GUIDANCE ON CORPORATE SOCIAL RESPONSIBILITY (CSR) TRAINING BASED ON EICC
(PUBLIC / IN-HOUSE TRAINING PROGRAMME)
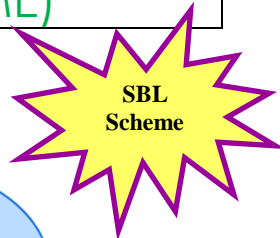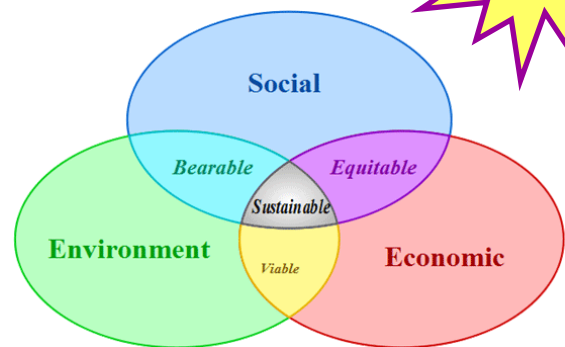
Introduction

The **Electronic Industry Citizenship Coalition (EICC) Code of Conduct** establishes standards to ensure that working conditions in the electronics industry supply chain are safe, that workers are treated with respect and dignity, and that business operations are environmentally responsible and conducted ethically.

The **EICC Code of Conduct** is a set of standards on social, environmental and ethical issues in the electronics industry supply chain. The standards set out in the Code of Conduct reference international norms and standards including the Universal Declaration of Human Rights, ILO International Labor Standards, OECD Guidelines for Multinational Enterprises, ISO and SA standards, and many more. The current EICC Code of Conduct, version 4.0, is in effect until March 31, 2015. An updated, 5.0, version was ratified in 2014 and goes into effect on April 1, 2015.

Considered as part of the electronics industry for purposes of this Code are all organizations that may design, market, manufacture or provide goods and services that are used to produce electronic goods. The Code may be voluntarily adopted by any business in the electronics sector and subsequently applied by that business to its supply chain and subcontractors, including providers of contract labor.

To adopt the Code and become a participant ("Participant"), a business shall declare its support for the Code and actively pursue conformance to the Code and its standards in accordance with a management system as herein. Participants must regard the Code as a total supply chain initiative. At a minimum, Participants shall also require its next tier suppliers to acknowledge and implement the Code.

Fundamental to adopting the Code is the understanding that a business, in all of its activities, must operate in full compliance with the laws, rules and regulations of the countries in which it operates. The Code encourages Participants to go beyond legal compliance, drawing upon internationally recognized standards, in order to advance social and environmental responsibility and business ethics. In alignment

with the UN Guiding Principles on Business and Human Rights, the provisions in this Code are derived from key international human rights standards including the ILO Declaration on Fundamental Principles and Rights at Work and the UN Universal Declaration of Human Rights.
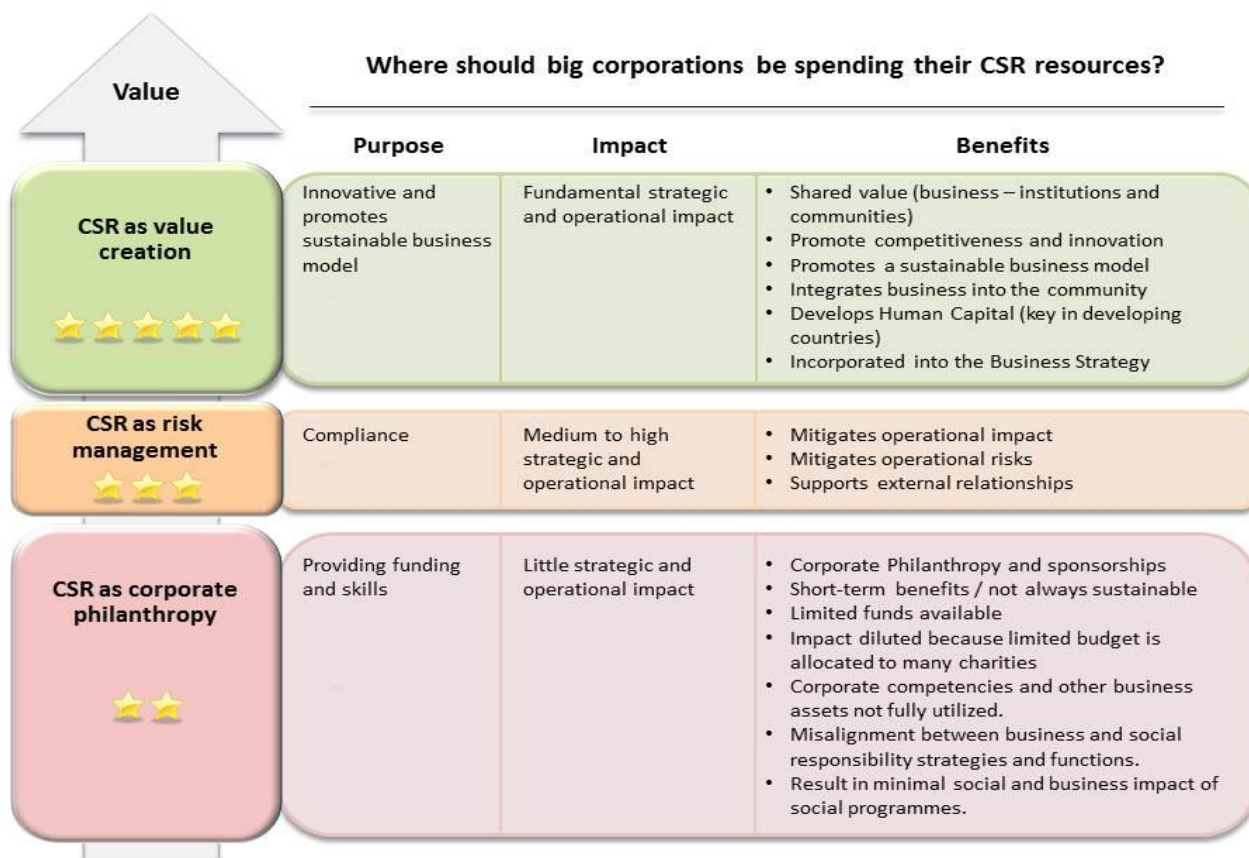
The EICC is committed to obtaining regular input from stakeholders in the continued development and implementation of the Code of Conduct. The Code is made up of five sections. Sections A, B, and C outline standards for Labor, Health and Safety, and the Environment, respectively. Section D adds standards relating to business ethics; Section E outlines the elements of an acceptable system to manage conformity to this Code.

Learning Outcomes/Objectives

> **Also available as in-house programme**

This training is designed to give you the relevant skills and knowledge to assess and report on the conformance and effective implementation of an CSR management system based on EICC. On training completion participants will be able to:-To understand the implementation of a social responsibility program in accordance with Electronic Industry Citizenship Coalition (EICC) Code of Conduct

- ✓ To understand the relationship between *a* social responsibility program and the compliance with the requirements of different stakeholders of the organization
- ✓ To know the concepts, approaches, standards, methods and techniques allowing to effectively manage a social responsibility program
- ✓ To acquire the necessary expertise to contribute in implementing a social responsibility program as presented in EICC

Where should big corporations be spending their CSR resources?

	Purpose	Impact	Benefits
CSR as value creation ★★★★★	Innovative and promotes sustainable business model	Fundamental strategic and operational impact	• Shared value (business – institutions and communities) • Promote competitiveness and innovation • Promotes a sustainable business model • Integrates business into the community • Develops Human Capital (key in developing countries) • Incorporated into the Business Strategy
CSR as risk management ★★★	Compliance	Medium to high strategic and operational impact	• Mitigates operational impact • Mitigates operational risks • Supports external relationships
CSR as corporate philanthropy ★★	Providing funding and skills	Little strategic and operational impact	• Corporate Philanthropy and sponsorships • Short-term benefits / not always sustainable • Limited funds available • Impact diluted because limited budget is allocated to many charities • Corporate competencies and other business assets not fully utilized. • Misalignment between business and social responsibility strategies and functions. • Result in minimal social and business impact of social programmes.

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COURSE CONTENTS

Introduction and Awareness to Corporate Social Responsibility (CSR) Concepts as defined by EICC Code of Conduct

- Registration - Attendance Sign In
- Introduction & Training Schedule Confirmation
- Ice-breaker Session
- Learning Objectives/Outcomes
- Normative, regulatory and legal framework related to organizations' social responsibility
- Fundamental principles of organizations' social responsibility
- Introduction to management systems and the process approach
- Development of a social responsibility policy and objectives
- Human/Labor rights issues and best practices
- Environment issues and best practices
- Health & Safety issues and practices
- Ethics issues and practices
- Fair operating practices issues and best practices
- Management systems used to manage the
- Community involvement and development issues and best practices
- Management systems used to manage the processes and operations

Who Should Attend

- Members of a social responsibility team
- Project managers or consultants wanting to prepare and to support an organization in the implementation of a social responsibility program
- Persons responsible for a social responsibility program or conformity in an organization
- Members of a social responsibility team
- Auditors

Duration

1 day

Training Methodology

The program would be conducted by using the following materials / aids :-

- ✓ Course Note
- ✓ LCD Presentation
- ✓ Group Discussion
- ✓ Lecturettes

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The following is the structure of the ISO 26000 guidance diagram:

Clause 1 — Scope
Guidance to all types of organizations, regardless of their size or location

Clause 2 — Terms and definitions
Definition of key terms

Clause 3 — Understanding social responsibility
History and characteristics; relationship between social responsibility and sustainable development

Clause 4 — Principles of social responsibility
- Accountability
- Transparency
- Ethical behaviour
- Respect for stakeholder interests
- Respect for the rule of law
- Respect for international norms of behaviour
- Respect for human rights

Clause 5 — Two fundamental practices of social responsibility
- Recognizing social responsibility ⟷ Stakeholder identification and engagement

Clause 6 — Social responsibility core subjects
Organizational governance
- Human rights
- Labour practices
- The environment
- Fair operating practices
- Consumer issues
- Community involvement and development

Related actions and expectations

Clause 7 — Integrating social responsibility throughout an organization
- The relationship of an organization's characteristics to social responsibility
- Understanding the social responsibility of the organization
- Communication on social responsibility
- Voluntary initiatives for social responsibility
- Reviewing and improving an organization's actions and practices related to social responsibility
- Enhancing credibility regarding social responsibility

Practices for integrating social responsibility thoughout an organization

Bibliography: Authoritative sources and additional guidance

Annex: Examples of voluntary initiatives and tools for social responsibility

Maximizing an organization's contribution to **Sustainable development**