

Module Info - Higg Index 2.0

Facility Module - Social/Labor: Apparel/Footwear - Beta

<b>Module Name</b>	Social/Dekko Designs Ltd.	<b>Account Name</b>	Dekko Designs Ltd.	<b>Facility Type</b>	Apparel: Assembler/cut &	<b>Region (Facility)</b>	Asia	
<b>Module ID</b>	73208	<b>Account Directory ID</b>	23040	<b>Facility Processes</b>	Apparel: Cutting   Apparel: Fabric	<b>Degree of Vertical Integration</b>		
<b>Module Year</b>	2016	<b>Account Type</b>	Manufacturer	<b>Fiber/Fabric Type</b>	Denim	<b>Total Score</b>	396	
<b>Module Status</b>	Self-Assessment	<b>Facility Name</b>	Dekko Designs Ltd.	<b>City (Facility)</b>	Savar	<b>Validated Score</b>	318	
<b>Complete</b>	Yes	<b>Facility Directory ID</b>	23170	<b>State (Facility)</b>	Dhaka			
<b>Posted</b>	Yes	<b>Posted Date</b>	20/03/2017 11:56	<b>Country (Facility)</b>	Bangladesh			

\*Grey indicates that an answer is not applicable and/or required based on responses to prior questions

Indicator	Question	Options	Social Dekko Design Score	Possible
<b>Recruitment</b>				
SL-F-1.1.1	SL-F-1.1.1: What best describes who is responsible for recruitment and hiring at the Facility? Please select all that apply:	--	10	11
SL-F-1.1.1	Facility has appointed one individual or department with explicit responsibility and accountability for recruitment and hiring. (1 point)	Yes   No	Yes	
SL-F-1.1.1	The individual or department responsible for recruitment receives ongoing training. Please select all that apply (7 points possible) :	Yes   No	Yes	
SL-F-1.1.1	Hiring and recruitment practices (1 point)	Yes   No	Yes	
SL-F-1.1.1	Labor laws (1 point)	Yes   No	Yes	
SL-F-1.1.1	Employment contractual requirements (1 point)	Yes   No	No	
SL-F-1.1.1	Procedures for termination (1 point)	Yes   No	Yes	
SL-F-1.1.1	Foundational best practices for recruitment. Select all that apply (1 point possible):	Yes   No	Yes	
SL-F-1.1.1	How to prevent/remediate accidental recruitment of underage labor	Yes   No	Yes	
SL-F-1.1.1	Recruitment practices and care for juvenile workers	Yes   No	Yes	
SL-F-1.1.1	Recruitment practices and care for foreign workers	Yes   No	No	

SL-F-1.1.1	Recruitment practices and care for homeworkers	Yes   No	No		
SL-F-1.1.1	How to prevent/remediate accidental recruitment of forced labor	Yes   No	Yes		
SL-F-1.1.1	Anti-harassment and anti-discriminatory recruitment practices	Yes   No	Yes		
SL-F-1.1.1	Equal opportunity recruitment practices	Yes   No	Yes		
SL-F-1.1.1	Human Rights and Business Principles (2 points)	Yes   No	Yes		
SL-F-1.1.1	None of above	Yes   No	No		
SL-F-1.1.1	Other. Please describe	Yes   No	No		
SL-F-1.1.1	Senior Management is provided with training on employment contractual requirements and applicable legal requirements. (3 points)	Yes   No	Yes		
SL-F-1.1.1	None of the above	Yes   No	No		
SL-F-1.1.1	Other. Please describe	Yes   No	No		
SL-F-1.1.2	SL-F-1.1.2: What best describes the recruitment and hiring process at the Facility? Please select all that apply:	--		15	16
SL-F-1.1.2	All workers (including home workers and foreign workers) are provided with a legally recognized, written contract or agreement, that contains the following.	Yes   No	Yes		
SL-F-1.1.2	Language that is local or one understood by the workers (1 point)	Yes   No	Yes		
SL-F-1.1.2	Terms of employment (1 point)	Yes   No	Yes		
SL-F-1.1.2	Base wage, and wage calculation (1 point)	Yes   No	Yes		
SL-F-1.1.2	Skill grade (1 point)	Yes   No	Yes		
SL-F-1.1.2	Overtime incentives (1 point)	Yes   No	Yes		
SL-F-1.1.2	Benefits and bonus system (1 point)	Yes   No	Yes		
SL-F-1.1.2	None of the above	Yes   No	No		
SL-F-1.1.2	Other. Please describe	Yes   No	No		

SL-F-1.1.2	All workers receive a contract starting from day one of hiring (1 point)	Yes   No	Yes		
SL-F-1.1.2	Illiterate workers receive a full explanation of the content of their contract. (1 point)	Yes   No	Yes		
SL-F-1.1.2	The Facility uses which of the following contract types for the workers. Please select one only:	Yes   No	Yes		
SL-F-1.1.2		The Facility only uses open-ended or	Open-ended or permanent		
SL-F-1.1.2	Please provide what % of the workforce as of the current date.	Less than 20% (0 points)   21-75% (1	76-100% (2 points)		
SL-F-1.1.2	All workers are directly employed by the facility. (1 point)	Yes   No	Yes		
SL-F-1.1.2	If using labor brokers or a “man power” company, the following criteria are part of a screening process and included in contract with broker. Please select all that	Yes   No	Yes		
SL-F-1.1.2	Broker operates under legally issued license (1 point)	Yes   No	Yes		
SL-F-1.1.2	No worker has paid illegal or excessive recruitment fees and other charges (1 point)	Yes   No	Yes		
SL-F-1.1.2	Workers are able to freely access their original identity cards, work permits and travel documents at any time (1 point)	Yes   No	Yes		
SL-F-1.1.2	Workers freedom of movement is not restricted (1 point)	Yes   No	Yes		
SL-F-1.1.2	Facility subcontracts to a prison(s) (0 points)	Yes   No	No		
SL-F-1.1.2	None of above (0 points)	Yes   No	No		
SL-F-1.1.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.1.3	SL-F-1.1.3: What best describes the situation for young and juvenile workers at the Facility? Please select all that apply:	--		9	10
SL-F-1.1.3	Young workers age limits at the Facility are as follows. Please select one only:	Yes   No	Yes		
SL-F-1.1.3		the age of 14 years, or local minimum	the age of 15 years, or local minimum		
SL-F-1.1.3	Juvenile workers (workers between the ages of 16-18) are employed at the Facility. When hiring juvenile workers, the Facility takes into account legal requirements concerning working hours, overtime, night shift, dangerous substances, tools and/or equipment, and any other criteria required in the country. (1 point)	Yes   No	Yes		

SL-F-1.1.3	Apprentice programs are in line with all legal requirements, as required by law (1 point)	Yes   No	Yes		
SL-F-1.1.3	Identification document(s) are checked during hiring process. Please select all that apply	Yes   No	Yes		
SL-F-1.1.3	ID card (1 point)	Yes   No	Yes		
SL-F-1.1.3	Birth certificate (1 point)	Yes   No	Yes		
SL-F-1.1.3	Education certificate (1 point)	Yes   No	Yes		
SL-F-1.1.3	Family card (1 point)	Yes   No	No		
SL-F-1.1.3	None of the above	Yes   No	No		
SL-F-1.1.3	Other. Please describe	Yes   No	No		
SL-F-1.1.3	If inadvertently employing underage workers , the Facility has a clear policy on managing the situation responsibly. (2 points)	Yes   No	Yes		
SL-F-1.1.3	None of above	Yes   No	No		
SL-F-1.1.3	Other. Please describe	Yes   No	No		
SL-F-1.1.4	SL-F-1.1.4: What best describes any additional practices, including medical practices, during the recruitment process at the facility? Please select all that	--		6	7
SL-F-1.1.4	Medical testing is performed for assessing fitness to work only, and when required by local law (1 point)	Yes   No	Yes		
SL-F-1.1.4	Medical testing is done in order to determine pregnancy due to legal requirement, only when required by law to do so (1 point)	Yes   No	No		
SL-F-1.1.4	Medical testing is done in order to determine pregnancy when not legally required to do so (0 points)	Yes   No	No		
SL-F-1.1.4	Individual ability to perform the functions of the position being hired for is considered when hiring (1 point)	Yes   No	Yes		
SL-F-1.1.4	The recruitment screening process allows for applicants of any age, nationality, religion, gender etc to have equal consideration for open positions (1 point)	Yes   No	Yes		
SL-F-1.1.4	Different conditions for employment apply for foreign workers. Please explain (text required to score points):(0 points)	Yes   No	No		
SL-F-1.1.4	Facility engages with local community and/or NGO to understand how minorities and/or protected groups can be considered for employment (3 points)	Yes   No	Yes		
SL-F-1.1.4	None of above (0 points)	Yes   No	No		

SL-F-1.1.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.1.5	SL-F-1.1.5: What best describes the Facility's process around the recruitment of foreign workers? Please select all that apply:	--			12
SL-F-1.1.5	Facility does not hire foreign workers (if selected, 12 points for the sub-section are removed from the total points available as the following questions are not	Yes   No	Yes		
SL-F-1.1.5	Foreign workers can apply for any posting open to local workers (1 point)	Yes   No			
SL-F-1.1.5	Trainings and Facility postings are language appropriate (1 point)	Yes   No			
SL-F-1.1.5	Foreign workers have access to hot lines and recourses of equal value as locals (1 point)	Yes   No			
SL-F-1.1.5	Payment of foreign recruitment fees by the foreign worker are according to local law limits (1 point)	Yes   No			
SL-F-1.1.5	Payment of foreign worker recruitment fees that are beyond the local law limit, are shared between the foreign worker and the Facility	Yes   No			
SL-F-1.1.5	What % of the recruitment fees does the facility pay? (1 point)	text			
SL-F-1.1.5	How does the facility share the payment of recruitment fees? (1 point)	text			
SL-F-1.1.5	No recruitment fee is charged to foreign workers, or, all fees and costs associated with foreign worker recruitment are paid by the Facility (3 points)	Yes   No			
SL-F-1.1.5	Contracts permit the same freedoms as those of local workers (3 points)	Yes   No			
SL-F-1.1.5	None of above (0 points)	Yes   No			
SL-F-1.1.5	Other. Please describe (0 points)	Yes   No			
SL-F-1.1.6	SL-F-1.1.6: What best describes induction and training practices for all new worker recruits/hires (including home workers, foreign workers, and indirect workers) at	--		14	14
SL-F-1.1.6	Workers are provided with an employee handbook (1 point)	Yes   No	Yes		
SL-F-1.1.6	Workers are provided training on the content of the employee handbook (1 point)	Yes   No	Yes		
SL-F-1.1.6	Workers induction / onboarding training cover. Please select all that apply:	Yes   No	Yes		
SL-F-1.1.6	Worker compensation (1 point)	Yes   No	Yes		
SL-F-1.1.6	Hours of work regulations (1 point)	Yes   No	Yes		

SL-F-1.1.6	Treatment of special classes of worker: Young and Juvenile workers (1 point)	Yes   No	Yes		
SL-F-1.1.6	Worker involvement and communication (Includes Freedom of Association and Collective Bargaining) (1 point)	Yes   No	Yes		
SL-F-1.1.6	Worker treatment and worker rights (Includes discrimination, harassment, abuse, forced Labor, bonded labor) (1 point)	Yes   No	Yes		
SL-F-1.1.6	Worker development opportunities (Includes training/development) (1 point)	Yes   No	Yes		
SL-F-1.1.6	Worker health & safety (1 point)	Yes   No	Yes		
SL-F-1.1.6	Facility operational information (Includes worker conduct, Facility values and culture, Facility security practices) (1 point)	Yes   No	Yes		
SL-F-1.1.6	Worker hotlines and grievance procedures (1 point)	Yes   No	Yes		
SL-F-1.1.6	Training is provided to foreign workers before they leave their sending (home) country (3 points)	Yes   No	Yes		
SL-F-1.1.6	None of the above (0 points)	Yes   No	No		
SL-F-1.1.6	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.1.6	None of the above	Yes   No	No		
SL-F-1.1.6	Other. Please describe	Yes   No	No		
SL-F-1.1.6	Section Notes	text			
<b>Compensation</b>					
SL-F-1.2.1	SL-F-1.2.1: Which statements best describe the Facility policy towards wages? Please select all that apply:	--		12	18
SL-F-1.2.1	Workers are paid directly by cash or check (1 point)	Yes   No	Yes		
SL-F-1.2.1	Workers are paid directly by direct deposit into their bank account controlled solely by the worker (2 points)	Yes   No	No		
SL-F-1.2.1	Workers are provided with a pay slip in local language each time they are paid that contains details of their wages (1 point)	Yes   No	Yes		
SL-F-1.2.1	All workers, including homeworkers and foreign workers (if applicable), receive information on base wages, overtime, incentives, piece rate work, benefits and	Yes   No	Yes		
SL-F-1.2.1	Workers income is transferred to a shared bank account that both management and the worker have access to (0 points)	Yes   No	No		
SL-F-1.2.1	Workers receive at least the minimum wage for all regular hours worked (1 point)	Yes   No	Yes		
SL-F-1.2.1	The Facility does not use the piece rate method to pay workers (0 points)	Yes   No	No		

SL-F-1.2.1	The Facility uses the piece rate method to pay workers	Yes   No	No		
SL-F-1.2.1	Facility has a process to calculate appropriate piece rate targets (1 point)	Yes   No			
SL-F-1.2.1	All workers, including foreign and homeworkers, receive wage premiums for overtime and work performed on weekends and holidays, as required by law (2 points)	Yes   No	Yes		
SL-F-1.2.1	Compensation meets the basic needs of the worker and provides some discretionary income	Yes   No	No		
SL-F-1.2.1	Please describe how the basic needs wage analysis was conducted. (3 points)	text			
SL-F-1.2.1	The following staff are provided with ongoing training on compensation policies and practices that align with legal requirements. Please select all that apply:	Yes   No	Yes		
SL-F-1.2.1	Human Resource staff (1 point)	Yes   No	Yes		
SL-F-1.2.1	Finance staff (2 points)	Yes   No	Yes		
SL-F-1.2.1	Management (2 points)	Yes   No	Yes		
SL-F-1.2.1	None of the above (0 points)	Yes   No	No		
SL-F-1.2.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.2.1	Facility has appointed one individual or department with explicit responsibility and accountability for the development, implementation and evaluation of workers'	Yes   No	Yes   Admin		
SL-F-1.2.1	None of the above (0 points)	Yes   No	HR & Compliance Section		
SL-F-1.2.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.2.2	SL-F-1.2.2: What best describes the Facility's approach towards wage deductions? Please select all that apply:	--		2	5
SL-F-1.2.2	All deductions to wages are legally allowed (1 point)	Yes   No	Yes		
SL-F-1.2.2	Deductions not legally mandated are voluntarily elected by workers (2 points)	Yes   No	No		
SL-F-1.2.2	All deductions to wages are explained to the worker (1 points)	Yes   No	Yes		
SL-F-1.2.2	Deductions to wages are used as a disciplinary measure (0 points)	Yes   No	No		

SL-F-1.2.2	Wage deductions for taxes, social insurance, or other legally required purposes are processed / forwarded in accordance with the timelines dictated by law (1 point)	Yes   No	No		
SL-F-1.2.2	None of the above (0 points)	Yes   No	No		
SL-F-1.2.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.2.3	SL-F-1.2.3: Which statements best describes the benefits that workers have access to? Please select all that apply:	--		14	20
SL-F-1.2.3	Social insurance options are provided (1 point)	Yes   No	Yes		
SL-F-1.2.3	Transportation subsidies and/or free transportation is provided (1 point)	Yes   No	Yes		
SL-F-1.2.3	Health service options are provided (1 point)	Yes   No	Yes		
SL-F-1.2.3	Child care services are provided free of cost (2 points)	Yes   No	Yes		
SL-F-1.2.3	Medical insurance options are provided (1 point)	Yes   No	Yes		
SL-F-1.2.3	Housing subsidies and/or free housing are provided (3 points)	Yes   No	Yes		
SL-F-1.2.3	Food subsidies and/or free food are provided (3 points)	Yes   No	Yes		
SL-F-1.2.3	Free potable water is provided at no cost (1 point)	Yes   No	Yes		
SL-F-1.2.3	Food is available for voluntary purchase by workers at the Facility (1 point)	Yes   No	Yes		
SL-F-1.2.3	Housing is available for voluntary purchase by workers at the Facility (3 points)	Yes   No	No		
SL-F-1.2.3	Cost of living increases or bonuses when the company has a profitable year (3 points)	Yes   No	No		
SL-F-1.2.3	None of the above (0 points)	Yes   No	No		
SL-F-1.2.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.2.3	Section Notes	text			
<b>Hours</b>					



SL-F-1.3.1	SL-F-1.3.1: Which statements best describe the Facility policy and procedure towards hours of work? Please select all that apply:	--		27	33
SL-F-1.3.1	There is a written policy on hours of work and it applies to all workers in the Facility. The policy outlines the following. Please select all that apply:	Yes   No	Yes		
SL-F-1.3.1	Regular hours of work are to be within legal limits per week. Please describe (text required to score points):(1 point)	Yes   No	Yes   48 hours per week		
SL-F-1.3.1	Overtime hours of work are to be voluntary. Workers can refuse overtime under certain circumstances. Please describe (text required to score points): (1 point)	Yes   No	Yes   Personal reason		
SL-F-1.3.1	Overtime hours of work are to be within legal limits per week. Please describe (text required to score points): (1 point)	Yes   No	Yes   12 hour per week		
SL-F-1.3.1	Excessive overtime is not permitted under any circumstances (2 points)	Yes   No	Yes		
SL-F-1.3.1	Excessive overtime is permitted only under extraordinary / emergency circumstances. Please describe (text required to score points): (1 point)	Yes   No	Yes   Unrest		
SL-F-1.3.1	Workers total hours of work do not exceed 60 hours per week (where total hours = regular and overtime hours) (1 point)	Yes   No	Yes   Power failour		
SL-F-1.3.1	Time off is provided in accordance with local law. Please describe (text required to score points): (1 point)	Yes   No	Yes		
SL-F-1.3.1	Workers are guaranteed one day off in every seven (7) day period (1 point)	Yes   No	Yes		
SL-F-1.3.1	Workers are provided with breaks during work periods. Please describe (text required to score points): (1 point)	Yes   No	Yes   casul leave		
SL-F-1.3.1	Suspension(s) of work is in accordance with national laws, regulations and procedures. Please describe (text required to score points): (1 point)	Yes   No	sick leave		
SL-F-1.3.1	None of the above (0 points)	Yes   No	maternity leave		
SL-F-1.3.1	Other. Please describe (0 points)	Yes   No	festival leave		
SL-F-1.3.1	There is a written procedure for managing the hours of work that details the following. Please select all that apply:	Yes   No	Yes		
SL-F-1.3.1	Record keeping of hours worked (2 points)	Yes   No	Yes		
SL-F-1.3.1	Time keeping system for hours of work (2 points)	Yes   No	Yes		
SL-F-1.3.1	Red-flag / alert system when workers are at risk of excessive overtime (3 points)	Yes   No	No		
SL-F-1.3.1	Production planning process / capacity managing process that supports regular hours of work are within legal limits per week (2 points)	Yes   No	Yes		

SL-F-1.3.1	The effectiveness of the procedure is evaluated annually by Facility management (2 points)	Yes   No	No		
SL-F-1.3.1	None of the above (0 points)	Yes   No	No		
SL-F-1.3.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.3.1	There is a dedicated person or team accountable for the implementation of the working hours procedure at the Facility (1 point)	Yes   No	Yes		
SL-F-1.3.1	Workers are trained on the policy and procedures for hours of work and applicable legal requirements (1 point)	Yes   No	Yes		
SL-F-1.3.1	The following departments / personnel are trained on the policy and procedures for hours of work and applicable legal requirements and how their role can impact	Yes   No	Yes		
SL-F-1.3.1	Human Resource / Hiring / Recruiting staff (1 point)	Yes   No	Yes		
SL-F-1.3.1	Production supervisors and Management (2 points)	Yes   No	Yes		
SL-F-1.3.1	Facility purchasing staff (2 points)	Yes   No	Yes		
SL-F-1.3.1	Production Planning staff (2 points)	Yes   No	Yes		
SL-F-1.3.1	Sales / Account Management staff (2 points)	Yes   No	Yes		
SL-F-1.3.1	None of the above (0 points)	Yes   No	No		
SL-F-1.3.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.3.1	None of the above	Yes   No	No		
SL-F-1.3.1	Other. Please describe	Yes   No	No		
SL-F-1.3.2	SL-F-1.3.2: Which statements best describe the Facility practices towards production / capacity planning? Please select all that apply:	--		19	21
SL-F-1.3.2	Production / Capacity is reviewed as follows. Please select one only:	Yes   No	Yes		
SL-F-1.3.2		Several times per day (2 points)	Weekly (0 points)		
SL-F-1.3.2	Production / Capacity planning review meetings to determine hours of work involve the following staff. Please select all that apply:	Yes   No	Yes		
SL-F-1.3.2	Human Resource / Hiring / Recruiting staff (2 points)	Yes   No	Yes		

SL-F-1.3.2	Production supervisors (2 points)	Yes   No	Yes		
SL-F-1.3.2	Facility purchasing staff (3 points)	Yes   No	Yes		
SL-F-1.3.2	Production Planning staff (2 points)	Yes   No	Yes		
SL-F-1.3.2	Sales / Account Management staff (2 points)	Yes   No	Yes		
SL-F-1.3.2	None of the above (0 points)	Yes   No	No		
SL-F-1.3.2	Other. Please describe	Yes   No	No		
SL-F-1.3.2	Facility monitors production capacity and factors in regular and overtime working hours prior to accepting orders from customers (3 points)	Yes   No	Yes		
SL-F-1.3.2	Facility has an internal process and system that monitors production capacity and output. This system includes the following. Please select one only:	Yes   No	Yes		
SL-F-1.3.2		The system monitors	The system monitors		
SL-F-1.3.2	Facility has a formal request/approval process for urgent overtime (on the same day requests). This request process includes the following. Please select all that	Yes   No	Yes		
SL-F-1.3.2	Urgent overtime requests / approvals are made to/from executive level (1 point)	Yes   No	Yes		
SL-F-1.3.2	The process requires supervisors to request overtime within a specific time of the day (1 point)	Yes   No	Yes		
SL-F-1.3.2	None of the above (0 points)	Yes   No	No		
SL-F-1.3.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.3.2	None of the above (0 points)	Yes   No	No		
SL-F-1.3.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.3.2	Section Notes	text			
<b>Worker Involv</b>					
SL-F-1.4.1	SL-F-1.4.1: What best describes Freedom of Association at the Facility? Please select all that apply:	--		8	10
SL-F-1.4.1	Worker Representatives are chosen by the management (0 points)	Yes   No	No		

SL-F-1.4.1	Worker Representatives are chosen by the workers (1 points)	Yes   No	Yes		
SL-F-1.4.1	Workers are allowed ways to collectively bring concerns, needs, views, and requests of workers. Please describe (text required to score points): (1 points)	Yes   No	Yes   Festival leave		
SL-F-1.4.1	One or more worker-endorsed unions is represented at the Facility (2 points)	Yes   No	Health & Safety		
SL-F-1.4.1	Workers are treated differently based on their affiliation with a trade union or other worker associations. Please describe (text required to score points): (0	Yes   No	Yes		
SL-F-1.4.1	Managers are trained on the meaning and purpose of Freedom of Association (2 points)	Yes   No	Yes		
SL-F-1.4.1	Worker representatives are allowed time off with pay to carry out their duties (1 points)	Yes   No	Yes		
SL-F-1.4.1	Facility engages directly with local & district level Trade Unions to proactively address issues of concern to your workforce (3 points)	Yes   No	Yes		
SL-F-1.4.1	None of the above (0 points)	Yes   No	No		
SL-F-1.4.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.4.2	SL-F-1.4.2: What best describes Collective Bargaining at the Facility? Please select all that apply:	--		2	2
SL-F-1.4.2	Workers are allowed to establish a Collective Bargaining Agreement (1 point)	Yes   No	Yes		
SL-F-1.4.2	A Collective Bargaining Agreement exists at the Facility. Please describe (text required to score points):(1 point)	Yes   No	Yes   Participation Committee		
SL-F-1.4.2	None of the above (0 points)	Yes   No	No		
SL-F-1.4.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.4.3	SL-F-1.4.3: What best describes the grievance processes at the Facility? Please select all that apply:	--		15	16
SL-F-1.4.3	Complaint or Grievance box (1 point)	Yes   No	Yes		
SL-F-1.4.3	Hotline/Text and/or Web-based (1 point)	Yes   No	Yes		
SL-F-1.4.3	Open door policy at highest level (1 point)	Yes   No	Yes		
SL-F-1.4.3	The grievance process addresses all worker grievances (1 point)	Yes   No	Yes		
SL-F-1.4.3	Represents all languages of the workforce (1 point)	Yes   No	Yes		

SL-F-1.4.3	Grievances are addressed in a timely manner (1 point)	Yes   No	Yes		
SL-F-1.4.3	A joint worker-management committee meets regularly to discuss grievances (1 point)	Yes   No	Yes		
SL-F-1.4.3	Other anonymous grievance mechanism(s). Please describe (text required to score points):(0 points)	Yes   No	No		
SL-F-1.4.3	Workers are informed of the status of their grievances in the following manner. Please select one only:	Yes   No	Yes		
SL-F-1.4.3		Verbally (1 point)   In writing (2 points)	Verbally (1 point)		
SL-F-1.4.3	Workers are regularly encouraged to use the grievance system. Please select all that apply:	Yes   No	Yes		
SL-F-1.4.3	Postings throughout the Facility invite worker input (1 point)	Yes   No	Yes		
SL-F-1.4.3	Written reminders are distributed to workers to encourage them to use the grievance system (2 points)	Yes   No	Yes		
SL-F-1.4.3	Supervisors verbally encourage workers to use the grievance system (2 points)	Yes   No	Yes		
SL-F-1.4.3	None of the above (0 points)	Yes   No	No		
SL-F-1.4.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.4.3	Managers are held accountable for ensuring that there are no negative consequences towards workers who report grievances (2 points)	Yes   No	Yes		
SL-F-1.4.3	None of the above (0 points)	Yes   No	No		
SL-F-1.4.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.4.4	SL-F-1.4.4: What best describes worker involvement at the Facility? Please select all that apply:	--		24	25
SL-F-1.4.4	Suggestion box. Facility ensures the effectiveness of the suggestion box in the following ways. Please select all that apply:	Yes   No	Yes		
SL-F-1.4.4	Suggestions and resolutions are anonymously posted (2 points)	Yes   No	Yes		
SL-F-1.4.4	Suggestions are reviewed at least monthly (1 points)	Yes   No	Yes		
SL-F-1.4.4	None of the above (0 points)	Yes   No	No		
SL-F-1.4.4	Other. Please describe (0 points)	Yes   No	No		

SL-F-1.4.4	Workers are members of workplace committees. Please select all that apply:	Yes   No	Yes		
SL-F-1.4.4	Worker committee meetings are held on a monthly basis (1 point)	Yes   No	No		
SL-F-1.4.4	Worker committee meetings are held at least quarterly (1 point)	Yes   No	Yes		
SL-F-1.4.4	Worker committee meeting minutes are shared with the workforce (2 points)	Yes   No	Yes		
SL-F-1.4.4	Worker committee meeting action items are tracked (2 points)	Yes   No	Yes		
SL-F-1.4.4	Upper management recognizes the worker committee (2 points)	Yes   No	Yes		
SL-F-1.4.4	One or more worker committee(s) exist with the following purpose(s). Please select all that apply:	Yes   No	Yes		
SL-F-1.4.4	Health and Safety (1 point)	Yes   No	Yes		
SL-F-1.4.4	Environmental (1 point)	Yes   No	Yes		
SL-F-1.4.4	Worker Well-Being (2 points)	Yes   No	Yes		
SL-F-1.4.4	Worker Grievances (2 points)	Yes   No	Yes		
SL-F-1.4.4	Worker Wages and Benefits (2 points)	Yes   No	Yes		
SL-F-1.4.4	None of the above (0 points)	Yes   No	No		
SL-F-1.4.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.4.4	Workers are invited to provide anonymous input on policies that will affect their weekly work schedule, rest days, vacation time, other. (3 points)	Yes   No	Yes		
SL-F-1.4.4	Worker representatives participate in social compliance audit opening and closing meetings and/or are involved in the development of corrective actions (3 points)	Yes   No	Yes		
SL-F-1.4.4	None of the above (0 points)	Yes   No	No		
SL-F-1.4.4	Other worker involvement activities. Please describe (0 points)	Yes   No	No		
SL-F-1.4.4	Section Notes	text			
<b>Worker Trtmt</b>					

SL-F-1.5.1	SL-F-1.5.1: What best describes the Facility's approach to worker treatment and development at the Facility? Please select all that apply:	--		20	21
SL-F-1.5.1	Facility has written anti-harassment and anti-abuse policies and procedures for the workplace. Please select all that apply:	Yes   No	Yes		
SL-F-1.5.1	All new employees regardless of job function receive anti-harassment or anti-abuse training during orientation and at least once per year of employment (1	Yes   No	Yes		
SL-F-1.5.1	Training is provided to supervisors and upper management on how to effectively communicate with staff and workers in a healthy way (1 point)	Yes   No	Yes		
SL-F-1.5.1	Supervisors, on-site doctors and nurses, and security guards participate in workshops focused on harassment or abuse at least annually (1 point)	Yes   No	Yes		
SL-F-1.5.1	Workers are trained to respond with proper actions when there is suspicion of harassment or abuse (2 points)	Yes   No	Yes		
SL-F-1.5.1	Workers have access to external contacts that aid in resolving harassment or abuse cases in any of the following areas (2 points will be awarded if at least one	Yes   No	Yes		
SL-F-1.5.1	Union representatives	Yes   No	Yes		
SL-F-1.5.1	Non-government organizations	Yes   No	Yes		
SL-F-1.5.1	Women's groups	Yes   No	No		
SL-F-1.5.1	Health clinics	Yes   No	No		
SL-F-1.5.1	Respected community member	Yes   No	Yes		
SL-F-1.5.1	Local brand representatives	Yes   No	Yes		
SL-F-1.5.1	None of the above	Yes   No	No		
SL-F-1.5.1	Other. Please describe	Yes   No	No		
SL-F-1.5.1	Worker perceptions regarding harassment and abuse is solicited in engaging and non-threatening ways (3 points)	Yes   No	Yes		
SL-F-1.5.1	None of the above (0 points)	Yes   No	No		
SL-F-1.5.1	Other. Please describe	Yes   No	No		
SL-F-1.5.1	Anti-harassment and anti-abuse training is conducted with the following topics included. Please select all that are included:	Yes   No	Yes		
SL-F-1.5.1	Recognizing harassment or abuse (1 point)	Yes   No	Yes		
SL-F-1.5.1	Confidential reporting (1 point)	Yes   No	Yes		
SL-F-1.5.1	Actions taken to accountable persons (1 point)	Yes   No	Yes		
SL-F-1.5.1	Cultural sensitivities (1 point)	Yes   No	Yes		
SL-F-1.5.1	Communicating with respect (1 point)	Yes   No	Yes		

SL-F-1.5.1	Interpersonal skill development (1 point)	Yes   No	Yes		
SL-F-1.5.1	Workplace violence (1 point)	Yes   No	Yes		
SL-F-1.5.1	Safety outside the Facility walls (1 point)	Yes   No	No		
SL-F-1.5.1	Employee assistance programs and professional counseling (1 point)	Yes   No	Yes		
SL-F-1.5.1	None of the above (0 points)	Yes   No	No		
SL-F-1.5.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.1	Worker testimony affirms that all security practices are gender appropriate (1 point)	Yes   No	Yes		
SL-F-1.5.1	Facility has at least one individual or department responsible and accountable for the development and oversight of harassment or abuse policy implementation (1 point)	Yes   No	Yes		
SL-F-1.5.1	None of the above	Yes   No	No		
SL-F-1.5.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.2	SL-F-1.5.2: What best describes the Facility's disciplinary process? Please select all that apply:	--		7	7
SL-F-1.5.2	Facility has a progressive disciplinary process appropriate for the infractions. (1 point)	Yes   No	Yes		
SL-F-1.5.2	Workers are trained and well aware of the Facility's disciplinary process (1 point)	Yes   No	Yes		
SL-F-1.5.2	The Facility's progressive disciplinary process is consistently applied (1 point)	Yes   No	Yes		
SL-F-1.5.2	Fines or wage deductions are used for disciplinary purposes (0 points)	Yes   No	Yes		
SL-F-1.5.2	Workers have private access to the details of the allegations of infractions involving them (1 point)	Yes   No	Yes		
SL-F-1.5.2	Workers have the right to respond to and/or appeal any disciplinary decisions without any negative repercussions (1 point)	Yes   No	Yes		
SL-F-1.5.2	Workers have the right to consult with and be represented either by a trade union or by worker representatives when evaluating and contesting disciplinary	Yes   No	Yes		
SL-F-1.5.2	None of the above (0 points)	Yes   No	No		
SL-F-1.5.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.3	SL-F-1.5.3: What best describes the Facility's approach to worker well-being and development? Please select all that apply:	--		16	43
SL-F-1.5.3	Facility conducts an assessment to determine that workers are able to meet basic needs given current wage rates. Please select all that apply:	Yes   No	Yes		



SL-F-1.5.3	Facility has conducted a cost of living study for the immediate and outlying communities where workers live (3 points)	Yes   No	No		
SL-F-1.5.3	Facility offers a wage that is equitable with the cost of living (3 points)	Yes   No	No		
SL-F-1.5.3	Workers are aware of cost of living study and the results (3 points)	Yes   No	No		
SL-F-1.5.3	Worker testimony affirms wages are in line with the cost of living (3 points)	Yes   No	No		
SL-F-1.5.3	Worker testimony affirms availability of disposable income (3 points)	Yes   No	No		
SL-F-1.5.3	None of the above (0 points)	Yes   No	No		
SL-F-1.5.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.3	Facility provides means and opportunities for workers to increase health awareness and/or develop life skills on an ongoing basis. Please select all that	Yes   No	Yes		
SL-F-1.5.3	Tuition (3 points)	Yes   No	No		
SL-F-1.5.3	Time off for classes (1 point)	Yes   No	No		
SL-F-1.5.3	Paid time off for classes (3 points)	Yes   No	No		
SL-F-1.5.3	On-site education opportunities (2 points)	Yes   No	Yes		
SL-F-1.5.3	Manufacturing skills related to work (1 point)	Yes   No	Yes		
SL-F-1.5.3	Personal finance and balancing a budget (2 points)	Yes   No	No		
SL-F-1.5.3	Family planning and reproductive health (2 points)	Yes   No	Yes		
SL-F-1.5.3	General health (1 point)	Yes   No	Yes		
SL-F-1.5.3	Disease and illness education (including HIV/AIDS) (2 points)	Yes   No	Yes		
SL-F-1.5.3	None of the above (0 points)	Yes   No	No		
SL-F-1.5.3	Other skill development activities or opportunities (not directly related to work). Please describe (text required to score points):(1 points)	Yes   No	Yes   Social awareness		
SL-F-1.5.3	Facility provides free, voluntary and confidential medical screenings to employees as follows. Please select all that apply:	Yes   No	Yes		
SL-F-1.5.3	Screenings are provided on-site during normal working, paid hours (2 points)	Yes   No	Yes		
SL-F-1.5.3	Postings throughout the Facility promote the free-screenings (2 points)	Yes   No	Yes		

SL-F-1.5.3	Facility provides free professional and confidential counseling or mentoring services to workers	Yes   No	Yes		
SL-F-1.5.3	Sessions are provided on-site during normal working, paid hours (3 points)	Yes   No	Yes		
SL-F-1.5.3	Workers have access to micro banking and/or micro loans (3 points)	Yes   No	No		
SL-F-1.5.3	None of the above (0 points)	Yes   No	No		
SL-F-1.5.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.4	SL-F-1.5.4: What best describes the processes around diversity and equality (non-discrimination) at the Facility? Please select all that apply:	--		21	30
SL-F-1.5.4	All employees receive training on diversity and equality (non-discrimination) during orientation (1 point)	Yes   No	Yes		
SL-F-1.5.4	All employees receive refresher training on diversity and equality minimally, on an annual basis (1 point)	Yes   No	Yes		
SL-F-1.5.4	Supervisors, management, on-site doctors and nurses receive annual awareness training on company policies on diversity and equality (1 point)	Yes   No	Yes		
SL-F-1.5.4	Male and female employees at every level are confident they receive equal pay for work of equal value (2 points)	Yes   No	Yes		
SL-F-1.5.4	Each individual working in the Facility is assured of equal opportunities for advancement based on their skills. Please select all that apply:	Yes   No	Yes		
SL-F-1.5.4	Postings throughout the Facility encourage all employees to apply for all positions (2 points)	Yes   No	Yes		
SL-F-1.5.4	Human resources provides talks focused on new opportunities and eligibility (2 points)	Yes   No	No		
SL-F-1.5.4	Workers are informed through public announcements (2 points)	Yes   No	Yes		
SL-F-1.5.4	None of the above (0 points)	Yes   No	No		
SL-F-1.5.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.4	Facility provides a lactation room for new mothers. Please select one only:	Yes   No	Yes		
SL-F-1.5.4		this by law (1 point)   Country does not require this by law, but Facility offers the service to	Country requires this by law (1 point)		
SL-F-1.5.4	Workers with chronic illnesses (HIV/AIDS for example) are given the flexibility and the means to perform their duties while caring for their illness (1 point)	Yes   No	Yes		

SL-F-1.5.4	Facility has appointed at least one individual or department with explicit responsibility and accountability for the development and discrimination of a non-	Yes   No	Yes		
SL-F-1.5.4	Facility has a diversity & equality program in place that regularly engages all employees (3 points)	Yes   No	No		
SL-F-1.5.4	Facility is aware of the diverse workforce in the community and actively recruits members from a diverse population. For example, the Facility employs a "special	Yes   No	Yes		
SL-F-1.5.4	Engagement with multi-stakeholder efforts to encourage fair and equal treatment of minority/protected groups. (3 points)	Yes   No	Yes		
SL-F-1.5.4	Specific projects with local NGO's focus on identifying concerns of local minority / protected groups (3 points)	Yes   No	Yes		
SL-F-1.5.4	The Facility conducts routine surveys of workers to assess their perception of fair and equal treatment	Yes   No	No		
SL-F-1.5.4	Appropriate action is taken to address any concerns (3 points)	Yes   No	No		
SL-F-1.5.4	None of the above (0 points)	Yes   No	No		
SL-F-1.5.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.5.4	Section Notes	text			
<b>H&amp;S</b>					
SL-F-1.6.1	SL-F-1.6.1: Please select as many of the following emergency planning & fire safety practices as they exist at the Facility:	--		15	16
SL-F-1.6.1	Emergency Response Plan established (1 point)	Yes   No	Yes		
SL-F-1.6.1	Facility has an Emergency Response Team (1 point)	Yes   No	Yes		
SL-F-1.6.1	Emergency Response Team members are trained in fire extinguisher use (1 point)	Yes   No	Yes		
SL-F-1.6.1	All New Hire Employees are trained on emergency procedures (and all existing employees receive periodic refresher training) (1 point)	Yes   No	Yes		
SL-F-1.6.1	A Fire alarm (audible and visual) is kept maintained and fully functioning (1 point)	Yes   No	Yes		
SL-F-1.6.1	2 fire drills are conducted per year (and documented) for all employees and production units (1 point)	Yes   No	Yes		
SL-F-1.6.1	Fire extinguishers are of the type and quantity suitable for the fire hazards that exist (documented by extinguisher servicing company or local officials) (1 point)	Yes   No	Yes		
SL-F-1.6.1	All fire extinguishers are checked monthly and serviced at least annually (1 point)	Yes   No	Yes		

SL-F-1.6.1	An annual review of the Emergency Response Plan is conducted to ensure accurate capture and handling of all possible emergency situations (1 point)	Yes   No	No		
SL-F-1.6.1	Incompatible, flammable chemicals and combustible material are properly stored, segregated or protected to prevent fire (1 point)	Yes   No	Yes		
SL-F-1.6.1	At least 2 unlocked exits exist in each production and dormitory area/floor. (1 point)	Yes   No	Yes		
SL-F-1.6.1	Flammable chemicals are stored in dormitory (0 points)	Yes   No	No		
SL-F-1.6.1	All areas of flammable chemicals or heat-generating equipment have functioning fire extinguishers (1 point)	Yes   No	Yes		
SL-F-1.6.1	Aisles are clearly marked with emergency exit routes and maintained clear of obstructions (1 point)	Yes   No	Yes		
SL-F-1.6.1	Facility has implemented alternative manufacturing processes to eliminate the use of flammable chemicals or heat-generating equipment (3 points)	Yes   No	Yes		
SL-F-1.6.1	None of the above (0 points)	Yes   No	No		
SL-F-1.6.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.6.2	SL-F-1.6.2: Please select as many of the following medical services as they exist at the Facility:	--		8	8
SL-F-1.6.2	At least 3 workers per shift per department/area are trained in first aid and CPR (1 point)	Yes   No	Yes		
SL-F-1.6.2	First aid kits are maintained adequately stocked (at least 1/department) (1 point)	Yes   No	Yes		
SL-F-1.6.2	Access to professional medical services within 5 minutes travel time in the even of a life threatening medical emergency (1 point)	Yes   No	Yes		
SL-F-1.6.2	Clear procedures exist for responding to medical emergencies, with responsible persons appropriately trained and general awareness training for all employees (2	Yes   No	Yes		
SL-F-1.6.2	Injury log is maintained (1 point)	Yes   No	Yes		
SL-F-1.6.2	All accidents are investigated and preventative measures taken (2 points)	Yes   No	Yes		
SL-F-1.6.2	None of the above (0 points)	Yes   No	No		
SL-F-1.6.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.6.3	SL-F-1.6.3: Please select as many of the following sanitation/hygiene services that exist at the Facility:	--		4	4
SL-F-1.6.3	Bathrooms, kitchen areas, dormitories regularly cleaned (1 point)	Yes   No	Yes		
SL-F-1.6.3	Bathrooms, kitchens and dormitories are in compliance with local codes (1 point)	Yes   No	Yes		
SL-F-1.6.3	Toiletries are provided and supplies maintained/monitored (1 point)	Yes   No	Yes		

SL-F-1.6.3	Drinking water is regularly tested or certified (1 point)	Yes   No	Yes		
SL-F-1.6.3	None of the above (0 points)	Yes   No	No		
SL-F-1.6.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.6.4		--		22	25
SL-F-1.6.4.1	SL-F-1.6.4.1: Please select one (1) of the following statements that best describes the physical hazards as they exist at the Facility:	Some physical hazards exist such	Moderate physical hazards exist	0	0
SL-F-1.6.4.2	SL-F-1.6.4.2: Please select as many of the following physical hazards prevention/management practices as they exist at the Facility:	--		22	25
SL-F-1.6.4.2	A physical hazards safety program (policies/procedures) has been implemented (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Job Safety Analysis have been conducted to determine job-specific hazards and necessary PPE for all operations (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Training on PPE & safety procedures are conducted for all employees, with periodic refresher training (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	There is a designated responsible safety manager, with senior management buy-in and support for ensuring a safe and healthy workplace (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Monthly safety checks are conducted to ensure all safety guards are properly functioning and proper use of PPE is taking place where required (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Monthly safety checks are followed up with priority response to issues (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	An active safety committee exists. Please select all that apply:	Yes   No	Yes		
SL-F-1.6.4.2	The safety committee reviews safety issues, track corrective actions and identify opportunities for further improvement of safety conditions (2 points)	Yes   No	Yes		
SL-F-1.6.4.2	The safety committee engages workers (2 points)	Yes   No	Yes		
SL-F-1.6.4.2	Safety committee meetings are held on a monthly basis (1 point)	Yes   No	No		
SL-F-1.6.4.2	Safety committee meetings are held at least quarterly (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Safety committee meeting minutes are shared with the workforce (2 points)	Yes   No	Yes		
SL-F-1.6.4.2	Safety committee meeting action items are tracked (2 points)	Yes   No	Yes		
SL-F-1.6.4.2	Upper management recognizes the safety committee (2 points)	Yes   No	Yes		

SL-F-1.6.4.2	All machines with a pinching, puncturing or cutting risk have properly functioning safety guards, safety controls and/or emergency stops in place	Yes   No	Yes		
SL-F-1.6.4.2	Describe the machines requiring emergency/safety controls/guards, the type of potential hazard, and the functionality of the emergency/safety mechanism(s). (1	text	Cutting metal hand gloves		
SL-F-1.6.4.2	Electrical wiring throughout the Facility is in full compliance with local regulations (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Electrical wiring at the Facility is installed and maintained by qualified electricians (1 point)	Yes   No	Yes		
SL-F-1.6.4.2	Lock-out Tag-out procedures are followed when electrical or heat generating equipment is being serviced (2 points)	Yes   No	Yes		
SL-F-1.6.4.2	Job operations with repetitive motion and/or long standing periods of time have procedures/protocols to mitigate such physical risks (2 points)	Yes   No	No		
SL-F-1.6.4.2	None of the above (0 points)	Yes   No	No		
SL-F-1.6.4.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.6.5	SL-F-1.6.5: Please select as many of the following chemical hazards prevention/management practices as they exist at the Facility:	--		14	14
SL-F-1.6.5	A chemical hazards safety program (policies/procedures) has been implemented (1 point)	Yes   No	Yes		
SL-F-1.6.5	Job Safety Analysis have been conducted to determine job-specific chemical exposures and necessary PPE for all operations (1 point)	Yes   No	Yes		
SL-F-1.6.5	Training on PPE & chemical safety procedures are conducted for all affected employees, with periodic refresher training (1 point)	Yes   No	Yes		
SL-F-1.6.5	Managers and supervisors are held accountable for ensuring that employees comply with PPE and other safety procedures as required (1 point)	Yes   No	Yes		
SL-F-1.6.5	Monthly safety checks are conducted to ensure proper handling and storage of hazardous chemicals in all operations, including proper labeling. (1 point)	Yes   No	Yes		
SL-F-1.6.5	Monthly safety checks are followed up with priority response to issues (1 point)	Yes   No	Yes		
SL-F-1.6.5	A safety committee meets regularly to review safety issues, track corrective actions and identify opportunities for further improvement of safety conditions (1	Yes   No	Yes		
SL-F-1.6.5	A chemical inventory is maintained (1 point)	Yes   No	Yes		
SL-F-1.6.5	Updated MSDSs are maintained for all chemicals utilized or stored onsite (1 point)	Yes   No	Yes		
SL-F-1.6.5	Chemical purchasing procedures exist to prevent the purchase of Restricted/Banned substances (2 points)	Yes   No	Yes		
SL-F-1.6.5	Process exists to identify alternatives to hazardous chemicals (3 points)	Yes   No	Yes		

SL-F-1.6.5	None of the above (0 points)	Yes   No	No		
SL-F-1.6.5	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.6.6		--		9	9
SL-F-1.6.6.1	SL-F-1.6.6.1: Please select as many of the following that apply to the structures at the Facility:	--		0	0
SL-F-1.6.6.1	The structure is a residential building converted into Facility (0 points)	Yes   No	No		
SL-F-1.6.6.1	Facilities in multi-story building with a ground floor marketplace (0 points)	Yes   No	No		
SL-F-1.6.6.1	Facilities in multi-story building shared with other factories/enterprises under separate ownership (0 points)	Yes   No	No		
SL-F-1.6.6.1	Facilities with a rooftop that does not meet legal requirements (0 points)	Yes   No	No		
SL-F-1.6.6.1	Facilities where there is a residence located within the building (0 points)	Yes   No	No		
SL-F-1.6.6.1	None of the Above (0 points)	Yes   No	Yes		
SL-F-1.6.6.2	SL-F-1.6.6.2: Please select as many of the following structural integrity risk management/prevention practices as they exist at the Facility:	--		9	9
SL-F-1.6.6.2	Shelving load limits are confirmed for all shelving more than 10ft high (1 point)	Yes   No	Yes		
SL-F-1.6.6.2	The Facility has a building construction authentic certification certificate from the agency responsible for authorizing construction in that country with the number	Yes   No	Yes		
SL-F-1.6.6.2	Second story flooring/ceiling load limits are confirmed by structural engineers for all areas where employees are working beneath and monitored regularly to	Yes   No	Yes		
SL-F-1.6.6.2	Building walls (inside and outside) and shelving structures are visually inspected regularly for cracks or other signs of weakness (2 points)	Yes   No	Yes		
SL-F-1.6.6.2	Facility is audited by an independent third party structural engineer / engineering firm at least once in the lifetime of the Facility (3 points)	Yes   No	Yes		
SL-F-1.6.6.2	None of the above (0 points)	Yes   No	No		
SL-F-1.6.6.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.6.6.2	Section Notes	text			
<b>Termination</b>					

SL-F-1.7.1	SL-F-1.7.1: What best describes the termination and retrenchment processes at the Facility? Please select all that apply:	--		6	6
SL-F-1.7.1	Procedure for termination is clearly described in contract (1 point)	Yes   No	Yes		
SL-F-1.7.1	Decision on termination is taken and implemented collectively by HR/recruitment department and the individual department manager (2 points)	Yes   No	Yes		
SL-F-1.7.1	Facility has retrenchment plan in place to minimize impact on workers (1 point)	Yes   No	Yes		
SL-F-1.7.1	Workers receive (at least) the legally required severance when they resign from the Facility (1 point)	Yes   No	Yes		
SL-F-1.7.1	Workers who give notice as required by law are given full and final payment at date of resignation (1 point)	Yes   No	Yes		
SL-F-1.7.1	None of the above (0 points)	Yes   No	No		
SL-F-1.7.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-1.7.1	Section Notes	text			
<b>Value Chain Performance</b>					
SL-F-2.1	SL-F-2.1: Which of the following describes how the Facility maps its value chain partners to determine the level of risk associated with each in terms of labor	--		12	30
SL-F-2.1	Facility maintains an ongoing list of the following manufacturers involved with the production of Facility's goods. Please select all that apply:	Yes   No	Yes		
SL-F-2.1		Some Tier 1 manufacturers	All Tier 1 manufacturers		
SL-F-2.1		Some Tier 2 manufacturers	All Tier 2 manufacturers		
SL-F-2.1		Some Tier 3 manufacturers			
SL-F-2.1	None of the above (0 points)	Yes   No	No		
SL-F-2.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.1	The Facility records information about risk factors that impact labor standards performance for manufacturers that have been mapped. Please select all that	Yes   No	Yes		
SL-F-2.1	Language of workers v's language of management risk factors (1 point)	Yes   No	Yes		
SL-F-2.1	Migrant v's local workers risk factors (1 point)	Yes   No	Yes		



SL-F-2.1	Temporary v. permanent workers risk factors (1 point)	Yes   No	Yes		
SL-F-2.1	Type(s) of Production / Manufacturing Processes risk factors (1 point)	Yes   No	Yes		
SL-F-2.1	"Facility uses the risk factor information to determine proper levels of oversight and monitoring for the following value chain partners. Please select all that apply:	Yes   No	No		
SL-F-2.1	Such risk factors are recorded for all Tier 1 manufacturers (finished goods manufacturers including subcontractors) (1 point)	Yes   No	No		
SL-F-2.1	Such risk factors are recorded for all Tier 2 manufacturers (mills, dye houses and washing facilities, sundry manufacturers, tanneries, embroiderers, screen printers,	Yes   No	No		
SL-F-2.1	Such risk factors are recorded for all Tier 3 manufacturers (farms, slaughter houses, etc.) (3 points)	Yes   No	No		
SL-F-2.1	None of the above (0 points)	Yes   No	No		
SL-F-2.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.1	The Facility records information about risk factors that impact labor standards performance for manufacturers that have been mapped. Please select all that	Yes   No	Yes		
SL-F-2.1	Which framework was your value chain mapping modeled after? (2 points)	text	Standard operating system on		
SL-F-2.1	Which framework was your value chain risk analysis modeled after? (0 points)	text	External audit		
SL-F-2.1	Facility communicates manufacturer mapping results (manufacturer lists only) to their customers (2 points)	Yes   No	Yes		
SL-F-2.1	Facility communicates manufacturer mapping results (manufacturer lists and risk assessment) to their customers (3 points)	Yes   No	No		
SL-F-2.1	A formal Social Life Cycle Analysis (SLCA) has been done on some products to inform social performance impacts, social performance strategy and priorities	Yes   No	No		
SL-F-2.1	Describe which types of products have been mapped using Social Life Cycle Analysis. (3 points)	text			
SL-F-2.1	What framework was used for the Social Life Cycle Analysis? (3 points)	text			
SL-F-2.1	None of the above (0 points)	Yes   No	No		
SL-F-2.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.2	SL-F-2.2: Which of the following describes how the Facility communicates labor standards and workplace condition requirements to manufacturers? Please select	--		5	7
SL-F-2.2	All manufacturers are given a letter communicating the Facility's requirements for labor standards and workplace conditions in the value chain (1 point)	Yes   No	Yes		

SL-F-2.2	All manufacturers receive training on the Facility's requirements for labor standards and workplace conditions (1 point)	Yes   No	Yes		
SL-F-2.2	All manufacturers are required to sign an agreement that includes the Facility's requirements for labor standards and workplace conditions in the value chain (1	Yes   No	Yes		
SL-F-2.2	Facility senior management staff meets with manufacturers to review the Facility's requirements for labor standards and workplace condition. (2 points)	Yes   No	Yes		
SL-F-2.2	The Facility's requirements for labor standards and workplace conditions are discussed during business meetings with manufacturers. (2 points)	Yes   No	No		
SL-F-2.2	None of the above (0 points)	Yes   No	No		
SL-F-2.2	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.3	SL-F-2.3: Which of the following best describes the Facility's procedures for evaluating and approving new manufacturers (or placing orders with existing	--		14	26
SL-F-2.3	The Facility does not have a procedure for evaluating new manufacturers performance with regards to labor standards and working conditions (0 points)	Yes   No	Yes		
SL-F-2.3	New manufacturers are evaluated for business performance only. (0 points)	Yes   No	No		
SL-F-2.3	During business evaluation, the Facility's sourcing/buyer (or production) staff inquires about labor standards issues at potential manufacturers. (1 points)	Yes   No	No		
SL-F-2.3	Before placing a purchase order, sourcing/purchasing staff review social/labor performance information to make sure a potential manufacturer/subcontractor	Yes   No	Yes		
SL-F-2.3	Facility assesses manufacturers labor standards performance after placing a purchase order (2 points)	Yes   No	Yes		
SL-F-2.3	Facility assesses manufacturers labor standards performance only if the client request it (0 points)	Yes   No	No		
SL-F-2.3	In planning and placing purchase orders, Facility sourcing/buyer/purchasing staff work with manufacturers to take into consideration (the following factors' so that	Yes   No	Yes		
SL-F-2.3	Lead Time (1 point)	Yes   No	Yes		
SL-F-2.3	On Time Delivery (OTD) (1 point)	Yes   No	Yes		
SL-F-2.3	Order volume versus production capacity (1 point)	Yes   No	Yes		
SL-F-2.3	Product development timeline (1 point)	Yes   No	No		
SL-F-2.3	Change authorizations (1 point)	Yes   No	No		
SL-F-2.3	Pricing (1 point)	Yes   No	Yes		

SL-F-2.3	Order size fluctuation (1 point)	Yes   No	Yes		
SL-F-2.3	Raw Material / Component sourcing (1 point)	Yes   No	Yes		
SL-F-2.3	Product design for improved manufacturing (1 point)	Yes   No	No		
SL-F-2.3	Consistency of orders season to season (1 point)	Yes   No	Yes		
SL-F-2.3	Sampling and Testing (1 point)	Yes   No	Yes		
SL-F-2.3	Facility has established a process to track purchase order placement to manufacturers	Yes   No	No		
SL-F-2.3	The process ensures that purchase orders are not placed with manufacturers that do not meet the Facility's basic requirements for labor standards and workplace conditions (2 points)	Yes   No	No		
SL-F-2.3	Facility staff that work with manufacturers and who are making decisions regarding purchase orders with manufacturers are aware of the following (please select all that apply):	Yes   No	No		
SL-F-2.3	Facility's requirements for manufacturers to adhere to labor standards and workplace conditions (1 point)	Yes   No	No		
SL-F-2.3	Facility's requirements for how to track manufacturers social performance (2 points)	Yes   No	No		
SL-F-2.3	Facility has established a formal process for direct manufacturers to provide feedback on Facility's purchasing practices (3 points)	Yes   No	No		
SL-F-2.3	Facility purchasing staff have long-term relationships with some direct manufacturers (2 points)	Yes   No	Yes		
SL-F-2.3	None of the above (0 points)	Yes   No	No		
SL-F-2.3	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.4	SL-F-2.4: Which of the following best describes how the Facility monitors manufacturers regarding labor standards and working conditions? Please select all	--		8	29
SL-F-2.4	The Facility conducts no formal monitoring of manufacturers for labor performance (0 points)	Yes   No	No		
SL-F-2.4	The Facility has a procedure and practice for monitoring manufacturers for labor performance (1 point)	Yes   No	Yes		
SL-F-2.4	The Facility's procedure and practice for monitoring manufacturers for labor performance has been benchmarked against industry leading best practice	Yes   No	No		

SL-F-2.4	Facility collects manufacturers self-assessments related to labor standards and working conditions at least annually for the following. Please select all that apply:	Yes   No	Yes		
SL-F-2.4		Some Tier 1 manufacturers	Some Tier 1 manufacturers		
SL-F-2.4		Some Tier 2 manufacturers			
SL-F-2.4		Some Tier 3 manufacturers			
SL-F-2.4	None of the above (0 points)	Yes   No	No		
SL-F-2.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.4	Facility uses risk assessment to prioritize labor audits of the following (select all that apply):	Yes   No	Yes		
SL-F-2.4		Some Tier 1 manufacturers	Some Tier 1 manufacturers		
SL-F-2.4		Some Tier 2 manufacturers			
SL-F-2.4		Some Tier 3 manufacturers			
SL-F-2.4	None of the above (0 points)	Yes   No	No		
SL-F-2.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.4	Facility staff are trained to audit for labor standards and working conditions (2 points)	Yes   No	Yes		
SL-F-2.4	Manufacturers social/labor audit reports are generated as follows. Please select all that apply:	Yes   No	Yes		
SL-F-2.4	At least annually (1 point)	Yes   No	Yes		
SL-F-2.4	Independent third party performs the audit (1 point)	Yes   No	No		
SL-F-2.4	Other customers of the manufacturer perform the audit. Facility receives a copy of the audit report (1 point)	Yes   No	No		
SL-F-2.4	None of the above (0 point)	Yes   No	No		
SL-F-2.4	Other. Please describe (0 point)	Yes   No	No		
SL-F-2.4	Facility uses a traceability system to map product to source. (3 points)	Yes   No	No		

SL-F-2.4	Facility has a formal rating system, that includes labor performance, for all direct manufacturers (1 point)	Yes   No	No		
SL-F-2.4	Direct manufacturers are required to share with their workers a grievance hotline that allows for anonymous complaints to be reported directly to the Facility	Yes   No	Yes		
SL-F-2.4	When complaints are received, please describe what is done with them (2 points)	text	taken necessary initiative		
SL-F-2.4	None of the above (0 points)	Yes   No	No		
SL-F-2.4	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.5	SL-F-2.5: Which of the following describes how the Facility stays informed of manufacturer progress with respect to improvements to labor standards	--		7	14
SL-F-2.5	Ongoing interactions with manufacturers are focused on business issues, not labor standards or working conditions (0 points)	Yes   No	No		
SL-F-2.5	Facility has a corrective action process with manufacturers for improving labor standards and working conditions. The corrective action process involves the	Yes   No	Yes		
SL-F-2.5	Timelines (1 point)	Yes   No	Yes		
SL-F-2.5	Encourages two-way proactive communication (1 point)	Yes   No	Yes		
SL-F-2.5	Scheduled review meetings (1 point)	Yes   No	Yes		
SL-F-2.5	Task owners (for Facility and manufacturer) (1 point)	Yes   No	No		
SL-F-2.5	Root cause analysis (2 points)	Yes   No	Yes		
SL-F-2.5	Sharing of best practices (2 points)	Yes   No	Yes		
SL-F-2.5	Sign-off process once specific problems have been addressed/closed (1 point)	Yes   No	No		
SL-F-2.5	Capacity building at the manufacturer (2 points)	Yes   No	No		
SL-F-2.5	None of the above (0 points)	Yes   No	No		
SL-F-2.5	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.5	Facility does not have specific requirements for corrective action plans. (0 points)	Yes   No	No		

SL-F-2.5	Facility works with manufacturers on annual improvement plans. Please select one only:	Yes   No	No		
SL-F-2.5		Manufacturer provides the			
SL-F-2.5	None of the above (0 points)	Yes   No	No		
SL-F-2.5	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.6	SL-F-2.6: Which of the following best describes how Facility manufacturers are encouraged to continually improve labor standards performance and workplace conditions? Please select all that apply:	--		3	19
SL-F-2.6	Manufacturers are encouraged to continually improve their labor standards performance and workplace conditions through meetings and with other communications from Facility management (2 points)	Yes   No	No		
SL-F-2.6	Facility includes labor standards performance and workplace conditions ratings in all formal business review meetings with manufacturers. (3 points)	Yes   No	No		
SL-F-2.6	Targets/goals have been established for manufacturers to improve labor standards performance rating levels over time. (3 points)	Yes   No	No		
SL-F-2.6	Facility has a formal manufacturer recognition program for labor standards performance that includes financial incentives for the highest scoring manufacturers. (3 points)	Yes   No	No		
SL-F-2.6	Manufacturers that achieve high levels of labor standards performance are given preference for purchase orders. (3 points)	Yes   No	Yes		
SL-F-2.6	The job descriptions and performance reviews of Facility sourcing / buyer staff includes accountability for manufacturers labor standards and workplace conditions. (3 points)	Yes   No	No		
SL-F-2.6	Facility aims to maintain long-term relationships with socially compliant manufacturers, as appropriate to meet business needs (2 points)	Yes   No	No		
SL-F-2.6	None of the above (0 points)	Yes   No	No		
SL-F-2.6	Other. Please describe (0 points)	Yes   No	No		
SL-F-2.6	Section Notes	text			
<b>Ext Engagement</b>					

SL-F-3.1.1	SL-F-3.1.1: What best describes the level of sharing and partnership the Facility has with external organizations or other facilities? Please select all that apply:	--		3	13
SL-F-3.1.1	Facility collaborates with other facilities on the development of shared/joint training efforts	Yes   No	No		
SL-F-3.1.1	Please describe some of these training efforts (1 point)	text			
SL-F-3.1.1	Facility participates in multi-stakeholder or industry forums to develop a full understanding of the risks and challenges in the value chain	Yes   No	No		
SL-F-3.1.1	Please describe the forums the Facility is participating in, and in what capacity (passive v. active, voting, chair, etc.) (2 points)	text			
SL-F-3.1.1	Facility engages with key locally impacted stakeholders to improve working conditions in the value chain. Examples: local Non-Governmental Organizations/civil society.	Yes   No	No		
SL-F-3.1.1	Please describe. Provide stakeholder names, nature and frequency of the dialogue (3 points)	text			
SL-F-3.1.1	Facility engages with key regional / international stakeholders to improve working conditions in the value chain. Examples: Governments, international Non-Governmental Organizations, Investors.	Yes   No	Yes		
SL-F-3.1.1	Please describe. Provide stakeholder names, nature and frequency of the dialogue (3 points)	text	H&M, M&S, KIABI. Atleast in a year		
SL-F-3.1.1	Facility engages (either directly or via industrial trade association or tripartite initiatives) with local & district level Trade Unions to proactively address issues of concern to the industry. Please select all that apply:	Yes   No	No		
SL-F-3.1.1	Facility actively participates in the initiative (1 point)	Yes   No	No		
SL-F-3.1.1	Facility actively leads the initiative (2 points)	Yes   No	No		
SL-F-3.1.1	Facility has been actively engaged with the initiative within the past 3 years (1 point)	Yes   No	No		
SL-F-3.1.1	Please describe the nature of the engagement(s) and key focus issue(s)/area(s) (0 points)	Yes   No	No		
SL-F-3.1.1	None of the above (0 points)	Yes   No	No		

SL-F-3.1.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-3.1.1	Section Notes	text			
<b>Community</b>					
SL-F-3.2.1	SL-F-3.2.1: What best describes the Facility's involvement in the local community where the Facility is located? Please select all that apply:	--		15	27
SL-F-3.2.1	Facility sets specific goals/targets for improvement on social issues in local communities and tracks progress against those goals/targets. Please provide details (text required to score points): (3 points)	Yes   No	Yes   Road constructed.		
SL-F-3.2.1	Facility has sponsored (paid for and/or organized) a community service event within the last 12 months. Please provide details (text required to score points): (1 point)	Yes   No	Yes   School		
SL-F-3.2.1	Facility makes regular donations to charitable (non-profit/non-governmental) organizations or projects. Please provide details (text required to score points): (1 point)	Yes   No	Yes   Mosque		
SL-F-3.2.1	Workers are encouraged to voluntarily engage in community service Please provide details (text required to score points): (1 point)	Yes   No	Yes   School		
SL-F-3.2.1	Workers are permitted certain hours to voluntarily engage in community service during working hours and are not penalized for the hours served. Please provide details (text required to score points): (3 points)	Yes   No	Cleaning		
SL-F-3.2.1	Facility has implemented innovative community projects that improve the social well being of workers and their families. Please provide details (text required to score points): (3 points)	Yes   No	Yes   Tree plantation		



SL-F-3.2.1	Facility sourcing practices encourage sourcing from Small and Medium Enterprises and manufacturers that are owned by underrepresented minorities/protected groups. Please provide details (text required to score points): (3 points)	Yes   No	Yes		
SL-F-3.2.1	Facility workers and local civil society groups engage in identifying, implementing and evaluating community investment initiatives. Please provide details (text required to score points): (3 points)	Yes   No	Scholarship to workers children		
SL-F-3.2.1	Facility has a strategy/policy for community investment that includes assessment of root causes of social issues in community related to its workforce. Please provide details (text required to score points): (3 points)	Yes   No	Yes   CRP		
SL-F-3.2.1	Facility is involved directly or through partnerships in efforts on the ground that address root causes of social issues in the local community. Please provide details (text required to score points): (3 points)	Yes   No	Yes		
SL-F-3.2.1	Facility's charitable programs are based on a needs analysis to address the critical needs in the community. (3 points)	Yes   No	Fresh water / drinking water		
SL-F-3.2.1	None of the above (0 points)	Yes   No	Pure drinking worker		
SL-F-3.2.1	Other. Please describe (0 points)	Yes   No	Yes		
SL-F-3.2.1	Section Notes	text			
<b>Transparency</b>					
SL-F-3.3.1	SL-F-3.3.1: What best describes the public sharing of Facility social/labor performance data by the Facility? Please select all that apply:	--		10	38
SL-F-3.3.1	All information on the social performance of the Facility is highly sensitive and proprietary (cannot be shared publicly) (0 points)	Yes   No	No		
SL-F-3.3.1	Facility provides overview information about the Facility's' social performance, but without any data / details, on an ad hoc basis (1 points)	Yes   No	No		
SL-F-3.3.1	Facility publishes (at least every 2 years) reports on progress towards social compliance goals and objectives set by the Facility. (3 points)	Yes   No	Yes		

SL-F-3.3.1	Facility participates in audit and data sharing programs. Please provide details Please describe (text required to score points). (1 point)	Yes   No	Yes   HIGG INDEX		
SL-F-3.3.1	Facility publicly discloses the following information. Please select all that apply:	Yes   No	SEDEX		
SL-F-3.3.1	Engagement with NGOs and other external stakeholders. (3 points)	Yes   No	No		
SL-F-3.3.1	Social/labor policies and procedures (3 points)	Yes   No	No		
SL-F-3.3.1	Social compliance goals and objectives that cover all areas addressed in the Higg Index (3 points)	Yes   No	No		
SL-F-3.3.1	Results of social compliance monitoring (3 points)	Yes   No	No		
SL-F-3.3.1	Issues identified, actions taken, and results achieved in response to results of social compliance monitoring (3 points)	Yes   No	No		
SL-F-3.3.1	Direct supplier list (3 points)	Yes   No	No		
SL-F-3.3.1	Indirect supplier list (3 points)	Yes   No	No		
SL-F-3.3.1	goals and objectives per Global Reporting Initiative (GRI) requirements Global Reporting Initiative. <a href="https://www.globalreporting.org/Pages/default.aspx">https://www.globalreporting.org/Pages/default.aspx</a> (3 points)	Yes   No	Yes		
SL-F-3.3.1	Reporting formats are regularly reviewed by stakeholders to ensure that they meet the information needs of various stakeholder groups. (3 points)	Yes   No	Yes		
SL-F-3.3.1	Facility social/labor public disclosure is validated by a third party. (3 points)	Yes   No	No		
SL-F-3.3.1	Facility provides external stakeholders visibility into how compliance results are incorporated into business decision making and purchasing practices. Please describe (text required to score points). (3 points)	Yes   No	No		
SL-F-3.3.1	None of the above (0 points)	Yes   No	No		
SL-F-3.3.1	Other. Please describe (0 points)	Yes   No	No		
SL-F-3.3.1	Section Notes	text			











































































