



## **Asda Programme Transition - Frequently Asked Questions**

### **Why is the programme evolving?**

Asda is updating its programme to focus on mitigating and managing risk, maintaining compliance and drive continuous improvement, as we move away from the Walmart Global Programme.

### **What are some of the key changes?**

Key changes to the programme include:

- Better utilisation of data from ALL suppliers via the SEDEX platform
- A tiered system of responses to data including Self-Assessment Questionnaires, remediation tools or third-party audit.
- Developed key policies and documents including - Standards for Suppliers, Supplier Requirements and Guidance and Transparency Policy
- A robust consequence process.
- Clear lines of accountability for suppliers to self-manage via Self-Assessment Questionnaires

### **How is this different to the Walmart programme?**

The Walmart programme required suppliers to undergo audits based on country level risk only with ongoing cadence determined by a colour graded audit assessment. The new Asda Responsible Sourcing programme will be initiated with a supplier self-assessment providing risk visibility to Asda without automatically first requiring an audit. Suppliers will need to be a SEDEX member and complete the SEDEX Self-Assessment Questionnaire (SAQ) to 100%. This will inform the risk score which determines the next step which could be audits and /or training or ongoing 6 monthly maintenance to updated site SAQ information. This approach encourages suppliers to proactively manage their own suppliers, sites and supply chains and potentially benefit from reduced audit costs and frequency. In addition, it allows Asda to monitor ongoing due diligence and appropriate remedial actions where required. The scope of the Responsible Sourcing programme is also being extended to provide greater coverage for our Goods Not for Resale (GNFR) suppliers. GNFR suppliers who are currently not in scope, but are required to provide transparency will be contacted by the Responsible Sourcing team).

### **When do these changes come into effect?**

We will be transitioning to the Asda programme from the 19th May 2021.

### **What should I stop/start doing from this date?**

#### **START doing the following:**

- Read and understand the Standards, Transparency policy and Supply Chain Monitoring Requirements and Guidelines.
- Understand the audit programme's expectations and requirements.

- If an existing SEDEX member – link to the Asda applicable codes and update your SAQ.

### **STOP doing the following:**

- Communicating with the Walmart team on any Asda responsible sourcing issues or queries
- Scheduling Walmart Responsible Sourcing Audits for Asda

### **What is SEDEX?**

**SEDEX (Supplier Ethical Data Exchange)** is one of the world's leading ethical trade membership organisations, working with businesses to improve working conditions in global supply chains. They provide an online platform, tools and services to help businesses operate responsibly and sustainably, protect workers and source ethically.

### **If I am not already a member, do I need join SEDEX immediately?**

For those suppliers who are not already members of SEDEX, we aim for end September 2021 for suppliers to join, link their facilities and complete the Self-Assessment Questionnaires. If this poses a challenge, please talk to us about specific timelines.

### **Are there different types of SEDEX Memberships?**

Yes, and you will need to ensure you have the correct one in order to link to us and your facilities. This is typically an AB membership depending on your business structure.

### **Is there a cost for joining SEDEX?**

We are aware that many of our suppliers are already SEDEX members, additional costs will only be applicable if they need to disclose additional facilities to us or if a change in your membership type is required. The cost of adding a site (B membership) to the SEDEX platform is £100 per site. For suppliers that are not currently members of SEDEX, full details of pricing are available at <http://www.sedexglobal.com/join-sedex/pricing/>.

If you are not already a member, there is an initial one-time set-up cost and associated membership fee that is based on your annual turnover. If you have any queries relating to your membership fees, please speak with SEDEX directly.

Annual sales turnover	Set up cost	Annual subscription fee	Total cost (first year)
< £10 million	£2,402	£2,700	£5,102
£10 – 100 million	£3,274	£3,500	£6,774
£101 – 500 million	£5,135	£4,200	£9,335
£501 – £1 billion	£5,927	£5,100	£11,027
£1 – 2 billion	£6,798	£5,900	£12,698
£2 – 5 billion	£13,471	£9,800	£23,271
£5 – 8 billion	£22,858	£19,500	£42,358
£8 – 15 billion	£31,992	£29,000	£60,992
> £15 billion	£41,237	£39,000	£80,237

## Can Asda request the relationship in Sedex? \*Added 28.05.21

We expect suppliers to initiate the Sedex relationship and link all facilities to their profile. If you experience issues please contact Sedex directly or [responsiblesourcingqueries@asda.co.uk](mailto:responsiblesourcingqueries@asda.co.uk) who will assist.

### What do suppliers need to do on SEDEX?

**Non-members:** Join SEDEX and link your supplier account AND your sites to the correct Asda SEDEX code that you supply as below. If you supply multiple areas and codes, please link to both. Following this please complete the SAQ and make sure all audits are visible to Asda;

- Asda General Merchandise - ZC414283949
- George - ZC1086103
- IPL (International Procurement and Logistics) - ZC4175422
- Asda Grocery - ZC1069018
- Asda GNFR - ZC4175399

**Existing Members:** Link your supplier account (directly to Asda) AND sites (directly to you and indirectly to Asda) to the correct SEDEX code as above ensuring that site relationships are correctly established and that your SAQ information is up to date.

All SAQs should be completed to 100%. Once complete, inform the Responsible Sourcing team via: [responsiblesourcingqueries@asda.co.uk](mailto:responsiblesourcingqueries@asda.co.uk) who will provide next steps and guidance based upon the site risk score.

Cadence: In all circumstances Suppliers will be required to update SAQs every six months to demonstrate their compliance and continuous improvement.

Should suppliers experience difficulties with anything related to SEDEX there are local SEDEX helpdesk numbers:

<b>Contact Us</b> helpdesk@sedex.com +44 (0)20 7902 2320	<b>Europe Helpdesk</b> helpdesk@sedex.com +44 (0)20 7902 2320	<b>North America Helpdesk</b> helpdesk@sedex.com +1 877 355 4866
<b>Latin America Helpdesk</b> helpdesklatam@sedex.com +56 2 25940272	<b>Brazil Helpdesk</b> helpdesk@sedex.com +55 1143800873	<b>China Helpdesk</b> helpdeskchina@sedex.com +86 (0)21 8031 1666
<b>Japan Helpdesk</b> helpdesk@sedex.com +81 (0)3 4520 9729	<b>Australia Helpdesk</b> helpdesk@sedex.com +61 284172844	<b>India Helpdesk</b> helpdesk@sedex.com +91 124 6033700
<b>South Africa Helpdesk</b> helpdesk@sedex.com 0875508494	<b>Egypt Helpdesk</b> helpdesk@sedex.com 08000060105	<b>Head Office</b> helpdesk@sedex.com +44 (0)20 7902 2300 5 Old Bailey, London, EC4M 7BA

What does 'Transparency' mean?

Transparency is the method for suppliers to share their facility audit information with Asda, including demonstrating compliance and continuous improvement. This enables the Responsible Sourcing team to approve facilities for order placement to the buying teams.

### **What risk ratings will Asda use? \*Added 28.05.21**

These will be reviewed periodically. As our data improves and we better understand the risks within our supply chains we will begin to set thresholds that align with our objective to drive continuous improvements.

### **Will my sites need an audit?**

Only if they are identified as higher risk following completion of their SAQ. Please note, subsequent partial audits may be required to remediate any non-conformances identified enabling your sites to reduce their overall risk scores and thus mitigating the need for repeated audits. Suppliers are accountable for the closure of ALL non-conformances found in-line with the specified timeframes and they must notify Asda Responsible Sourcing within 48 hours of their audit should any Business Critical and / or Critical findings be found.

### **How will I know when my sites require an audit?**

The Asda Responsible Sourcing team will contact suppliers required to submit an Audit.

### **How much does an audit cost?**

Asda is not involved in determining the cost of 3<sup>rd</sup> party audits. Audit fees are primarily set by audit firms and will vary depending on the firm selected, facility location, number of workers and other factors. We therefore suggest suppliers acquire quotations from APSCA approved audit firms and negotiate as necessary.

### **What happens if we cannot meet the requirements?**

The Asda Responsible Sourcing team will work with you where possible to understand any challenges and takes a pragmatic view and recognises that audits are not always the answer to social and ethical supply chain issues and recognises and rewards suppliers with the right attitude to Responsible Sourcing.

### **What will happen to Retail Link and Factory Audit System?**

You will be adding and maintaining your sites directly onto Asda systems, this will no longer be required for Responsible Sourcing, and your primary connection with Asda for Responsible Sourcing audit information will be via SEDEX.

### **Will we still need to use Retail Link? \*Added 28.05.21**

The business will still utilise retail Link and generate factory IDs for the listing of new lines and placement of orders.

The key change will be for facilities in scope for the Transparency policy, the facility will need to meet the requirements (e.g. Join Sedex, link to the correct business area(s) and ensure

the facility has completed their Sedex SAQ.) before it will be activated by Responsible Sourcing.

**Is the George onboarding form still required? \*Added 28.05.21**

Yes – the business will still utilise onboarding forms, please continue to provide information to Asda in the same formats to enable facility activations.

**What if I supply Asda with Disney branded products?**

All facilities that supply Disney products under the “Direct To Retail (DTRT)” process to Asda must still submit a Disney compliant audit on an annual basis to comply with the Disney Facility and Merchandise Authorization (FAMA) certification.

If you have any queries, please use the following contacts:  
George Apparel suppliers please contact [Indira.Chaohan@asda.co.uk](mailto:Indira.Chaohan@asda.co.uk)  
All other suppliers please contact [ResponsibleSourcingQueries@asda.co.uk](mailto:ResponsibleSourcingQueries@asda.co.uk)

**What if I have a facility in Bangladesh?**

All Bangladesh facilities require an additional Structural, Electrical and Fire safety audit under Nirapon.

If you have any queries, please contact the following:  
George Apparel suppliers please contact [Indira.Chaohan@asda.co.uk](mailto:Indira.Chaohan@asda.co.uk)  
GNFR suppliers please contact [ResponsibleSourcingQueries@asda.co.uk](mailto:ResponsibleSourcingQueries@asda.co.uk)  
All other suppliers please contact your sourcing manager

**What if I still supply Walmart, or Asda via Walmart Global Sourcing (WGS)?**

Suppliers via WGS must comply with the specifications laid out by Walmart. Please speak to the below contacts if you have any further queries on the Walmart programme.

Suppliers based in North, South & Central America: [rssfaam@walmart.com](mailto:rssfaam@walmart.com)  
Suppliers based in China & Far-East: [rssfacn@walmart.com](mailto:rssfacn@walmart.com)  
Suppliers based in India, Europe, Africa, Middle East and all other countries: [rssfain@walmart.com](mailto:rssfain@walmart.com)

Suppliers to Asda via WGS will be required to link to WGS at the supplier level and indirectly to Asda at the facility level.

**I am a GNFR products supplier/services provider who is currently not in scope for the Responsible Sourcing programme, do I need to provide Transparency to my supply chain?**

At present we are working to assess the risk associated with certain GNFR products suppliers and service providers. We will contact all suppliers who we deem to be in-scope shortly. At this time, if you have any questions, please contact [responsiblesourcingqueries@asda.co.uk](mailto:responsiblesourcingqueries@asda.co.uk)

**What if I require support regarding Supply Chain Security (SCS)?**

Please contact [tracey.hancock@asda.co.uk](mailto:tracey.hancock@asda.co.uk)

**What if I require support regarding Factory Capacity & Capability Audits (FCCA)?**

Please contact [FCCA@wal-mart.com](mailto:FCCA@wal-mart.com)

## Who do I contact if I require support?

In this first instance please direct any queries via email to [responsiblesourcingqueries@asda.co.uk](mailto:responsiblesourcingqueries@asda.co.uk), and the Asda Responsible Sourcing team will be happy to provide guidance and support. Should you need to speak to your relevant Responsible Sourcing partner, contact details are below:

	Asda Responsible Sourcing Contact	Email
General Queries		<a href="mailto:responsiblesourcingqueries@asda.co.uk">responsiblesourcingqueries@asda.co.uk</a>
IPL & Non-edible Grocery	Carrie Worsley	<a href="mailto:Carrie.worsley@asda.co.uk">Carrie.worsley@asda.co.uk</a>
GNFR	Danielle Cairns	<a href="mailto:Danielle.cairns@asda.co.uk">Danielle.cairns@asda.co.uk</a>
George & GM	Caroline Gee	<a href="mailto:Caroline.gee@asda.co.uk">Caroline.gee@asda.co.uk</a>
Fresh Food	Duncan Warner	<a href="mailto:Duncan.warner@asda.co.uk">Duncan.warner@asda.co.uk</a>
Modern Slavery	Anna Smith	<a href="mailto:Anna.smith@asda.co.uk">Anna.smith@asda.co.uk</a>

In addition, supplier drop-in sessions have been arranged should you have further questions about the changes scheduled below:

Date	Drop-in time (GMT)	Zoom Meeting ID	Date	Drop-in time (GMT)	Zoom Meeting ID
19 <sup>th</sup> May 2021	10:30-11:30 am	<a href="#">99266975744</a>	7 <sup>th</sup> July 2021	3-4pm	<a href="#">92261568968</a>
26 <sup>th</sup> May 2021	3-4pm	<a href="#">92261568968</a>	14 <sup>th</sup> July 2021	10:30-11:30 am	<a href="#">99266975744</a>
2 <sup>nd</sup> June 2021	10:30-11:30 am	<a href="#">99266975744</a>	21 <sup>st</sup> July 2021	3-4pm	<a href="#">92261568968</a>
9 <sup>th</sup> June 2021	3-4pm	<a href="#">92261568968</a>	28 <sup>th</sup> July 2021	10:30-11:30 am	<a href="#">99266975744</a>

## Further sources of information can be found on the Supplier websites:

Asda Standards for Suppliers  
 Asda Disclosure/Transparency Policy  
 Asda Audit Policy

George Apparel suppliers please use this [link](#) to the George Clothing supplier website  
 All other suppliers please use this [link](#) to the Asda supplier website

[Asda Modern Slavery Statement](#)  
[Colleague Modern Slavery Policy](#)  
[Supplier Modern Slavery Policy](#)