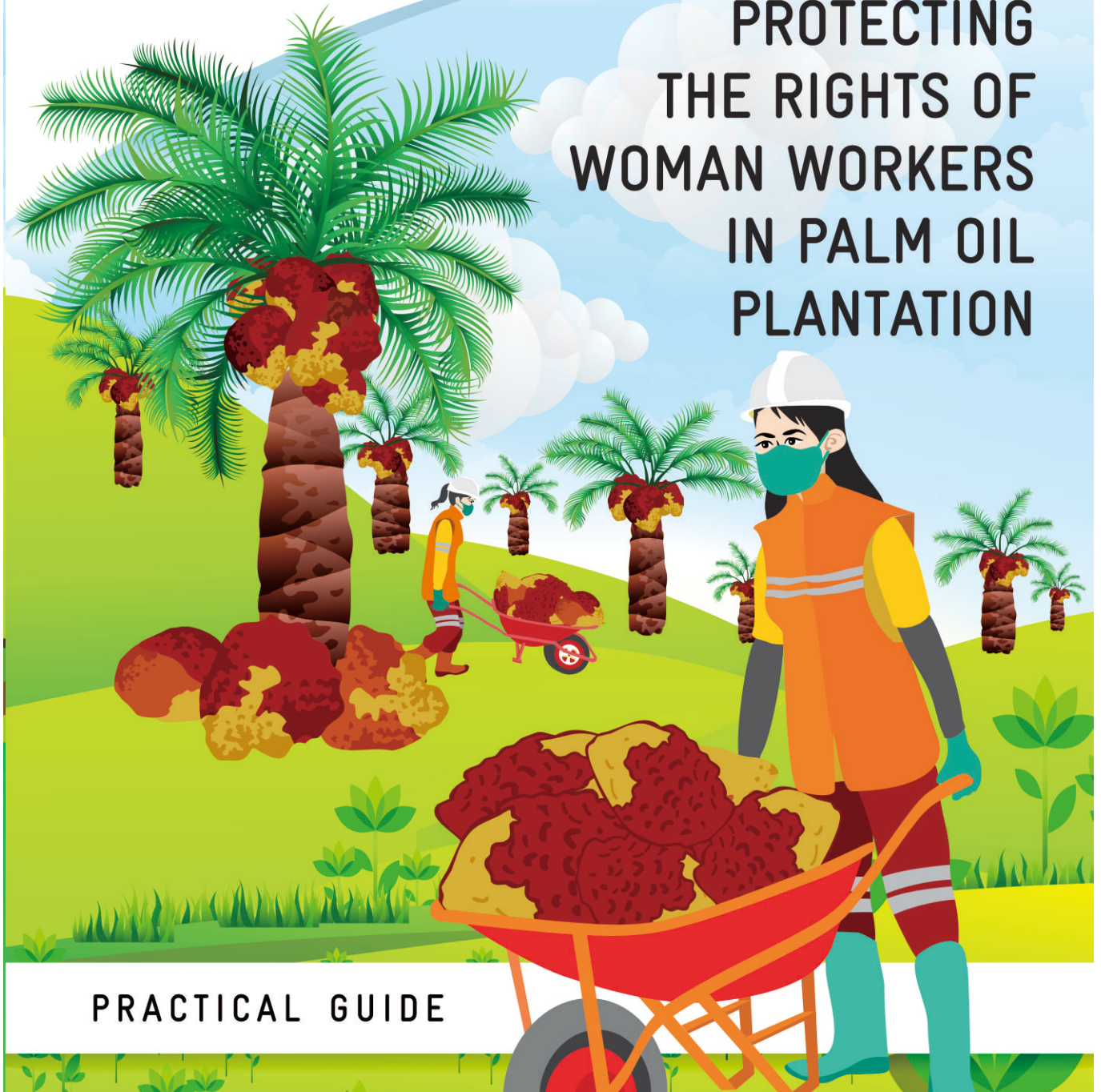




PROTECTING THE RIGHTS OF WOMAN WORKERS IN PALM OIL PLANTATION

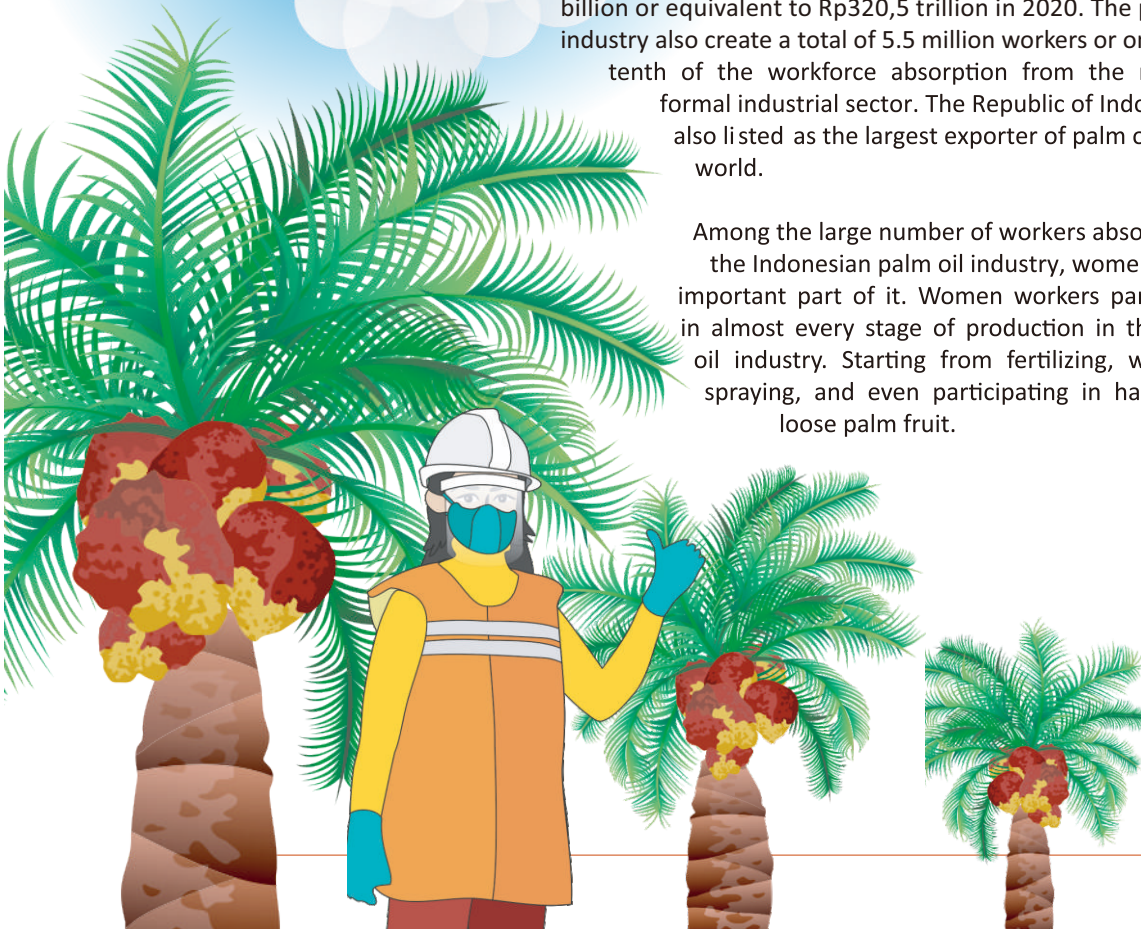


PRACTICAL GUIDE

PROTECTING THE RIGHTS OF WOMEN WORKERS

Palm oil is one of the most important commodities for the Indonesian economy. The oil palm business contributed the largest national income in 2020 valued at US \$ 22.97 billion or equivalent to Rp320,5 trillion in 2020. The palm oil industry also create a total of 5.5 million workers or one tenth of the workforce absorption from the national formal industrial sector. The Republic of Indonesia is also listed as the largest exporter of palm oil in the world.

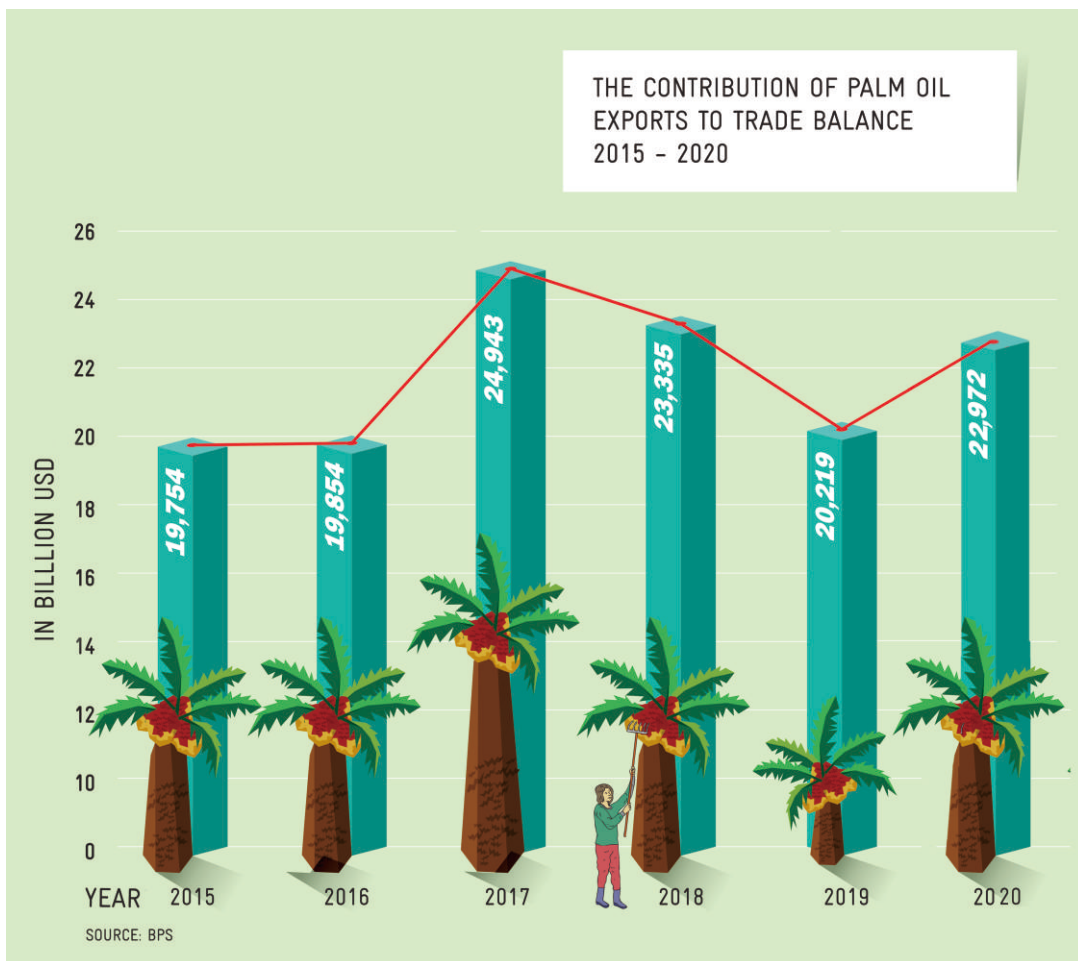
Among the large number of workers absorbed by the Indonesian palm oil industry, women are an important part of it. Women workers participate in almost every stage of production in the palm oil industry. Starting from fertilizing, weeding, spraying, and even participating in harvesting loose palm fruit.



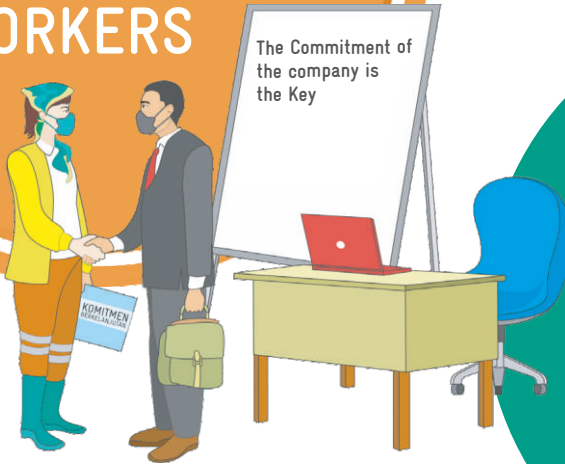
Based on the background, GAPKI in collaboration with HUKATAN-KSBSI and CNV write this practical guide. This guide aims to help the Indonesian palm oil industry to build a sustainable industry, which prioritizes the rights of women workers, including protection at work, equality of wages, and others. So that the Indonesian palm oil industry can be an industry that upholds the welfare of its workers

and improving the productivity in the future.

This is in line with the government's program for the protection of women and children, mainstreaming equal opportunity for women, and building sustainable industries for the welfare of society and the progress of the nation.



PROTECTING FEMALE WORKERS



BENEFITS OF COMPANY'S WRITTEN COMMITMENT

1

The first step in improving the working conditions of women workers is the declaration and preparation of company commitments by the highest management. This is important to ensure that resources are allocated and that these commitments are carried out by all levels of management. Ensure that commitments are well communicated to all management, employees and other stakeholders.

This commitment is the first step that the company is ready to run a green and sustainable business that provides broad benefits, including the following:

- 1. For the workers:** Company commitment can increase the comfort at work. Workers are proud to be part of the company which in turn can increase productivity.
- 2. For the Government:** The government will find it very helpful in carrying out its social policies, and good relations with the government are very important for companies.
- 3. For the market:** Policy commitment can enhance the company's image, increase consumer confidence in buying / consuming the products produced by the company. Consumers will believe that they contribute to improve working conditions in the palm oil sector, especially for women workers.
- 4. For Suppliers and Business Association:** Commitment can be a tool to ensure that suppliers and business association follow the same spirit. It is hoped that companies that are tied to supply chains can grow to be green and sustainable together.
- 5. For the community:** Written Commitment will give the confidence to the community about the benefits of having a company.

This written commitment should be **socialized widely and thoroughly** to all levels of the company, including to the workers, in order to increase the awareness of staff and workers about the rights of women workers and facilitate their implementation in the field.

GENDER COMMITTEE

2

The Gender Committee is a key institution for the protection of women workers in oil palm companies. This committee was formed to raise awareness, identify and raise related issues, and promote improvements in working conditions for women workers



In order to optimize the function, companies in the palm oil industry can establish Gender Committees with the following practices:

- **Lead by a female staff** who is working full time.
- **Has sufficient budget and technical decision-making authority** to carry out the program.
- **Has the ability to work with other stakeholders,** such as trade unions, NGOs, government agencies or bodies.
- **Has skills in managing** complaints filing mechanisms and conflict resolution.

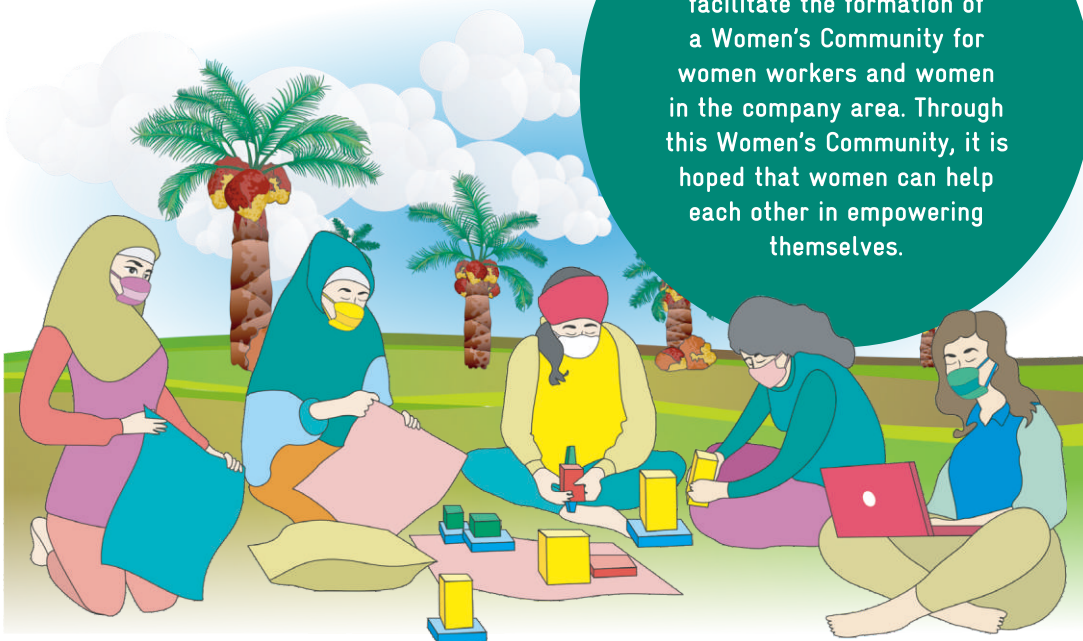
Together with stakeholders: Trade Unions, NGOs and government agencies/bodies, the Gender Committee discusses the following:

- **Identifying work risks for women workers** both in the workplace and around the company environment, also identifying gaps between their needs and availability of policies, company regulations and data.
- **Based on the identification, the gender committee then conducts consultations with stakeholders** on future work plans for improving the working conditions of women workers including those related to their specific needs and reproductive health.
- **Encouraging and facilitating women's communities,** either among workers or families of workers. This community can be a safe space for women to share and protect against harassment, as well as building social and economic solidarity.
- **Providing inputs to company management and directors** regarding the work violations of the rights of women workers as guaranteed by government policies. For example, about equal wages for equal work, or the lack of relationship process that has potential to cause discrimination against women, or opportunities for women to occupy certain positions in the companies.

3

WOMEN'S COMMUNITIES

Through the Gender Committee, companies can facilitate the formation of a Women's Community for women workers and women in the company area. Through this Women's Community, it is hoped that women can help each other in empowering themselves.



Women's Community is a means and a place for women to share experiences, increase knowledge of their rights, add skills, and have a good support system.

Several things that this Community of Women can do, include:

1. **To be a safe place** where women can complain about sexual harassment or violence to trusted friends. Often victims are afraid to complain about this problem alone. The existence of a trusted circle of friends will increase female workers' knowledge of their rights, as well as women's courage to defend their own

rights. In short, becoming a support system for protecting the rights of women workers.

2. **To be a place where women can share** in overcoming family and child problems in a spirit of mutual cooperation, share advice, share experiences, share burdens. If family and child problems can be alleviated, women can work with a peaceful and increase their productivity.
3. **To become a place where women can empower each other**, for example by jointly increasing their skills, creating a side business to help support the family economy or establishing cooperatives.

WOMEN'S REPRESENTATION IN THE COMPANY

4

To make decisions that are friendly to women, the presence of women in the company, especially at the decision-making level, must be balanced



Several ways that can be done to increase women's representation in companies, among others:

1. **Ensuring that there is no discrimination**, especially on the basis of gender, in hiring workers/staff.
2. **Ensuring the employment status of women workers**, protecting women workers with work agreements in accordance to the law, to ensure that women workers are covered by social protection programs from the government, such as BPJS Employment.
3. **Balancing the female and male staff and company officials**, so that decisions made by companies are more sensitive towards the issues of discrimination women.
4. **Ensuring that women workers have good and equal access** to training or capacity building, as well as the opportunities for promotion.
5. **Opening up internship opportunities for young women**, so that they can have the work experience they need in the future.

5

IMPROVING WORK CONDITION OF WOMAN WORKERS

While working on plantations is clearly physically physically demanding, several things can be done to reduce the physical burden on women workers as well as to increase their productivity



A. Modifications to Workflow and Method so as to obtain optimal work efficiency

1. Using Time-Motion Study which specifically observing the way women work.

Time-Motion Study is a study of how humans move their bodies while working, and how much time it takes to complete the job.

2. Training and familiarizing workers to perform effective movements and save time in completing work.
3. This training can be carried out in collaboration with Trade Unions, in order

to foster a sense of ownership of the workers.

B. Simple mechanization to support productivity and work efficiency

1. Using handcarts, as the simplest, inexpensive, non-polluting means of mechanization.
2. Using motorized carriers that are commonly used in harvesting oil palm fruit, and modify it to suit other types of work in oil palm plantations.

IMPROVING FACILITIES AND INFRASTRUCTURE TO MAINTAIN THE HEALTH OF WOMEN WORKERS



To increase compliance of the use of Personal Protective Equipment (PPE), oil palm companies can do the following:

1. Conduct a study on the design of PPE in accordance with the working conditions experienced by women workers on the plantations at affordable prices but with good protection effectiveness.
2. This study of PPE design can be carried out together with the PPE industry and the government, thereby creating mutually beneficial relationships between industrial sectors.
3. Working together with trade unions to carry out habituation gradually to increase worker compliance in using PPE.
4. Increase supervision through the foremen or similar staff to ensure compliance with the use of PPE.

To maintain the comfort and safety of women workers when fulfilling their private needs, companies can do the following:

1. Integrating the need for work rest time in the time-motion study. Placement of mobile toilets in terms of time and distance for female workers should be considered so that privacy is more protected and reduces the risk of wild animal's attack.
2. Make the availability of clean water part of the field logistics, for example by constructing reservoirs for purifying rainwater in the locations and utilizing transportation means.



Taking care of the health of women workers who are pregnant and nursing, can be conducted with:

1. To create safe environment and policies that allow the women workers to inform their pregnancy condition to management without fear or risk to be dismissed. This effort can be applied together with trade unions.
2. To provide more light alternative jobs, to reduce the risk of chemicals exposure. For example, the pregnant workers can be transferred to administration and supporting work that far from chemicals exposure.
3. To ensure the availability of extra nutritional intake to increase the immune system of workers (especially women) who are exposed to chemicals during work. Gender Committees can work together with trade unions or women's communities to compile this extra nutritional intake.
4. Encourage women workers to use empty land to plant herbal and for daily needs.
5. Strengthen surveillance systems in the field, especially at the supervisors level, to ensure workers consume this additional nutritional intake in the field.

In the event of emergencies, the company must be prepared with a recovery mechanism so that the rights of women workers who have been violated can be immediately mitigated.

REMEDY FACILITY FOR WOMEN WORKERS AND STAFF



These remedy mechanisms can be:

A. Complaint mechanism

1. The company's written policy commitment that the complainant will not get any negative impact from the complaint, and every complaint will be treated confidentially.
2. This complaint mechanism should be easily accessible, well socialized, where workers can make complaints in a safe manner.
3. The Gender Committee can be the recipient of complaints, with a special number that acts as a hotline.
4. If necessary, the Gender Committee can collaborate with the Office of Protection of Women and Children to obtain protection facilities for complainants.
5. The complaint mechanism should ensure a detailed and comprehensive investigation or examination regarding the issue of the complaint. This will be an input for company leaders to enforce company



policies without hesitation to workers/ staff who violate gender policies.

B. Optimization of company clinics

1. Clinics can function as a means of prevention but also as a means of recovery for the reproductive health of female workers.
2. The company can provide a doctor on duty, as well as facilities and infrastructure to quickly refer patients to more adequate health facilities in the emergency.

3. Provision of typical female medicines such as menstrual pain relievers.

4. Written policy commitment from the company that female workers who are treated at the clinic will not lose their rights during or after treatment.

C. Ensure all workers, especially women workers, are protected by the BPJS Ketenagakerjaan scheme.

8

CHILD WELFARE FACILITIES

Child Care KASIH BUNDA DAYCARE



Children are one of the things that most women pay attention to. Women workers, who go to work with the belief that their children's welfare is maintained, will work happily and productively

Things that will be helpful for the welfare of children include:

1. **Providing child care facilities**, as a form of guarantee and assurance that the children are safe to be left behind while the mother works in the plantation.
2. **Recruitment of the childcare personnel who are trained in early childhood education** as care givers and nurses, to ensure that the care provided is in accordance with the norms of children's education.
3. **Provision of adequate sanitation facilities, especially clean water**, because children are still very vulnerable to disease transmission.
4. **This child care facilities must be safe for children**, free from potential harm, free from noise or exposure to chemicals and other production waste.
5. **Provision of a lactation room**, to provide opportunities for mothers to breastfeed their children between work shifts.
6. **Cooperate with the Office of Protection of Women and Children** to ensure that the childcare facilities and system comply with standards and are free from child abuse.

- **Encourage and assist married workers to ensure** that parents and children sleep separately, as well as between boys and girls.
- **Help workers ensure that their residence** (house/dormitory) is safe for children, for example without steep stairs or sharp protruding parts of the building.

BEST PRACTICE

SEVERAL PROGRAMS
CAN BE DONE
PRACTICAL TO CHILD
WELFARE FACILITIES



HAVE QUESTIONS ?

If you have any questions about this booklet content, please contact:



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