



## **Ethical Recruitment**

# International Recruitment Integrity System (IRIS)

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**IRIS**

International Recruitment  
Integrity System

### **Key Facts**

IRIS works in **three ways** to identify and support ethical international labour recruiters

IRIS is a **due diligence tool** for businesses, governments and workers

The goal of IRIS is to **transform the international recruitment industry** by:

- ✓ Promoting the Employer Pays Principle
- ✓ Promoting greater transparency within international recruitment
- ✓ Promoting the rights of migrant workers




# The IRIS Standard

Explains what ethical recruitment means in practice

Consists of principles, as well as criteria and indicators

Developed in consultation with a wide range of stakeholders

Based on existing international instruments, as well as related codes and best practice from the recruitment industry



A. Respect for Laws, and Fundamental Principles and Rights at Work

B. Respect for Ethical and Professional Conduct

1. Prohibition of Recruitment Fees and Related Costs to Migrant Workers

2. Respect for Freedom of Movement

3. Respect for Transparency of Terms and Conditions of Employment

4. Respect for Confidentiality and Data Protection

5. Respect for Access to Remedy

# General Principle A: Respect for Laws & Fundamental Rights at Work

- ❖ Recruiter complies with all applicable laws
- ❖ Recruitment licence held in 'good standing'
- ❖ Compliance with international standards
- ❖ No forced or child labour
- ❖ Freedom of association (trade union membership)
- ❖ Equal treatment and non-discrimination

# General Principle B: Respect for Ethical and Professional Conduct

- ❖ Policies, procedures and practices align with IRIS
- ❖ Recruiter does due diligence “homework” on employer and all business partners
- ❖ Management systems in place
- ❖ Contractual relationships in place
- ❖ Proactive monitoring of employers and partners

# Principle 1: Prohibition of Recruitment Fees and Related Cost to Jobseekers

- ❖ Clear policy on fees and costs charging
- ❖ Policy is in line with the Employer Pays Principle
- ❖ Policy is communicated to prospective workers, employers and all business partners
- ❖ Staff are trained on policy
- ❖ Policy reflected in all service agreements
- ❖ Proactive monitoring of policy

# Principle 2: Respect for Freedom of Movement

- ❖ Workers have unrestricted access to their passports during recruitment and employment
- ❖ No holding of workers' bank books, money or deeds to property
- ❖ Worker is not prevented from leaving their job
- ❖ Freedom of movement – especially during free time



# Principle 3:

## Respect for Transparency of Terms and Conditions of Employment

- ❖ Recruiter has a written agreement with worker
- ❖ Recruiter has a service agreement with employer
- ❖ Worker has an employment contract that is in their language and has clear terms and conditions
- ❖ No coercion or contract substitution
- ❖ Pre-departure orientation training for workers

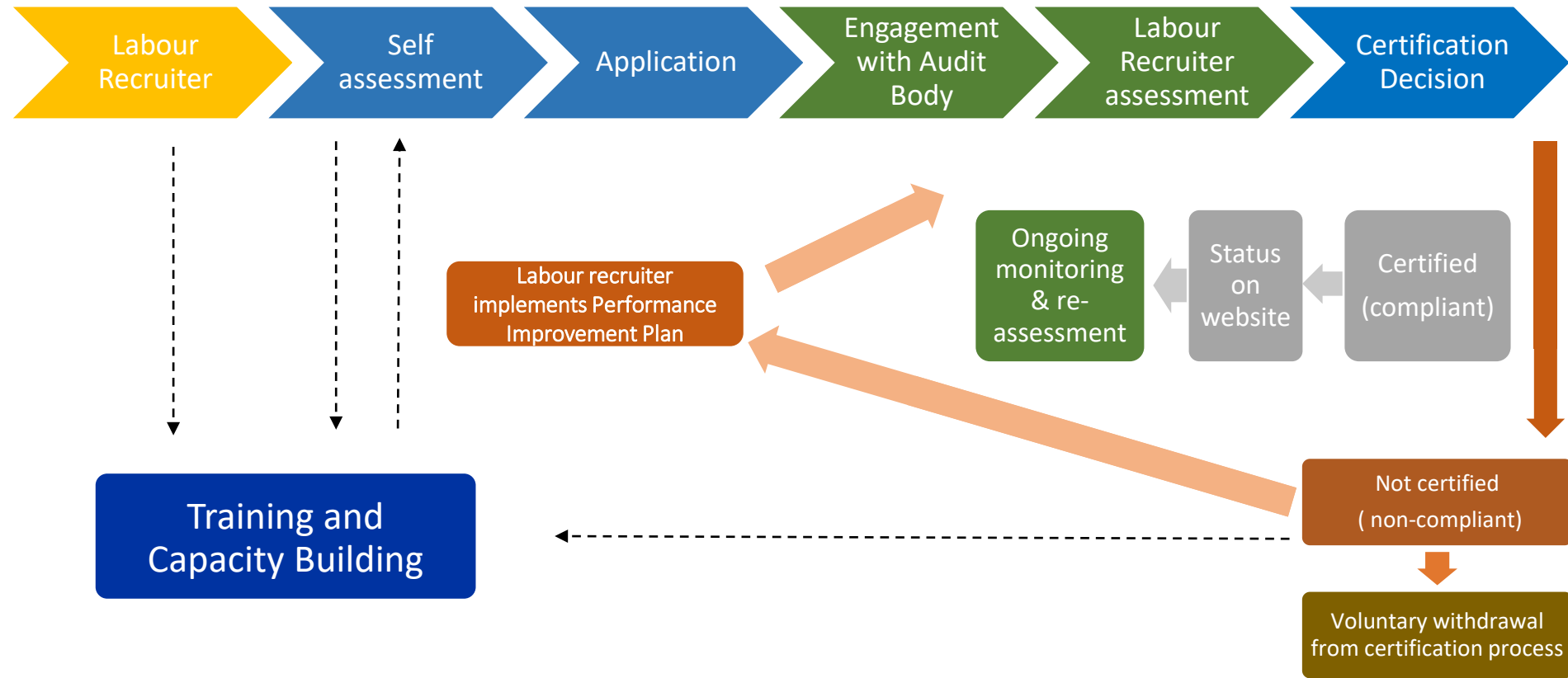
# Principle 4: Respect for Confidentiality and Data Protection

- ❖ Policies and procedures in place for handling personal information of workers
- ❖ Recruiter is only collecting information that is relevant to the recruitment process
- ❖ Data is only shared on a 'need to know' basis
- ❖ Workers give informed consent
- ❖ Staff are trained and data is stored securely

# Principle 5: Respect for Access to Remedy

- ❖ Recruiter has a grievance mechanism in place
- ❖ Recruiter also refers workers to other mechanisms, especially during the employment stage
- ❖ Workers are aware of these mechanisms and know how to use them
- ❖ Staff are trained on grievance mechanism
- ❖ Recruiter monitors the wellbeing of workers

# IRIS certification process



# What have we done?

Three times of IRIS Introductory Training for:

- Two associations in Cambodia
- 35 Private Recruitment Agencies with 61 participants
- Representatives from Ministry of Labour and Vocational Training (MoLVT)

**Thank You!**