

Good Practices

Establishing a Library

Factories which have motivated and productive workers often outperform competitors. Establishing a library for the benefit of workers is an excellent way for a factory to demonstrate that it cares about its staff and to build goodwill in the community.

Good practices - establishing a library

- Use a quiet or unused part of the factory (or a separate building) for the library (Figure 1).
- Record the names of workers who borrow books to read at home (Figure 2).
- Provide simple furniture to enable workers to read in the library (Figure 3).
- Interested workers can use their free-time to develop and take responsibility for the library. A team can be created to develop the library.
- Management may find that workers who have a commitment to learning also have good skills and aptitude which can be used elsewhere in the factory.



Figure 1



Figure 2



Figure 3

Benefits:

- ✓ Presents a positive image of the factory to buyers and the community
- ✓ May increase sales to buyers who value social responsibility
- ✓ Builds goodwill between the factory and workers
- ✓ Better educated workforce
- ✓ May enable management to identify talented workers

How:

- ✓ Identify a suitable location for a library
- ✓ Contact CARE Cambodia or other NGOs for books and possible funding

Cost:

\$ - \$\$

\$ Low cost

\$\$ Moderate cost

\$\$\$ High cost