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| **Certified Entity:** |  | **Date:** |  |

*►* **Please complete this form for your operation, assessing your ability to comply with the changes required by GOTS 7.0. If you certify FACILITIES that are wholly owned by your Certified Entity, you may include the changes for each facility on one document.** **If information differs, please complete a form for each Facility.**

*►* **Each Subcontractor included on your Scope Certificate should complete a separate form assessing their ability to comply with the changes required by GOTS 7.0.**

*►* **If you would prefer to fill out complete OSP documents instead of this form, you may download them from our website.**

**Check here to confirm no Contact Information changes are needed.**

**If any changes/updates are needed, or the Primary Contact above was not previously listed, go to** [**www.tilth.org**](http://www.tilth.org) **to complete and attach a Contact Change Form.**

**GOTS OSP DOCUMENT (FT) CHANGES FOR REVIEW**

► **If any of the following questions apply to your operation (per each FT-OSP Document listed below), you must review and complete new worksheets!**

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| **FT3 PRODUCT & INGREDIENT SUMMARY**  **Section 3.2-#9**  Are systems in place to provide volume reconciliation for the entire amount of raw fiber or GOTS Goods purchased and/or produced in relation to the amount of goods sold? *(aka: Production Report/Inventory Data)*  Yes  No  **Section 3.3-#1 –**  **FIRST PROCESSORS (GINS) OF ORGANIC COTTON**: Is your operation a First Processor of Organic Cotton (e.g., a Gin)?  No  Yes; **if YES, describe the following:**   * Process for meeting Pesticide Residue Testing Requirement of all suppliers before accepting material: * Process for meeting the GMO Testing requirement of all suppliers before accepting materials:   **Section 3.6 – Additional Fibers & Accessories**  ► You must have your supplier of additional fibers, or manufacturer of the accessories, completethe updated **GOTS Worksheet 5**. Please also provide supporting documentation to support the approval of the material.  **Section 3.7 - Chemical Input Management & Criteria:**  ► You must have your supplier chemical inputs complete the updated **GOTS Worksheet 1**. Please also provide supporting documentation to support the approval of the material.  **Section 3.8-Limit Values for Residues in GOTS Goods:**  ► You must have your supplier chemical inputs completethe updated **GOTS Worksheet 4**. Please also provide supporting documentation to support the approval of the material. |
| **FT4 Social Criteria Practices**:  **GOTS 4.4-Human Rights & Social Criteria:** The social criteria described below apply to all textile processing, manufacturing, and trading stages which are employing workers. While it is understood that GOTS does not apply at  the farm level, the same principles and requirements apply to the farm level, taking account for its specific nature and recognizing the limited direct monitoring and assurance possibilities with this standard. The Certified Entity shall respect human rights. The Certified Entity shall avoid causing, contributing, soliciting, encouraging, or supporting human rights abuse through their activities.  Further, the Certified Entity shall address any adverse human rights impacts or risks thereof for which they are responsible or with which they are involved. For adequate implementation and assessment of the following specific criteria adherence to the corresponding International Labour Conventions of the International Labour Organization (ILO), United Nations Guiding Principles on Business and Human Rights (UNGPs) and OECD shall be assured. Certifiers are expecting to study, assimilate, and consider local national conditions in their risk assessment while conducting inspections and Audits. Extensive resources are available within the [**Manual for the Implementation of GOTS**](https://global-standard.org/downloads#standardandmanual).  Certified Entities shall create awareness on GOTS social criteria within their workforce by appropriate means. GOTS requires operations assign a Social Compliance Manager and that the workers nominate a Social Accountability Representative from the staff who can provide feedback to the management regarding the implementation and compliance with the Social Criteria.  During your inspection, please ensure the following documentation is available for review to verify compliance to the GOTS Social Criteria Standard:  ► Employee Handbook  ► Quality Manual  ► Training documentation  ► Human Rights Policies  ► Certificate or documentation for other Social Compliance Audits (e.g., SA8000; Fair Trade, SMETA, WRAP, FLA, etc.)  ► Lists of workers with individual employee records available, as applicable  **Section 4.4-#8**  If underage children are found to be working, are there remediations available for the child?  Yes  No; please describe:  **Section 4.4.7-#9c**  Are doors to facilities unlocked and unobstructed while workers are present?   Yes  No  **#10**  Is there a zero-tolerance policy against workplace discrimination, harassment, or violence of any kind including sexual and gender-based violence?  Yes  No   * 1. Please describe the system that informs employees of procedures in place to investigate all allegations of discrimination, violence, and harassment:   2. Are disciplinary procedures in place to address findings of investigations, as applicable?  Yes  No   3. Are disciplinary procedures communicated to workers before they begin work?  Yes  No   **#13 – Question updated to include more specific information:**  Have workers been provided with written and understandable information about their wages and benefits prior to accepting employment?  Yes  No   * 1. Are wages paid regularly?  Yes  No   2. How are wages paid?   3. Is any work paid at Piece Rate?  Yes  No   **GOTS 4.4.8-Human Rights & Social Criteria:** Requires certified operations to calculate the “Living Wages” for their respective operations and compare Living Wages data with renumeration data and calculate the “Wage Gap” for their workers. Certified operations are also required to develop a plan to cover the Wage Gap and pay the Living Wage to its workers. Benchmarks used may include the Global Living Wage Coalition or the Living Wage Calculator at [**livingwage.mit.edu**](https://livingwage.mit.edu/). Please see the [**Manual for the Implementation of GOTS**](https://global-standard.org/downloads#standardandmanual)for details.  **Method Used for Determining Living Wage:**  **Please describe current positions and pay rates for employees in the following table:**  **Position Current Living Wage Living Wage Range Wage Gap**  1-                       2-                       3-                       4-                       **#14**  If there is a Wage Gap, provide a plan to cover the Wage Gap and pay the Living Wage to workers. Please refer to the [**Manual for the Implementation of GOTS**](https://global-standard.org/downloads#standardandmanual) for methodology.  **#16 – Question updated to include more specific information:**  Are overtime hours worked?  Yes No   * 1. Is overtime voluntary?  Yes  No   2. Is overtime work performed on a regular basis?  Yes  No   3. Does overtime work exceed 60 hours per week on a regular basis?  Yes  No   **#19**  Are Home Workers used for any part of production?  Yes  No  **#20a**  Are workers informed of their participation in GOTS and the provisions included within the Social Criteria?  Yes  No |
| **FT5 SANITATION & WATER PRACTICES**  **Section 5.2 #1-WASTEWATER TREATMENT**  List Processes where water is used (e.g., dyeing, purification, nonwoven, retting, scour):  **Section 5.2 #2**  Do you directly or indirectly discharge wastewater?  Yes  No   * 1. If yes, describe your internal or external Effluent Treatment Plan (ETP), please also include a description of the training plan:   **Section 5.2 #4 – New question added:**  Are the national and local legal requirements for wastewater treatment, including limit values regarding pH, temperature, TOC, BOD, COD, color removal, residues of (chemical) pollutants and discharge routes fulfilled?  Yes  No  **Section 5.2-#6**  Are AOX limits reviewed and in compliance?  Yes  No  **Section 5.2 #7**  Please confirm that testing and analyses of wastewater are performed to include the guidance included in the Manual for the Implementation of GOTS for 4.3.2.4 and provide testing frequency.  Confirmed. If no, explain:  **Section 5.2 #8**  Are tests performed internally or by an external lab?  Internal  External  **Section 5.2 #9**  If Internal, please provide texting criteria used:­­­­­­­­­­­­­­­­­­­­­­­­­­­  **Section 5.2 #10**  If External, please provide the name of the lab and criteria used:  **Section 5.2 #11**  Please attach the most recent wastewater analysis.  Attached  **Section 5.3 ENVIRONMENTAL MANAGEMENT**  ► Even if you do not physically handle product as part of your GOTS Activities, the standard requires a **written environmental policy** and information regarding energy use to be collected annually at the time of the audit.  **Section 5.3 #4** Describe your Greenhouse Gas Emission Management program:  **Section 5.3 #9** Do you make your Environmental Policy available to all employees?  No  Yes |
| **FT6 RECEIVING-STORAGE-PACKAGING-SHIPPING PRACTICES –**  **GOTS 2.6 Segregation, Storage, Packaging and Transport**  **Section 6.3 #2**  Are products shipped in plastic packaging?  No  Yes   1. GOTS does not allow GOTS Goods to be packaged in chlorinated plastics (PVC) packaging, what documentation do you retain to show compliance? 2. Are products packaged in bioplastic packaging? What assurances are in place to show that the plastic is produced from non-GMO biomass sources and are certified/tested to be nontoxic, biodegradable, or home/industrially compostable? 3. What measures do you use to reduce plastic use in packaging? |
| **FT8 RECORD KEEPING PRACTICES**  **Section 8.1 #4** Are Transaction Certificates (TCs) for all fiber purchases received and maintained?  Yes  No  Are TCs requested and obtained from Oregon Tilth for all sales of GOTS Goods?  Yes  No  **Section 8.4 RECORD EXAMPLES – List of examples updated to add the following records you may be asked to provide at an inspection:**   * Due Diligence implementation framework * Responsible Business Conduct Policies * Transaction Certificates for all incoming GOTS purchases, and for all GOTS sales * Employment Policies |
| **FT9-PERSONAL CARE & FOOD CONTACT TEXTILE DECLARATION**  **GOTS 6.1** lists criteria for Textile Personal Care Products that deviate from or are set in addition to the general criteria of the Standard. Important note: any entity selling personal care products must be aware of and meet the specific legal (hygienic) requirements applicable for its products and in the country/region where they are sold. If the legal requirements conflict with the environmental criteria of GOTS, except where specified in the Annex, then these products cannot be certified to GOTS.  In the Standard, Textile Personal Care Products are grouped as:   * **Group I:** Topical products – such as cotton wool, sanitary towels, bandages, diapers, cotton gauze, and other wound care products. * **Group II:** Physically invasive products – such as tampons and dental rolls and   Clinically invasive products – such as surgical swabs and gauze swabs.  **Question #7**  Tampon applicators must include only paper or cardboard. Do applicators satisfy chemical residue requirements of **GOTS 7.0-Section 5.2.8**?  Yes  No  N/A  **Question #8**  If security veils are used, are they made of 100% organic cotton fibers?  Yes  No  N/A  **Question #12 –**If fragrances, lotions, and lubricants are used, do they comply with the input criteria of GOTS?  Yes  No  N/A  **Section 6.2 #3**  Is printing on Food Contact Textiles done only on one side?  Yes  No   1. If yes, is it confirmed that chemical substances are not transferred through the substrate?  Yes  No |
| **FT10**  All GOTS Clients must fill out the new **FT10: Due Diligence Management Process** |

**GOTS WORKSHEET CHANGES FOR REVIEW**

► **If any of the applicable services/materials apply to your operation, you must review and complete new worksheets!**

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| **Worksheet 1-PROHIBITED & RESTRICTED INPUTS IN ALL PRODUCTION**  If applicable to your services/materials, this worksheet must be completed  ***by the Supplier or Manufacturer*** *of the Prohibited Inputs or the Restricted Inputs.*  Attached. |
| **Worksheet 2-PRE-TREATMENT AND OTHER WET PROCESSING STAGES**  If applicable to your services/materials, this worksheet must be completed ***by the Certified Entity (you)*** *of the Treatments or the Processes.*  Attached. |
| **Worksheet 3-REQUIREMENTS FOR ADDITIONAL FIBER MATERIALS AND ACCESSORIES**  If applicable to your services/materials, this worksheet must be completed  ***by the Certified Entity (you)*** *of the additional fiber materials and accessories.*  Attached. |
| **Worksheet 4-LIMIT VALUES FOR RESIDUES IN GOTS GOODS**  If applicable to your services/materials, this worksheet must be completed  ***by the Certified Entity (you)*** *of the GOTS Goods.*  Attached. |
| **Worksheet 5-LIMIT VALUES FOR RESIDUES IN ADDITIONAL FIBER MATERIALS & ACCESSORIES**  If applicable to your services/materials, this worksheet must be completed  ***by the Supplier or Manufacturer*** *of the Fiber Materials or the Accessories.*  Attached. |