



Social Accountability Accreditation Services (SAAS)  
A division of Social Accountability International (SAI)

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July 1, 2019

Dear colleague,

Following review of feedback from Certification Body representatives and other stakeholders (and our prior communications on 10<sup>th</sup> May), SAAS (on behalf of SAI) has completed a 'clarification review' and update of SAAS Procedure 200 – Version 4.1. Links to the revised documents are provided below, as well as on the SAAS website, in the [Document Library](#).

- [SAAS Procedure 200:2019 v4.1 June.2019](#)
  - *(Clarifications Incorporated)*
- [SA8000 Supplement 1 - Working Hours](#)
  - *(Unchanged)*
- [SA8000 Supplement 2 - Annual Surveillance Program](#)
  - *(Implementation date extended to September 30, 2019 – Note: the dates for full conformity to requirements [December 31, 2019 & December 31, 2022] remain unchanged.)*

The amendments (highlighted in turquoise in version 4.1) do not alter the fundamental approach of the annual surveillance program or other major changes outlined in our letter of May 10, but rather seek to provide increased clarity (and in some cases flexibility) regarding our intentions. The following may be of particular interest to Certification Body managers:

1. Guidance on Certification scope (Section 10) expanded to incorporate language previously in section 6 and to address ongoing challenges identified by users.
2. Audit Transfers when CB is no longer accredited – defined to be more understanding of, and equitable towards, the certified organisation's needs.
3. Figure 4 "Multi-Site Surveillance and Recertification Audit Planning" added to section 21 to more transparently align single-site and multi-site certification scheduling and expectations.
4. Note regarding external scheme (non-SA8000) expectations added to 11.1.8.
5. Newly introduced "Follow-up Review" Expectations more fully defined (7.2.36, 16.1 & 16.2).

We would like to take this opportunity to thank all who contributed to the above clarifications. Unfortunately, not all suggestions could be considered due to their non-alignment with SAI/SAAS intent.

All changes outlined above may be applied with immediate effect, however **CBs have until 30<sup>th</sup> September 2019 to complete system changes** to come into full conformity with the revised requirements.



*Advancing the human rights of workers around the world.*

We thank you, once again, 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](mailto:SAAS@SAASAccreditation.org) for consideration in future versions of SAAS Procedure 200.

Sincerely,

**John Brookes**

Executive Director

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[www.saasaccreditation.org](http://www.saasaccreditation.org)