meat & Poultry Industry Best Practices Workforce Age Verification

___ **B4. Training and/or resources on the code of conduct is provided in the appropriate languages of the employees.**

___ **B5. Training and/or resources on the code of conduct is provided in the appropriate languages of the suppliers.**

___ **B6. Training and/or resources on the code of conduct is provided in the appropriate languages of the contractor(s).*** *Note: New Metric for 2024 reporting on Calendar Year 2023.*

___ **B7. Internal programs are in place for handling workplace grievances and provide for anonymous reporting.**
> Resource:
> - GRI 2: General Disclosures 2021

___ **B8. Published and/or posted a no discrimination, no harassment policy that is provided in the appropriate language(s) of employees.**
> Best Practices:
> - Contractors and suppliers are included in the company's no discrimination, no harassment policy.
> - Next step from publishing and/or posting a no discrimination, no harassment policy in the appropriate language(s) is having the employees, suppliers, and contractors read and sign a written version of the company policy.
> Resources:
> - GRI 3: Material Topics 2021
> - FAIRR: Best Practice: Fair Working Conditions

Yes, No, or Choose Not to Report Questions (B9–B11)

___ **B9. Company mission statement addresses diversity, equity, and inclusion.** The mission statement supports the company's vision and serves to communicate purpose and direction to employees, customers, vendors and other stakeholders.
> Best Practice: Include diversity, equity, and inclusion within the company's core values or within a code of ethical conduct.

___ **B10. Books, records, and accounts are accurately maintained and transparent in compliance with applicable laws and regulations.**
Resources:
- GRI 2: General Disclosures 2021 replaces GRI 102-16 (GRI 102: General Disclosures sets out reporting requirements on contextual information about an organization and its sustainability reporting practices. This Standard can be used by an organization of any size, type, sector or geographic location.)

___ **B11.Employees have access and ability to choose to associate or to not associate with any group in accordance with applicable laws and regulations.**
Resources:
- GRI 407-1 Freedom of Association and Collective Bargaining see Disclosure 3-3 in GRI 3: Material Topics 2021
- FAIRR: Best Practice: Fair Working Conditions

Achievements Metrics

When answering these achievement metrics to indicate yes, you will type the number of establishments for which you are reporting that would say yes. Within the achievement metrics, we use a commit, track, deliver, made public framework. This framework is to show the company's or establishment's progression as it relates to meeting this metric and possibly going above and beyond the metric (deliver/made public).

In general, across all focus areas unless clarified under the metric, the following will be your guiding definitions for commit, track, deliver, made public, not applicable, and choose not to report.

- **Commit (C) –** Means internally the company has stated a commitment to the metric.
- **Track (T) –** Means internally the company has a mechanism for measuring/recording/reporting information supporting this metric.
- **Deliver (D) –** Means the company is meeting the internal goal(s) or commitment(s) pertinent to this metric.
- **Made Public (P) –** At the company level, information regarding this metric has been published, printed, spoken about, or posted publicly displaying the Company commitment to this metric externally. Examples: posted on the company website; included in an ESG (Environmental, Social, and Governance) report; etc.
- **N/A (NA)** – Not applicable
- **Not Reporting (NR)** – Choose not to report on metric

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Indicator	Metric	C	T	D	P	NA	NR
Employee Retention	**A1.** Retention rates are monitored regularly, and a mechanism is in place to address concerns with overall staff turnover or staff turnover by specific roles (production, management, C-suite, etc.)						
	Best practices: • To define "Regularly", it will depend on size of business and role. A regular best practice could be monthly, quarterly, semi-annually, or annually. • Base retention rates on regional census data reflecting your hiring area(s). • Other benchmarks for retention rates may be by department, tenure, wage rates, and/or annualized turnover. **Resources:** • GRI2: General Disclosures (2021) • Society for Human Resource Management (SHRM) Turnover and Retention Toolkit • US Bureau of Labor Statistics Job Opening and Labor Turnover Survey (JOLTS)						
	A2. Published a responsible recruitment policy for direct employees and subcontractors.*						
	Responsible Recruitment, sometimes referred to as ethical or fair recruitment, means recruiting all workers lawfully and in a fair and transparent manner that respects and protects their rights throughout retirement, work, and post-termination. **Resources:** • Responsible Recruitment Toolkit.org Website • International Labour Organization (ILO) The Global Forum for Responsible Recruitment • International Labour Organization (ILO) Fair Recruitment Initiative Resource Library • Responsible Recruitment Gateway (EmployerPays.org) • Institute for Human Rights and Business (IHRB) and Leadership Group for Responsible Recruitment • Fair Labor Association's and American Apparel & Footwear Association's Commitment to Responsible Recruitment • Stronger Together Responsible Recruitment Program for US Agriculture **Note:** Was metric B7 in 2023						
Employee Complaints	**A3.** A mechanism is in place for employees to anonymously submit complaints.						
	Resources: • GRI2: General Disclosures (2021) • GRI 403-2 Occupational Health & Safety (2018)						
	A4. Complaints are appropriately managed to avoid fear of retaliation.						
	Resources: • GRI2: General Disclosures (2021) • GRI 403-2 Occupational Health & Safety (2018)						
Hiring Process	**A5.** Company engages activities to eliminate bias in hiring process.						

	Best Practices:
	Activities could include bias training, interview training, clear articulation of job competencies, and/or consistent format for collecting feedback on/from candidates.
	Resources:
	• GRI 405-1, 405-2 Diversity and Equal Opportunity (2016)
	• GRI 409-1: Forced or Compulsory Labor (2016)
	• FAIRR: Best Practice: Fair Working Conditions
	• UN SDG 5.1: Achieve gender equality and empower all women and girls
	• US SDG 5.1.1 Progress
	• U.S. Equal Employment Opportunity Commission (EEOC)
	   • Americans with Disabilities Act of 1990
	   • Title VII of the Civil Rights Act of 1964
	• SHRM Americans with Disabilities Act (ADAAA)
	• Havard Business Review Article Unconscious Bias Training That Works (Sept 2021)
	• UCLA - Implicit Bias						

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Indicator	Metric	C	T	D	P	NA	NR
Hiring Process	**A6.** Company benchmarks demographic metrics for salaried workforce and review metrics at a regular cadence.						
	Best Practices: • Base benchmarks on regional census data reflecting your hiring area(s). • Benchmarks may be by role, department, tenure, wage rates, and/or annualized turnover. **Resources:** • GRI 405-1, 405-2 Diversity and Equal Opportunity (2016) • FAIRR: Best Practice: Fair Working Conditions						
	A7. Company benchmarks demographic metrics for hourly workforce and reviews metrics at a regular cadence.						
	Best Practices: • Base benchmarks on regional census data reflecting your hiring area(s). • Benchmarks may be by role, department, tenure, wage rates, and/or annualized turnover. **Resources:** • GRI 405-1, 405-2 Diversity and Equal Opportunity (2016) • FAIRR: Best Practice: Fair Working Conditions						
Employee Wellbeing	**A8.** Annual training on discrimination, bullying, harassment, and retaliation is conducted in the appropriate languages of the trainees for: hourly employees, front-line supervisors, and upper management.						
	Resources: • GRI 405-1, 405-2 Diversity and Equal Opportunity (2016) • FAIRR: Best Practice: Fair Working Conditions						
Belonging & Inclusion	**A9.** The company has an annual survey and/or focus group(s) measuring employee satisfaction and employee engagement.						
Social Accountability Audits	**A10.** Social compliance audits are conducted annually.						
	Audit Examples: SEDEX Members Ethical Trade (SMETA) Audit, McDonald's Supplier Workplace Accountability (SWA) Program, the Social Accountability International (SAI) SA8000 Standard, etc. **Resources:** • GRI 403-2 Occupational Health & Safety (2018) • GRI 412-1 Human Rights Assessment (2016) • FAIRR: Best Practice: Fair Working Conditions (Voluntary Disclosure initiative; not an Audit) • Fair Labor • International Labor Organization (ILO) - Require reporting on a social accountability program • Social Accountability International (SAI): SA8000 • WBCSD: Human Rights USRSPE						

Indicator	Metric	C	T	D	P	NA	NR
Social Accountability Audits	**A11.** Company performance on social accountability audits is reported to relevant employees.						
	Resources: • GRI 403–2 Occupational Health & Safety (2018) • GRI 412–1 Human Rights Assessment (2016) • WBCSD: Human Rights _(USRSPE)_						
	A12. Company policies and practices align with the United Nations Universal Declaration of Human Rights.						
	Resources: • United Nations Universal Declaration of Human Rights • GRI 403–2 Occupational Health & Safety (2018) • GRI 412–1 Human Rights Assessment (2016) • WBCSD: Human Rights						

Other Resources:
- Meat Institute's Labor & Human Rights Webpage & Committee Info
- Meat Institute's Diversity, Equity & Inclusion Awards – Apply between January 1 – 31

* New metric in 2024. Will not have longitudinal data before this year.