

# **ASEAN Guidelines for Corporate Social Responsibility (CSR) on Labour**



one vision  
one identity  
one community



## **ASEAN Guidelines for Corporate Social Responsibility (CSR) on Labour**

The ASEAN Secretariat  
Jakarta

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The ASEAN Secretariat is based in Jakarta, Indonesia.

For inquiries, contact:  
The ASEAN Secretariat  
Community Relations Division (CRD)  
70A Jalan Sisingamangaraja  
Jakarta 12110, Indonesia  
Phone: (62 21) 724-3372, 726-2991  
Fax: (62 21) 739-8234, 724-3504  
E-mail: [public@asean.org](mailto:public@asean.org)

## **ASEAN: A Community of Opportunities**

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# **ASEAN Guidelines for Corporate Social Responsibility (CSR) on Labour**

## **I. Introduction**

1. Globally, there is growing awareness among governments, enterprises/establishments, employers' organisations, workers' organisations, and other stakeholders on the importance of achieving sustainable development. There have been a number of global and regional initiatives to achieve this goal. This includes the ASEAN Community as ASEAN Member States also strive for equitable, inclusive and sustainable economic growth. In this regard, the involvement of the private sector in adopting Corporate Social Responsibility (CSR) principles and practices in their operations, decisions and activities becomes crucial as they also impact to society and environment. The implementation of CSR is in line with the purposes of ASEAN and ASEAN Community Vision 2025.
  
2. The purposes of ASEAN set forth in the ASEAN Charter include:
  - To alleviate poverty and narrow the development gap within ASEAN through mutual assistance and cooperation;
  - To strengthen democracy, enhance good governance and the rule of law, and to promote and protect human rights and fundamental freedoms, with due regard to the rights and responsibilities of the Member States of ASEAN;

- To promote sustainable development so as to ensure the protection of the region's environment, the sustainability of its natural resources, the preservation of its cultural heritage and the high quality of life of its peoples;
  - To enhance the well-being and livelihood of the peoples of ASEAN by providing them with equitable access to opportunities for human development, social welfare and justice;
  - To promote a people-oriented ASEAN in which all sectors of society are encouraged to participate in, and benefit from, the process of ASEAN integration and community building; and
  - To maintain the centrality and proactive role of ASEAN as the primary driving force in its relations and cooperation with its external partners in a regional architecture that is open, transparent and inclusive.
3. The promotion of CSR is called for in the ASEAN Political-Security Community (APSC) Blueprint 2025, ASEAN Economic Community (AEC) Blueprint 2025, and ASEAN Socio-Cultural Community (ASCC) Blueprint 2025, notably:
- Support the ASEAN Foundation to strengthen its collaboration with the private sector and other relevant stakeholders to instill CSR [Action Line A.2.2.v of the APSC Blueprint];
  - Work closely with stakeholders towards promoting CSR activities [Action Line D.5.78.ii of the AEC Blueprint];

- Promote the integration of sustainable consumption and production strategy and best practices into national and regional policies or as part of CSR activities [Strategic Measure C.4.iv of the ASCC Blueprint];
  - Promote Public Private Partnerships (PPP), social entrepreneurship and CSR for inclusive and sustainable socio-cultural development [Implementation Strategies (III.A.2) of the ASCC Blueprint].
4. The ASCC Vision 2025 is an ASEAN Community that engages and benefits the peoples and is inclusive, sustainable, resilient, and dynamic. Guided by the ASCC Vision 2025, one of the thematic areas of the ASEAN Labour Ministers' Work Programme 2016-2020 is CSR in labour sector. This ASEAN Guidelines for CSR on Labour is developed as the implementation of the ASEAN Labour Ministers' Work Programme 2016-2020.
  5. The promotion of CSR will contribute to the achievement of the Sustainable Development Goals (SDGs) particularly Goal 8 to "Promote sustained inclusive and sustainable economic growth, full and productive employment and decent work for all".

## **II. Purposes of the ASEAN CSR Model on Labour**

6. This ASEAN Guidelines for CSR on Labour aims to serve as guidelines for the governments, enterprises/ establishments, employers' organisations and



workers' organisations in ASEAN Member States, in line with national circumstances, to:

- 6.1. Raise awareness of CSR among enterprises/ establishments in ASEAN Member States for the benefit of the peoples;
- 6.2. Continuously and proactively encourage enterprises/establishments to incorporate CSR initiatives, human rights and decent work in their business practices;
- 6.3. Promote compliance of core labour standards set forth in the national labour laws, ILO Conventions and other relevant international instruments; and
- 6.4. Promote social dialogue among governments, employers' organisations and workers' organisations at all levels, and strengthen industrial relations.

### **III. References**

7. This ASEAN Guidelines for CSR on Labour makes reference to the following relevant international and regional instruments:
  - 7.1. Core labour standards concerning all forms of forced and compulsory labour (i.e. ILO Conventions No. 29 and 105); freedom of association and the effective recognition of the right to collective bargaining (i.e. ILO Conventions No. 87 and 98); elimination of discrimination in respect of employment and occupation (i.e. ILO Conventions No. 100 and 111); and abolition of child labour (i.e. ILO Conventions No. 138 and 182);

- 7.2. Other labour standards regarding occupational safety and health (i.e. ILO Conventions No. 155, 161 and 187); standards on social security (i.e. ILO Convention No. 102); and migrant labour (i.e. ILO Conventions 21, 97 and 143);
- 7.3. ILO Declaration on Fundamental Principles and Rights at Work (1998);
- 7.4. Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy (2006);
- 7.5. UN Guiding Principles on Business and Human Rights (2011);
- 7.6. UN Global Compact (2008);
- 7.7. ISO 26000 on Guidance on Social Responsibility (2010);
- 7.8. ASEAN Human Rights Declaration (2014);
- 7.9. ASEAN Guidelines on Good Industrial Relations Practices (2012); and
- 7.10. ASEAN Declaration on the Protection and Promotion of the Rights of Migrant Labour (2007).

#### **IV. Principles**

8. This ASEAN Guidelines for CSR on Labour promotes the principles of accountability, transparency, ethical behaviour in respect for international labour standards, respect for stakeholder's interests, and respect for human rights.

## **V. Definitions**

9. This ASEAN Guidelines for CSR on Labour adopts the definition of CSR according to the ILO Governing Body (2006), which is a way in which enterprises give consideration to the impact of their operations on society and affirm their principles and values both in their own internal methods and processes and in their interaction with other actors. CSR is a voluntary, enterprise-driven initiative and refers to activities that are considered to exceed compliance with the law.

## **VI. Application**

10. This ASEAN Guidelines for CSR on Labour is applied to enterprises/establishments, private or public, whose decisions and activities may have economic, social and environmental impacts, respecting national circumstances.

## **VII. Priority Areas**

This provides a broad guidance and is not an exhaustive list for ASEAN. It should also take into account national circumstances. Details for these and other areas should be taken from the international and regional instruments as specified in Section III above.

11. Forced Labour and Child Labour
  - 11.1. Enterprises/establishments should not engage in, benefit from or support the use of forced labour in any form, including labour trafficking.

- 11.2. Enterprises/establishments should respect the minimum age for admission to employment in order to support abolition of child labour.
  - 11.3. Enterprises/establishments should not employ or support the employment of children under minimum age. They should be vigilant also in reference to young workers especially in the type of work that jeopardizes the health, safety or morals of children.
12. Employment and Employment Relationship
- 12.1. Enterprises/establishments should pursue policies designed to promote equality of opportunity and treatment in employment, and should not discriminate workers based on race, national extraction, social origin, religion, language, age, gender, sexual orientation, political opinion, membership of workers' organisations, nationality, or due to disability, pregnancy, marital status, parenthood, or HIV status.
  - 12.2. Enterprises/establishments should not benefit from unfair, exploitative or abusive labour practices of their partners, suppliers, or sub-contractors.
13. Human Resources Development and Training
- 13.1. Enterprises/establishments should pursue human resources development policies and programmes that provide relevant trainings and life-long learning opportunities for all levels of their employees to develop their skills and promote career opportunities.

- 13.2. Enterprises/establishments should promote hiring workers from the vulnerable sector (e.g. out-of-school youth, persons with disabilities).
14. Conditions of Work and Life
    - 14.1. Enterprises/establishments should provide the best possible wages, benefits, conditions of work, and sustainable social security for workers, as prescribed by law (or beyond).
    - 14.2. Enterprises/establishments should provide the highest standards of safety and health for their workers, and prevent hazards and reduce risk factors at work as prescribed by law or beyond.
15. Industrial Relations
    - 15.1. Enterprises/establishments should promote sound industrial relations through effective social dialogue, tripartite partnerships, and bipartite cooperation in the workplace.
    - 15.2. Enterprises/establishments should respect workers' rights to freedom of association, and the independence of workers' organisations in selecting representatives and collective bargaining.
    - 15.3. Enterprises/establishments should respect the effective recognition of the right to collective bargaining and respect agreements obtained through collective bargaining, and shall not alter employment conditions without agreement from workers' representatives.

## 16. Migrant Workers

- 16.1. Enterprises/establishments should treat migrant workers with respect and dignity and without discrimination, exploitation, abuse, or violence.
- 16.2. Enterprises/establishments should protect and promote the fundamental human rights of migrant workers including employment protection, payment of wages, social security, occupational safety and health, access to decent working and living conditions, and access to information and training.

## 17. Sustainable Development

- 17.1. Enterprises/establishments should adopt environmentally sustainable systems and practices including efficient management of resources, sustainable production, and environmentally-sound management of wastes, collaboration with local communities and governments in order to prevent or minimize their adverse impacts on human health and the environment and to support social progress.
- 17.2. Enterprises/establishments should contribute to the fulfillment of relevant Sustainable Development Goals.


## **VIII. Guidance in Implementing CSR**

18. Implementing CSR for labour supports the fulfillment of international labour standards and human rights.
  19. At national level, tripartism provides the framework to address this matter through social dialogue.
  20. At enterprise/establishment level, commitments must be made and priority or action plan should be arrived at through social dialogue and stakeholder engagement.
  21. Enterprises/establishments should plan their CSR initiative, report regularly on progress, and continue the process of improvement through social dialogue and stakeholder engagement.
  22. Enterprises/establishments are encouraged to be part of CSR networks to further promote and embed CSR. They should promote continuity of CSR initiative.
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