



# Training and Advisory Services

Revised Date: 16 December 2013

<b>General training<sup>1</sup></b>			
No.	Items	Unit	Per person
1	Negotiation skills	1 day	\$75
2	Gender awareness	1 day	\$75
3	Manging Across cultures	1 day	\$75
4	Child labour training	1 day	\$75
5	Trade Union training	2 days	\$100
6	Induction kit training	2 days	\$100
7	Human resources management and working conditions	2 days	\$100
8	Labour Law	2 days	\$100
9	Occupational Safety and Health	2 days	\$100
10	Senior management training	2 days	\$100
11	Supervisory skills training	3 days	\$30
12	Customised training	TBD	TDB
13	Workers Factory-Based training <sup>2</sup>	1 episode	\$200
<b>HRMS Series Training</b>			
	<b>4 Modules</b>	Unit	Per factory
1	Human Resources Management System <sup>3</sup>	12 days	\$3,000
<b>Advisory service<sup>4</sup></b>			
	Number of employees	Year/cycle	Per factory
1	<500 workers	1 year	\$2,000
2	500-2000 workers	1 year	\$2,500
3	2000-3500 workers	1 year	\$3,000
4	3500-5000 workers	1 year	\$3,500
5	5000-6500 workers	1 year	\$4,000
6	6500-8000 workers	1 year	\$4,500
7	>8000 workers	1 year	\$5,000
8	Factories located outside of greater Phnom Penh <sup>5</sup>	Additional	\$2,000
<b>BFC's Publication and DVDs</b>			
	Items	Unit	Per unit
1	Soap Opera DVD	1 DVD	\$30
2	Induction DVD	1 DVD	\$15
3	Labour Law guide book (Khmer, English, or Chinese)	1 Book	\$10
<b>Other services</b>			
	Items	Unit	Per meeting
1	Conference room	1 day	\$100
2	Resource room	1 day	\$60
3	Refreshments	2 times	\$5

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<sup>1</sup>General training

For courses 1 - 11: 10 percent discount for those who gather 20 - 25 participants in one training course. 10 percent discount is also applied to all factories during the period in which they participate in BFC's Advisory Services.

<sup>2</sup>Factory-based training consists of an 8-episode soap opera based on factory-focused themes. All 8 episodes may be purchased for \$1500 (\$100 discount). BFC will provide the training during lunch breaks. Alternative times for training are also available. Each episode lasts approximately 25-30 minutes. BFC also provides gifts such as ILO hats and T-shirts for workers who participate in answering questions related to each episode. Sound system, projectors and screen are organized by BFC. Factories must assemble workers and provide space to show the film.

<sup>3</sup>For detail of Human Resource Management Systems Training, please see more at: [http://betterfactories.org/?page\\_id=216](http://betterfactories.org/?page_id=216)

<sup>4</sup>Advisory Services entails one-on-one consulting during a period of one year with a maximum of 9 separate factory visits. Focus of the advisory visits is determined based on a needs assessment and on the last BFC monitoring report. This service aims at achieving sustainable improvements that increase compliance and enhance productivity. Advisory Services also help to build the capacity of a joint worker-management committee to achieve long-lasting improvements and to build productive relations between management and workers' representatives. Two progress reports will be produced in consultation with the joint worker management-committee and can be communicated to buyers to demonstrate the factory's commitment and progress made during the Advisory Services period.

<sup>5</sup>BFC charges 2,000 USD, an additional fee for participating factory located in the province with involve over night stay and where the factory advisors could not return back on the day of the factory visit. BFC holds 6 contact times of factory visit/supports to the factory. Similar services are provided as described above.