

JO-IN Forum

Terms of Reference (Draft 2)

Background and purpose of this note

1. This document describes the Terms of Reference for a JO-IN Forum which formed at the conclusion of the JO-IN process project (Turkey) in early 2008. This draft has been discussed and amended by JO-IN partners on 21 January 2008 and is for adoption by individual JOIN members in the period Feb-March 2008. It is intended that a final document will be agreed in April 2008.

JO-IN Forum

2. The JO-IN Forum provides a structure and protocols for its members to meet regularly in order to share their learning, plans and where appropriate, develop common projects.

3. The purpose of the JO-IN Forum is to

- Promote international consensus on good practice in the field of corporate responsibility for labour rights in supply chains
- Encourage greater collaboration for the implementation of good practice.

4. The JO-IN forum aims to

- Seek common agreement among members on standards and good practice concerning the implementation of codes of conduct and promote this widely
- Be a catalyst for the sharing of learning and good practice between member organisations
- Enable members to exchange advice and information about code implantation issues
- Identify common issues or projects that members wish to collaborate on in order to increase their effectiveness.
- **Seek rapid co-operation in order to respond to complaints from workers about employment practices of suppliers to buying companies of more than one JO-IN member organisation.**

Scope of activities

5. The scope of activities of the JO-IN forum are

- Organising meetings in which members can pursue the aims of the JO-IN Forum.
- Revising and promoting the JO-IN Code within member organisations and beyond.
- Identifying collaborative initiatives that two or more members wish to develop and implement. This includes co-ordinated action to address complaints of poor labour practices in the supply chains.

- Lobbying on issues that are in the common interest or all members of JO-IN.

The planned activities and priorities for 2008 are attached to this document (appendix 1)

6. While JO-IN members are encouraged to use the forum to collaborate the JO-IN Forum itself will not be used as the management committee or governance structure for such projects. Such projects will be governed through individual members own organisations. JO-IN is not registered as a separate legal entity and cannot raise funds or employ staff.

Membership

7. For 2008 membership is restricted to existing JOIN partners who approve this document and chose to co-operate

International Advisory Panel

An International Advisory Panel, which was established for the JO-IN Turkey Project will be invited to continue to advise JO-IN on policy matters of international significant. The Terms of Reference of this Panel are attached and it is suggested existed members are asked to continue in this role for 2008 based on the 1 year programme.

Organisation

8. Members will appoint a convenor who will be responsible for setting the agenda and dates of meetings. Members will appoint a chair and minute taker for each of the meetings. Members will volunteer to host meetings and make the logistical arrangements for others. It is envisaged that meetings will take place every six months.

Review

These arrangements will be reviewed in 2009.

Appendix 1: JOIN Forum Priorities 2008.

The priorities of the JO-IN Forum in 2008 will be

1. To conclude the Turkey Project by September 2008 in order to maximise opportunity of the learning from the project
2. To collectively Review the Draft JO-IN Code and establish a JO-IN Reference Code. This process will be started at a workshop in Geneva in 2008 and will involve experts from the ILO and the JO-IN International Advisory Panel. The purpose of reviewing the JO-IN Code is to establish a reference code to which JO-IN organisations will strive to incorporate in their own codes.
3. Five of the JO-IN organisations are in the process of reviewing their own organisation codes or have plans to review in 2008. The review of the JO-IN code is envisaged as the first step to drive convergence in the revision of each members individual codes. Further co-operation to ensure consistency in these process will be explored.
4. In principle, JO-IN partners are interested in exploring collective approaches to improving respect for Freedom of Association and the Right to Collective Bargaining. This will be explored in the Geneva Workshop in April 2008.

Appendix 2 Terms of Reference of International Advisory Panel.

Insert.