

4. Workforce Size

Please be informed that the audit shall be undertaken during a period of high employment numbers of at least 60% of the workforce, and your site/production is in full operation (such as peak production or harvest). Audits shall not take place during low season or below 60% of the peak workforce.

Sites	Number of Worker			
	Please consider following explanation to define the number of workers:			
	<i>Worker: A person who is in a non-managerial position. This definition includes employed and non-employed workers, for example, agency workers, security guards, kitchen staff, cleaning staff, production staff, homeworkers. The work activity is usually manual labor.</i>			
	Male		Female	
	Peak season	Current	Peak season	Current
Site 1				
Site 2				
Site 3				
Site ...				
TOTAL				
GRAND TOTAL- Peak season				
GRAND TOTAL- Current				