<https://slcp.zendesk.com/hc/en-us/article_attachments/360023703179/Template_letter_from_Brands_to_facilities_introducing_SLCP.docx>

Dear **<insert name>**

We are writing to request that you complete an SLCP verified assessment and to give you important information about the SLCP assessment process.

The Social & Labor Convergence Program (SLCP) is a multi-stakeholder initiative that offers a framework for assessing social and labor conditions in production facilities of all sizes that can replace existing social audit systems. The aim of SLCP is to reduce audit fatigue and improve working conditions.

As a signatory to SLCP, **<brand name>** is committed to implementing the SLCP verified assessment in our supply chain.

We would like you to complete an SLCP verified assessment. We have included below an overview of the assessment and verification process and information on where to get more information and support.

**SLCP Assessment and Verification Process:**

**Step 1:** Facility completes a self-assessment (on their own) or a joint assessment (with external help) of their social and labor data

**Step 2:** Facility arranges for verification of their self- or joint-assessment by an SLCP approved Verifier Body (list of Verifier Bodies [available here](http://verifierbodies.slconvergence.org/))

**Step 3**: Facility decides how they share their verified assessment report with buyers and/or standard holders via the SLCP data sharing system

The SLCP process is explained in full [here](https://slcp.zendesk.com/hc/en-us/articles/360015188993-Step-by-Step-SLCP-Guidance-for-Facilities) on the SLCP Gateway. The attached quick guide to SLCP also explains the key steps to get started with SLCP.

**SLCP Support:**

**Email newsletters:**

SLCP sends out a bi-weekly newsletter with tips and updates for SLCP users on how to navigate the process and system. You can sign up for the newsletter by filling in this [form](https://3a4c81e0.sibforms.com/serve/MUIEAHn6RbQ3ELAD6c6lHrvNjNXScTe1f6ea3QeAVQ0FPbXOETlbGZuoNN4G6LVmD0TlP_33a0ep9CDaXcq6hbxdFsu7oLhiA1MwyhRhqv2fsaOi9dWJzdrTXYDxIxNz1c1zSzjoAzd6PFhF9g27bUl_4UR8C83JT8OSsZcatGZUcp8AHECqsWLAP96nWTcn9YpUI9GCQDP8cncT). Facilities are automatically included on the mailing list after signing up on the Gateway. Please check your spam/junk mail folder if you are not receiving the newsletters and add [support@slconvergence.org](mailto:support@slconvergence.org) to your safe list.

**SLCP Helpdesk:**

Detailed [Frequently Asked Questions (FAQs)](https://slcp.zendesk.com/hc/en-us) are available on the SLCP Helpdesk. You can also [submit a request](https://slcp.zendesk.com/hc/en-us/requests/new) if you have a question that is not answered by the FAQs.

**Help from us!**

We can also offer you support and advice during the SLCP verified assessment process. Please contact <**brand to fill in their contact info and/ or preferred method of supporting facilities**>