

Template 11: Producer Self-Assessment

This template of the amfori BSCI System Manual can be used by most producers to self-assess their social performance.

The source(s) of evidence can be one or several of the following:

- **MI:** management interview
- **WI:** worker interview
- **WRI:** workers' representative interview
- **DE:** documentary evidence
- **SO:** site observation

Exceptions include:

- **Small producers:** They should use [Template 12: Small Producer Self-Assessment](#).
- **Small holders and family farms:** They should use [Template 3: Assessment for Small-holders and Family Farms](#).

Additional information is available in [Part IV amfori BSCI Guidelines for Producers](#).

Name of main producer		Date:							
Filled out by:									
Performance Area 1: Social Management System and Cascade Effect					Source of evidence				
1.1 The producer has set up an effective management system to implement the amfori BSCI Code of Conduct.		Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:									
Farm 1:									

Farm 2:								
Farm <i>n</i> :								
1.2 The producer appoints a senior manager to ensure that the amfori BSCI values and principles are followed in a satisfactory manner.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
1.3 The producer knows who its significant business partners are and assesses how they understand and apply the amfori BSCI Code of Conduct.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

1.4 The producer organises its workforce capacity to meet the expectations of the delivery order and/or contracts.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
1.5 The producer monitors how its business partners observe the amfori BSCI Code of Conduct.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
1.6 The producer develops the necessary policies and procedures to prevent and address any harm done to workers in its supply chain (physically, financially or psychologically).	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
1.7 The producer manages its business relations in a responsible manner.	Not started ☹	In progress ☺	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 2: Workers Involvement and Protection				Sources of evidence				
2.1 The producer involves workers and their representatives in workplace issues and exchanges information with them on the issues.	Not started ☹	In progress ☺	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

2.2 The producer defines long-term goals to protect workers according to the amfori BSCI Code of Conduct.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
2.3 The producer takes specific steps to make workers aware of their rights and responsibilities.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
2.4 The producer builds sufficient competence to successfully embed responsible practices in the operation of the business (involving managers, workers, and workers' representatives).	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
2.5 The producer establishes or participates in an effective grievance mechanism for individuals and communities.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 3: The Rights of Freedom of Association and Collective Bargaining				Sources of evidence				
3.1 The producer respects the right of workers to form unions in a free and democratic way.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

3.2 The producer respects the workers' right to bargain collectively.	Not started ☹	In progress ☺	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
3.3 The producer does not discriminate against workers because of their trade union membership.	Not started ☹	In progress ☺	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
3.4 The producer does not prevent workers' representatives from accessing or interacting with workers in the workplace.	Not started ☹	In progress ☺	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								

Farm 2:								
Farm <i>n</i> :								
Performance Area 4: No Discrimination				Sources of evidence				
4.1 The producer takes the necessary measures to avoid or eradicate discrimination in the workplace.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
4.2 The producer ensures workers are not disciplined, dismissed, or discriminated against because of their complaints against infringements of their rights.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

4.3 The producer takes the necessary measures to keep workers from being harassed or disciplined based on any of the grounds of discrimination.	Not started ⊗	In progress ☹	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 5: Fair Remuneration				Sources of evidence				
5.1 The producer complies with the government's minimum wage legislation or the industry standard approved through collective bargaining (if applicable).	Not started ⊗	In progress ☹	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
5.2 Wages are paid in a timely manner, regularly, and fully in legal tender.	Not started ⊗	In progress ☹	Already in practice 😊	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
5.3 The level of wages paid to workers reflects their skills and education.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
5.4 The producer provides sufficient remuneration that allows workers to meet a decent living standard.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
5.5 The producer provides workers with the social	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO

benefits that are legally granted.								
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
5.6 The producer ensures that deductions from wages are only taken under the conditions and to the extent prescribed by the law.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 6: Decent Working Hours				Sources of evidence				
6.1 The producer does not require more than 48 regular working hours per week, without prejudice to the exceptions recognised by the ILO.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
6.2 The producer's request of overtime is in line with the requirements of the BSCI Code of Conduct.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
6.3 The producer grants workers the right to resting breaks in every working day.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
6.4 The producer grants workers the right to at least	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO

one day off in every seven days.								
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 7: Occupational Health and Safety				Sources of evidence				
7.1 The producer observes applicable occupational health and safety (OHS) regulations.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.2 The producer seeks workers' protection in case of accident, including through compulsory insurance schemes.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								

Farm 2:								
Farm <i>n</i> :								
7.3 The producer regularly carries out risk assessments for safe, healthy, and hygienic working conditions.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.4 There is active cooperation between management and workers (and/or their representatives) when developing and implementing systems towards ensuring OHS.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

7.5 The producer regularly provides OHS trainings to ensure workers understand the rules of work, personal protection, and measures for preventing and reacting to accidents.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.6 The producer enforces the use of personal protective equipment to provide protection to workers in conjunction with other facility controls and safety systems.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.7 The producer implements engineering and administrative control measures to avoid or minimise the release of hazardous substances into the	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO

work environment (keeping the level of exposure below internationally established or recognised limits).								
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.8 The producer develops and implements accident and emergency procedures.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.9 The producer makes potential hazards visible to the workers through signs and warnings.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								

Farm <i>n</i> :								
7.10 The producer has and properly uses procedures for recording and reporting occupational accidents and injuries.	Not started ☒	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.11 The producer seeks the stability and safety of the equipment and buildings used for production.	Not started ☒	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.12 The producer respects the workers' right to remove themselves from imminent danger without seeking permission.	Not started ☒	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.13 The producer makes sure a competent person periodically checks the electrical installations and equipment.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.14 The producer has installed an adequate amount of firefighting equipment that works properly.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

7.15 The producer ensures that escape routes, aisles, and emergency exits in the production site are easily accessible, clearly marked, and not blocked.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.16 The producer ensures evacuation plans meet legal requirements and are posted in relevant places so workers can see and understand them.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.17 The producer ensures adequate safeguards for any machine part, function, or process that may cause injury to workers.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.18 The producer ensures qualified first-aid is available at all times.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.19 The producer has emergency procedures to deal with cases of trauma or serious illness. These procedures must be in writing.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

7.20 The producer provides potable water for workers at all times.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.21 The producer provides workers with access to an appropriate, clean area for storing food, eating, and/or cooking.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.22 The producer provides workers with clean washing facilities, changing rooms, and toilets that are respectful of local customs.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								

Farm 2:								
Farm <i>n</i> :								
7.23 The producer provides workers with transportation (either directly or by using third parties) that is safe and that complies with national regulations.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
7.24 The location of the social facilities or workers' housing ensures that users are not exposed to natural hazards or affected by the operational impacts of the worksite (e.g. noise, emissions, and dust).	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

7.25 The producer verifies that temperature, humidity, space, sanitation, and illumination are adequate for the health and safety of workers.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 7: No Child Labour				Sources of evidence				
8.1 The producer does not engage in illegal child labour directly or indirectly.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
8.2 The producer establishes robust age-verification mechanisms as part of the recruitment process, which may not be in any way degrading or disrespectful to the worker.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
8.3 The producer has adequate policies and procedures in writing for protecting children from any kind of exploitation.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
8.4 The producer has adequate and remedial policies and procedures to provide further protection in case children are found to be working.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

Performance Area 9: Special Protection for Young Workers				Sources of evidence				
9.1 The producer ensures that young workers do not work at night and are protected against conditions of work that are harmful to their health, safety, morals, and development.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
9.2 Young workers' working hours do not affect their attendance at school, their participation in vocational orientations approved by the competent authority, or their capacity to benefit from training or instruction programmes.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

9.3 The producer establishes the necessary mechanisms to prevent, identify, and mitigate harm to young workers.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
9.4 The producer seeks to ensure that young workers have access to effective grievance mechanisms.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
9.5 The producer seeks to ensure that young workers are properly trained on Occupational Health and Safety and have access to related training programmes.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								

Farm 2:								
Farm <i>n</i> :								
9.6 The producer has a good overview of all young workers engaged in its production site.	Not started ☒	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 10: No Precarious Employment				Sources of evidence				
10.1 The producer's employment relationships do not cause insecurity for the workers.	Not started ☒	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
10.2 The producer engages workers based on recognised and documented employment relationships.	Not started ☒	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO

Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
10.3 The producer provides workers with understandable information before entering into employment.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
10.4 The producer does not use employment arrangements in a way that deliberately conflicts with the genuine purpose of the law.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								

Performance Area 11: No Bonded Labour				Sources of evidence				
11.1 The producer does not engage in any form of servitude, or forced, bonded, indentured, trafficked, or non-voluntary labour.	Not started ⊗	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
11.2 The producer acts rigorously and diligently when engaging and recruiting migrant workers both directly and indirectly.	Not started ⊗	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
11.3 The producer does not subject workers to inhumane or degrading treatment, corporal punishment, mental or physical coercion, or verbal abuse.	Not started ⊗	In progress ☹	Already in practice ☺	MI	WI	WRI	DE	SO

Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 12: Protection of the Environment				Sources of evidence				
12.1 The producer continuously identifies the significant impacts and environmental implications associated with its activities.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
12.2 The producer has procedures in place to ensure integration of local environmental law into the business performance.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								

Farm <i>n</i> :								
12.3 The producer has and maintains required environmental permits and licences.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
12.4 The producer manages waste in a way that does not lead to the pollution of the environment.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
12.5 The producer manages water in a way that respects the environment, including preserving local water sources.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								

Farm 1:								
Farm 2:								
Farm <i>n</i> :								
Performance Area 13: Ethical Behaviour				Sources of evidence				
13.1 The producer actively opposes any act of corruption, extortion, or embezzlement, or any form of bribery, in its activities as a business enterprise.	Not started ☒	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
13.2 The producer keeps accurate information regarding its own activities, structure, and performance.	Not started ☒	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								

Farm <i>n</i> :								
13.3 The producer takes the necessary measures to prevent the falsification of information related to its activities, structure, and performance and any act of misrepresentation of its supply chain.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								
13.4 The producer collects, uses, and processes personal information with reasonable care and in accordance with privacy and information security laws and regulatory requirements.	Not started ☹	In progress ☺	Already in practice ☺	MI	WI	WRI	DE	SO
Main producer:								
Farm 1:								
Farm 2:								
Farm <i>n</i> :								