

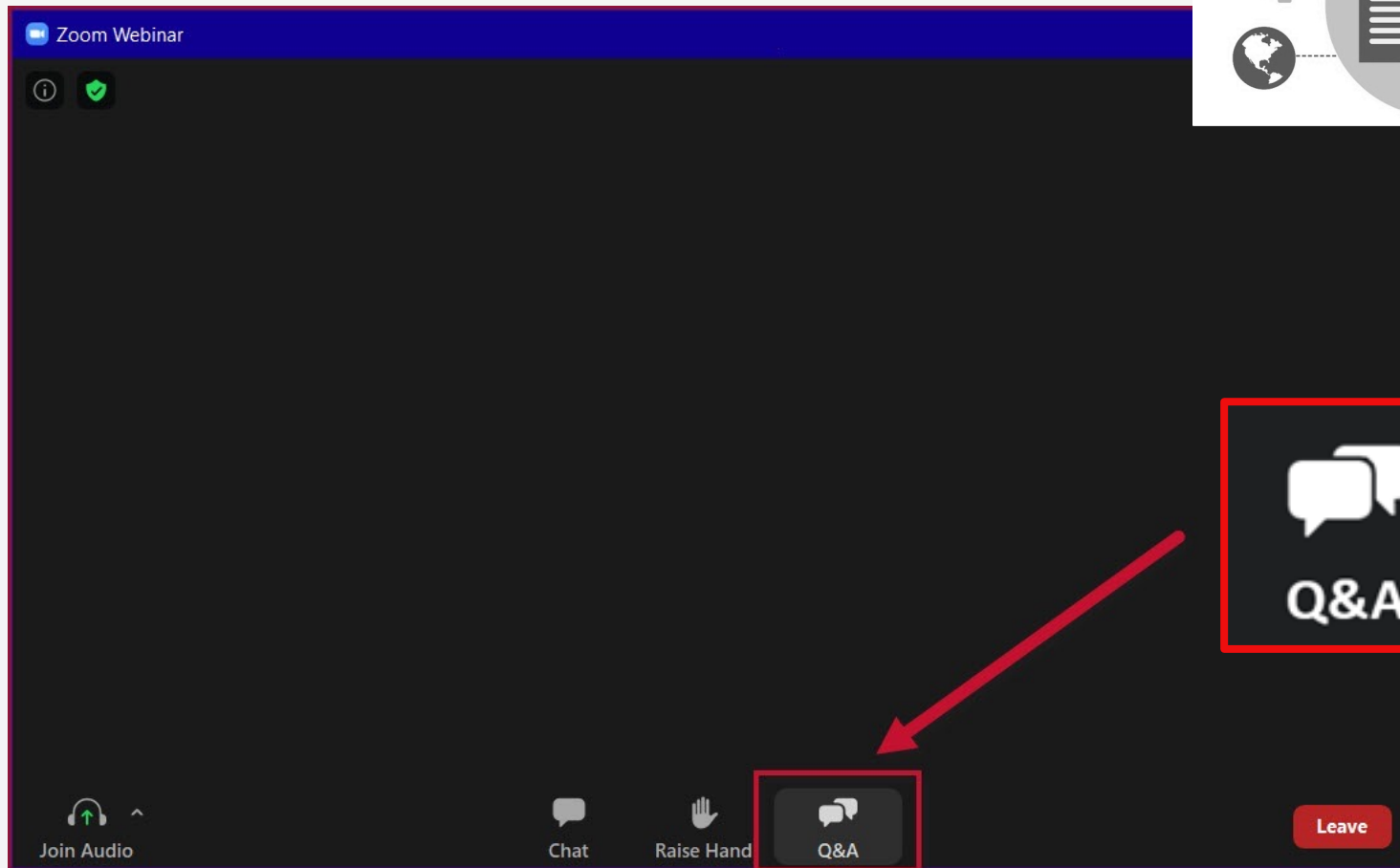


# Social & Labor Convergence Program

*Converged Assessment. Collaborative Action.  
Improved Working Conditions.*

SLCP Training Webinar  
April 13, 2022

# Welcome to today's training session!





# Agenda

Topic	Time	Objective
1. Introduction	15 min.	Meet the speakers and tell us about yourself
2. Verification Process	30 min.	Understand the verification process, from selecting a Verifier Body to approving your verified assessment
3. Quiz Time	15 min.	Check-in on content covered
<b>Coffee/Tea Break</b>	<b>5 min.</b>	
4. Sharing your VRF from the Gateway	10 min.	Learn how to share your SLCP verified data from the Gateway
5. Sharing your VRF from FFC	15 min.	Learn how to share your SLCP verified data from the FFC platform
6. Sharing your VRF from Higg	15 min.	Learn how to share your SLCP verified data from the Higg platform
7. Quiz Time	15 min.	Check-in on content covered
8. Q&A	30 min.	Get answers to any outstanding questions

# What will you learn?

## Objectives

- What an SLCP verification involves, including timeline
- What a facility's role is in an SLCP verification
- How to share your verified assessment from the Gateway and the Accredited Hosts



## Form

- Presentation from different speakers
- Quizzes
- Room for questions





# Introduction

# Meet the speakers

**SOCIAL & LABOR  
CONVERGENCE**



**Sahana Kubsad**  
SLCP Support  
India

*What is on top of  
your travel list?  
Europe :)*

**SOCIAL & LABOR  
CONVERGENCE**



**Sevinc Aktas  
Ilgun**  
SLCP Support  
Turkey

*What is on top of  
your travel list?  
Greece*

Gap Inc.



**Sharmila Nithyanand**  
Sr. Program Manager  
Supplier Sustainability,  
Gap Inc

*What is on top of your  
travel list?  
I would love to travel  
to Israel*



# Meet the speakers

**SHAHI**



**Ajitha Nair**  
AGM Compliance,  
Shahi

*What is on top of  
your travel list?*  
Canada

**SHAHI**



**Nirmala R**  
Compliance  
Manager, Shahi

*What is on top of  
your travel list?*  
Meghalaya

**ELEVATE**



**Suresh Nagaveera**  
Senior Assessor,  
ELEVATE

*What is on top of  
your travel list?*  
Germany

 Sustainable  
Apparel Coalition



**Orine Dsouza**  
Manager Higg  
Facility Tool, SAC

*What is on top of  
your travel list?*  
Maldives



# What can you tell us about you?



zoom

Tell us

- 1) Which type of organization do you work for?
- 2) Are you already registered on the Gateway?
- 3) Have you already completed an SLCP assessment (including verification)?
- 4) What is on top of your travel list?



# Recap of last session

How to register on the Gateway and have your profile approved



What to do to prepare for your self/joint-assessment



Live demo of how to navigate the offline Tool



Guidance on how to answer Tool questions and avoid common mistakes



Requirements for submitting your self/joint-assessment data on the Accredited Host

Find the recording and slide deck on the [SLCP Helpdesk](#).





Gap Inc.



Sharmila Nithyanand

# Verification Process

# The SLCP assessment process

Three stages of the SLCP assessment process:

- ✓ Facility fills in the Data Collection Tool, either alone (self-assessment) or with help (joint-assessment)

Stage 1:  
Data  
Collection

1

- ✓ Facility selects a **Verifier Body (VB)** who assigns a **Verifier** to do the verification of the collected data

Stage 2:  
Verification

2

- ✓ Facility reviews the verified data and can then share the verified assessment report with selected business partners

Stage 3:  
Data Sharing

3





# How do we verify?

The verification methodology is clearly explained in the Verification Protocol.

Focus is on ensuring high-quality verified data that accurately represents your facility's working conditions and forms the basis for good improvement plans.

## Resources available

### VERIFICATION PROTOCOL (PDF)

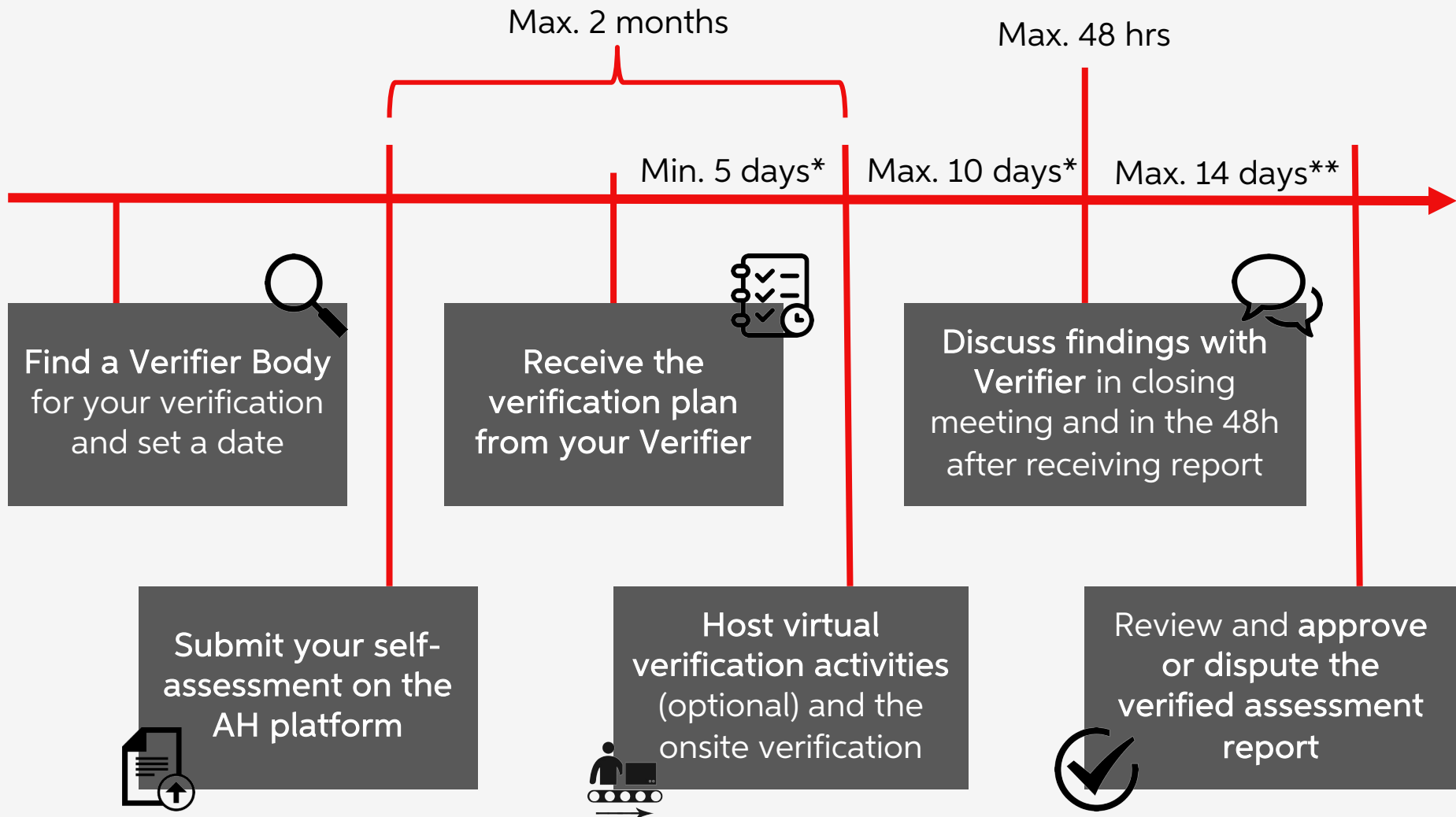
- Mainly used by Verifiers
- Verification rules and procedures

### VERIFIER GUIDANCE (PDF)

- Used by Verifiers
- Specific guidelines on how to respond to Tool questions

[www.slconvergence.org/helpdesk](http://www.slconvergence.org/helpdesk)

# Overview of the verification process



\* Working days  
\*\* Calendar days

# Look for a Verifier Body while in ASI



SLCP Training Demo Facility  
Facility

- Home
- My Profile
- Accounts
- Accredited Hosts
- Start your Assessment
- Overview of my SLCP Assessments**
- Get Support

### Assessments

Show

10

entries

Search:

Assessment ID	Accredited Host	Started On	Submitted On	Status	Actions
PRJ356483	Higg Test AH - Staging	February 4, 2022 7:43 AM		Assessment Initiated	
PRJ675897	Higg Co/Sustainable Apparel Coalition	March 31, 2021 1:13 PM		Verification Finalized	<a href="#">share with another accredited host</a> <a href="#">share via email</a>
PRJ1057133	FFC -- Eval	July 19, 2021 11:45 PM		Assessment Initiated	
PRJ233202	FFC -- Eval	April 24, 2020 10:00 PM		Assessment Deleted	



Don't wait until the end of the year to have your assessment verified, as Verifiers schedules are often booked.

# Ensure the right Verifier is assigned



All languages spoken at the facility (required to communicate with management and workers) \*

📘 If your workers speak different languages please select all languages that you need to communicate with them. You can select multiple languages in the field below by clicking on the ones that are applicable. The information will be used to match you with a Verifier that speaks at least one of the selected languages.



Czech, Danish, Dutch/ Flemish, ... ▾

Search...

- Hebrew
- Herero
- ✓ Hindi
- Hiri Motu
- Hungarian
- Icelandic
- Igbo
- Indonesian (do not select - see Malay - Indonesian)
- Inuktitut - Eastern Canadian Inuktitut
- Inuktitut - Inuinnaqtun
- Inupiaq - North Alaskan Inupiatun
- Inupiaq - Northwest Alaska Inupiatun
- Irish
- Italian
- Japanese
- Javanese
- ✓ Kannada

Note: make sure you have selected all languages spoken in your facility in your Gateway profile. The VB can only assign a Verifier that matches.

00  1001-2500  2500+

Save Changes





# Finding a Verifier Body



## SLCP Active Verifier Body (VB) List

### Welcome to the SLCP Verifier Bodies List!

The table below can be used to quickly scan the active SLCP Verifier Body (VB) list. Use the search field to look for a specific country or name.

**Countries/ regions included in overview:** Note that the table shows availability of Verifiers in countries/regions both where SLCP is currently active and where SLCP will be active. Therefore, viewing a country/region on this list does not mean that verification can be completed for facilities located there. For the up-to-date list of SLCP country/region activity, please visit the [Gateway homepage](#).

Facilities can use this table to understand which VBs are active in their country/region. The list includes the contact details for each VB. Before selecting a VB for a verification, a facility should contact them to understand costs and availability. After choosing a VB, the facility can select them from a list on their Accredited Host platform. See the [SLCP FAQs for facilities](#) for more details.

**Facilities note languages spoken in your facility:** In your Gateway profile, you need to include all languages that are spoken in your facility, i.e. any languages spoken by facility management and employees. Languages are selected from a standardized list. This language information is used to match you with a Verifier that has the appropriate language skills to conduct the management and employee interviews. Make sure that one of the languages in the final column of the table below matches one language spoken in your facility before contacting a VB for a quote.

**Facilities note selecting Verifier Body:** Please be aware that the list below shows "APSCA Status" and "Approval Status". To better understand APSCA Status, please go to the APSCA website here: <https://www.theapsca.org/apsca-member-firms/> Approval statuses have the following meanings:

- **Full:** The VB is either 1) An APSCA full member or 2) non-APSCA member that has completed the VB Check from the VOO and has closed any significant gaps in Quality systems
- **Provisional:** Non-APSCA member that has been provisionally approved to provide verifications, but has not yet completed the full VB Check process.
- **Probation:** VB that is currently undergoing additional remediation due to identified quality issues.

To better understand the performance of VBs, ask for their SLCP VB score. The average VB Scoring is visible on our public QA site <https://dashboard.sumerra.com/share/SLCPQAMetrics>

**Aspiring Verifier Body or Verifier:** You can start the application process by clicking this button -> [Link To VB Application](#)

For questions, please visit our [Helpdesk](#) or contact our [Verification Oversight Organization](#).

To see additional info on Verifier numbers by location

[Chart of Verifiers by Country and VB](#)

If you don't see a VB with approved Verifiers in your country/region, click here to view a list of VB that are approved for additional countries/regions but don't yet have Verifiers. You can contact them to check when Verifiers might be available

[VBs Approved for Countries but No Verifiers](#)

You can view a list of countries/regions with local Verifier capacity risks by clicking this button

[View Local Verifier Capacity Risk](#)

If you know the family/last name of a Verifier and the Gateway ID you can check approval status here

[Check Verifier Status](#)





[www.slconvergence.org/verifierbodies](http://www.slconvergence.org/verifierbodies)



# Ask for quotes and choose a VB



The facility will provide the necessary information for a cost estimation by the VB.  
Costs for onsite verification differ per VB:

-  Country and location within the country
-  Size of the facility / compound
-  Number of workers
-  Number of virtual verification activities / full virtual verification
-  ...



# All SLCP approved VBs can be selected



You can choose any VB you want; business partners must accept all VBs. If they don't you can report the incident through this [form](#).

SOCIAL & LABOR  
CONVERGENCE

## Form to report non-acceptance of SLCP

### Introduction

---

On the SLCP website, we have published a [list](#) of organizations that are ready to accept SLCP assessment reports in place of third-party or proprietary audits.

**If you are a facility and one of your customers mentioned on the list does not accept your SLCP verified data, fill in this form to report the incident.**

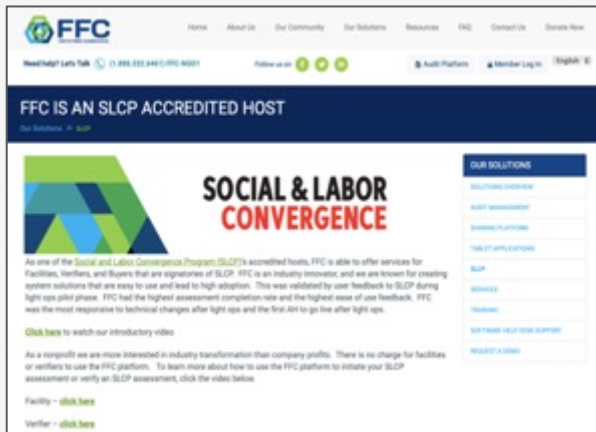
The form will ask you to fill in details about your facility (with the option to stay anonymous), the buyer, your SLCP verified assessment and the incident of non-acceptance.

Thank you for filling in the form!

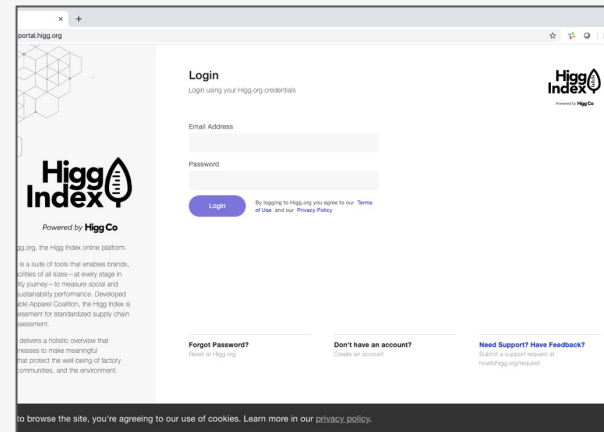
*Note: Please note that SLCP does not provide a pass/ fail and is not a certification of any kind. Buyers can apply their own Codes of Conduct or chosen standard to the SLCP verified data and may make sourcing decisions based on their analysis of the data. SLCP is not able to follow up with buyers in these instances or to get involved in discussions between a facility and a buyer on issues of compliance.*



# Select your Verifier Body on the AH



[Fair Factories Clearinghouse \(FFC\)](#)



[Higg](#)

Note: you cannot choose a Verifier.  
The Verifier Body will select a matching Verifier for you.



# Submit your assessment on the AH



After the facility submits the assessment on the AH, the Verifier must start the verification within two months.

The screenshot shows the 'Gateway' page for 'SOCIAL & LABOR CONVERGENCE'. The user is logged in as 'SLCP Training Demo Facility Facility'. The main content area is titled 'Assessments' and features a table with the following data:

Assessment ID	Accredited Host	Started On	Submitted On	Status	Actions
PRJ356483	Higg Test AH - Staging	February 4, 2022 7:43 AM		Assessment Completed	
RJ675897	Higg Co/Sustainable Apparel Coalition	March 31, 2021 1:13 PM		Verification Finalized	<a href="#">share with another accredited host</a> <a href="#">share via email</a>
PRJ1057133	FFC -- Eval	July 19, 2021 11:45 PM		Assessment Initiated	
PRJ233202	FFC -- Eval	April 24, 2020 10:00 PM		Assessment Deleted	

Red arrows in the original image point to the 'Overview of my SLCP Assessments' menu item and the 'Assessment Completed' status in the table.

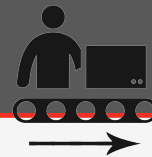
# Review your Verification Plan



At least **5 working days** before the virtual / onsite verification the Verifier sends the plan. The **verification plan** gives verification details including:

-  Specific calendar days onsite (or number of days if verification is semi-announced)
-  Verification hours (start and finish for each day)
-  Expectations for the opening meeting, including who should attend
-  Minimum number of interviews that must be conducted
-  Minimum number of wage/hour/personnel records that must be reviewed
-  Document request list

# Supporting an onsite verification



Having your staff and paperwork prepared helps the Verifier and saves you both time. Just like for the self/joint-assessment, you need an internal team to support the onsite verification.

During an onsite visit, a Verifier will conduct:



Management staff interviews



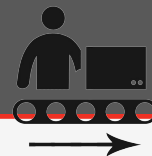
Onsite observations



Document reviews



Worker interviews



Before the onsite verification, facilities can decide to include virtual verification activities to reduce the time Verifiers spend onsite.

## Possible virtual verifications activities:

- ✓ Pre-virtual verification meeting
- ✓ Opening meeting
- ✓ Documentation review
- ✓ Virtual interviews to further understand documents shared
- ✓ Virtual walk-through
- ✓ Wage and hours records review

**Note:** virtual verification activities should only take place when when onsite verification options are limited, for example due to lockdowns.



Review the [Facility Guide to Virtual + Onsite Verification](#) for more information.  
Full Virtual Verification is upcoming; guide will be updated.



Opportunities to discuss findings and possible changes with the Verifier:

## During the closing meeting of the onsite verification

- Verifier explains discrepancies between the facility's assessment and the verification.
- Facility requests clarification and changes when needed.

## Within 48h after the verified assessment report becomes available

- Resolve all outstanding disagreements with the Verifier.
- If you feel changes are needed, **provide documentation** that substantiate your point of view.

# Review the Verified Assessment



The verified assessment report is available for review within 10 working days after the onsite verification. To review, you can start with the **Verification Summary**.

The **Verification Summary** is an automated output containing all "Inaccurate" and "legal non-compliance" items from each section of the Tool. It contains useful information such as:

- **Accuracy Index:** compares the number of inaccurate answers against the total number of facility responses. Note that this is not a score.
- **Legal compliance:** gives non-compliances with International Labor Standards (ILS) and National Labor Laws (NLL) on a question level.

SOCIAL & LABOR CONVERGENCE				Verification Summary		Completion: 97.55%		Accuracy Index: 92.57%		
Click here: (no double-click) and wait to create/update Verification Summary				Facility Name:	Rabat Design & Apparel					
				Verification Start Date:	2020-12-14					
Section	Sub-section	Category	Number	Question	Facility Response	Verification Select	Final Verified Response	Verification Data	Non-Compliance	Legal Reference
RECRUITMENT & HIRING	Child Labor	Age Documentation	RH-CHI-1.1	If yes, please describe what legal	Birth certificates,	Inaccurate	Not copies of ALL	Not copies of ALL		
RECRUITMENT & HIRING	Child Labor	Minimum Age	RH-CHI-4	Number Here:	Yes	Inaccurate	No	Misunderstanding, Legal		
RECRUITMENT & HIRING	Child Labor	Historical Child Labor	RH-CHI-8	Do records indicate that	Yes	Inaccurate	No	There was one incident in 2019		
RECRUITMENT & HIRING	Child Labor	Workers under 18	RH-CHI-9	Does the facility	Yes	Inaccurate	No	Misunderstanding, Facility read it		
RECRUITMENT & HIRING	Child Labor	Workers under 18	RH-CHI-10	Is the facility's practice	Yes	Inaccurate	No	Some parental permission	X	Dahir n° 1-03-194 du 11
RECRUITMENT & HIRING	Child Labor	Workers under 18	RH-CHI-13	Does the facility arrange	Yes	Inaccurate	No	Facility inquires as to whether		
RECRUITMENT & HIRING	Child Labor	Workers under 18	RH-CHI-16	Does the facility provide	Yes	Inaccurate	No	Misunderstanding, Young		
RECRUITMENT & HIRING	Discrimination	Recruitment	RH-DIS-14-1	Which of the following elements are	Nationality / Foreign	Inaccurate	X	In line with the Labour Code Act		
RECRUITMENT & HIRING	Employment Practices	Workplace Rules	RH-EMP-1	Do workplace rules	Yes	Inaccurate	No applicable legal	Dahir n° 1-03-194 of		
RECRUITMENT & HIRING	Employment Practices	Workplace Rules	RH-EMP-2	Are all new workers	Yes	Inaccurate	No	Workers are provided with a		
RECRUITMENT & HIRING	Employment Practices	Workplace Rules	RH-EMP-3	Are workplace rules	Yes	Inaccurate	No	Work place rules available in		
RECRUITMENT & HIRING	Employment Practices	Contracts / T&Cs	RH-EMP-10-3	Does the facility follow any of the following	Copies of contracts are	No applicable legal	Inaccurate	X	Specified in Labor Law 2003.	
RECRUITMENT & HIRING	Working Hours	Records	WH-WOR-2-2	Who performs the clock-in/clock-out function	Management	Inaccurate	X	Occasionally during peak		
WORKING HOURS	Working Hours	Records	WH-WOR-3	Response Here:	Yes	Inaccurate	No	During conversion of the three	X	Dahir n° 1-03-194 of
WORKING HOURS	Working Hours	Records	WH-WOR-4-4	Does the facility follow any of the following	Start and finish times in	X	Inaccurate	During the switch over to		
WORKING HOURS	Working Hours	Records	WH-WOR-4-5	Does the facility follow any of the following	Working hour records	X	Inaccurate	During the switch over to		
WORKING HOURS	Working Hours	Regular Hours	WH-WOR-8	Number Here:	Yes	Inaccurate	No	Facility has a set number of		
WORKING HOURS	Working Hours	Total Working Hours	WH-WOR-17	Did any workers work	Yes	Inaccurate	No	Workers did not work more than		
WORKING HOURS	Working Hours	Breaks	WH-WOR-20	Does the facility provide	No applicable legal	Inaccurate	No	Facility does provide		
WORKING HOURS	Overtime	Exceptional	WH-OVE-4	Does the facility consult	Yes	Inaccurate	No	Worker interviews revealed that		
WORKING HOURS	Overtime	Exceptional	WH-OVE-5	Is the facility's practice	Yes	Inaccurate	No applicable legal	Moroccan employers are not		
WAGES & BENEFITS	Wages and Benefits	Facility Information	WB-WAG-2-5	What are the units for rate of pay for	Monthly	X	Inaccurate	Misunderstanding,		
WAGES & BENEFITS	Wages and Benefits	Records	WB-WAG-4-2	Does the facility follow any of the following	Payroll records are	X	Inaccurate	Discrepancy between		
WAGES & BENEFITS	Wages and Benefits	Other Premium Pay	WB-WAG-13	Which of the following types of regular hours	No	Inaccurate	No applicable legal	All workers are paid in line with		
WAGES & BENEFITS	Wages and Benefits	Overtime Allowances	WB-WAG-16	Is the facility not paying	Yes	Inaccurate	No	No reference to overtime		
WAGES & BENEFITS	Wages and Benefits	Wage Increase	WB-WAG-42	Number of male workers that where	1568	Inaccurate	156	Facility incorrectly entered		
WAGES & BENEFITS	Wages and Benefits	Bonus	WB-WAG-43	Do workers receive any	Yes	Inaccurate	No	Records show that during the		
WAGES & BENEFITS	Wages and Benefits	Loans & Advances	WB-WAG-62.1	If yes, please describe the terms of the loans	Interest free loan for	Inaccurate	Advanced wage payments	Advanced wage payments must		
WAGES & BENEFITS	Wages and Benefits	Deductions	WB-WAG-67.1	If yes, please describe the type of deductions	Advances in wages	Inaccurate	Advanced wage payments	Advanced wage payments must		
WAGES & BENEFITS	Wages and Benefits	Compensatory Leave	WB-WAG-85	Does the facility provide	Yes	Inaccurate	No	No evidence found of		
WORKER TREATMENT	Harassment and Abuse	Harassment	WT-HAR-1	Have there been any	No	Inaccurate	Yes	Facility responded inaccurately.	X	Dahir n° 1-03-194 of
WORKER TREATMENT	Harassment and Abuse	Discrimination	WT-HAR-11	Have there been any	No	Inaccurate	Yes	No recorded cases but		



# Dispute the Verified Assessment



Facilities can dispute the outcome of an SLCP verification if needed. The Verification Oversight Organization (VOO) will rule on the dispute; its decision is final.

Some limitations:



Facilities have 14 calendar days to dispute a verified assessment report. You do this on the Accredited Host platform.



Disputes can not be raised on a question level. They can only be raised when there are quality and/or integrity issues due to Verifier conduct or not following Protocol in the verification process.



A dispute can be substantiated or not after review by the VOO. After a dispute is closed on a verified assessment, no new dispute can be filed.



# Approve the Verified Assessment



Within 14 calendar days, a facility needs to approve, or dispute the verified assessment on the Accredited Host.

The report is very comprehensive. The **Reader Guide** helps you navigate.

Be sure to check the entire report. The facility needs to ensure that the Verification Data contains **all the information** needed by the end-users, their business partners.

After 14 calendar days the report is automatically approved and sent to Gateway. You can now share the report.



How to read the SLCP verified assessment (VRF assessment status)	
First three work sheets contain summarized information. Subsequent sheets contain verified data per Tool section. Last sheet is important to see all verified data in a standardized template.	
<b>Assessment Information:</b>	Key information on facility, verification date, Verifier Body (VB) and Verifier
<b>Verification Summary:</b>	<p>Accuracy index showing level of correctness of self/joint-assessed data versus the verified data</p> <p>Completion percentage showing level of completeness of the self/joint-assessed data</p> <p>List of all data points where there was deviation between self/joint-assessed data and verified data marked as 'Inaccurate'. In the list you will find the Final Verified Response.</p> <p>List of all data points where there is non-alignment with local law and/or international labor standards in the verified data. In the list you will find these showing as Non-Compliance.</p>
<b>Verification Details:</b>	More details about the Verifier (team), verification process and general observations from the Verifier about the facility
<b>10 Tool Section Sheets (Facility Profile, Recruitment and Hiring, etc.)</b>	<p>These work sheets show all data points per section (e.g. Facility Profile, Recruitment and Hiring, Wages and Benefits) of the Data Collection Tool.</p> <p>"All data points" means that some questions may not be applicable to this specific facility, yet they appear in the work sheet. The Final Verified Response column is blank for Facility Response and blank for Verification Selection if the question was not applicable.</p>
<b>Questions and Answers (last sheet in Tool)</b>	<p>This work sheet shows all questions of the Data Collection Tool with the applicable self/joint-assessed response (column G) and Verifier data (columns H-M).</p> <p>The structure of the sheet (column descriptions) and the content in columns A-F will always remain the same, meaning this is a standardized template.</p> <p>If columns G-M are blank, that means the question does not apply to this facility.</p> <p>Column D (Key) is the unique identifier of the question. This key does not change when the Tool version changes.</p> <p>Column E (Number) is the number of the question visible to the facility and Verifier when they complete the Tool offline or on the Accredited Host platform. Numbering is kept clean and sequential and can therefore change when the Tool version changes.</p>



Did we explain  
ourselves well?

# True or False?



zoom

1. Verification must take place within two months from when the facility submits their self/joint-assessment on the AH platform
2. You won't run into any problems if you wait until the end of the year to have your assessment verified
3. The Verification Summary gives you an overview of legal non-compliances
4. A facility can dispute the answer to a single Tool question if they don't agree
5. The facility should review the verified assessment report in detail to be sure that everything they want is included, as well as all information required by end-users







**BREAK  
TIME!!!**



SHAHI



Ajitha Nair



Nirmala R

Sharing your VRF

# SLCP assessment process

## Three stages of the SLCP assessment process:

- ✓ Facility fills in the Data Collection Tool, either alone (self-assessment) or with help (joint-assessment)

Stage 1:  
Data  
Collection

1

- ✓ Facility selects a **Verifier Body** who assigns a **Verifier** to do the verification of the collected data

Stage 2:  
Verification

2

- ✓ **Facility** reviews the verified data and can then share the verified assessment report with selected **business partners**

Stage 3:  
Data Sharing

3



# There are 3 ways to share your data

## Direct from Gateway



Send a link that takes the end-user directly to PDF and xls files of the Verified Assessment Report (VRF).

## Via Accredited Host



Send Verified Assessment Reports and data from an Accredited Host platform to the end-user.

## Via Brand Host

**INDITEX**

Send Verified Assessment Reports directly to your brand client's system.

# Share your verified assessment from the Gateway

Direct from Gateway



Test Facility  
Facility

- Home
- My Profile
- Accounts
- Accredited Hosts
- Start your Assessment
- Overview of my SLCP Assessments
- Get Support

Assessments						
Show		Search:				
10 entries		<input type="text"/>				
Assessment ID	Accredited Host	Started On	Submitted On	Status	Actions	
PRJ959508	Fair Factories Clearinghouse (FFC)	August 12, 2021 10:15 AM	August 12, 2021 11:09 AM	Verification Finalized	<a href="#">View Assessment</a> <a href="#">download attachment</a> <a href="#">share with another accredited host</a> <a href="#">share via email</a>	
PRJ642092	Higg Co / Sustainable Apparel Coalition	August 12, 2021 8:10 AM	August 12, 2021 10:08 AM	Verification Finalized	<a href="#">View Assessment</a> <a href="#">download attachment</a> <a href="#">share with another accredited host</a> <a href="#">share via email</a>	
PRJ1066337	Fair Factories Clearinghouse (FFC)	August 12, 2021 7:38 AM	August 12, 2021 8:09 AM	Verification Finalized	<a href="#">View Assessment</a> <a href="#">download attachment</a> <a href="#">share with another accredited host</a> <a href="#">share via email</a>	

# Share via email

Direct from Gateway

Fill out the form.

The email recipient will receive an email with a link to access the report.



Gateway

English About Logout



Test Facility  
Facility

- Home
- My Profile
- Accounts
- Accredited Hosts
- Start your Assessment
- Overview of my SLCP Assessments
- Get Support

Go back to Assessments

History of email sharing

Share with another email contact

From

donotreply@slcpgateway.sustainabilitymap.org

To

Name

Language

Message

Send Email





# Share with another AH

Direct from Gateway

After clicking the checkboxes, you can share the verified assessment. Log back into the applicable AH to share with specific end users.



Test Facility  
Facility

- [Home](#)
- [My Profile](#)
- [Accounts](#)
- [Accredited Hosts](#)
- [Start your Assessment](#)
- [Overview of my SLCP Assessments](#)
- [Get Support](#)

[Go back to Assessments](#)

### Share Verified Assessments

Assessment ID	PRJ959508
Accredited Host	Fair Factories Clearinghouse (FFC)
Started	August 12, 2021 10:15 AM
Submitted	August 12, 2021 11:09 AM

### Additionally shared with following Accredited Hosts

#### Share with another Accredited Host

Please select the additional Accredited Host platforms which you would like to share this assessment with.

Name	Linked
<input type="checkbox"/> Higg Co / Sustainable Apparel Coalition	Linked Nov 2, 2019
<input type="checkbox"/> Inditex <small>Facilities must choose this option for linking verified reports only in case you already have an existing commercial relationship with INDITEX.</small>	Linked Aug 5, 2021



Share



Only share with Inditex when you supply to them.



# Value of sharing: Shahi Exports

## The facts

- **42** facilities (76% of all Shahi factories) have completed SLCP Verification until today.
- **5** additional factories will adopt SLCP in 2022.
- **35%** customers have replaced traditional audits with SLCP.

Since adopting SLCP, Shahi Exports has saved approximately **4,416 hours** due to reduced audits.



**SHAHI**

**SOCIAL & LABOR  
CONVERGENCE**





**ELEVATE**

Suresh Nagaveera

Via Accredited Host

# How to Share a Verified Assessment with Brands on the FFC Platform

# Share a Verified Assessment from the FFC Platform

**There are 2 types of shared assessments in FFC:**

1. Assessments that have been completed on the FFC platform
2. Assessments that have been completed on another Accredited Host platform and shared with FFC



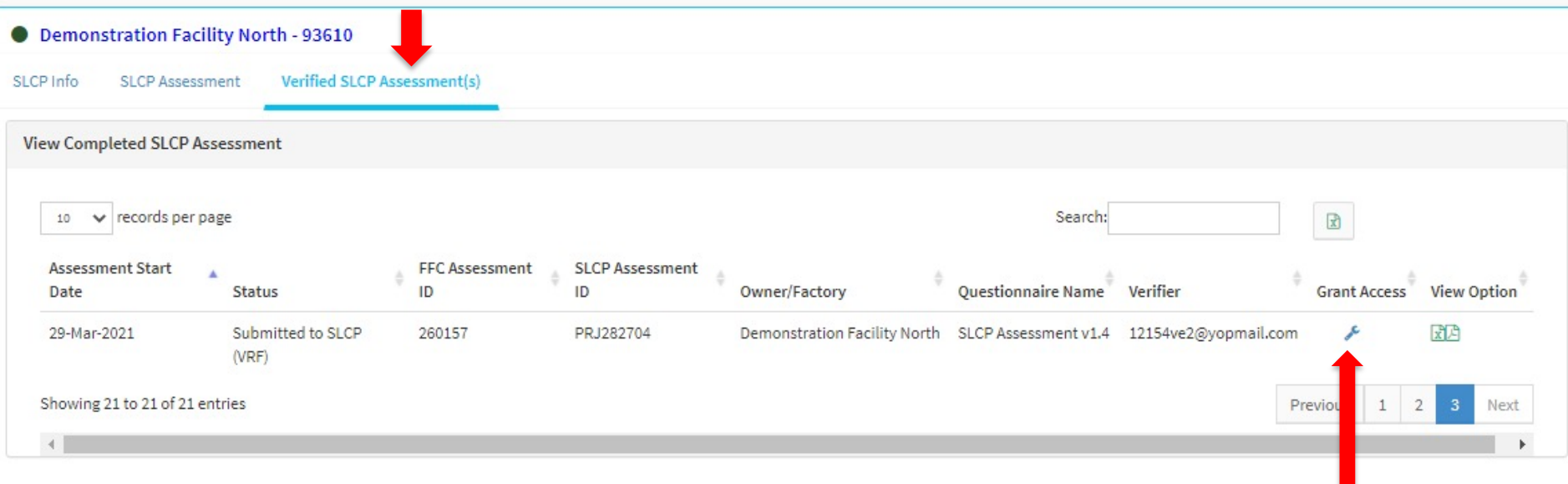
## 1. Assessments that have been completed on the FFC platform

- Completed verified assessments can be found on the *Verified SLCP Assessment(s) tab*.
- By default, no brands are given access to facility assessments – facilities must grant brands access.
- Brands in the FFC know that they must have a Status of “pending’ or ‘active’ on your facility profile else you cannot share your assessment with them. Brands also have a button where they can send facilities and email and request access to the assessment.
- Assessments that are Deleted or Invalidated cannot be shared
- There is no fee to share an assessment that was completed on the FFC platform with brands on FFC

To grant your brand access to an assessment completed on the FFC Platform:

Click the *Verified SLCP Assessment* tab

Click the **Wrench** icon to see a list of FFC Brands that are SLCP Signatories and are linked to your factory in the FFC.





Demonstration Facility North - 93610

SLCP Info SLCP Assessment Verified SLCP Assessment(s)

View Completed SLCP Assessment

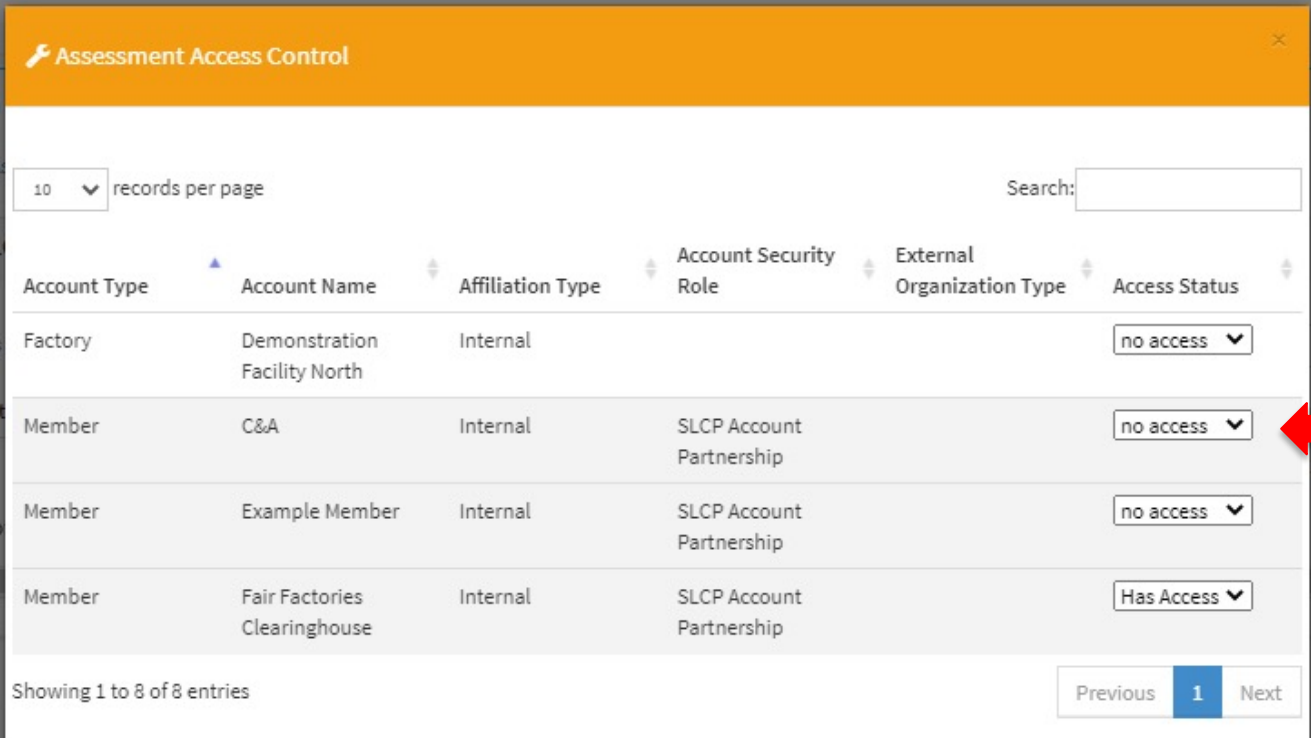
10 records per page Search:

Assessment Start Date	Status	FFC Assessment ID	SLCP Assessment ID	Owner/Factory	Questionnaire Name	Verifier	Grant Access	View Option
29-Mar-2021	Submitted to SLCP (VRF)	260157	PRJ282704	Demonstration Facility North	SLCP Assessment v1.4	12154ve2@yopmail.com		

Showing 21 to 21 of 21 entries

Previous 1 2 3 Next

Change the 'no access' to 'has access' next to the name of the brand you wish to grant access to  
Once you give a brand access – the brand will receive an email letting them know access has been granted. The brand will log into FFC and your SLCP assessment will be visible to them on the *Assessment related* tab (your brands are very familiar with finding assessments here!)



The screenshot shows the 'Assessment Access Control' interface. At the top, there is a search bar and a dropdown for 'records per page' set to 10. Below is a table with columns: Account Type, Account Name, Affiliation Type, Account Security Role, External Organization Type, and Access Status. The table contains four rows of data. The second row, representing a 'Member' account named 'C&A', has its 'Access Status' dropdown set to 'no access'. A red arrow points to this dropdown. The third row, 'Example Member', also has 'no access'. The fourth row, 'Fair Factories Clearinghouse', has 'Has Access'. At the bottom, it says 'Showing 1 to 8 of 8 entries' and has navigation buttons for 'Previous', '1', and 'Next'.

Account Type	Account Name	Affiliation Type	Account Security Role	External Organization Type	Access Status
Factory	Demonstration Facility North	Internal			no access
Member	C&A	Internal	SLCP Account Partnership		no access
Member	Example Member	Internal	SLCP Account Partnership		no access
Member	Fair Factories Clearinghouse	Internal	SLCP Account Partnership		Has Access

## 2. Sharing assessments with FFC that have been completed on another Accredited Host platform

FFC has been an Accredited Host since SLCP's inception. SLCP charges FFC a fee for assessments that are shared with FFC from another accredited host. Since inception, FFC has allowed facilities to share SLCP assessments from other Accredited Hosts at no cost .

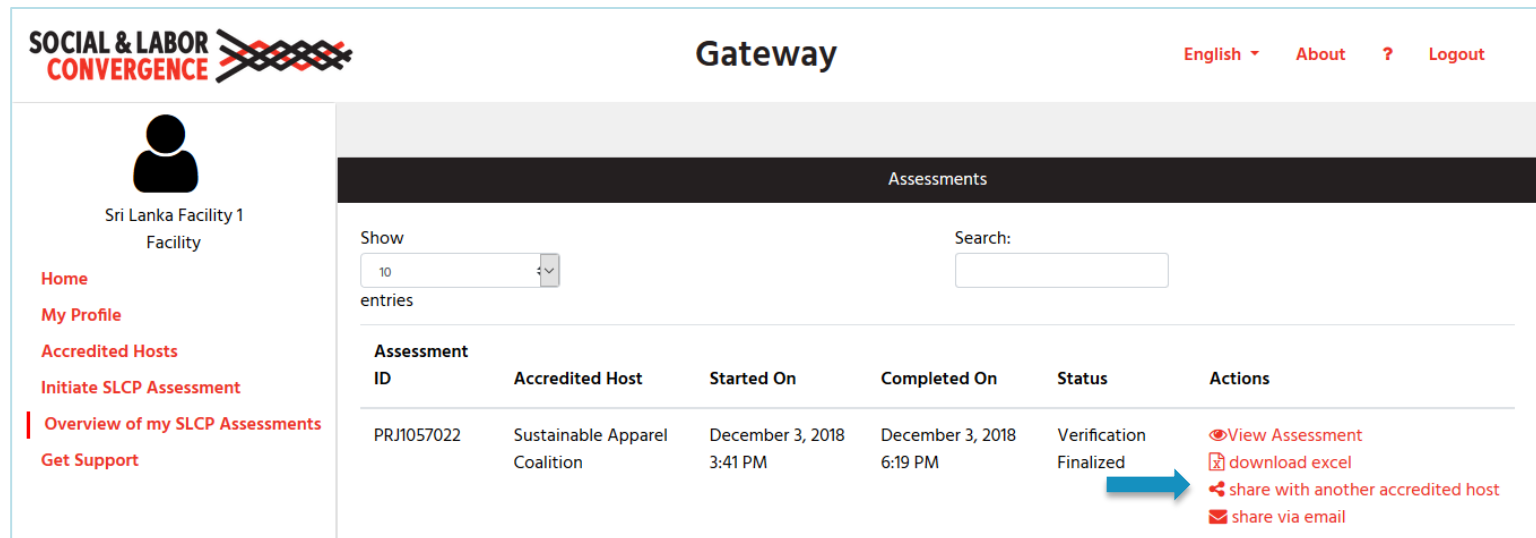
Starting 17th Feb 2022, FFC will pass on the cost that SLCP charges FFC to the facility.

You only must pay the fee once and then you can share the assessment with as many FFC brands as you wish. The fee is \$60 USD – the only forms of payment accepted are credit card and Paypal.

## Assessments that have been completed on another Accredited Host platform and shared with FFC

Facilities must be registered as an SLCP facility on FFC before they can share their assessment. If you have not registered in FFC yet, please refer to the beginning of this document for help with registration.

Sharing is done from the **Gateway** – facility will log into the Gateway and select *Overview of my SLCP Assessments* from the menu. Click the *share with another accredited host option* from the **Actions** column. A list of all AH's that the facility has registered with will display – choose FFC.



**SOCIAL & LABOR CONVERGENCE** Gateway English ▾ About ? Logout

Sri Lanka Facility 1  
Facility

Home  
My Profile  
Accredited Hosts  
Initiate SLCP Assessment  
**Overview of my SLCP Assessments**  
Get Support

Assessments

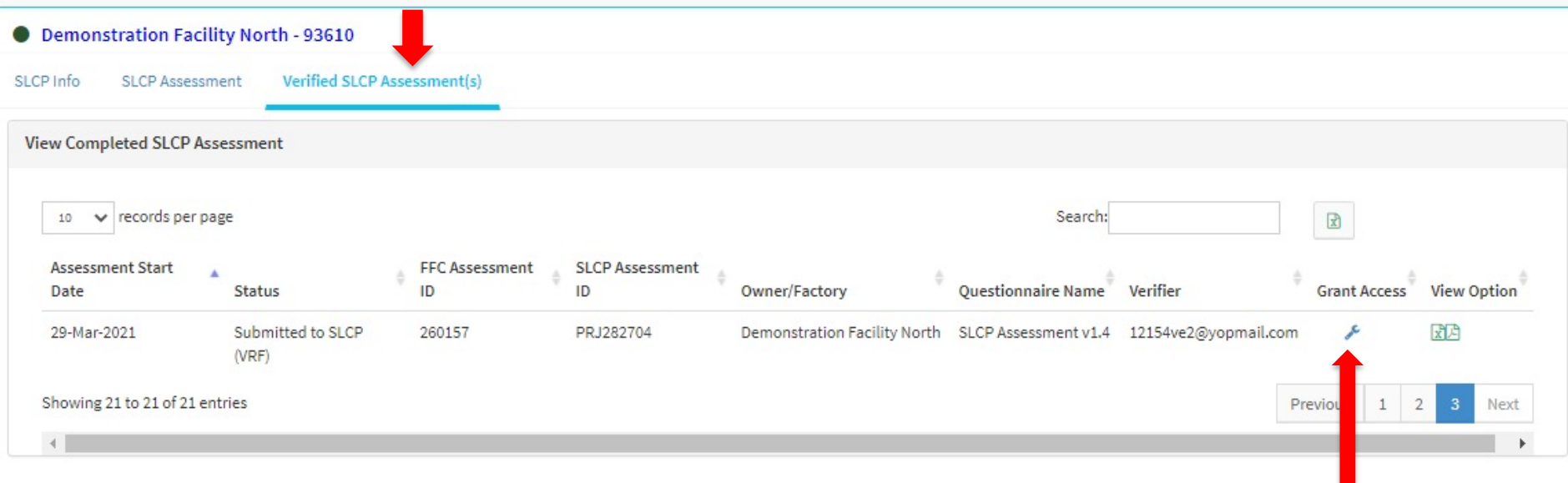
Show: 10 entries Search:

Assessment ID	Accredited Host	Started On	Completed On	Status	Actions
PRJ1057022	Sustainable Apparel Coalition	December 3, 2018 3:41 PM	December 3, 2018 6:19 PM	Verification Finalized	<a href="#">View Assessment</a> <a href="#">download excel</a> <a href="#">share with another accredited host</a> <a href="#">share via email</a>

**To grant your brand access to an assessment completed on another Accredited Host Platform:**

Log into FFC and click the *Verified SLCP Assessment* tab

Click the **Wrench** icon to see a list of FFC Brands that are SLCP Signatories and are linked to your factory in the FFC.





Demonstration Facility North - 93610

SLCP Info SLCP Assessment **Verified SLCP Assessment(s)**

View Completed SLCP Assessment

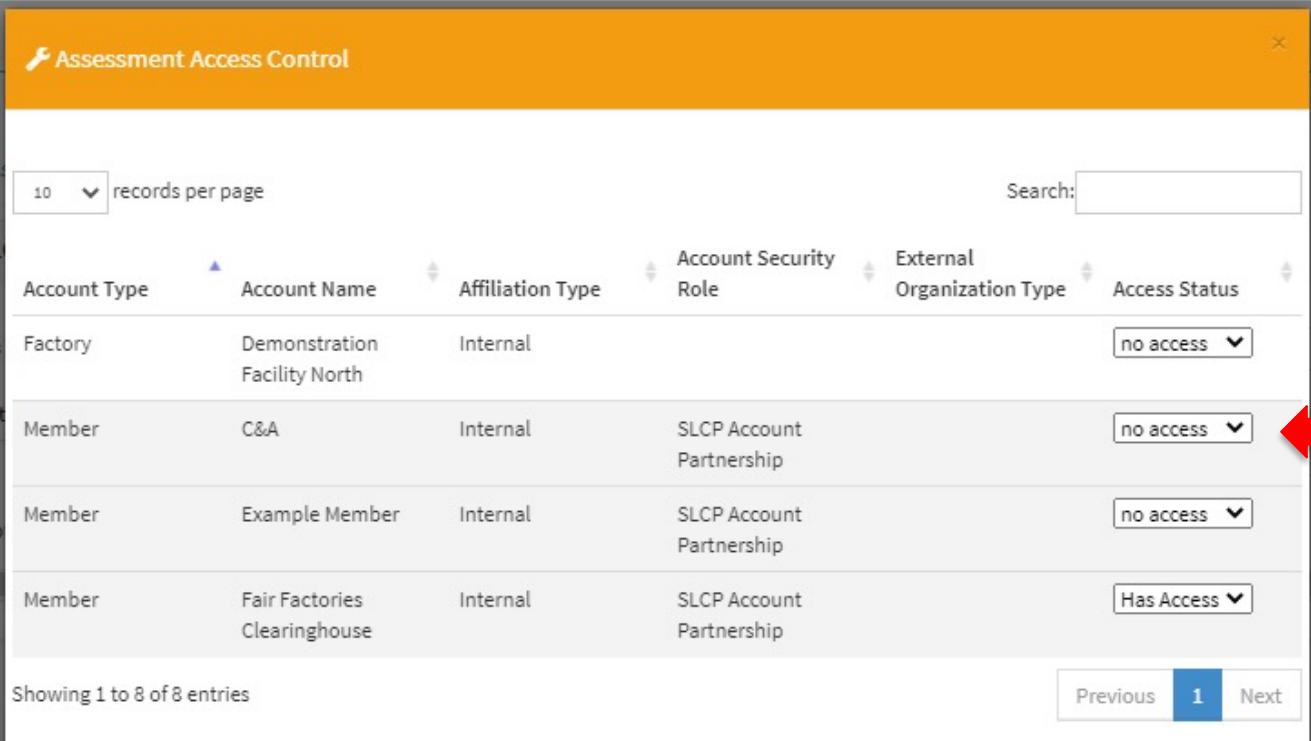
10 records per page Search:

Assessment Start Date	Status	FFC Assessment ID	SLCP Assessment ID	Owner/Factory	Questionnaire Name	Verifier	Grant Access	View Option
29-Mar-2021	Submitted to SLCP (VRF)	260157	PRJ282704	Demonstration Facility North	SLCP Assessment v1.4	12154ve2@yopmail.com		

Showing 21 to 21 of 21 entries

Previous 1 2 3 Next

Change the 'no access' to 'has access' next to the name of the brand you wish to grant access to.



Assessment Access Control

10 records per page Search:

Account Type	Account Name	Affiliation Type	Account Security Role	External Organization Type	Access Status
Factory	Demonstration Facility North	Internal			no access
Member	C&A	Internal	SLCP Account Partnership		no access
Member	Example Member	Internal	SLCP Account Partnership		no access
Member	Fair Factories Clearinghouse	Internal	SLCP Account Partnership		Has Access

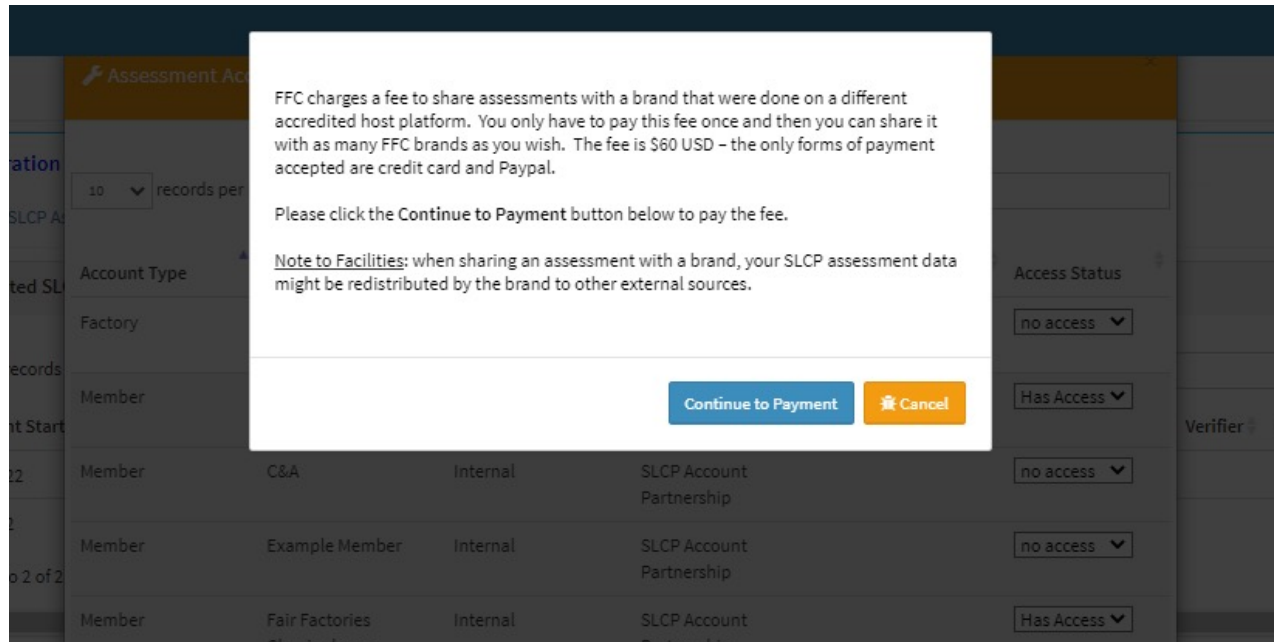
Showing 1 to 8 of 8 entries Previous 1 Next



If this is the first brand you are giving access to, you will be redirected to the payment page.

Click the **Continue to Payment** button to proceed.

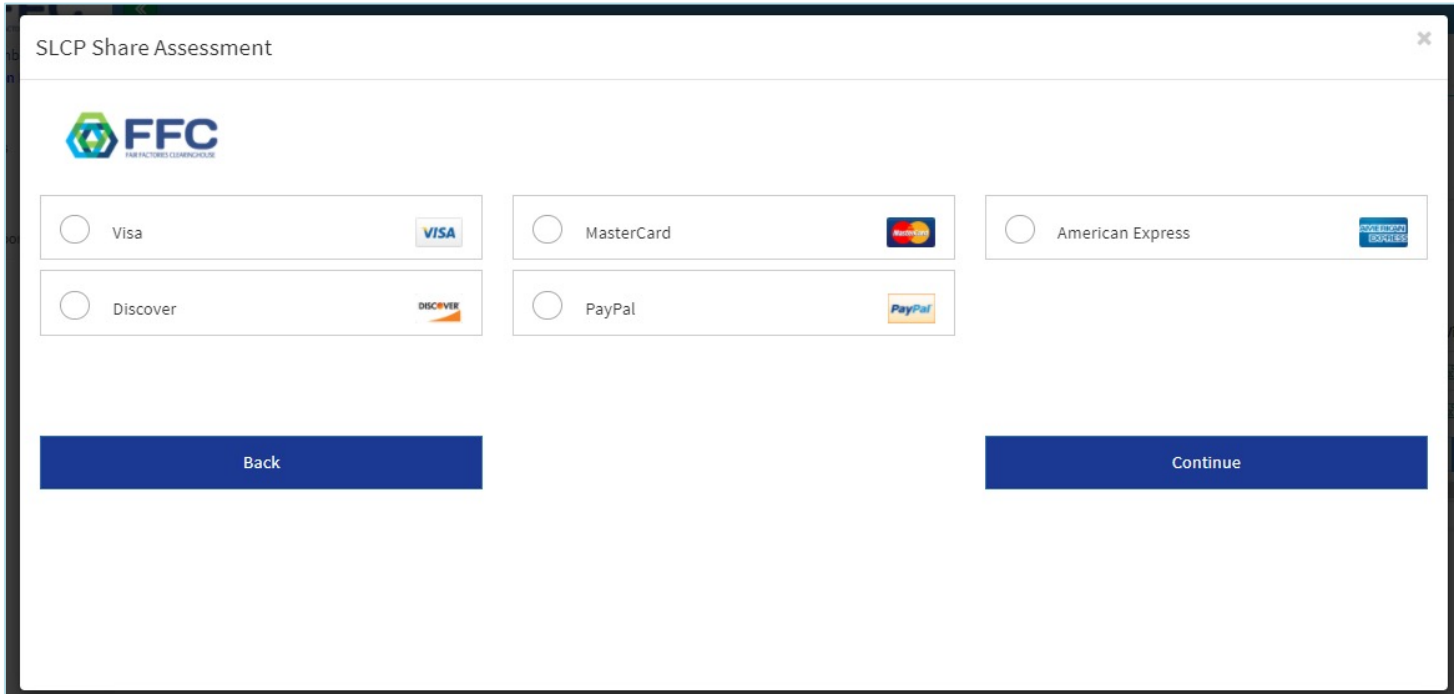
Click the **Cancel** button if you are not ready to make the payment – the brand will not be given access if you click the **Cancel** button.



If you are not redirected to the payment page, this means you have already paid the sharing fee or you have completed your assessment on FFC and do not need to pay a fee

Select the form of payment and click the **Continue** button.

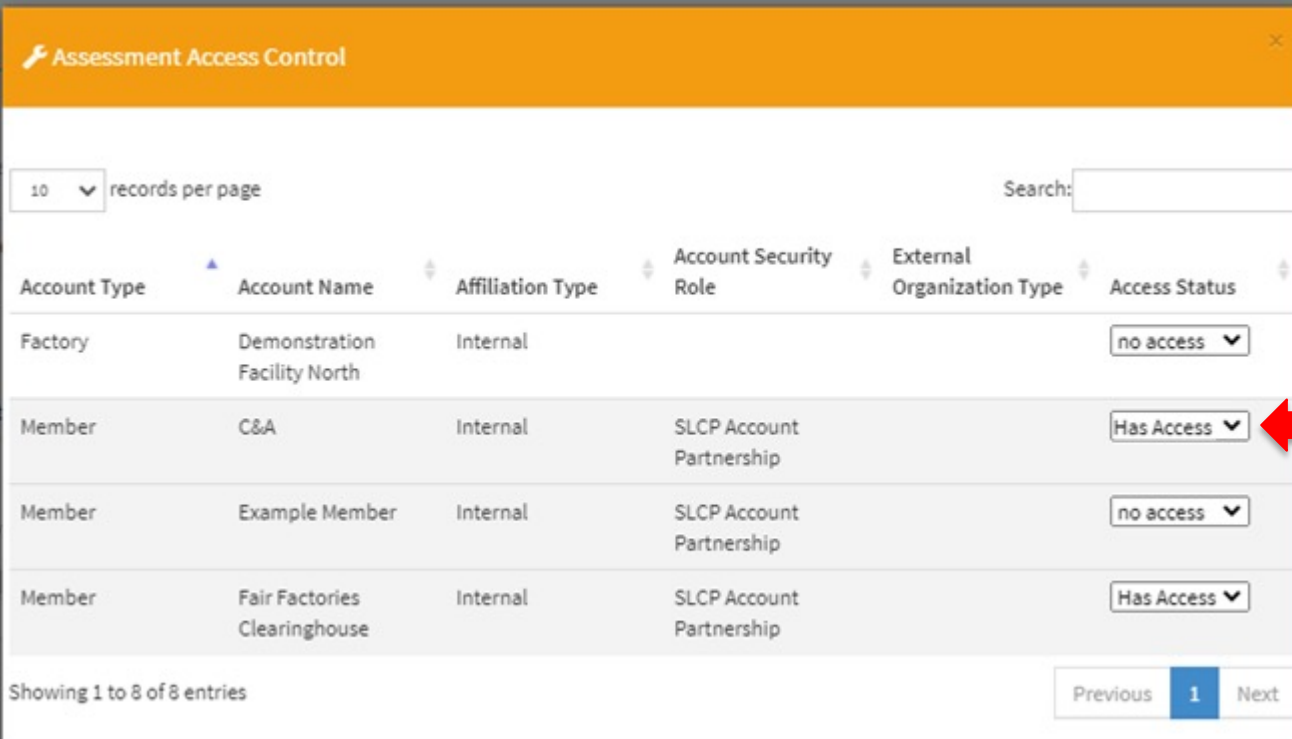
Fill out the credit card information or the PayPal information (depending on your selection)



The screenshot shows a web interface titled "SLCP Share Assessment" with a close button in the top right corner. The FFC logo (Fair Factories Clearinghouse) is displayed in the top left. Below the logo, there are five radio button options for payment methods, each with its respective logo: Visa, MasterCard, American Express, Discover, and PayPal. At the bottom of the form, there are two blue buttons: "Back" on the left and "Continue" on the right.

Once the payment information has been completed, the facility lands back on the below Access Control page and the brand's access status = Has Access

Now the facility can grant the other brands access to this assessment at no cost



The screenshot shows the 'Assessment Access Control' interface. At the top, there is a search bar and a dropdown for 'records per page' set to 10. Below is a table with columns: Account Type, Account Name, Affiliation Type, Account Security Role, External Organization Type, and Access Status. The table contains four rows of data. A red arrow points to the 'Has Access' dropdown in the second row.




Account Type	Account Name	Affiliation Type	Account Security Role	External Organization Type	Access Status
Factory	Demonstration Facility North	Internal			no access
Member	C&A	Internal	SLCP Account Partnership		Has Access
Member	Example Member	Internal	SLCP Account Partnership		no access
Member	Fair Factories Clearinghouse	Internal	SLCP Account Partnership		Has Access


Showing 1 to 8 of 8 entries

Once you give a brand access – the brand will receive an email letting them know access has been granted. The brand will log into FFC and your SLCP assessment will be visible to them on the *Assessment related* tab (your brands are very familiar with finding assessments here!)

The email address that was used to log into FFC, will receive an email receipt of the payment from FFC. A paid invoice is attached to the email.

Assessment Share {PRJ992698} receipt

 Fair Factories Clearinghouse  
 To  JoeyTest@yopmail.com  
 Cc  Factory Payments

 CZVJPP8yu8KGAgNQ\_share\_301660.pdf  
 100 KB

Thank you **joey test**

<b>Factory ID:</b>	116617
<b>Factory Name:</b>	Demonstration Facility North
<b>Payment method:</b>	CCVISA
<b>Assessment ID:</b>	PRJ992698
<b>Service Description:</b>	Assessment shared from another AH
<b>Recurring Charges:</b>	None
<b>Today's Charges:</b>	\$60

Please send an email to [slcpsupport@fairfactories.org](mailto:slcpsupport@fairfactories.org) if you have any issues or questions.



Orine Dsouza

# Sharing SLCP verified data

# Link your Higg account to the SLCP Gateway

The screenshot shows the Higg account management interface. At the top, there is a navigation bar with the Higg logo and menu items: FEM, FSLM, BRM, Adoption, Analytics, Product Tools, and More. On the right, there are links for Admin, Support, and EN, along with a user profile for Vic Lau (HCA). Below this is a secondary navigation bar with 'FSLM', 'Dashboard', 'Modules', and 'Benchmarking'. The main content area shows 'Higg Co Account Management Demo Facility Testing Account' with a 'My Account' tab. A dropdown menu is open, showing 'Link SLCP Account', 'Start New FSLM', and 'Subscriptions'. A red arrow points to the 'Link SLCP Account' option. The main dashboard content includes 'Available Actions' (Purchase Verification, Share Assessment, Submit/Post Assessment, Delete Assessment), 'Assessment Status' (Not Started (NS)), 'Self-Assessment - Not posted' (0%), 'Verified - Not posted' (--), 'SLCP Assessment ID' (--), 'Assessment ID' (fslmsurvey:4438ffa0-2147-48ef-93a0-451ccdb49346), 'Verifying Body' (--), 'Verifier Contact' (--), and 'Facility Information' (Name: Higg Co Account Management Demo Facility Testing Account, Address: Tianjin, China, Country: China, Contact: sally@higg.com, OAR ID: --, Higg ID: 131421).

The modal dialog is titled 'Enter your SLCP Facility ID\*'. It features a text input field with a cursor, a 'Link' button, and a 'Cancel' button. The background shows a blurred view of the dashboard with the 'Link SLCP Account' button highlighted.

Via Accredited Host



# Complete and post your self-assessment

Facility Test Account 2 My Account Apr 2021 Assessment

Facility Test Account 2

Completion: 100%

Facility Profile 100%

Recruitment & Hiring 100%

Working Hours 100%

Wages & Benefits 100%

Worker Treatment 100%

Worker Involvement 100%

Health & Safety 100%

Termination 100%

Management Systems 100%

Above & Beyond 0%

Import Module

Submit/Post Assessment

ADDITIONAL FILTERS

HIDE GUIDANCE

### Step Selection

\* Please choose which tool "Step" your facility would like to complete:

Step 2

FP-STE-1

For information regarding each tool "Step", please refer to the "Instructions" tab.

### Basic Information

#### Facility

\* Facility Name (as per business license):

Test Facility

FP-BAS-1

Facility Name is the name on the business license(s) associated with the address indicated below.

\* Facility Street Address (as per business license):

24 Test Road, Testtown 24242

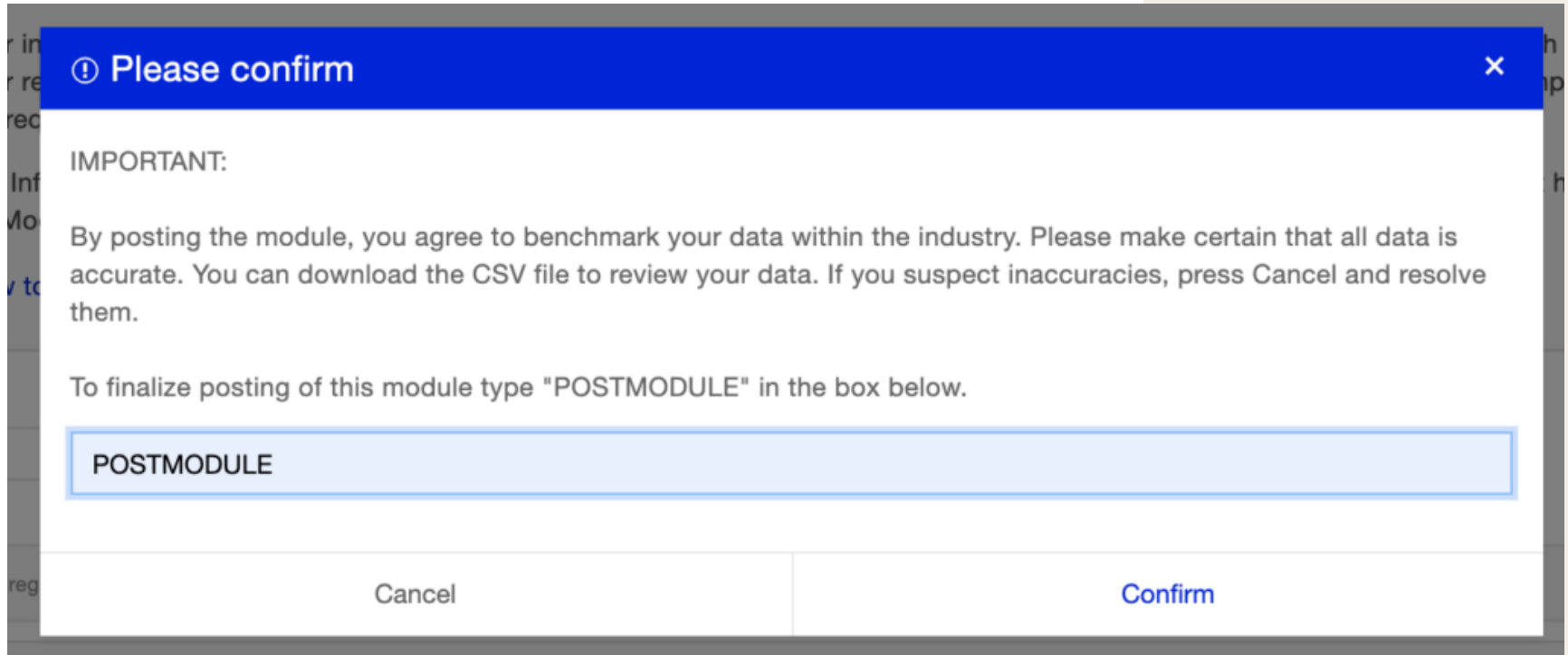
FP-BAS-2

Refers to the street address on the business license(s) associated with the facility name.

FP-BAS-3

Via Accredited Host

# Complete and post your self-assessment



**ⓘ Please confirm** ✕

IMPORTANT:

By posting the module, you agree to benchmark your data within the industry. Please make certain that all data is accurate. You can download the CSV file to review your data. If you suspect inaccuracies, press Cancel and resolve them.

To finalize posting of this module type "POSTMODULE" in the box below.

POSTMODULE

Cancel Confirm

The image shows a confirmation dialog box with a blue header bar containing the text 'Please confirm' and a close button. The main content area is white and contains the text 'IMPORTANT: By posting the module, you agree to benchmark your data within the industry. Please make certain that all data is accurate. You can download the CSV file to review your data. If you suspect inaccuracies, press Cancel and resolve them.' Below this is the instruction 'To finalize posting of this module type "POSTMODULE" in the box below.' followed by a light blue input field containing the text 'POSTMODULE'. At the bottom, there are two buttons: 'Cancel' and 'Confirm'.

Via Accredited Host

# Select a Verifier Body from the available options

Self-Assessment - Posted 100 %

Verifying Body  
Not Selected  
Select Verifier Body

Download Assessment  
CSV v2 Excel

Verified - Not posted 0 %

Verifier Contact  
--

Download Certificate  
PDF



## SLCP Active Verifier Body (VB) List

Click Here for Support

### Welcome to the SLCP Verifier Bodies List!

The table below can be used to quickly scan the active SLCP Verifier Body (VB) list. Use the search field to look for a specific country or name.

**Countries/ regions included in overview:** Note that the table shows availability of Verifiers in countries/regions both where SLCP is currently active and where SLCP will be active. Therefore, viewing a country/region on this list does not mean that verification can be completed for facilities located there. For the up-to-date list of SLCP country/region activity, please visit the [Gateway homepage](#).

Facilities can use this table to understand which VBs are active in their country/region. The list includes the contact details for each VB. Before selecting a VB for a verification, a facility should contact them to understand costs and availability. After choosing a VB, the facility can select them from a list on their Accredited Host platform. See the [SLCP FAQs for facilities](#) for more details.

**Facilities note languages spoken in your facility:** In your Gateway profile, you need to include all languages that are spoken in your facility, i.e. any languages spoken by facility management and employees. Languages are selected from a standardized list. This language information is used to match you with a Verifier that has the appropriate language skills to conduct the management and employee interviews. Make sure that one of the languages in the final column of the table below matches one language spoken in your facility before contacting a VB for a quote.

To see additional info on Verifier numbers by location

[Chart of Verifiers by Country and VB](#)

If you don't see a VB with approved Verifiers in your country/region, click here to view a list of VB that are approved for additional countries/regions but don't yet have Verifiers. You can contact them to check when Verifiers might be available

[VBs Approved for Countries but No Verifiers](#)

You can view a list of countries/regions with local Verifier capacity risks by clicking this button

[View Local Verifier Capacity Risk](#)

If you know the family/last name of a Verifier and the Gateway ID you can check approval status here

[Check Verifier Status](#)

Via Accredited Host

# The Verifier Body confirms and assigns a Verifier

Self-Assessment - Posted  
100 %

Verified - Not posted  
0 %

Verifying Body  
Hannah VB Test Account  
Accepted  
[Change Verifying Body](#)

Verifier Contact  
Waiting for verifier assignment

Download Assessment  
[CSV v2](#) [Excel](#)

Download Certificate  
[PDF](#)

## Self-Assessment - Posted



## Verifying Body

Extensive Standard Technical  
Services Co. Ltd.

Accepted



Via Accredited Host

## Verified - Posted



## Verifier Contact

david.he@estsglobal.com  
chilli.zhan@estsglobal.com

# FSLM / vFSLM Sharing

**Higg** FEM **FSLM** BRM PRODUCT TOOLS ▾ SUPPLY IMPACTS MY TEAM Admin Support EN FTA Hannah Seabury Facility Test Account 2

FSLM Dashboard Modules Link SLCP Account Purchase Modules

**All Modules** Share module Request / Accept modules Download ▾

Switch to a saved table layout > Save this view as Customize table layout

Year	Account Name	Country	Tags	Status	Self	Verified	CAF Version	Modified	Actions
Apr 2021	Facility Test Account 2	United Kingdom	Enter a new tag	ASI <small>Assessment initiated</small>	100% <small>Not Posted</small>		1.4	9/7/2021	⋮

10 items per page 1 - 1 of 1 items

## Share Modules

Select a module to share, choose whether you want to send a bulk or single invite and you're done!

Select Module

Fslm apr 2021 ▾

Add Personal Message

### Select One

Close

Search account by name, Higg ID, OAR ID, or Custom Account ID

This is a Test Brand Testing Account

Share

Via Accredited Host

Higg

# FSLM Verification Data Transferring

## FSLM Verification Data Transferring

Users can transfer their FSLM verification data from other accredited hosts (e.g., FFC) to Higg.org platform.

- Purchase a vFSLM to transfer your verification data

Assessment ID	Accredited Host	Started On	Submitted On	Status	Actions
PRJ452039	FFC (Live)	August 26, 2019 6:13 PM		Assessment Initiated	
PRJ290893	FFC	November 26, 2018 4:18 PM	February 18, 2019 7:20 AM	Verification Finalized	<a href="#">View Assessment</a> <a href="#">share with another accredited host</a> <a href="#">share via email</a>
PRJ218825	Sustainable Apparel Coalition	March 17, 2019 9:53 PM		Assessment Initiated	
PRJ1089644	Self/Joint Assessment	November 8, 2018 4:32 PM		Assessment Initiated	<a href="#">Delete</a>

111 TEST FACILITY | My Account | Nov 2019 | Overview

Available Actions: [Purchase vFSLM](#), [Share Assessment](#), [Submit/Post Assessment](#), [Delete Assessment](#)

Assessment Status: Self-Assessment - Not posted (0%), Verified - Not posted

Assessment ID: fslmsurvey:47730b4-5bcc-41b7-9e68-1c6f6a70e185

SLCP Assessment ID: --, Verifying Body: --, Verifier Contact: --

View: [View/Edit FSLM](#), Download Assessment: [CSV v2 / v1](#), [Excel EN / ZH / ES](#)

Facility Information: Name: 111 TEST FACILITY, Country: United States, Contact: sally@apparelcoalition.org, Higg ID: 133508

Activity History: Nov 5, 2019

Via Accredited Host

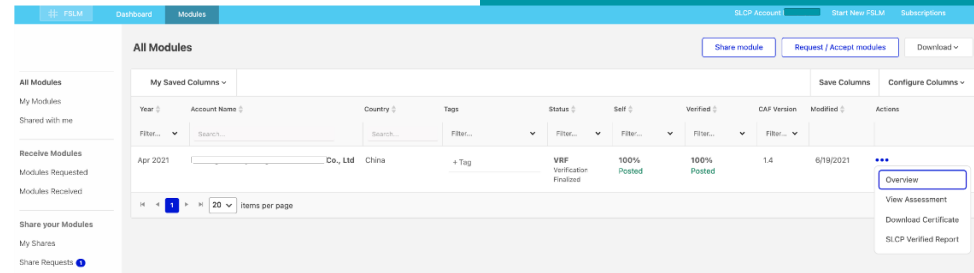
# FSLM Data Sharing

## FSLM Sharing

On FSLM module page:

- Share your FSLM and vFSLM
- Request to view other's FSLM and vFSLM
- Access your FSLM dashboard
- View the FSLM assessment online
- Download the certificate (if you have posted your FSLM modules)
- View the SLCP verified report
- Download the CSV reports

\*Note: CSV reports only are provided to users who purchase the Plus plan.



The screenshot shows the 'All Modules' page in the FSLM dashboard. The table displays the following data:

Year	Account Name	Country	Tags	Status	Self	Verified	CAF Version	Modified	Actions
Apr 2021	Co., Ltd	China	+ Tag	VRF Verification Finalized	100% Posted	100% Posted	1.4	6/19/2021	<a href="#">Overview</a> <a href="#">View Assessment</a> <a href="#">Download Certificate</a> <a href="#">SLCP Verified Report</a>

Via Accredited Host



# FSLM Benchmarking in Higg

## Benchmarking

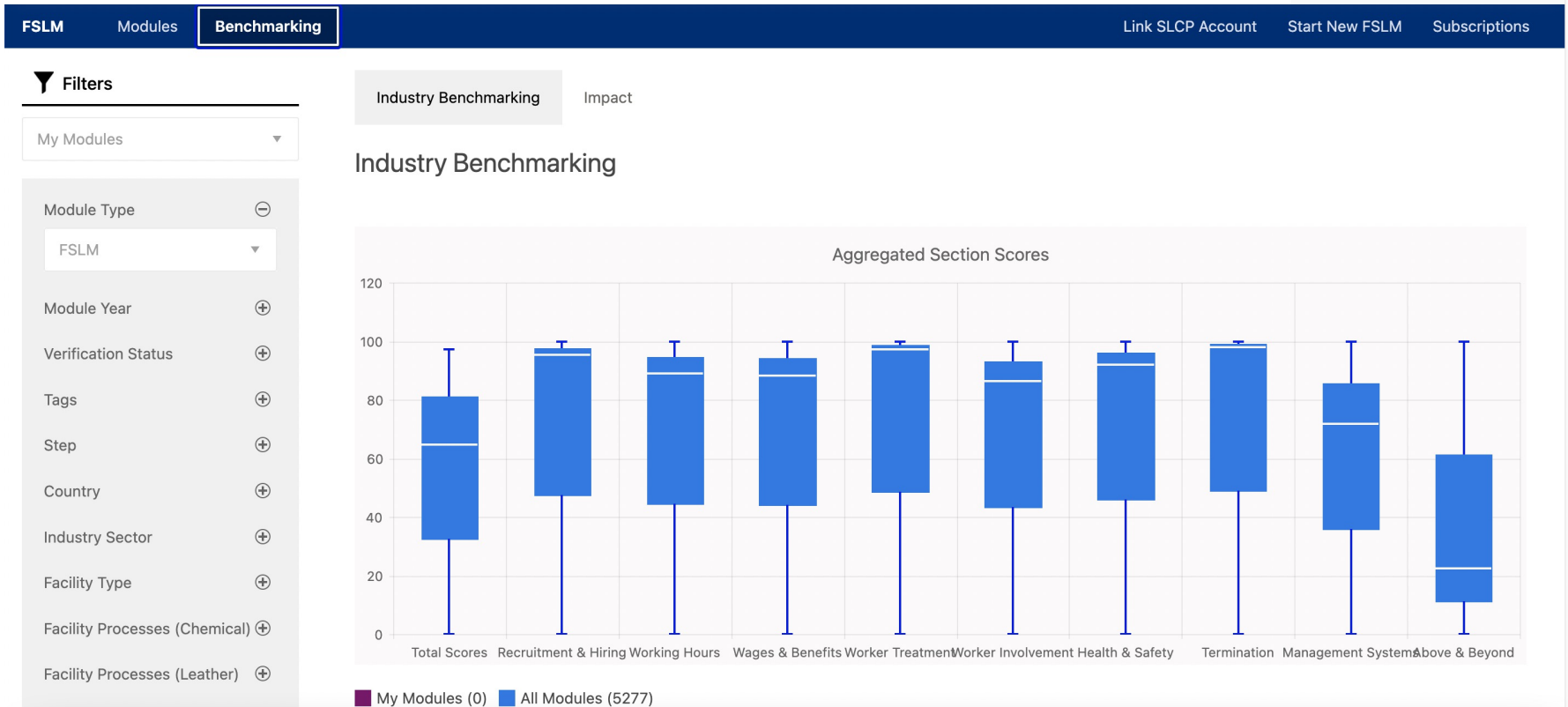
The FSLM benchmarking tool allows users to compare their FSLM performance with all the industry data in the Higg platform. It helps users measure their performance compared to industry averages and highlights areas of focus and improvement for facilities.



\*Note: The FSLM benchmarking tool is only available for benchmarking CAF 1.4 and to users who purchase the Plus plan.

Via Accredited Host

# FSLM Benchmarking in Higg



Via Accredited Host

# Support and Training Resources

## Howtohigg.org

- Higg FSLM training website available for free to all users
- Detailed written and video guidance support for FSLM and verification
- Content guide (**in multiple languages**), which links SLCP's guidance website
- Upcoming training events and previously recorded webinars

## Support team

- Available daily for any questions, including purchasing and account management, module completion, etc.
- *Available in 4 languages*
  - *English*
  - *Spanish*
  - *Chinese*
  - *Portuguese*
- Submit a ticket here: [howtohigg.org/request](https://howtohigg.org/request)



Did we explain  
ourselves well?



# True or False?



zoom

1. Data sharing is the 3<sup>rd</sup> and final stage of the SLCP assessment process
2. It is up to the facility to decide who they want to share their verified data with
3. Facilities can share their verified data with end-users directly from the SLCP Gateway
4. Facilities can only share their verified data through the Accredited Host they completed their assessment on
5. Accredited Hosts can provide data analysis services to brands and manufacturers





Questions?

# If you are ever lost...

The screenshot shows the SLCP Helpdesk website. At the top left is the logo "SOCIAL & LABOR CONVERGENCE". To the right of the logo are navigation links: "Submit a request" (highlighted with a red box), "e-learning", "SLCP website", and "Sign In". Below the navigation is a large banner image of a woman in a red sari working with white fabric. Overlaid on the banner is the text "SLCP Helpdesk" and a search bar with a magnifying glass icon and the word "Search". Below the banner are five red-bordered buttons: "SLCP explained", "I am a Facility", "I am a Brand", "I am a VB/Verifier", and "Better Work & SLCP". Underneath these buttons is a section titled "Promoted articles" with three article cards: "Manual to the SLCP Helpdesk", "Step-by-step guidance: How do I start and complete the SLCP assessment process?", and "SLCP Facility Training Webinars CAF 1.4". At the bottom left of the screenshot is the text "Upcoming training sessions by Training Bodies (TBs)".



Sahana  
Kubsad



Huyen Le  
Thi Thu



Jessica  
Jia



Sevinc  
Aktas Ilgun



Urtty  
Majumder

[www.slconvergence.org/helpdesk](http://www.slconvergence.org/helpdesk)





# Join an upcoming training



## Deep dive: SLCP verification process (English)

19 April | 10:00-12:30 CET | [Register here](#)

In this session we help you prepare for the verification of your self/joint-assessment. What can you expect from the Verifier and what is your role? We will walk you through the verification process (including timeline) and provide guidance for you to come to a verified assessment that can be shared to multiple business partners at the end of the process.



## Deep dive: Sharing SLCP verified data (English)

26 April | 10:00-12:30 CET | [Register here](#)

In this session we will cover everything you can do with your assessment once it's been verified (VRF). We will walk you through how to share your VRF, how different stakeholders use the verified data, and the steps taken to ensure that your data is of high-quality. We hope you leave this session with the tools to get the most out of your SLCP verified assessment.

Visit the [SLCP Helpdesk](#) to find:

- ✓ Registration information for all upcoming sessions
- ✓ Links to training recordings and slide decks



# Before you go...

Help us improve future training by giving us your feedback. It is anonymous.



<https://www.surveymonkey.com/r/SJWRXCZ>



Thank you!

