

APSCA is a collaboration between the auditors, stakeholders, and customers of the social compliance audit industry, which plays a vital role in initiatives to assess and improve workplace conditions throughout global supply chains. APSCA aims to maintain and raise the value, quality, consistency and integrity of the industry, by establishing professional certification standards and processes for social compliance auditors and the firms for which they work.

APSCA is not a regulatory body. It does not grant or deny permission to firms or individuals to perform social compliance audits. While companies and organisations may consider the credibility of APSCA membership in the engagement of social compliance auditors and audit firms, APSCA does not provide recommendations of auditors or firms.

All the business of APSCA is conducted in the English language. That does not preclude Member Firms and Auditors from conducting their business in any other language.

Social Compliance Audits

A social compliance audit is a means of evaluating, measuring, understanding and reporting an organization's social and ethical performance.

A social compliance audit requires consideration of each of the sections in the APSCA Competency Framework with the capture and evaluation of sufficient evidential matter to assess performance relative to each section by an APSCA Certified Social Compliance Auditor (CSCA). Competent capture of sufficient evidential matter includes at a minimum:

- Observations of conditions in the facility*, which include the work area and any other relevant areas;
- Review of records and policies related to Code sections;
- Management interviews;
- Worker* interviews; and
- Triangulation of all information.

CSCA and Member Firms have the responsibility to ensure that appropriate time is spent on site to competently achieve these tasks. Appropriate time is a function of many factors, including but not limited to the number of workers and physical size of the facility. Industry standard practice indicates that effective consideration would generally require a minimum of one auditor day on site for small facilities (e.g. less than 100 workers), whereas for larger facilities with more workers, two or more auditor days will be required on an incremental basis based on the number of workers and the physical size of the facility.

Audit Scope:

- Includes:
 - worker interviews
 - facility tour
 - document review including payroll, policies
 - Building / dormitories located at same or different locations

***Notes:** The term facility is a generic term and relates to any place where product is made, grown, distributed or sold etc.

Workers include direct employees, contractors, temporary workers and all other persons on site

APSCA Code of Professional Conduct

The APSCA Code of Professional Conduct sets out the ethical and other duties of Member Firms and Auditors. In particular, it aims to ensure the independence of Firms and Individual Auditors from the organisations they audit.

APSCA Competency Framework

The APSCA Competency Framework lists the foundational skills that APSCA expects Member Firms and Auditors to hold and maintain, along with the Functional Knowledge Areas that APSCA expects Member Firms and Auditors to assess in conducting social compliance audits. They include the following:

FOUNDATIONAL SKILLS

- Strategic and Systems Thinking
- Professional and Ethical Behavior
- Observation and Investigation
- Data Collection and Analysis
- Problem Solving and Analytical Decision Making
- Management Systems
- Documentation Review
- Interview Skills
- Communication, Relationship Management and Conflict Resolution
- Self-Management
- Standards, Laws and Regulations

FUNCTIONAL KNOWLEDGE AREAS

- Business Legitimacy and Integrity of Records
- Underage Labour
- Discrimination and Disciplinary Practices
- Forced Labour
- Working Hours and Overtime
- Freedom of Association and Effective Recognition of the Right to Collective Bargaining
- Harassment and Abuse Practices
- Wages, Benefits and Terms of Employment
- Subcontracting
- Occupational Health and Safety
- Anti-Bribery

APSCA By-laws

The APSCA By-laws regulate APSCA and its dealings with Members, as well as dealings between Members. They are primarily administrative and available via APSCA's website.