GGN: 4049929188945

Registration number of producer/ producer group (from CB): SGS IN NZ09 2828

## **GLOBALG.A.P. RISK ASSESSMENT ON SOCIAL PRACTICE (GRASP)**

PROOF OF ASSESSMENT

According to

GRASP General Rules V1.3-1-i July 2020

Option 1

Issued to
Producer Dames Limited
229 Havelock Rd, 4122 Hastings, New Zealand

## The Annex contains details of the GRASP results.

The Certification Body SGS India Pvt. Ltd. declares that the producer group mentioned on this proof has been assessed according to the GLOBALG.A.P. Risk Assessment on Social Practice Version 1.3-1-i July 2020.

## GLOBALG.A.P. RISK ASSESSMENT ON SOCIAL PRACTICE (GRASP) - PROOF OF ASSESSMENT

Product Handling	Remote Assessment	Employee Interview
Yes	N/A	No

Overall assessment result: Fully compliant GGN: 4049929188945

#### Assessment result in detail:

Control Point 1	Fully compliant
Control Point 2	Fully compliant
Control Point 3	Fully compliant
Control Point 4	Fully compliant
Control Point 5	Fully compliant
Control Point 6	Fully compliant
Control Point 7	Fully compliant
Control Point 8	Not applicable
Control Point 9	Not applicable
Control Point 10	Fully compliant
Control Point 11	Fully compliant

Date of Assessment: 06-11-2023

Date of Upload: 01-12-2023

Validity: 05-02-2024 - 04-02-2025 (depending on GLOBALG.A.P. certificate validity)

The actual status of this proof is always displayed at: https://database.globalgap.org



# GLOBALG.A.P. RISK ASSESSMENT ON SOCIAL PRACTICE

GRASP Checklist - Version 1.3-1-i

Checklist Individual Producer (Option 1)

Valid from: July 2020

Mandatory from: October 2020



1. CERTIFICATE HOLDER REGISTRATION	ON DATA								
Producer GGN/GLN:*	4049929188945		Registration N°	:	SGS IN NZ09 2828				
Company name:*	Dames Limited	ames Limited A				229 Havelo	ck Road, Ha	astings, Ne	ew Zealand
Telephone:*	027 449 0099								
Email:	office@dames.co.nz		Fax:						
Assessment date:*	06/11/2023		Contact person	.*		Jos Dames			
Previous assessment date(s):	01/11/2021	02/11/2022							
Does the producer have any other external audi	its or certification covering social	practices? If yes	s, which?		1				
Standard 1:	Standard 2:		Standard 3:			Standard 4:			
Valid to:	Valid to:		Valid to:	/alid to: Valid to:					
Has the Certification Body detected any signification	ant breach of legal requirement c	oncerning labor	conditions?				YES		NO
Has the Certification Body reported this finding t	to the local/national responsible a	and competent a	uthority?				YES		NO
Comments:									
Company description: Medium sized grower and	d packer of apples suituated in th	e rural outskirts	of Hastings city c	f New Zealand					
Did the management sign a self-declaration say	ring that if there were employees	GRASP would b	pe implemented?				YES		NO
* Mandatory field									

Are produ	uce handling	(PH) faci	lities included in the GRASP assessment?	Y	YES		NO		
	Is produce I	duce handling sub-contracted?			YES	<b>☑</b>	NO		
	Does the produce handling facility(ies) have any social standards implemented?			☐ YES		NO	If yes, which?	On-site packhouse included in the scope of this audit	
			If yes:	Name of	f the PH company:				
					GGN/GL	N of the F	H compa	iny (if applicable):	
Name an	d location of	the asse	ssed PH Facilities:						
PH Facility 1			PH Facil	ity 4					
PH Facili	ty 2			PH Facil	ity 5				
PH Facili	ty 3			PH Facil	ity 6				
Does the	company su	ıbcontrac	any other activities?	<b>☑</b>	YES		] NO		
If yes, wh	nich one?			Are the s	ubcontrac	cted activit	ies includ	led in the GRASP as	sessment?
		$\overline{\mathbf{A}}$	Pest and rodent control		YES	G	NO NO		
			Crop protection		YES	G	NO NO		
			Harvest		YES	G	NO NO		
			Others (please specify): NA		YES		] NO		

2. STRUCTURE OF EMPLOYMENT										
Month(s) of peak season (if applicable):	Jan- May					% of employee accommodation the company (if	n provided by			
Nationalities of employees	lationalities of employees New Zealanders and Pacific island workers									
Total number of employees	Local		Cross-Border Migrants			National Migrants			Total	
	Permanent	Temporary	Agency	Permanent	Temporary	Agency	Permanent	Temporary	Agency	
in agricultural production	2	0	0	0	40	0	0	0	0	42
in product handling facility(ies)	0	9	0	0	0	0	0	0	0	9
Total	2	9	0	0	40	0	0	0	0	51

3. PRESENCE DURING THE ASSESSMENT								
	SITE MANAGEMENT		PERSON RESPONSIB IMPLEMENTATION OF		EMPLOYEES' REPRESENTATIVE			
Names <sup>1</sup> :	Owner - JD		Owner - JD		x 2 EA, RS			
Present at the opening meeting?	<b>☑</b> YES	□ NO	<b>✓</b> YES	□ NO	☐ YES	<b>☑</b> NO		
Present at the assessment?	<b>☑</b> YES	□ NO	<b>✓</b> YES	□ NO	✓ YES	□ NO		
Present at the closing meeting?	<b>✓</b> YES	□ NO	<b>✓</b> YES	□ NO	☐ YES	<b>☑</b> NO		
OVERALL ASSESSMENT RESULT: (Calculated automatically based on the results per sub-controlpoint)					Fully compliant			
Assessment results reviewed with company management?	<b>☑</b> YES	□ №						
Name of certification body:	SGS		Duration of the assessn	nent:	2			
Name of assessor:	Peter Ward							
Name of company management:	Dames Limited - J Dam	es						
<sup>1</sup> Only mention the names if the persons have agreed to release there personal data to be uploaded with the checklist to the GLOBALG.A.P. Database.								

## **GRASP CHECKLIST**

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	C	OMPLIANC	CE				
			Υ	N	N/A				
EMPLO	EMPLOYEES' REPRESENTATIVE(S)								
1	CP: Is there at least one employee or an employees' council to represent the interests of the staff to the management through regular meetings where labor issues are addressed?								
	CC: Documentation demonstrates that an employees' representative(s) or an employees' council representing the interests of the employees to the management is elected or in exceptional cases nominated by all employees and recognized by the management. The election or nomination takes place in the ongoing year or production period and is communicated to all employees. The employees' representative(s) shall be aware of his/her/their role and rights and be able to discuss complaints and suggestions with the management. Meetings between employees' representative(s) and the management occur at accurate frequency. The dialogue taking place in such meetings is duly documented. N/A if the company employs less than 5 employees.								
1.1	The election/nomination procedure has been defined and communicated to all employees.		Х						
1.2	Documentation shows that the election and the counting of votes were carried out fairly and openly. In case of representative(s) not elected but nominated, there is a document justifying why elections could not take place.		х						
1.3	The results of the election (name of employees' representative(s) or in case of council composition of the council) were communicated to all employees.				Х				
1.4	The election/nomination has taken place in the ongoing year or production period. The representation is current (all elected/nominated person(s) according to the list still working for the company).		Х						
1.5	The employees' representative(s) is/are recognized by the management and a job description clearly defines his/her/their role and rights. The employees' representative(s) is/are aware of his/her/their role and rights (in case of an employees' council, all members are interviewed).		х						
1.6	There is documentary evidence of regular meetings at accurate frequency between the employees' representative(s) and the management, where GRASP related issues are addressed.		Х						
COMPL	IANCE LEVEL CONTROL POINT 1: (Calculated automatically based on the results per sub-controlpoint)		Fu	ılly complia	ant				
	re/Remarks: Meeting minutes on file that include GRASP Standard (NIG's) and induction records - 20/03/23, 23/06/23, 31/07 are - 03/04/23. Self declarations are signed by the ER's and employer. ER's are recognised by management.	/23 & 24/10/23. ER's are nominate	ed as per t	the nomina	ation				
Correcti	ve Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	C	OMPLIAN	ICE
			Υ	N	N/A
СОМ	PLAINT PROCEDURE				
2	CP: Is there a complaint and suggestion procedure available and implemented in the company through which employees ca	an make a complaint or suggestion	1?		
	CC: A complaint and suggestion procedure appropriate to the size of the company exists. The employees are regularly info made without being penalized and are discussed in meetings between the employees' representative(s) and the management complaints and suggestions and take corrective actions. Complaints, suggestions and their follow-up from the last 24 months.	ent. The procedure specifies a time	nts and su eframe to	ggestions answer	s can be
2.1	A documented complaint and suggestion procedure is available, appropriate to the size of the company.		Х		
2.2	Employees are regularly and actively informed about the complaint and suggestion procedure.		х		
2.3	The procedure states clearly that employees will not be penalized for filing complaints or suggestions.		Х		
2.4	Complaints and suggestions are discussed in meetings between the employees' representative(s) and the management.		х		
2.5	The procedure sets a timeframe to resolve complaints and suggestions (e.g. during the next month).		х		
2.6	The complaints, suggestions and their follow-up are documented and available for the last 24 months.		Х		
СОМ	PLIANCE LEVEL CONTROL POINT 2: (Calculated automatically based on the results per sub-controlpoint)		Fu	Illy compl	iant
Evide sugge	ence/Remarks: Procedure and form are available in the staff facilities, at staff induction and held on file by the company HR dependence. Timelines for complaint resolutions are detailed. No staff will be penalised for making a complaint or suggestion.	t. Meetings and inductions include	complain	ts and	
Corre	ective Actions:				

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	OMPLIAN	CE				
			Y	N	N/A				
SELF-	-DECLARATION ON GOOD SOCIAL PRACTICES								
3	CP: Has a self-declaration on good social practice regarding human rights been signed by the management and the employees' representative(s) and has this been communicated to the employees?								
	CC: The management and the employees' representative(s) have signed, displayed and put in practice a self-declaration assuring good social practice and human rights of all employees. This declaration contains at least the commitment to the ILO core labor conventions (ILO Conventions: 111 on discrimination, 138 and 182 on minimum age and child labor, 29 and 105 on forced labor, 87 on freedom of association, 98 on the right to organize and collective bargaining, 100 on equal remuneration and 99 on minimum wage) and transparent and non-discriminative hiring procedures and the complaint procedure. The self-declaration states that the employees' representative(s) can file complaints without personal sanctions. The employees have been informed about the self-declaration and it is revised at least every 3 years or whenever necessary.								
3.1	The declaration is complete and contains at least all points referred to ILO core labor conventions.		Х						
3.2	The declaration has been signed by the management and by the employees' representative(s).		Х						
3.3	The declaration is actively communicated to the employees (e.g. displayed on the production site/in the handling unit/management office or attached to the working contract, information at meetings etc.).		Х						
3.4	The management, the responsible person for the implementation of GRASP and the employees' representative(s) know the content of the declaration and confirm that it is put into practice.	* * *	Х						
3.5	It is stated that the employees' representative(s) can file complaints without personal sanctions.		Х						
3.6	The declaration is checked and revised at least every 3 years or whenever necessary.		Х						
COMF	PLIANCE LEVEL CONTROL POINT 3: (Calculated automatically based on the results per sub-controlpoint)		Fully compliant						
	nce/Remarks: Declarations are signed by the employer and employee representatives and available for all staff in the staff faci of sanctioned for bring issues to management attention.	lity at induction and include the red	quired deta	ails of ILC	). ER's				
Correc	Corrective Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	OMPLIAN	CE					
			Y	N	N/A					
ACCE	ESS TO NATIONAL LABOUR REGULATIONS									
4	CP: Do the person responsible for the implementation of GRASP (RGSP) and the employees' representative(s) have knowledge of or access to recent national labor regulations?									
	CC: The person responsible for the implementation of GRASP (RGSP) and the employees' representative(s) have knowledge of or access to national regulations, such as gross and minimum wages, working hours, trade union membership, anti-discrimination, child labor, labor contracts, holiday and maternity leave. Both the RGSP and the employees' representative(s) know the essential points of working conditions in agriculture as formulated in the applicable GRASP National Interpretation Guidelines.									
4.1	The RGSP provides the employees' representative(s) with the valid labor regulations (e.g. the GRASP National Interpretation Guidelines).		Х							
4.2	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on gross and minimum wages and deductions from wages.		Х							
4.3	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on working hours.		Х							
4.4	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on freedom of association and right to collective bargaining.		Х							
4.5	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on anti- discrimination.		Х							
4.6	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on child labor and minimum age of working.		Х							
4.7	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on holiday and maternity leave.		Х							
COM	PLIANCE LEVEL CONTROL POINT 4: (Calculated automatically based on the results per sub-controlpoint)		Fu	lly complia	ant					
	nce/Remarks: The RGSP and employee representatives have access and awareness of the NZAP, GlobalGAP and MBIE (NZ byment regulations and NIG's.	Labour regulator) websites where	links are	provided t	o NZ					
Corre	ctive Actions:									

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	OMPLIAN	CE				
IN	CONTROL FORM & COMIL EIGHOL ORTERIA	VERTIDATION	Υ	N					
			Ť	IN	N/A				
WORK	KING CONTRACTS								
5	CP: Can valid copies of working contracts be shown for the employees? Are the working contracts compliant with applicable legislation and/or collective bargaining agreements and do they indicate at least full names, nationality, a job description, date of birth, date of entry, the regular working time, wage and the period of employment? Have they been signed by both the employee and the employer?								
	CC: For every employee, a contract can be shown to the assessor on request on a sample basis. The contracts correspond with the applicable legislation and/or collective bargaining agreements. Both the employees as well as the employer have signed them. Records contain at least full names, nationality, job description, date of birth, date of entry, the regular working time, wage and the period of employment (e.g. permanent, period or day laborer etc.) and for non-national employees their legal status and working permit. The contract does not show any contradiction to the self-declaration on good social practices. Records of the employees must be accessible for at least 24 months.								
5.1	Random checks show availability of written contracts for all employees signed by both parties.	0 4	х						
5.2	There is evidence that the employees have the correct contract according to national legislation and/or collective bargaining agreements (as stipulated in the applicable GRASP National Interpretation Guideline).		Х						
5.3	The working contracts include at least basic information on the employee's name, date of birth and nationality according to the applicable GRASP National Interpretation Guideline.		Х						
5.4	The working contracts or attachments to the contracts include basic information on the contract period (e.g. permanent, period or day laborer etc.), the wage, working hours, breaks, and a basic job description.		Х						
5.5	In the contract, there is no contradiction to the self-declaration on good social practice.		Х						
5.6	If non-national employees are working for the company, records indicate their legal status for being employed by the company. A respective working permit is available.		Х						
5.7	Records of the employees must be accessible for at least 24 months.		Х						
COMP	LIANCE LEVEL CONTROL POINT 5: (Calculated automatically based on the results per sub-controlpoint)		Fu	lly compli	ant				
	nce/Remarks: Contract, employment agreements and attachments are compliant with the requirements documented. Verified nents. Working visas and passports verified for a sample of cross border staff. Records are held for 7 years.	2 x fulltime and 5 x cross border st	aff employ	ment					
Correc	tive Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE			
			Y	N	N/A	
PAYSI	.IPS					
6	CP: Is there documented evidence indicating regular payment of salaries corresponding to the contract clause?					
	CC: The employer shows adequate documentation of the regular salary transfer (e.g. employee's signature on pay slip, bar register that make the payment transparent and comprehensible for them. Regular payment of the employees during the last		ceive copi	es of pay	slips/pay	
6.1	Documented evidence that the payment is made in defined intervals (e.g. pay slips or pay registers) is available for the employees (random checks).		Х			
6.2	Pay slips or pay registers indicate that payments are made in accordance with the working contracts (e.g. employee's signature on pay slips, bank transfer etc.).	<b>2</b>	Х			
6.3	The records of payments are kept for at least 24 months.		Х			
COMP	LIANCE LEVEL CONTROL POINT 6: (Calculated automatically based on the results per sub-controlpoint)		Fu	ılly compli	ant	
weekly	ce/Remarks: Multiple payslips and bank transfers verified from the Payroll system and found compliant to the requirements. F , all wages are paid by automatic bank transfer and payslips are emailed to the employee. Verified email records of payslips sons and holiday and sick leave balances.				or paid	
Correc	tive Actions:					

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE			
			Υ	N	N/A	
WAGE	WAGES					
7	CP: Do pay slips/pay registers indicate the conformity of payment with at least legal regulations and/or collective bargaining	agreements?				
	C: Wages and overtime payment documented on the pay slips/pay registers indicate compliance with legal regulations (minimum wages) and/or collective bargaining agreements as pecified in the GRASP National Interpretation Guideline. If payment is calculated per unit, employees shall be able to gain at least the legal minimum wage (on average) within regular orking hours.					
7.1	Pay slips or pay registers give clear indication on the number of compensated working time or harvested amount including overtime (hours/days).	<b>2</b>	Х			
7.2	Wages and overtime payments as shown in the records are according to the contracts and indicate compliance with national labor regulations (minimum wages), and/or collective bargaining agreements as specified in the GRASP National Interpretation Guideline.		х			
7.3	Independently from the calculation unit, pay slips/pay registers document that employees gain in average at least the legal minimum wage within regular working times (especially check when piece-rate is implemented). If there are deductions from salaries and employees are being paid below minimum wage, the deductions must be justified in writing.		Х			
COMPLIANCE LEVEL CONTROL POINT 7: (Calculated automatically based on the results per sub-controlpoint)			Fully compliant			
made	Evidence/Remarks: Multiple payslips and bank transfers verified and found compliant to the requirements. Above the legal minimum wage was recorded as paid in all records verified. Deductions made to the NZ Kiwi Saver Scheme, tax, accomodation, travel and lunches. No overtime payments in NZ. Payslips record the hourly rate, hours worked, deductions and holiday and sick leave balances.					
Correc	ctive Actions:	Corrective Actions:				

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE		
			Y	N	N/A
NON-E	MPLOYMENT OF MINORS				
8	CP: Do records indicate that no minors are employed at the company?				
	CC: Records indicate compliance with national legislation regarding minimum age of employment. If not covered by national children—as core family members—are working at the company, they are not engaged in work that is dangerous to their heal them from finishing their compulsory school education.				
8.1	Dates of birth on the records show that no employee is aged below the legal minimum age of employment or, if not specified in the GRASP National Interpretation Guideline, under the age of 15.				х
8.2	If children—as core family members—are working at the company, they are not engaged in work that is dangerous to their health and safety (according to the applicable IFA All Farm Base Module), that -jeopardizes their development or prevents them from finishing their compulsory school education.				х
COMPLIANCE LEVEL CONTROL POINT 8: (Calculated automatically based on the results per sub-controlpoint)		Not applicable			
Evidence/Remarks: No minors are employed in the business.					
Correct	Corrective Actions:				

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE			
			Y	N	N/A	
ACCES	SS TO COMPULSORY SCHOOL EDUCATION					
9	CP: Do the children of employees living on the company's production/handling sites have access to compulsory school edu	ication?				
	CC: There is documented evidence that children of employees at compulsory schooling age (according to national legislatic access to compulsory school education, either through provided transport to a public school or through on-site schooling.	on) living on the company's produ	ction/hand	lling sites	have	
9.1	There is a list of all children in the age of compulsory schooling age living on the company's production/handling sites, with sufficient indications on name, name of parents, date of birth, school attendance, etc. Children of management may be excluded.				х	
9.2	There is evidence of transport facilities if children cannot reach school within acceptable walking distance (half an hour walking or according to the GRASP National Interpretation Guideline).				х	
9.3	There is evidence of an on-site schooling system when access to schools is not available.				Х	
COMPLIANCE LEVEL CONTROL POINT 9: (Calculated automatically based on the results per sub-controlpoint)			N	Not applicable		
Evidence/Remarks: New Zealand law requires all children to attend schooling. No children on site						
Correct	Corrective Actions:					

N 10	CONTROL POINT & COMPLIANCE ORITERIA	VEDIEIGATION	COMPLIANCE		
N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE		
			Y	N	N/A
TIME	RECORDING SYSTEM				
10	CP: Is there a time recording system that shows daily working time and overtime on a daily basis for the employees?				
	CC: There is a time recording system implemented appropriate to the size of the company that makes working hours and o daily basis. Working times of the employees during the last 24 months are documented. Records are regularly approved by representative(s).				on a
10.1	A time recording system is implemented, appropriate to the size of the company (e.g. time record sheet, check clock, electronic cards, etc.).		х		
10.2	The records indicate the regular working time for employees on a daily basis.		Х		
10.3	The records indicate the overtime hours as defined by contracts per legislation for all employees on a daily basis.				Х
10.4	The records indicate the breaks/festive days for the employees (on a daily basis).		Х		
10.5	The working records are regularly approved by the employees (e.g. regularly signed record sheet, checking clock).		Х		
10.6	Access to these records is provided to the employees' representative(s).		Х		
10.7	The records are kept for at least 24 months.		Х		
COMPLIANCE LEVEL CONTROL POINT 10: (Calculated automatically based on the results per sub-controlpoint)			Fully compliant		
Evidence/Remarks: Holiday, sick leave and break entiltlements and hours worked are listed on the hand written time sheets. No overtime payments are made as per the NZ law and employment agreements. Records verified are compliant to the requirements.					
Corre	ctive Actions:				

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE		
			Υ	N	N/A
WORK	ING HOURS & BREAKS				
11	CP: Do working hours and breaks documented in the time records comply with applicable legislation and/or collective barga	aining agreements?			
	CC: Documented working hours, breaks and rest days are in line with applicable legislation and/or collective bargaining agr indicate that regular weekly working hours do not exceed a maximum of 48 hours. During peak season (harvest), weekly we breaks/days are also guaranteed during peak season.				
11.1	Information on valid labor regulation and/or collective bargaining agreements regarding working hours and breaks is available (e.g. in the GRASP National Interpretation Guideline).		Х		
11.2	Working hours including overtime as shown in the records indicate compliance with legal regulations and/or collective bargaining agreements.				Х
11.3	Rest breaks/days as shown in the records indicate compliance with national regulations and/or bargaining agreements.		Х		
11.4	If not regulated more strictly by applicable legislation, regular weekly working time does not exceed 48 hours. During peak season (harvest), weekly working time does not exceed 60 hours.		Х		
11.5	The records indicate that rest breaks/days are also guaranteed during peak season.		Х		
COMPLIANCE LEVEL CONTROL POINT 11: (Calculated automatically based on the results per sub-controlpoint)			Fully compliant		
Evidence/Remarks: NIG and access to government websites (MBIE and Labour Inspectorate). Holiday, sick leave and break entiltlements are listed on the payslips. No overtime payments are made as per the NZ law and employment agreements. Average hours of work did not exceed 48 hours in regular weeks or 60 hours during peak season.					
Correc	tive Actions:				

## RECOMMENDATIONS FOR GOOD PRACTICE

N°	CONTROL POINT & COMPLIANCE CRITERIA				
ADDITI	ONAL SOCIAL BENEFITS				
R1	What other forms of social benefit does the company offer to employees, their families and/or the community? Please specify (incentives for good and safe working performance, bonus payment, support of professional development, social benefits, child care, improvement of social surroundings etc.).				
Evidend	ce/Remarks: External training course attendance for first aid, growsafe are paid for by management. Xmas social function, vehicles and cell phones provided for permenant staff.				