

# OCEAN BOUND PLASTIC

## CERTIFICATION PROGRAM

Social+ Ocean Bound Plastic Component  
Implementation Guidelines



**FOR A SOCIALLY INCLUSIVE CIRCULAR ECONOMY**

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## **Reference Documents**

These guidelines shall be used together with the following complementary documents:

- OBP-SOC-STD: Social+ OBP Enhanced Component
- OBP-COL-STD: OBP Collection Organization Standard
- OBP-NEU-STD: OBP Neutralization Services Provider Standard
- OBP-DEF-GUI: OBP Program Definitions & Annexes

All documents are available on the “document center” section of the OBP Program website ([www.obpcert.org](http://www.obpcert.org))

## **Revisions and Updates**

These guidelines shall be revised frequently as new information and learnings are available to be shared. Please send any comment, any return of experience or suggestion you have regarding the guidelines and the implementation of the Social+ OBP component to [contact\(at\)obpcert.org](mailto:contact(at)obpcert.org)

## **Revision history**

<b>Date</b>	<b>Version</b>	<b>Changes</b>
8 <sup>th</sup> Sept. 2023	V1	Initial Release

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<sup>1</sup> Waste Pickers are designed as Independent Collectors in the OBP Certification Program



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# 1. TERMS AND DEFINITIONS

Capital letters are used throughout the document to signal the words that are included in the definitions available in OBP-DEF-GUI. Acronym's significance is also available in the same OBP-DEF-GUI document.

## 2. SCOPE

These guidelines shall be used by Organizations and by Certification Bodies. For Organizations, they give guidance and share good practices and examples to support the implementation of the Social+ OBP component. For Certification Bodies, they will provide better understanding of requirements and guidance on how to verify compliance.

## 3. GUIDELINES

### 3.1. REQUIREMENT 5.1 – INDEPENDENT COLLECTORS' - (IC) COMMUNITY MANAGER

#### 3.1.1. PROFILE AND TIME DEDICATION FOR COMMUNITY MANAGER POSITION

IC community managers can be hired or chosen amongst Organization's existing staff for their social skills and understanding of the waste collection difficulties and opportunities.

The position can also be fulfilled by former ICs after they have received sufficient training and support from the Organization.

The position can be full-time, or part-time shared with other responsibilities within the Organization if time allocation for the IC community manager position and other responsibilities is sufficient and coherent.

When there is more than one community manager in the Organization, it should be very clear which ICs are under the responsibility of which IC community manager.

When there is one community manager position that is shared between several employees on part-time basis it should be very clear which employee oversees which task towards the IC Community.

When selecting the number of IC community managers, it is also important to take into consideration the diversity of the IC community (views, hierarchy, age, gender, culture, customs, religion etc) so each IC community manager can effectively interact and represent the best interests of the IC group they represent.



### 3.1.2. RECORDS ON IC COMMUNITY INFORMATION

Organizations should verify if there are any legal restrictions on certain information that can be collected in operating countries. Information collection is intended to ensure child protection and better support for ICs. Recorded consent by ICs for giving this information, awareness of the record existence and its use, and the possibility of requesting its deletion upon leaving the Social+ OBP program should be available as part of the agreement mentioned below.

The Organization should be able to collect and update the following information for each IC belonging to the Social+ OBP component on regular/specified time intervals:

- Proof of identity and age of IC (and keep a copy of the proof)
- Residence address/location
- Family composition (number of children and their ages, elders, or dependent persons at home)
- School and/or childcare facilities at which children are attending to (if applicable)
- Health and/or addiction issues (IC or family members)
- Collection sites, collections habits and practices (tools used, working alone, working within a group, leading a group, materials collected...)
- Aspirations/interest to move into formal employment.
- Aspirations/interest to improve collection practices.
- Any other information that the Organization sees fit for the compliance of the Standard requirement and to the benefits of ICs and their family.

### 3.1.3. AGREEMENT BETWEEN ICS BELONGING TO THE SOCIAL+ OBP COMPONENT AND THE ORGANIZATION

Organizations shall establish a basic and simple agreement with ICs (either written and signed or orally exposed and acknowledged in a video recording), so the Organization can ensure that ICs are aware of the various benefits they will gain from joining the Social+ OBP scheme and their obligations and conditions for joining and staying in the program.

Reference inputs for such agreements can include:

#### Benefits

- Premium payment and payment mechanism (5.6), support with administrative tasks (5.4), health and working conditions (5.3), support for child protection and elimination of Child Labor (5.2), empowerment opportunities (5.5).
- Other optional specific benefits offered by the Organization (childcare facilities, specific housing support, health care or educational programs, work tools leased, etc.).



### Obligations

- Compliance with child protection (5.2).
- Compliance with operational health and safety requirements of the Organization (5.3)
- Compliance with definition of OBP and specific OBP categories as applicable
- Other optional specific obligations set forth by the Organization (minimum OBP volume requirements to be involved in the Social+ OBP program, etc.)

### Consent for data collection

- Consent to provide personal information. Acknowledgement of existence of a record, the type of information stored, its location and use. Acknowledgement of the right to get his/her information deleted upon leaving the Social+ OBP program.

### IC Community Manager

- Acknowledgement of identity of their community manager and role as primary point of contact for benefits and obligations.

### Ending Agreement

- Specification of Organizations' procedures to end agreement in cases where ICs do not comply with obligations.

### Duration of Agreement

- Specification of Agreement duration

## **3.2. REQUIREMENT 5.2. – IC CHILD PROTECTION**

### **3.2.1. COLLABORATION WITH SCHOOLS AND CHILDCARE FACILITIES**

Before visiting schools or childcare facilities, the IC Community managers should engage with these facilities to introduce themselves to teachers and directors to explain their role, the Organization they represent, and the objectives of the Social+ OBP program regarding child protection. Community managers could also expose the common signs of Child Labor (see below) and ask the support of school or childcare facility personnel to detect these signs and/or proactively report lack of attendance of concerned children.

### **3.2.2. RECORD KEEPING ON DIFFERENT TYPES OF IC COMMUNITY MANAGER VISITS**

#### **SCHOOL/CHILDCARE FACILITIES**

During introductory meetings, if possible or convenient, IC community managers may record data such as dates, names of children/students, and names and get signatures of teachers/directors/community managers.

During regular control visits the community manager can register date, name of school/childcare facility, names of children, presence/absence, name of teacher/director



that allowed monitoring and any comment they may have on children attendance or behavior that may indicate Child Labor (see below).

### COLLECTION SITES

IC Community managers should have a clear vision of collection sites where the IC community works and have developed a sampling plan for visits. During these regular control visits they can register data such as location, dates, names of ICs found, presence/absence of children, if specific tools or PPE requested by Organization are being used, and signatures of ICs and community managers.

### 3.2.3. SIGNS OF CHILD LABOR OR WORST FORMS OF CHILD LABOR

The following document developed by the Alliance for Child Protection in Humanitarian Actions provide a list of signs that may indicate the presence of Child Labor or worst forms of Child Labor and could be used amongst other sources by the Organization to create their own list of signs adapted to their particular context.

[https://alliancecpha.org/sites/default/files/technical/attachments/tool\\_15\\_signs\\_of\\_child\\_labour.pdf](https://alliancecpha.org/sites/default/files/technical/attachments/tool_15_signs_of_child_labour.pdf)



tool\_15\_signs\_of\_child\_labour.pdf

### 3.2.4. CHILD LABOR DEFINITION

The definition of Child Labor provided in OBP-DEF-GUI allows for an exclusion of environmental cleanups and recycling programs as usually organized by NGO's or schools (even if these are carried out receiving payment).

Auditor however should verify that this exclusion is not used to disguise Child Labor and be cautious of the following elements:

- how important the eventual remuneration and volumes managed are for the school or family.
- places where they do cleanups/recycling activities and associated risks/hazards.
- Whether children are always supervised or not.
- length of time dedicated to these activities (cleanups should not be more than once a month, and they should last a maximum of 2 hours each).
- Whether participation is voluntary, and no punishment/blame are applied to non-participating children.

The Child Labor definition also permits that children support their parent activities with tasks for which, due to higher literacy or numeracy, they may be better equipped than their parents. Such cases are permitted provided that:

- The child concerned is a family member and lives at his parents' residence.
- The tasks are performed at the family residence.



- The tasks are of an administrative nature (accounting, cash handling, paperwork...).
- The tasks do not hinder the child's capability to attend school or do his homework.

### **3.2.5 ADDRESSING YOUNG PERSONS (15-18 YEARS OLD) IN THE IC COMMUNITY**

Even if labor is permitted from the age of 15 onwards according to the Child Labor definition, the certified Organization should strive to ensure that young persons involved in the waste picking activities are properly supervised and not exposed to hazards such as undue hours, fumes and heat, or other health and safety concerns. Home sorting activities, or picking only in safer areas or districts are examples of more adequate and less risky tasks for them.

Special attention in terms of risk awareness, complementary skill training, job opportunities and finding support, should be given to them so they may be able to access better employment opportunities, possibly within the Organization.

## **3.3. REQUIREMENT 5.3. - IC WORKING CONDITIONS, OCCUPATIONAL HEALTH, AND SAFETY**

### **3.3.1. COMPLIANCE WITH SAFETY MEASURES AND USAGE OF PERSONAL PROTECTIVE EQUIPMENT (PPE)**

It is common in every industry that workers are reluctant to use PPE or change their working habits to adopt safer procedures. To incentivize the use of PPE and the implementation of any other safety measures defined by the Organization, the following can be useful:

#### Repetition:

Make sure ICs understand the benefit for their own health and safety through repeated training and communication (a safety talk can be an introduction to each meeting with ICs, each workshop or can be regularly reminded when purchasing plastic...).

#### Inclusiveness of trainings

The Organization should ensure that trainings are conducted in a culturally appropriate manner, considering IC community diversity and physical and mental accessibility.

#### Rewards:

Use of PPE can be rewarded through a higher purchase price of plastic if using PPE, a special bonus, an "IC of the month" reward scheme.

#### Sanctions:

Repeated failure to use PPE or comply with safety measures observed in the field could result in an exclusion from the OBP+ scheme.





### **3.3.2. POLLUTION PREVENTION, HAZARDOUS AND BIOLOGICAL WASTE**

It is likely that during their work ICs can be exposed to hazardous or biological waste. To prevent community health risks and pollution, the Organization can train ICs on recognizing the hazardous and biological waste they may encounter and ways to handle them safely.

### **3.3.3. FIRST AID KIT CONTENT AND RECOMMENDED MEDICINES**

Organizations can use the following reference taken from OSHA standard 1910.266 App A, as minimum content for a safety kit for a small workspace/purchasing center (quantities below are given in the OSHA standard for 2-3 employees)

1. Gauze pads (at least 4 x 4 inches)
2. Two large gauze pads (at least 8 x 10 inches)
3. Box adhesive bandages (Band-Aids)
4. One package gauze roller bandage at least 2 inches wide
5. Two triangular bandages
6. Wound cleaning agent such as sealed moistened towelettes
7. Scissors
8. At least one blanket
9. Tweezers
10. Adhesive tape
11. Latex gloves
12. Resuscitation equipment such as a resuscitation bag, airway, or pocket mask
13. Two elastic wraps
14. Splint
15. Directions for requesting emergency assistance

Additional to the first aid kit, the Organization can keep commonly used medicines such as analgesics, antiallergics, antiseptic solution, anti inflammatories, etc.

Organizations shall maintain sufficient stock by restocking used items and ensure medicine and first aid kit components are renewed before expiry dates.

## **3.4. REQUIREMENT 5.4 IC ACCESS TO FINANCIAL AND ADMINISTRATIVE INSTITUTIONS**

### **3.4.1. FACILITATOR ROLE**

The Organization shall act as a facilitator to help ICs get access to financial organizations and/or microloans if they want to apply for these.

The facilitator role may include the following non-exhaustive examples:

- i) Communication and introduction of financial institutions and/or financial product opportunities for ICs,



- ii) Establishment of contact/relationship between interested ICs and these institutions,
- iii) Supply of ICs’ relevant information requested by the financial institution (like proof of income or the contract between IC and the Organization).

The Organization is not expected to act as a microloan provider or become a guarantor for a microloan (or any kind of loan).

### **3.5. REQUIREMENT 5.5. - IC EMPOWERMENT**

#### **3.5.1. TIMING AND LOCATION OF WORKSHOPS**

It is not required that all ICs attend a single centralized workshop as it may prove impractical due to geographical, time or other constraints. Organizations can split the workshops in different locations (for example when working in different cities or districts in large cities) or different times (for example morning, evenings) to ensure most of interested ICs can attend.

Organizations should also consider the cultural and religious dynamics when planning workshops to ensure inclusion, i.e., the ICs that benefit from the workshops are representative of the whole group. For example, female workshops may need to be held separately from male workshops due to cultural norms. The workshops should also be delivered in a culturally appropriate manner, considering IC community diversity and physical and mental accessibility.

#### **3.5.2. WORKSHOPS PANELISTS CHOICE**

It is not expected that the Organization personnel will be presenting all workshops, rather it is recommended that the Organization works with other third parties like NGOs, government bodies specializing in the workshop thematic. This is also an opportunity to generate possible contacts between ICs and these third-party organizations that benefits ICs.

#### **3.5.3. COOPERATIVES**

The formation of cooperatives has proven a very beneficial model for ICs in many geographies. Therefore, this subject is suggested as one of the workshops themes. It would be very beneficial if beyond presenting this in a workshop the Organization considered supporting the formation of cooperatives that they could include in a Supplier Group for Social+ OBP, when the opportunity arises.

#### **3.5.4. CHILD LABOR WORKSHOPS**

Specially designed Child Labor workshop could be attended by children, so they are also aware of the risks and possible consequences associated with working at a young age.



### 3.5.5. IC OF THE MONTH SCHEME

Like it is customary to reward best employees in companies, either for performance or compliance (for example to OHS rules), the Organization can assess developing a similar scheme for ICs. In such a scheme, the Organization could reward compliance to OHS rules, Social+ OBP collection rules, proactive behavior, child protection, etc...

## 3.6. REQUIREMENT 5.6. - IC COMPENSATION

### 3.6.1. PREMIUM PAYMENT

#### MEANING OF MARKET PRICE

Market price refers to the price at which organizations buying from ICs are buying plastic waste in the area/region/city considered.

These market prices are usually not published but Auditors can verify during interviews with ICs that the prices paid to them by the Organization are within local market prices.

#### PAYMENT VERIFICATION

To verify correct premium payment to ICs, the Organization shall keep evidence of regular payments, and separate premium payments.

Auditor will verify when interviewing ICs that they are receiving regular payments at least at market prices, and premium payments at least 10% of the total regular payment.

#### EXAMPLE OF PREMIUM PAYMENT CALCULATION

The Organization pays the premium on a weekly basis. The Organization decided to apply a premium of 15%. During the week considered an IC brings 50 Kgs of plastic paid at 50cts per Kg, total: \$ 25.

At the end of the week the Organization will make a premium payment of \$ 3.75 (additional to the \$ 25 already paid during the week considered).

### 3.6.2. PREMIUM FOR NCR OBP+

As per the requirements of the OBP-NEU-STD, Non-commercially recyclable (NCR) OBP, which normally is not purchased (no value plastic) is purchased at the minimum available market price for Commercially recyclable (CR) OBP in the area. A premium is not applied for the purchase of NCR Social+ OBP because if a premium would be applied it would incentivize the sale of CR OBP as NCR OBP therefore routing potentially recyclable plastic to a treatment such as landfilling or incineration, which is against the accepted waste management pyramid.

