



IUF - LIPTON Teas and Infusions Joint Commitment on Preventing Sexual Harassment.

LIPTON Teas and Infusions and the IUF affirm their shared commitment to the prevention of sexual harassment, which is an essential foundation for achieving equality and non-discrimination.

This Joint Commitment outlines the standards, principles and actions upon which LIPTON Teas and Infusions and the IUF commit to work together to prevent sexual harassment at LIPTON Teas and Infusions is achieved.

Sexual Harassment and why we must work towards its elimination

Sexual harassment is a serious offence which is unlawful in many countries around the world. Sexual harassment is considered a form of discrimination under one of the Core Conventions of the ILO, C111 on Discrimination in Respect of Employment and Occupation.

The International Labour Organization's Convention 190 on violence and harassment affirms the right of everyone to a world of work free from violence and harassment, including gender-based violence and harassment. This Convention provides the principles for this agreement and is linked to the rights to equality and non-discrimination.

The ILO Committee of Experts on the Application of Conventions and Recommendations states that the definition of sexual harassment contains "the following key elements: 1) (quid pro quo): any physical, verbal or non-verbal conduct of a sexual nature and other conduct based on sex affecting the dignity of women and men, which is unwelcome, unreasonable, and offensive to the recipient; and a person's rejection of, or submission to, such conduct is used explicitly or implicitly as a basis for a decision which affects that person's job; or 2) (hostile work environment) Conduct that creates an intimidating, hostile or humiliating working environment for the recipient¹."

It can take many forms and may include:

- Any insult or inappropriate remark, joke, insinuation and/or comment on a person's dress, physique, age, family situation, etc.;
- A condescending attitude with sexual implications undermining dignity;
- Any unwelcome and/or inappropriate invitation or request, implicit or explicit, whether or not accompanied by threats;
- Any gesture with sexual connotations;
- Any unnecessary physical contact such as touching, caresses, pinching or assault;

¹ ILO: *Report of the Committee of Experts on the Application of Conventions and Recommendations, Report III (Part 1A), ILC, 91st Session, 2003, p. 504.*

- Sharing sexually inappropriate images or videos, such as pornography or posters.

Sexual harassment can cause severe distress and ill health and can lead to the victim giving up her/his job. Sexual harassment can be perpetrated by co-workers, supervisors, managers or suppliers. Sexual harassment damages working relationships and impairs productivity.

Sexual harassment is a universal problem and women workers, particularly contingent, temporary and/or migrant workers, such as those in agricultural supply chains, can be more vulnerable. Sexual harassment can also affect men or be based on sexual orientation or gender identity and these cases should be dealt with within the same framework.

Sexual harassment can occur in the workplace. The [ILO](#) defines workplace *as premises, or part of a premises, which are made available to any person as a place of work*, including offices, factories, retail spaces, the common parts of shared buildings, private roads and paths on industrial estates and business parks. Sexual harassment can also happen outside of the physical worksite in the world of work, for example at places where workers are paid, rest, eat or are accommodated by the employer (e.g. living/sleeping arrangements); or at sanitary or toilet facilities and in changing rooms; during work-related commuting, travel, social or training events or activities; work-related communications including communications via information technology (e.g. e-mail); or during other work-related interactions.

Employees are particularly vulnerable to sexual harassment if it occurs in a situation where exposure to harassment is perceived as a condition of employment (*quid pro quo*) or a precondition for employment or may influence employment conditions and/or career development.

Statement of intent

The parties express their commitment to ensuring that all persons employed by LIPTON Teas and Infusions can fully access and effectively exercise their internationally recognized human rights, particularly those specified in the United Nations International Bill of Human Rights and the fundamental ILO Conventions. LIPTON Teas and Infusions and the IUF recognize the crucial role that unions and collective bargaining play in the protection and enablement of workers' fundamental rights within the human rights due diligence framework set out in the Organization for Economic Cooperation and Development (OECD) Guidelines for Multinational Enterprises.

LIPTON Teas and Infusions and the IUF believe that a zero-tolerance policy on sexual harassment is necessary to eliminate sexual harassment and provide solutions. This Joint Commitment recognises the importance of health and safety at work and the need to protect the dignity and rights of all persons employed at LIPTON Teas and Infusions.

LIPTON Teas and Infusions will respond appropriately and seek to resolve any case of sexual harassment within its owned facilities that might arise in the framework of its relations with joint venture partners, subcontractors, suppliers or any other type of business relationship that operates within its facilities, according to its obligations required by the due diligence principle. LIPTON Teas and Infusions also

recognizes its due diligence obligations to ensure that sexual harassment does not occur in its supply chain².

In countries where LIPTON Teas and Infusions operates and where there are no unions affiliated to the IUF and where there are no measures in force to address sexual harassment, this agreement can be used as a reference for establishing the necessary means to stop sexual harassment.

Within the framework of this agreement, LIPTON Teas and Infusions recognizes its duty to respect the laws and regulations of the countries in which it operates. If provisions contained in this agreement are more stringent than national laws and regulations, LIPTON Teas and Infusions will endeavour to promote the most stringent principles.

Principles and procedures to stop sexual harassment at work

LIPTON Teas and Infusions and the IUF wish to ensure that all employees, including employees provided by third party labour suppliers, are aware of what constitutes sexual harassment and that they understand fully what is expected of them, know how to raise a potential issue, and feel confident to report any alleged abuses.

The procedures agreed to between the IUF and LIPTON Teas and Infusions are based on the following principles:

- Sexual harassment is a disciplinary offence;
- Cases of sexual harassment will be investigated confidentially and handled in a manner that ensures the confidentiality of the persons involved and within strict timescales;
- In cases of sexual harassment, it is the perpetrator and not the person making the complaint who will, where necessary, be redeployed;
- LIPTON Teas and Infusions will not tolerate retaliation or victimization against employees who identify and raise issues relating to any form of sexual harassment or who lodge complaints and/or participate in any proceedings relating to alleged sexual harassment either directly with management or through the individual or collective grievance procedures in place;
- LIPTON Teas and Infusions will work with legitimate independent democratic trade unions to ensure that the existing processes can be fully used and that additional channels can also be opened where existing processes prove inadequate.

Next steps

The following joint actions will be communicated to LIPTON Teas and Infusions' local and regional management and affiliated IUF Unions, to enable concrete action and further follow up.

LIPTON Teas and Infusions and IUF are committed to preventing sexual harassment at LIPTON Teas and Infusions owned facilities and LIPTON Teas and Infusions welcomes the involvement of the IUF in identifying areas of higher risk, raising awareness and monitoring progress.

² Due diligence obligations are prescribed by the OECD Guidelines for Multinational Enterprises, the European Union's Corporate Sustainability Reporting Directive (CSRD), the European Union's Corporate Sustainability Due Diligence Directive (CSDDD), and the UN Guiding Principles on Business and Human Rights.

LIPTON Teas and Infusions and the IUF agree:

- To take adequate measures to ensure that local management and trade union members and representatives are fully aware of the relevant international standards and any applicable national and local regulations with regard to sexual harassment and the procedures outlined in Lipton Teas and Infusions 's Code of Business principles;
- To organize training and awareness activities, including in the case of LIPTON Teas and Infusions, training all staff and managers on the zero tolerance policy and their responsibilities under it to ensure that full support can be provided to any victims of sexual harassment;
- To recognize the importance of including sexual harassment, as well as its associated psychosocial risks, in the management of safety and health at work; to identify the dangers and assess the risks of sexual harassment, including thorough risk assessments conducted by LIPTON Teas and Infusions with the active participation of the workforce, such as the occupations and forms of work in which workers are most exposed to sexual harassment; and to adopt measures to prevent and control them;
- Where there are areas of higher risk, where high levels of temporary and/or seasonal labour have been employed and where there are high numbers of women supervised by a majority of men, specific awareness and training measures should be agreed and deployed by management and the trade union.

At corporate level, LIPTON Teas and Infusions will monitor cases of sexual harassment to identify where further action might be appropriate. The IUF and LIPTON Teas and Infusions will agree on regular review procedures to monitor progress and how cases have been addressed.

Key role of local/regional LIPTON Teas and Infusions management and IUF affiliated unions

Trade union representatives play a key role:

- On advising their members of what constitutes sexual harassment;
- On awareness-raising and training;
- On assisting employees/members to raise complaints and issues either through the LIPTON Teas and Infusions Code process or via the established individual or collective grievance procedures and/or national legislation.

To ensure effective implementation of this Joint Commitment to prevent sexual harassment at LIPTON Teas and Infusions, local management and trade unions shall, where a document with comparable standards and procedures does not already exist, agree and document a clear and precise local policy on sexual harassment, complaints procedures and mechanisms for dispute resolution/grievance handling based on international standards and national legal and collective bargaining law and practice. The policies and complaints procedures and mechanisms shall be gender-sensitive and take into account local dynamics.

The procedure shall ensure that:

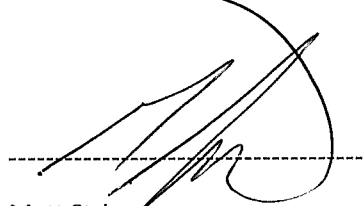
- Sexual harassment cases are handled by persons of confidence with specific training in this area;

- All complaints concerning sexual harassment are to be investigated securely, expeditiously and confidentially – with the possibility of an informal and/or formal complaint process;
- Investigation of complaints is to be carried out by mutually agreed arrangements such as an anti-harassment committee or independent persons/ structures;
- Complainants in all cases must be informed of their legal rights, as well as of the process, timeframe, expectations, reasons for actions being taken and what type of support is available;
- In the case of a formal complaint, the outcome of the complaint investigation is formally recorded and communicated to and reviewed by the complainant;
- Sanctions on those found to have engaged in sexual harassment are clearly stipulated;
- Full protection and support is given to the victims of sexual harassment, witnesses and whistle blowers throughout the process and its outcome.

Following the signing of this Joint Commitment, local union/management will continue to discuss and work together on implementing the above procedures.

Signed on 6th September 2024 on behalf of:

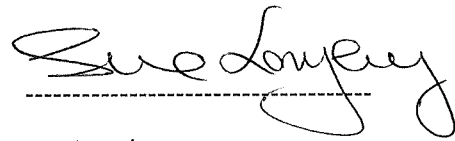
LIPTON Teas and Infusions

A handwritten signature in black ink, appearing to read 'Matt Stripe', written over a horizontal dashed line.

Matt Stripe

Chief People Officer

IUF

A handwritten signature in black ink, appearing to read 'Sue Longley', written over a horizontal dashed line.

Sue Longley

General Secretary