

# SA8000:2014 and Social Fingerprint®

SA8000:2014 is the latest version of the SA8000® Standard, the world's leading voluntary social certification standard for workplaces. In this revision, the SA8000 certification process now includes **Social Fingerprint®**.

## WHAT IS A MANAGEMENT SYSTEM?

A management system is the set of policies, procedures, and processes that enable an organisation to meet its objectives. We believe that a strong management system is central to the effective implementation of SA8000.

SAI believes that organisations with strong managements systems and senior management commitment consistently perform better and have fewer SA8000 non-conformances. Social Fingerprint will help applicants and certified organisations develop strong management systems to improve their social performance and compliance with SA8000.

## WHAT IS SOCIAL FINGERPRINT?

In order to help organisations build and maintain strong management systems to become SA8000 certified and continually improve, SAI has integrated Social Fingerprint into the certification scheme. These set of tools help organisations *measure and improve* their management systems for social performance.

Social Fingerprint breaks down the concept of a management system into:

- 10 process-based categories
- 5 maturity levels

The three key tools used in Social Fingerprint are:

1. A management system **self-assessment** completed by the applicant organisation.
2. An **independent evaluation** of the management system completed by the SA8000 auditor.
3. A **rating chart** that explains the maturity levels for each of the 10 categories.

There will be additional reference tools for organisations interested in certification and for SA8000 auditors:

1. Glossary of Relevant Terms
2. Guidance for SA8000 Certification Auditors on Social Fingerprint for SA8000:2014
3. SA8000:2014 Guidance Document

# SA8000:2014 and Social Fingerprint Integration

Social Fingerprint is now included as a part of SA8000:2014 to *increase the integrity and effectiveness* of SA8000 certification.

It identifies the weak links in an organisation's management system so clients can make targeted improvements and prioritize the most important areas.

Social Fingerprint teaches an organization about the components of an effective and functional management system, so it can maximize resources and create the best system tailored for its specific needs and risks.

## HOW IS SOCIAL FINGERPRINT INCLUDED IN SA8000:2014 CERTIFICATION?

The SA8000:2014 Management System criteria are aligned with the Social Fingerprint categories.

- All SA8000:2014 applicants and certified organisations complete a Social Fingerprint **self-assessment** as part of the application, transition, or recertification process.<sup>1</sup>
- Auditors conduct a Social Fingerprint **independent evaluation** as part of SA8000:2014 audits.<sup>2</sup>

## WHAT THE PROCESS TO BECOMING CERTIFIED TO THE REVISED SA8000:2014 STANDARD?

### FOR ORGANISATIONS: HOW CAN I GET STARTED WITH SOCIAL FINGERPRINT AND SA8000:2014?

If a new organisation is interested in becoming SA8000-certified, the applicant will first need to complete a **self-assessment** and answer questions about the facility.

1. If the organisation has already chosen a Certification Body, the Certification Body will provide the applicant with a unique **enrollment key** to create an account in the SAI Training Center. This enrollment key will ensure the applicant's self-assessment score is communicated to the correct Certification Body. The applicant will purchase the self-assessment and complete the questionnaire before the Stage 1 Audit. **The price of the self-assessment is US\$300 charged directly to the applicant.**
2. If the organisation has **not** chosen a Certification Body, the applicant can enroll directly into the **self-assessment** from SAI's website. The applicant will purchase the self-assessment and complete the questionnaire. If the applicant decides to pursue certification, the applicant may contact an accredited Certification Body and SAI will transfer the account to the appropriate Certification Body of choice. **The price of the self-assessment is US\$300 charged directly to the applicant.**

<sup>1</sup> See SAAS Notification 4A: Transition Requirements for SA8000:2014 for the "Cycle Timeline to SA000:2014"  
<http://www.saasaccreditation.org/document-library>

<sup>2</sup>Ibid.

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If an organisation is currently certified to the SA8000:2008 Standard, the applicant will need to complete a **self-assessment** before the transition audit.

1. The Certification Body will provide the client with a unique **enrollment key** to create an account in the SAI Training Center. This enrollment key will ensure the client's self-assessment score is communicated to the correct Certification Body. The client will purchase the self-assessment and complete the questionnaire before the Surveillance Audit. **The price of the self-assessment is US\$300 charged directly to the applicant.**

AFTER THE SELF-ASSESSMENT IS COMPLETED, WHAT DOES THE CERTIFICATION BODY DO?

For new SA8000 applicants, the Certification Body will need to conduct an **independent evaluation** during Stage 1 and Stage 2 audits. If the applicant becomes certified, the Certification Body will need to conduct an **independent evaluation** once a year. **The price of the independent evaluation is US\$75 each charged directly to the Certification Body.**

For current clients transitioning to SA8000:2014 during a transition audit, the Certification Body will need to conduct an **independent evaluation** during the surveillance audit. Once the client transitions, the Certification Body will need conduct an **independent evaluation** once a year. **The price of the independent evaluation is US\$75 each charged directly to the Certification Body.**

## COST SCHEDULE

The cost schedule below reflects the cost SAI charges to the applicant and Certification Body in the initial 3-year certification cycle:

	Cost to the applicant	Cost to the Certification Body
<b>New Certification SA8000:2014</b>		
Self-Assessment before Stage 1 Audit	\$300	
Stage 1 Independent Evaluation		\$75
Stage 2 Independent Evaluation		\$75
Surveillance Audit 2 Independent Evaluation		\$75
Surveillance Audit 4 Independent Evaluation		\$75
<b>Total</b>	<b>\$300</b>	<b>\$300</b>

If the client is already certified and is transitioning to SA8000:2014 during recertification, the Certification Body will only conduct one independent evaluation during the Stage 2 recertification audit and the cost schedule will be as follows:

	Cost to the applicant	Cost to the Certification Body
<b>Recertification SA8000:2014</b>		
Self-Assessment before Stage 2 Audit	\$300	

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Stage 2 Independent Evaluation		\$75
Surveillance Audit 2 Independent Evaluation		\$75
Surveillance Audit 4 Independent Evaluation		\$75
<b>Total</b>	<b>\$300</b>	<b>\$225</b>

For existing clients who choose to transition during a surveillance audit, the cost schedule will be as follows:

	Cost to the applicant	Cost to the Certification Body
<b>Transition to SA8000:2014</b>		
Self-Assessment before Transition Audit	\$300	
Transition Audit Independent Evaluation		\$75
Surveillance Audit Independent Evaluation*		\$75
Surveillance Audit Independent Evaluation*		\$75
<b>Total</b>	<b>\$300</b>	<b>\$225</b>

*\*The timing of the independent evaluations depend on when the transition audit happens.*

For current clients that transition to the SA8000:2014 certification during a surveillance, please refer to the timeline provided on page 8 of SAAS Notification 4A: Transition Requirements for SA8000:2014<sup>3</sup> of when the applicant needs to complete a **self-assessment** and when the Certification Body needs to complete an **independent evaluation**. The figure below also outlines the cost schedule for the timeline to SA8000:2014.

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<sup>3</sup> Ibid. Page 8

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## Cycle Timeline to SA8000:2014

SA: Self-Assessment; this is charged directly to the client at US \$300

IE: Independent Evaluation; this is charged directly to the CB at US \$75

Type	Initial SA8000:2014 Certification Cycle							First Re-cert to SA8000:2014 Certification Cycle			
	Stage 1	Stage 2	Surv. 1	Surv. 2	Surv. 3	Surv. 4	Surv. 5	Stage 2 (Recertification)	Additional Surv. 1 through Surv. 5		Stage 2 (Recertification)***
New	SA \$300 + IE \$75	IE \$75		IE \$75		IE \$75		SA \$300 + IE \$75			SA \$300 + IE \$75
Recertification		SA \$300 + IE \$75		IE \$75		IE \$75		SA \$300 + IE \$75			SA \$300 + IE \$75
Transition occurs in Surveillance 1			SA \$300 + IE \$75		IE \$75		IE \$75	SA \$300 + IE \$75			SA \$300 + IE \$75
Transition occurs in Surveillance 2				SA \$300 + IE \$75		IE \$75		SA \$300 + IE \$75*	IE \$75*		SA \$300 + IE \$75
Transition occurs in Surveillance 3					SA \$300 + IE \$75		IE \$75	SA \$300 + IE \$75*	IE \$75*		SA \$300 + IE \$75
Transition occurs in Surveillance 4*						SA \$300 + IE \$75		SA \$300 + IE \$75**	IE \$75**	IE \$75**	SA \$300 + IE \$75
Transition occurs in Surveillance 5*							SA \$300 + IE \$75	SA \$300 + IE \$75**	IE \$75**	IE \$75**	SA \$300 + IE \$75

\*Companies that transition during Surveillance 2 and Surveillance 3 will be certified if they meet the requirements of SA8000:2014, but still need to conduct an additional IE anytime during their second recertification cycle.

\*\* Companies that transition during Surveillance 4 and Surveillance 5 will be certified if they meet the requirements of SA8000:2014, but still need to conduct 2 additional IEs anytime during their second recertification cycle.

\*\*\* After the first re-certification cycle, companies that transition during Surveillance 2, 3, 4, or 5 will not need additional IE.

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## WHAT IS SAI OFFERING THE SA8000 APPLICANT, CLIENTS, AND CERTIFICATION BODIES WITH THIS NEW CERTIFICATION SCHEME?

The integration of the Social Fingerprint self-assessment and independent evaluation tools will directly connect SAI with the stakeholders in the certification scheme, which allows us to provide additional resources and tools to strengthen the integrity and effectiveness of the system.

Building a network of participants will give us insight to plan **regional conferences** for SA8000-certified facilities and **calibrations** for Certification Bodies to learn best practices directly from one another. We will also have a better understanding of the needs of our auditors and certification bodies to offer focused **courses** and **webinars** on elements of the SA8000 Standard that need more guidance and clarity.

If you have any questions regarding SA8000:2014 and Social Fingerprint integration, please contact [SA8000@sa-intl.org](mailto:SA8000@sa-intl.org).