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A division of Social Accountability International (SAI)

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May 10, 2019

Dear colleague,

Social Accountability Accreditation Services (on behalf of Social Accountability International) is writing to inform you of changes to the accreditation and certification requirements of the SA8000 certification program. Please circulate the information below, as necessary, to your colleagues.

Procedure 200 has been updated (to version 4.0) by incorporating the improvements outlined below. We believe these changes will better assure the consistency, effectiveness, and efficiency of SA8000 audit and certification processes. Further details, explanation, and guidance regarding implementation of the amended requirements can be found in the following documents:

- SAAS Procedure 200 v4.0 May 2019
- SA8000 Supplement 1 - Working Hours
- SA8000 Supplement 2 - Annual Surveillance Program

Outline of updates to Procedure 200:

- **ANNUAL SURVEILLANCE:** SA8000 surveillance process is revised to require annual semi-announced visit schedule, supported by a 6 monthly follow-up (Section 16).
- **MULTIPLE COUNTRIES OF OPERATION:** Under specified conditions, multi-site certifications may now be awarded across multiple countries (Section 10).
- **WORKING HOURS:** Time-bound non-conformity requirements have been clarified and expanded to incorporate 'working hours' (new requirements introduced to improve consistency of interpretation among auditors and CBs in specific situations) (Section 22 and Annex B).
- **MINIMUM WAGE LAW:** Time-bound non-conformity 'remuneration' requirements have been clarified with respect to interpretation of 'minimum wage law'. Existing 'remuneration' time-bound non-conformity accreditation criteria remain unchanged at this time (Section 22 and Annex C).
- **CERTIFICATION SCOPE:** Further guidance is provided to clarify expectations regarding the scope of SA8000 certifications (Section 6 and Section 10).
- **GENERAL:** Numerous less significant updates and clarifications throughout (to better align with current versions of applicable normative and guidance requirements – e.g. ISO 19011).



Advancing the human rights of workers around the world.

At this time, the following SA8000 certification program enhancements remain under consideration/development by SAI. Subject to satisfactory evaluative outcomes and consensus, future changes to SAAS Procedure 200 (and other associated accreditation requirements) will address these initiatives in due course:

- Procedure 200A (“Audit Requirements for Accredited Certification Bodies For Social Fingerprint”);
- Market evaluation of SA8000 certification credibility (SAAS MRSSP currently underway in India);
- Standardized SA8000 audit tool and reporting (SAI/SAAS work-in-progress);
- Consistent wages/benefits measurement methodologies and requirements (SAI ‘living wage’ study currently underway);
- Revisions to algorithms and tables for calculating multi-site certification audit effort (SAI/SAAS work-in-progress);
- Feasibility of SA8000 certification for maritime and fishing activities (currently prohibited - SAI/SAAS evaluation-in-progress).

SAAS recognizes that certification bodies need to invest effort and resources whenever changes are made to the SA8000 program requirements. We trust you will recognize that the current changes (the first in more than two years) are needed not only to ‘modernize’ SA8000 certification, but to also increase assurance on behalf of workers by making the program more consistent, thorough, and reliable. All changes outlined above may be applied with immediate effect, however **CBs have until 30th June 2019 to complete system changes** to come into full conformity with the revised requirements.

We thank you for your continued commitment to SA8000 certification and for taking the time to implement these changes. Please forward any suggestions for further improvements to SAAS@SAASAccreditation.org for consideration in future versions of SAAS Procedure 200.

Sincerely,

John Brookes

Executive Director

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