

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF AGRICULTURE



AGRICULTURAL LABOUR CODE ON CHILD LABOUR AND RELATED LABOUR PRACTICES

MAY 2025



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ABBREVIATIONS

ALC	Agricultural Labour Code
COPRA	Cereals and Other Produce Regulatory Authority
CPA	Crop Protective Agent
ECLT Foundation	Eliminating Child Labour in Tobacco-growing Foundation
ILO	International Labour Organization
LC	Labour Commissioner
PMO-LYED	Prime Minister's Office – Labour, Youth, Employment and Persons with Disability
PPE	Personal Protective Equipment
SDGs	Sustainable Development Goals
TSB	Tanzania Sisal Board
TTB	Tanzania Tobacco Board
UNGPs	United Nations Guiding Principles on Business and Human Rights

DEFINITIONS

Principles	Essential guidelines that govern day-to-day labour operations in any economic sector, including agriculture.
Measurable standards	Minimum benchmarks that can be quantified or objectively assessed to evaluate performance or compliance with the principles.
Child	Anyone under the age of 18 years.
Child labour	Intentional or unintentional exploitation of children through any form of work that is inappropriate for a person of that age, and that places at risk the child's well-being, education, physical or mental health, or spiritual, moral or social development ¹ .
Hazardous Tasks²	
i. For children	Any work that is likely to harm children's health, safety, or morals, and prejudice their attendance at school.
ii. For adults	Any work that poses significant risk to health, safety, morals or well-being of those working in the agriculture sector.
Zero tolerance	A policy that provides the most severe action/punishment to the actors found with a certain number of breaches of an essential principle.
Wage	Refers to the monetary compensation or payment that is given to an employee in exchange for the work they perform for an employer.
Work hours	Refers to the amount of time an individual spends in their job or work-related tasks during a specified period, usually measured in hours.
Overtime	Refers to the additional time an employee works beyond their regular or standard work hours.

¹ As defined by Tanzania Employment and Labour Relations Act, Section 5 (2019).

² Based on Employment and Labor Relations Act, Section 5 and the Law of the Child Act, Section 82.

FOREWORD

The case against child labour, is as relevant in Tanzania as elsewhere. Children who grow up free from child labour have the opportunity to fully realize their rights to education, leisure, and healthy development – which in turn helps them make a successful transition into decent work upon completing their education and become contributing members of society as adults. The predominance of child labour in agriculture is a particular concern in light of the fact that this sector is one of the three most dangerous in which to work at any age, along with construction and mining, in terms of work-related accidents, occupational diseases, and fatalities. Needless to mention, market destinations for Tanzanian agricultural products increasingly require that labour and human rights, including the rights of children, are respected throughout different value chains as a condition for market access.

The Government of the United Republic of Tanzania, crop boards, farmers associations, trade unions, agribusinesses, and other stakeholders involved in the agriculture sector have continued with their efforts to prevent and address adverse child rights impacts linked to their operations, within the framework of the National Strategy on Child Labour. It is essential in this process however that the alignment of child labour policies and practices with national law, ILO Conventions, and other international instruments is assessed. Guided by the recommendations of the report “Outcomes of the Baseline Assessment of Child Labour Policies and Practices in the Agriculture Sector in Tanzania” (August 2023) the Tanzania Tobacco Board (TTB) and Tanzania Sisal Board (TSB) started working towards the formulation of minimum standards for all key players in the agriculture sector, with technical and financial support from the ECLT Foundation.

The Agricultural Labour Code on Child Labour and Related Labour Practices has been developed and endorsed by stakeholders as a strategic tool for addressing child labour in the agriculture sector.

Prime Minister’s Office - Labour, Youth, Employment and Persons with Disabilities

ACKNOWLEDGEMENT

The development of the Agricultural Labour Code on Child Labour and Related Labour Practices has been made possible through the collaborative efforts of various stakeholders committed to reducing child labour and promoting decent work in the in the agriculture sector in Tanzania. The code is premised on the commitment of the Government of the United Republic of Tanzania to safeguard the rights of children and ensure that they are not subject to hazardous work, as well as any other form of violence and exploitation. The existence of a comprehensive legal and policy framework attests to this commitment.

We extend our gratitude to the Prime Minister's Office – Labour, Youth, Employment and Persons with Disability and other relevant Government Institutions for their leadership and policy coordination within the framework of the National Strategy on Child Labour and unwavering support in the formulation of the code.

We appreciate the invaluable contributions to addressing child labour in the agriculture sector of development partners, notably the ECLT Foundation, whose technical and financial support made possible the formulation of this document.

We recognize the strong commitment of all agriculture stakeholders, particularly crop boards, in the ongoing efforts to tackle child labour in the agriculture sector. In particular, the Tanzania Tobacco Board (TTB) and Tanzania Sisal Board (TSB) have played a frontline role in producing the Agricultural Labour Code on Child Labour and Related Labour Practices.

Lastly, we extend our sincere appreciation to all individuals and institutions who contributed to the review of this code, which serves as a practical tool for protecting children, promoting decent work, and fostering a sustainable agricultural sector in Tanzania.

Ministry of Agriculture

INTRODUCTION

BACKGROUND

Agriculture is a cornerstone of the economy of the United Republic of Tanzania, contributing significantly to its GDP and employing a large portion of the population. The sector has immense potential due to favourable climatic conditions and diverse agroecological zones. However, challenges such as climate change, land degradation, and limited access to modern inputs hinder productivity.

Child labour remains a critical issue in Tanzania, despite existing legal frameworks, particularly within the agriculture sector³. A significant number of children are engaged in agricultural work, often under hazardous conditions – many of these children are involved in tasks that pose serious risks to their health and safety, such as handling dangerous tools, being exposed to pesticides, and carrying heavy loads. Addressing these challenges is vital for sustainable development and improving livelihoods in Tanzania.

The prevalence of child labour in agriculture is driven by various factors, including poverty, lack of access to quality education, and cultural practices that perpetuate the existence of this phenomenon. Efforts to combat child labour in Tanzania must address these root causes, ensuring that children have access to education and that families have alternative means of livelihood. Nonetheless, strengthening legal frameworks and enforcement mechanisms is also crucial to protect children from exploitation and to promote their well-being.

In 2023, the Ministry of State, Prime Minister's Office – Labour, Youth, Employment and Persons with Disability (PMO-LYED) in collaboration with the ECLT Foundation, carried out a “Baseline assessment of Child Labour policies and practices in the agriculture sector in Tanzania”. This assessment aimed to take stock of the status of major contractors and buyers in the agricultural sector in Tanzania with respect to Child Labour policy, due diligence, and access to remedy in line with the United Nations Guiding Principles on Business and Human Rights (UNGPs). More specifically, the assessment focused on the Child Labour policies and practices of companies involved in key agricultural value chains in Tanzania – namely cashew nut, coffee, cotton, sisal, tea, and tobacco.

The outcomes and recommendations of the baseline assessment were presented to stakeholders at a Tripartite-plus forum held in Tabora, Tanzania, on September 15th, 2023. Among the key recommendations presented and endorsed at the forum, ECLT Foundation suggested to the Crop Boards the development and endorsement of minimum standards (or labour practices) for the agriculture sector in Tanzania (i.e., applicable to growers, buying companies, cooperatives, processors, transporters, farmers and workers' organisations)⁴.

As a result, the Ministry of Agriculture, the TTB, the TSB, players from the Tobacco and Sisal industries, and ECLT Foundation developed a comprehensive set of minimum standards in the form of this code.

3 “Tanzania Integrated Labour Force Survey 2020/21”, National Bureau of Statistics (NBS). 2022.

4 “Outcomes of Baseline Assessment of Child Labour Policies and Practices in the Agriculture Sector in Tanzania”, commissioned by the PMO-LYED with financial and technical support of ECLT Foundation. August 2023.

OBJECTIVE

The Agriculture Labour Code (ALC) refers to a set of minimum standards, guidelines, and regulations agreed to govern the employment practices and working conditions in the agricultural sector in Tanzania, including for family and hired labour. The ALC aims at improving the lives of farmers, workers, and their families through achieving decent work in the agriculture sector, respecting workers' rights, ending Child Labour and Forced Labour, and ensuring workplace health, safety and equitable livelihood.

The ALC is in alignment with national labour law of the United Republic of Tanzania (including the Employment and Labour Relations Act, Cap 366 RE.2019, Labour Institutions Act Cap 300 RE 2019, the Law of the Child Act, 2009), the International Labour Organization (ILO) Declaration on Fundamental Principles and Rights at work, and relevant ILO Conventions on Child Labour (namely Convention No. 138 on Minimum Age, and Convention No. 182 on the Worst Forms of Child Labour). It provides a benchmark against which all actors in the Tanzanian agriculture sector shall be evaluated for global compliance. The ALC aligns with the UNGPs and is guided by the principle of continuous improvement.

The ALC will provide clear, sector-specific mechanisms to protect children from exploitative work, while enhancing Tanzania's compliance with global labour standards.

Sustainable Development Goal (SDG) 8 calls for immediate and effective measures to eradicate forced labour and child labour in all forms. Similarly, the African Union's Agenda 2063 emphasizes human rights protection, including the elimination of child labour, as a means to ensure inclusive growth and sustainable development. Through the development of the ALC Tanzania will not only reinforce its commitment to international agreements but also promote a structured and enforceable approach to safeguarding children in the agriculture sector.

SCOPE, APPLICATION, AND COMPLIANCE

The ALC applies to all companies and stakeholders in the agriculture sector. All farmers, processors, merchants and traders, both contracted and uncontracted, must apply and abide by the ALC in all their operations, regardless of crop type or contract type. Buying companies, merchants, traders and other stakeholders must ensure that all field staff, farmers, and farm workers understand and operate at minimum by the requirements of the laws and this ALC. All stakeholders must report any suspected breach of the ALC to the respective buying companies or respective crop board, as well as make use of the relevant referral pathways, including reporting to the Regional Labour Officers.

The ALC ensures that all actors adhere and comply with the same set of common labour standards, and allows for proper monitoring, benchmarking, and accountability in the agriculture sector. All actors are expected to apply the ALC diligently and transparently to ensure the progressive elimination of Child Labour and Forced Labour, improve social and labour conditions, and uphold human rights in the agriculture sector.

The ALC, and specifically its section concerning "Case handling procedures" may not be exhaustive in addressing all human and labour rights issues, particularly systemic ones. In the event of competing interests between any part of the ALC with any recognized local or international law, credible code, or treaty, whichever gives maximum support or protection to human and labour rights takes precedence and prevails in execution. Notwithstanding anything to the contrary, departures from the ALC must be premised on substantial justification and must be approved by the related Crop board and reported to the Ministry of Agriculture.

A non-exhaustive list of some stakeholders' responsibilities under the ALC is provided below.

Ministry of Agriculture

- Provide technical support, oversight, and policy guidance to Crop boards throughout the implementation process of the ALC.

Prime Minister's Office – Labour, Youth, Employment and Persons with Disability (PMO-LYED)

- Oversee implementation of the ALC, and provide referral mechanisms, when required;
- Strengthen labour inspection and monitoring of child labour and other human rights violations in the agriculture sector, including in small-scale farms;
- Develop and implement an extensive public education and training programme in rural agriculture to promote awareness of the health risks of working in the sector; and
- Define common child labour indicators, in alignment with the Sustainable Development Goals (SDGs) and other relevant frameworks.

Crop boards, Cereals and Other Produce Regulatory Authority (COPRA)

- Ensure all stakeholders apply and abide by the ALC and collect data and information regarding implementation of the ALC;
- Acknowledge that tracking progress towards meeting the principles contained herein is critical to achieving these standards in the agriculture sector;
- Monitor progress towards meeting these standards and publicly produce an annual progress report. These results shall ensure there is progress in the sector's efforts towards the goal of making Tanzania compliant with the internationally agreed minimum human rights standards;
- Establish a central data base, monitoring systems, and define common metrics to track collective progress towards meeting these standards, including children school attendance and reported cases of Child Labour along the supply chains of different crops and/or commodities; and

- Conduct follow-up visits, including announced and unannounced, to monitor progress and further data collection on recorded incidences.

Crops buying companies, processors, merchants, traders, and market floors

- Uphold the ALC in all their supply chain and ensure that all their suppliers and workers are aware of and operate as part or above the standards set by this ALC;
- Ensure awareness raising and training within all their supply chain on the ALC. All farmers and their workers shall receive communication and training on the ALC and monitoring means every season;
- Collect and aggregate data within their supply chain to track progress in reaching these standards, as per the indicators necessary to the corresponding Crop board. This includes recording incidents and profiling of all registered farmers every season on cropping size, number of workers, age, and number of children on the farm, working status, etc. to identify risky areas and for monitoring purposes;
- Investigate root causes and provide effective access to remedy to observed incidences or implement prevention measures to risks of violations of the ALC; and
- Conduct follow-up visits, including announced and unannounced, to monitor progress and further data collection on recorded incidences
- Commit to the establishment of an individual or industry-wide grievance mechanism.

Growers, workers associations, farm workers, and dependents

- Uphold the ALC;
- Commit to transparency in reporting and third-party monitoring; and
- Commit to a time-bound and transparent process to meet these principles.

ENABLING LEGAL INSTRUMENTS

The ALC shall be read together with laws, treaties and codes listed below:

- 1.** The Employment and Labour Relations Act, Cap 366, RE. 2019
- 2.** The Law of the Child Act, No. 21, 2009, which:
 - Sets the minimum age for of a child to be employed at 14 (Sec. 77.2);
 - Defines light work, permitting it for children aged 12 (Sec.77.3); and
 - Prohibits the engagement of children in hazardous work (Sec. 82.2).
- 3.** The Law of the Child (Child Employment) Regulations (G.N. No. 196, 2012), which lists all hazardous activities forbidden for children to work.
- 4.** Tanzania National Strategy on Elimination of Child Labour 2025/26 - 2029/30.
- 5.** Labour Institutions Act Cap 300, RE 2019
- 6.** ILO Minimum Age Convention (No. 138), 1973.
- 7.** ILO Worst Forms of Child Labour Convention (No. 182), 1999.
- 8.** ILO Minimum Wage-Fixing Machinery Convention (No. 26), 1928.
- 9.** ILO Declaration on Fundamental Principles and Rights at Work, 1998, as amended in 2022.
- 10.** ILO Forced Labour Convention (No. 29), 1930.
- 11.** ILO Occupational Safety and Health Convention (No. 155), 1981.
- 12.** ILO Right to Organise and Collective Bargaining Convention (No. 98), 1949.
- 13.** ILO Safety and Health in Agriculture Convention (No. 184), 2001.
- 14.** The United Nations Convention on the Rights of the Child, 1989.
- 15.** The Guiding Principles on Business and Human Rights: Implementing the United Nations “Protect, Respect and Remedy Framework, 2011.
- 16.** OECD Due Diligence Guidance for Responsible Business Conduct, 2018.
- 17.** OECD – FAO Guidance for Responsible Agricultural Supply Chains, 2016.
- 18.** ILO Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy, 1977, as amended in 2022.

PRINCIPLES AND MEASURABLE STANDARDS

1

PRINCIPLE 1

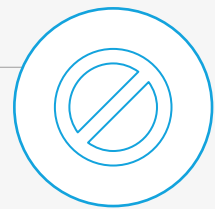
ZERO TOLERANCE TO ALL FORMS OF CHILD LABOUR



2

PRINCIPLE 2

ZERO TOLERANCE TO ALL FORMS OF FORCED OR COMPULSORY LABOUR



3

PRINCIPLE 3

FREEDOM OF ASSOCIATION AND THE EFFECTIVE RECOGNITION OF THE RIGHT TO COLLECTIVE BARGAINING



4

PRINCIPLE 4

FAIR TREATMENT AND ZERO TOLERANCE TO DISCRIMINATION IN RESPECT OF EMPLOYMENT AND OCCUPATION



5

PRINCIPLE 5

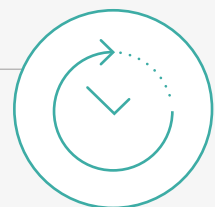
SAFE AND HEALTHY WORKING ENVIRONMENT



6

PRINCIPLE 6

REMUNERATION AND WORKING HOURS



7

PRINCIPLE 7

TERMS OF EMPLOYMENT



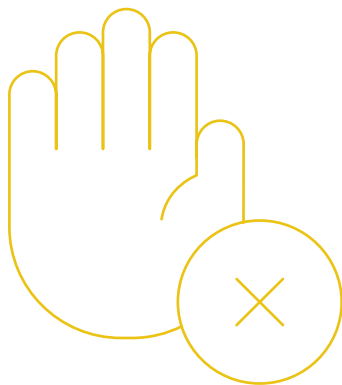
PRINCIPLE 1

ZERO TOLERANCE TO ALL FORMS OF CHILD LABOUR

- There shall be zero tolerance for all forms of Child Labour in the agriculture sector.
- In all actions concerning children, the best interests of the child shall be the primary consideration.

Measurable standards

- No person below the age of 18 years is engaged in any hazardous work⁵.
- The minimum age for admission to work is not less than the age of completion of compulsory schooling and in any case not less than 14 years old.
- Children between the ages of 12 and 14 years may only perform farming-related light work⁶ on family farms if activities do not interfere with their education or schooling hours, do not harm their health and freedom to play, and do not exceed 6 hours per day.
- No person aged 11 years and below shall perform any form of work.
- Children of school-going age are in school during school hours.



⁵ Without prejudice of the conditions for permission foreseen in Article 82.3 of The Law of the Child Act (2009).

⁶ Light work is defined as work that is not likely to be harmful to the child's health and development, and does not prejudice the child's attendance at school, participation in vocational orientation or training programmes approved by the competent authority or the child's capacity to benefit from the instruction received - contributing to children's life skills development and experience, preparing them to become productive and responsible members of society.

Hazardous work such as splitting cocoa pods, harvesting tobacco or sisal plants, and cleaning chemical sprayers, among other activities, is outside the scope of light work and therefore it cannot be performed by children between the ages of 12 and 14 years.

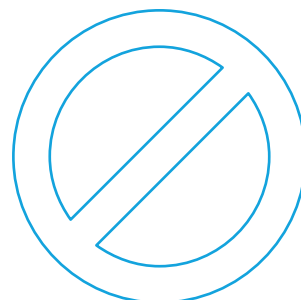
PRINCIPLE 2

ZERO TOLERANCE TO ALL FORMS OF FORCED OR COMPULSORY LABOUR

- There shall be no Forced Labour and human trafficking.
- Forced Labour includes bonded labour or any work or service which is exacted from a person under the threat of a penalty and to which that person has not consented voluntarily.
- Human trafficking refers to the process of a person arranging or facilitating the travel of another person into a situation of exploitation and is sometimes associated with migrant labour.

Measurable standards

- Workers do not work under bond, debt, or threat and must receive wages directly from the employer. No workers are required to work against their will.
- Workers are free to leave their employment at any time with reasonable notice, without threats, victimisation, or penalty.
- Workers are not required to make financial deposits with employers and shall not be charged recruitment fees or other related fees for their employment.
- Wages or income from crops and work are not withheld beyond the legal and agreed payment conditions.
- Farmers, labour contractors, or any other third party do not retain/keep the original identity documents of any worker.
- There is no employment of prison or compulsory labour.



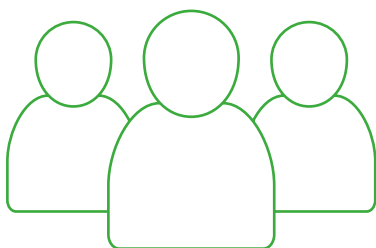
PRINCIPLE 3

FREEDOM OF ASSOCIATION AND THE EFFECTIVE RECOGNITION OF THE RIGHT TO COLLECTIVE BARGAINING

- Freedom of association refers to the right of individuals to interact and organise themselves to collectively express, promote, pursue, and defend common interests.
- Employers should recognize the right of all workers to freedom of association and collective bargaining. Therefore, every worker shall have the right to form and join a trade union, and to participate in the lawful activities of the trade union without prior authorization – and without being discriminated against on the grounds of the exercise of the aforementioned right.

Measurable standards

- Employers do not interfere with workers' right to freedom of association.
- Workers are free to join or form organisations and unions of their own choosing and to bargain collectively.
- Worker representatives are not discriminated against and are able to carry out their representative functions in the workplace.



PRINCIPLE 4

FAIR TREATMENT AND ZERO TOLERANCE TO DISCRIMINATION IN RESPECT OF EMPLOYMENT AND OCCUPATION

- All workers shall be subject to fair and dignified treatment without harassment, discrimination, physical or emotional punishment, or any other forms of abuse from employers or their representatives.
- All employers shall ensure fair treatment of workers.

Measurable standards

- There is no discrimination based on colour, nationality, tribe or place of origin, race, national extraction, social origin, political opinion or religion, sex, gender, pregnancy, marital status or family responsibility, disability, HIV/Aids, age, station of life, or other types of discrimination.
- There is no physical abuse, threat of physical abuse, or physical contact with the intent to harm, injure or intimidate.
- There is no verbal abuse or harassment.
- There is no sexual abuse, exploitation, or harassment (to both men and women).
- Workers have access to a fair, transparent, and anonymous grievance mechanism.

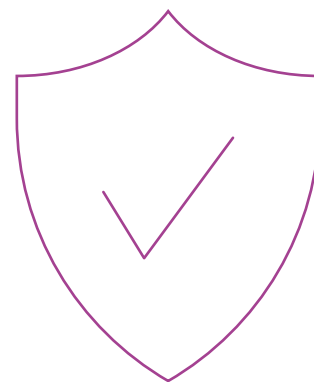
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PRINCIPLE 5

SAFE AND HEALTHY WORKING ENVIRONMENT

- Workers have the right to a safe, healthy work environment. Employers shall apply reasonable measures to ensure the well-being of workers and provide a safe work environment.
- Where provided, accommodation and food shall be clean, safe, and meet the basic needs of the workers and their dependents.



Measurable standards

- Employers provide a safe and sanitary working environment. They regularly check the working environment for safety hazards, consult with the Occupation Health and Safety Authority, when required, communicate safety hazards to workers, and take all reasonable measures to eliminate them and prevent accidents, injury, and exposure to health risks.
- Crop Protective Agents (CPAs) must be stored, handled, prepared, applied and disposed of in a safe manner, as per instructions provided by the manufacturer and only by persons having first received adequate training and Personal Protective Equipment (PPE). No person should live/sleep in spaces where CPAs (or fertilizers) are stored.
- Pregnant women, nursing mothers, and people under 18⁷ must not handle or apply CPAs.
- No person enters a field where CPAs have been applied before the re-entry time indicated by the manufacturer and with relevant PPE.
- Workers have access to clean drinking water and washing water at a distance less than 400 metres from where they work and live.
- Accommodation and food, where provided, is clean, safe, meets the basic needs of workers and their dependents, including access to sanitary facilities and conform to the ILO standards.
- Workers are provided with access to first aid and access to medical facilities and professional healthcare at less than 5 kilometres from where they work and live.
- All machinery and equipment used for agricultural activities are in safe working order, correctly maintained and only used by trained people above 18 years old.
- In crop farming, especially with crops like green tobacco that can harm workers' health (e.g., causing Green Tobacco Sickness), no person is allowed to handle seedlings, top or harvest plants, or load barns unless they have received proper training, and measures are taken to prevent contact with the crop.

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⁷ Without prejudice of the conditions for permission foreseen in Art. 82.4 of the Law of the Child Act, (2009).

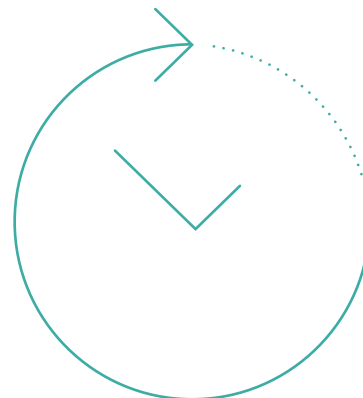
PRINCIPLE 6

REMUNERATION AND WORKING HOURS

- Remuneration earned during a pay period or growing season shall always be enough to meet basic needs of workers and their dependents and shall be sufficient to enable the generation of discretionary income.
- Workers shall not work excessive or illegal work hours⁸.
- Transport, where provided by the employer, shall be safe and free of charge.

Measurable standards

- Wages of all workers (including for temporary, piece rate, seasonal, and migrant workers) meet, at a minimum, national legal standards, or agricultural benchmark standard.
- Wages of all workers are paid regularly, at a minimum, in accordance with the laws of Tanzania.
- All workers are provided with the benefits, holidays, and leaves to which they are entitled by the laws of Tanzania.
- Work hours do not exceed maximum working hours⁹ and ensure adequate rest breaks at a minimum in accordance with the laws of Tanzania.
- Overtime work hours are voluntary and paid at a premium as required by the country's laws or by any applicable collective agreement.



6

⁸ As defined by Tanzania Employment and Labour Relations Act (2019).

⁹ As per Tanzania Employment and Labour Relations Act (2019): excluding overtime, work hours do not exceed, on a regular basis, 45 hours per week.

PRINCIPLE 7

TERMS OF EMPLOYMENT

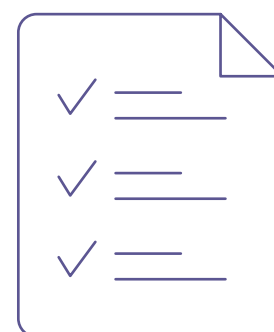
- Employers shall comply with all the laws of Tanzania relating to employment.

Measurable standards

- All workers (including for temporary, piece rate, seasonal, and migrant workers) are informed of their legal rights and the conditions of their employment when they start to work.
- All workers are provided with written contracts and written statements of particulars.
- All employers are aware of their social and legal obligations to people in their employment. They shall issue written agreements upon recruitment of labour as required by the Tanzania Employment and Labour relations Act (2019), and workers must receive a copy of the contract. For temporary labour, payments must be documented.
- Terms and conditions of employment contracts do not contravene the laws of Tanzania.

Minimum contents of a written agreement¹⁰:

- i. Name, age, permanent address and sex of the employee;
- ii. Place of recruitment;
- iii. Job description;
- iv. Date of commencement;
- v. Form and duration of the contract; including any provision for termination of the contract;
- vi. Place of work;
- vii. Hours of work;
- viii. Remuneration and its method of calculation, with details of any benefits or payments in kind; and intervals of payment; and
- ix. Any other prescribed matter.



¹⁰ In accordance with the Tanzania Employment and Labour Relations Act (2019).

DUE DILIGENCE PROCESS

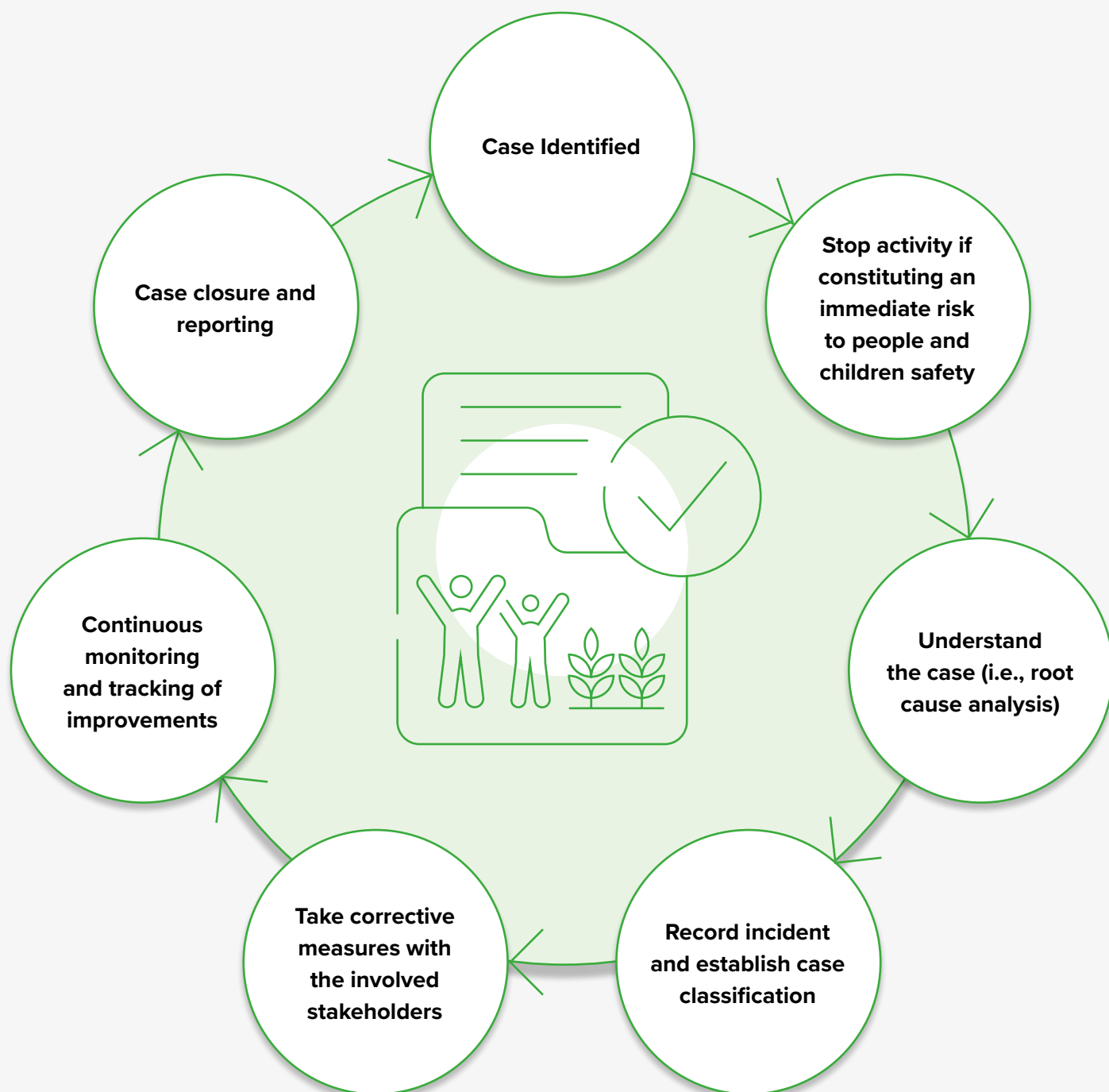
The implementation of human rights due diligence is an appropriate and effective measure for companies to proactively manage potential and actual human rights impacts with which they are involved. A human rights due diligence process, adequate to their size and circumstances, helps companies identify, prevent, mitigate and account for how they address their impacts on human rights – and makes it easier for them to meet their corporate responsibility to respect human rights.



Companies can collaborate at an industry level or across different industries, as well as with other stakeholders (such as civil society) throughout the human rights due diligence process. Collaboration may be pursued to exchange knowledge, share costs and savings, or to scale up effective measures. Nevertheless, companies always remain responsible for ensuring that their human rights due diligence is carried out effectively.

GOOD PRACTICE – CASE HANDLING PROCEDURES IN THE CROP-FARMING AGRICULTURAL SUB-SECTOR

Upon review of the case handling procedures adopted and being currently applied by agricultural businesses in Tanzania, a good practice applicable to the crop-farming agricultural sub-sector was identified – which is detailed below.





ISSUE IDENTIFICATION

Continuous monitoring of growers, transporters, processors, merchants, traders, market floors, buying companies and other stakeholders shall be conducted throughout the production cycle of the crop or commodity to record and report any breach of the ALC.

During routine visits, technical training visits, social interactions, monitoring school attendance or following a worker's complaint, a case is identified/observed and raised by the observer to relevant stakeholders such as the Sustainability Working Group of the corresponding Crop board, buying companies' field technicians, Agricultural extension officers, and Community Development Officers for case opening and further investigations.



CASE CATEGORIZATION AND CORRECTIVE ACTIONS

A designated member of field staff records the case and classifies the breach guided by the ALC and with the acknowledgement of the contractor involved and the affected population. Categorization of the breach and the resulting remedial action/resolution will be case-specific depending on the nature, severity, causes, and frequency of violations. **The breach might fall under three categories:**

I. OBSERVATION



The least serious issues and violations of the ALC. Once the breach is identified or observed by the field staff, it can be resolved by recording its nature, engaging all the parties involved to identify its root cause, and developing improvement measures or additional training to achieve good standards – and avoid the situation from arising again in the future.

II. PROMPT ACTION



Situations where, through negligence or ignorance, an individual's actions are deemed an immediate or prolonged risk to the health or life of themselves or others around them. These actions need to be stopped immediately and all relevant employees, including field staff, are encouraged to confront and cease potential prompt action issues upon observation. Situations such as a child handling or applying CPAs or an adult handling or applying CPAs without the appropriate PPE exemplify cases requiring a prompt action response.

Prompt action procedures might include identification of the issue; its immediate halting and/or escalation, depending on its severity; engagement with all the parties involved to identify its root cause; formal documentation of the issue and the prompt action; and provision of a response – i.e., the prompt action response. A prompt action response would entail employers and/or workers sensitization and training to fully acknowledge impending risks and determine action plans to mitigate and eliminate such risks. This includes the provision of remediation through legitimate processes. When prioritising actions to address adverse human rights impacts, prevention and mitigation measures should be implemented with utmost urgency for those most severe.

An initial follow-up visit must be conducted within a maximum of three (3) weeks to monitor implementation and improvements. A second follow-up visit should be carried out within a maximum of three (3) months.

III. EXTREME BREACH

Situations where there is a severe risk to the people's life, safety, or liberty through ignorance or intentional actions. This category will primarily include breaches related to Forced Labour, slavery, human trafficking, and the worst forms of Child Labour, which may be reported by any person or directly observed by the field staff and recorded.

These warrant a zero-tolerance approach with immediate escalation to a line supervisor to enact due procedures to determine specific and durable course of action to prevent a recurrence. Extreme breaches require monitoring to protect those in danger, should the behaviour that instigated the breach continue to occur after the case has been opened, and urgent response to ensure resolution in a timely manner.

Extreme breach procedures might include immediate reporting of an issue; recording of all relevant details within six (6) hours; internal escalation for confirmation of extreme breach within eighteen (18) hours; if confirmed, completion of the relevant physical extreme breach survey within twenty-four (24) hours; recommendation of an adequate remediation within thirty-six (36) hours; consultation with external experts, if required, within seventy-two (72) hours; implementation of agreed remediation action plan upon approval; and monitoring and reporting of progress on implementation of agreed remediation action plan on a daily basis throughout implementation. Normally, a final report consolidating all relevant information on the extreme breach should be produced within twenty-one (21) days of its identification.

Cancellation of contracts, withdrawal of registration, arrest of the perpetrator or all the penalties may be imposed, especially if no commitment or efforts towards ceasing the breach are witnessed.



FOLLOW-UP VISITS

Upon agreement of a course of action to resolve the issue, follow-up visits must be made to monitor the situation and report on progress made.

For extreme breaches, the activity should be stopped immediately with agreement on an action plan and follow-up should occur within seven (7) days of the initial report while prompt action cases should be stopped immediately in case of immediate risk and followed up within three (3) weeks. Such follow-ups should include impromptu visits to ensure that the actions of stakeholders monitored are not a result of their awareness of being observed at stipulated or regular intervals.



REPORTING INFORMATION ON INDIVIDUAL

During each productive season, stakeholders should monitor, record incidents, and submit data on compliance with the ALC to the relevant Crop board for national report formulation and enforcement.

The collected information should include but may not be limited to the details of the breach, date of inspection, crop stage, and agreed action plan with the farmer and the workers.

Follow-up visit data should include follow-up date, production stage, the status of the agreed action plan with the farmer and support provided to the farmer. Where adverse impacts have been remediated, the rationale for closing the case and the closing date should also be provided. Collected data should be consolidated into reports and submitted to the relevant Crop board as per the requested frequency for guiding policy and identifying and formulating needs of support.

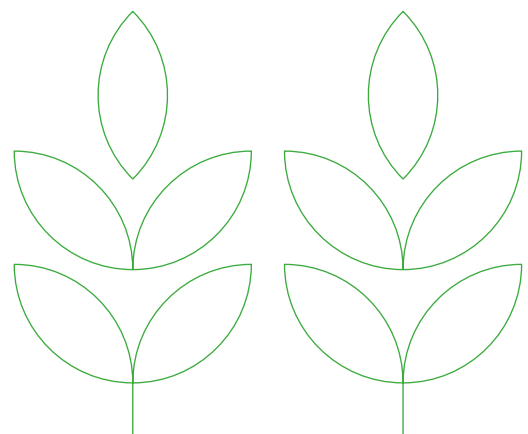


CASE CLOSURE

In the event of satisfactory progress made to resolve the issue, a case may be closed but records must be kept.

If a contractor does not show any signs of commitment to meeting the standards, or continually disregards agreed improvement, the issue shall be escalated by the field employee to their supervisors. Employers and contracting companies may decide to terminate or not renew the contract.

Information on the violators will be available to all contracting companies with violators blacklisted for contracting in the next crop year.





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