**Assessment template follow-up China**

1. Save a copy of the received Excel document and perform the assessment in the document, i.e. give the answers a color (green, yellow, red).
2. Note at **Date** if the answer has been received on time.
3. Add a row for **Date of assessment** below **Date**.
4. Note whether forwarding has taken place, at **If you are a wholesaler or retailer, fill in the left-hand columns and forward the document to the brand owner**.
5. Note whether forwarding has taken place, at **If end production does not take place in China, forward the document to the end manufacturer in order for them to follow-up at component level**.
6. If production in Xinjiang, provide name of the manufacturer and address to the production facility

|  |  |
| --- | --- |
| Blank |  |
| Name of manufacturer and address |  |

1. If production outside Xinjiang, provide name of the manufacturer and address to the production facility

|  |  |
| --- | --- |
| Blank |  |
| Name of manufacturer and address |  |

1. Does the manufacturer in column G employ workers from Xinjiang who were sent by the government? Has it done so in the past? Indicate if the matter is under investigation and see Annex 1 for guidance.

|  |  |
| --- | --- |
| No |  |
| No, but has done so in the past |  |
| Matter is under investigation  |  |
| Yes |  |

1. Does the manufacturer in column G source inputs produced in Xinjiang? Indicate if the matter is under investigation.

|  |  |
| --- | --- |
| No |  |
| Matter is under investigation |  |
| Yes |  |

1. Have you instructed the manufacturer in column G to end all sourcing of inputs produced in Xinjiang, unless there is credible evidence that the input-supplier is *not* complicit in human rights violations including forced labour?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

1. Do you have access to the manufacturer's production facility (column F or G)?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

1. Can access to the production facility (column F or G) be granted to the signatories?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

1. Have you directed the manufacturer in column G not to use government-provided labour from Xinjiang?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

1. When was the last audit conducted of the production facility (column F or G) and did this audit use credible methods to detect this specific type of state-imposed forced labour? See Annex 1 for guidance.

|  |  |
| --- | --- |
| Audit in the last year |  |
| The issue has not been taken into account |  |
| Audit further back in time  |  |
| No audit has been conducted |  |

1. When is the next audit scheduled for the production facility (column F or G) and how will you ensure that this audit will use credible methods to detect this specific type of state-imposed forced labour? See Annex 1 for guidance.

|  |  |
| --- | --- |
| Audit planned |  |
| The issue has been taken into accout |  |
| The issue has not been taken into account  |  |
| No audit planned |  |

1. Does the manufacturer in column G also have production facilities located in Xinjiang? Is the manufacturer or the province where the production facility is located involved in the mutual pairing assistance program ("industrial Xinjiang aid")?

|  |  |
| --- | --- |
| No, no facilities in Xinjiang |  |
| Yes, facilities in Xinjiang  |  |
| Involved in the mutual pairing assistance program  |  |

1. What other activities have you conducted or planned to monitor the manufacturers’ compliance with agreement conditions, including upstream?

|  |  |
| --- | --- |
| Examples of activities are provided |  |
| No examples of activities are provided  |  |

1. Have you conducted or planned any remedial actions?

|  |  |
| --- | --- |
| Yes |  |
| No  | (Doesn’t have to be yellow, can be green)  |

1. Are you planning to disengage or have you completed disengagement? If either of these circumstances, provide assessments of potential adverse human rights impacts of disengaging.

|  |  |
| --- | --- |
| Yes |  |
| Assessment of adverse impact exists |  |
| Assessment of adverse impact does not exist  |  |
| No  | (Doesn’t have to be yellow, can be green red)  |

1. In case of a crucial business relationship, explain the decision not to end the relationship, including how this decision aligns with your policies and priorities, what actions are being taken to attempt to apply leverage to mitigate the impacts, descriptions of how the situation is reported internally, and timelines for when the decision will be revisited.

|  |  |
| --- | --- |
| Blank |  |
| *Crucial Business Relationship* identified |  |

1. Add a row/column for final assessment: **Has the supplier reached a reasonable level of credibility in terms of the absence of forced labour of Uyghur and other Turkic and Muslim groups in supply chains?**
* How well has the supplier filled in the document? Is there a lot of missing information? Does the document need to be supplemented in order for an assessment to be made?
* Have the follow-up measures been forwarded?
* Is there a lot marked yellow and red? Red markings on questions 6, 8, 9 and 20 (columns F, H, I, T) are strong warning signs. The goal is for everything to be green.
* What information needs to be requested to verify the information? Example:
	+ Verifications of instructions to manufacturers to end all sourcing of inputs produced in Xinjiang, unless there is credible evidence that the input-supplier is *not* complicit in human rights violations including forced labour (e.g. formal letters or email communication)
	+ Verifications of instructions to manufacturers not to use workers from Xinjiang who were sent by the government (e.g. formal letters or email communication)
	+ Audit reports [*inter alia* to verify method]
	+ Verifications of other conducted or planned activities to monitor the manufacturers' compliance with agreement conditions, including upstream (e.g. notes from meetings with suppliers, communications, evidence of cooperation in multi-stakeholder initiatives and industry organisations)
	+ Verifications of conducted or planned remedial actions (e.g. notes from meetings with suppliers, communications, evidence of cooperation in multi-stakeholder initiatives and industry organisations)
	+ Assessments of potential adverse human rights impacts of disengaging
	+ Explanations of decisions not to end relationships, including how the decisions align with the supplier’s policies and priorities, what actions are being taken to attempt to apply leverage to mitigate the impacts, descriptions of how the situation is reported internally, and timelines for when the decision will be revisited