Updated 14 June 2016

Gli strumenti SA8000:2014 – Social FIngerprint, incluso il modulo di Autovalutazione, sono disponibili attraverso il SAI Training Center.

Queste istruzioni sono rivolte agli utenti interessati a completare il modulo di Autovalutazione SA8000 Social FIngerprint.

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Creazione di un account sul SAI Training Center:

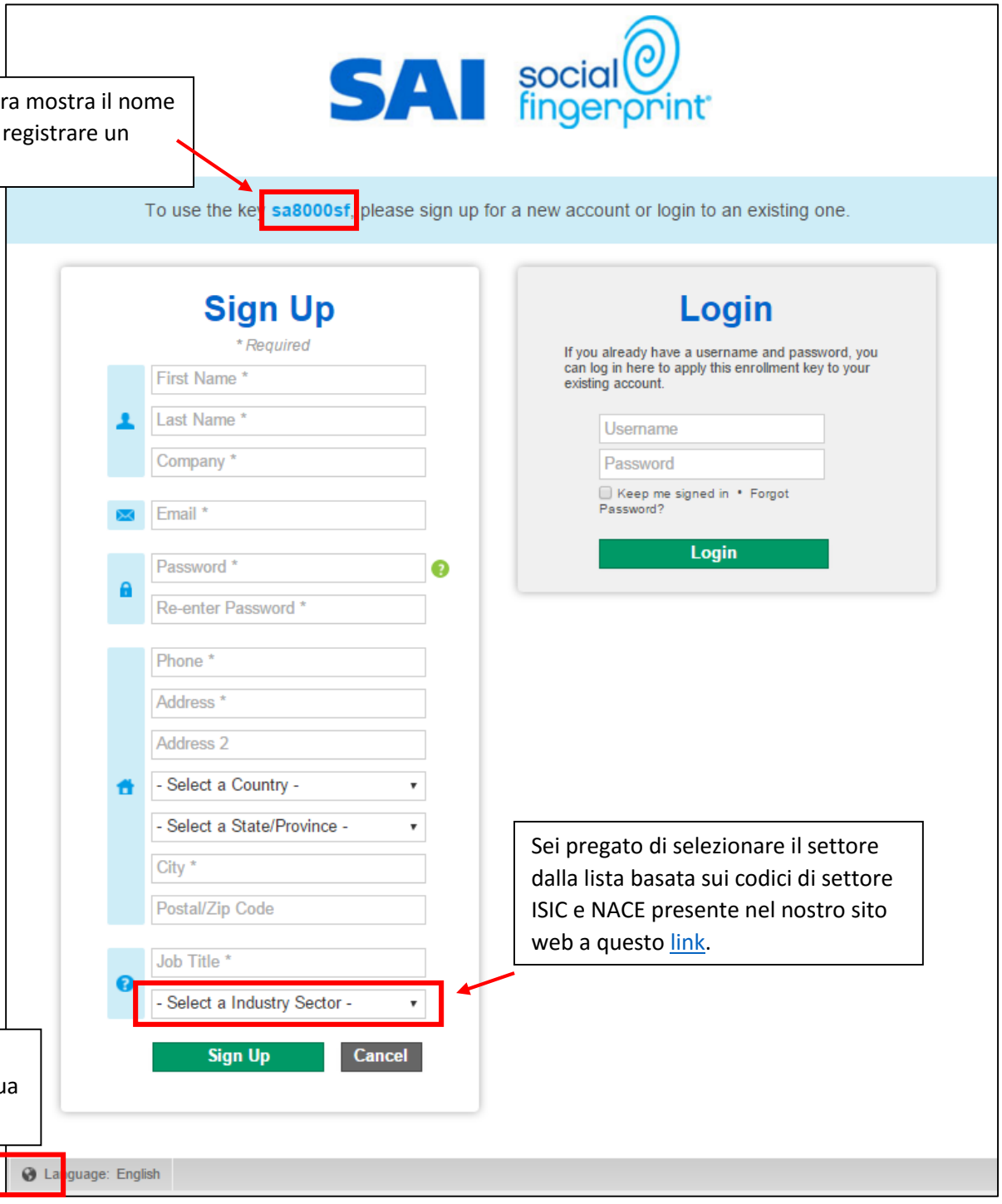
1. Assicurati di consentire l'apertura delle finestre pop up sul tuo browser e seleziona o copia e incolla sul tuo browser il link di seguito: https://socialfingerprint.absorbtraining.com/#/signup

2. Ti apparirà la seguente schermata:

Inserisci il **Nominativo** ricevuto dal sito SAI o usa il **Nome unico** che hai ricevuto dal tuo Ente Certificatore, quindi clicca sul pulsante verde Registrazione.

Nota: Il nome di registrazione, il nome utente e le password sono sensibili alle maiuscole/minuscole

3. Compila il modulo elettronico per creare il tuo account del SAI Training Center inserendo le informazioni personali:



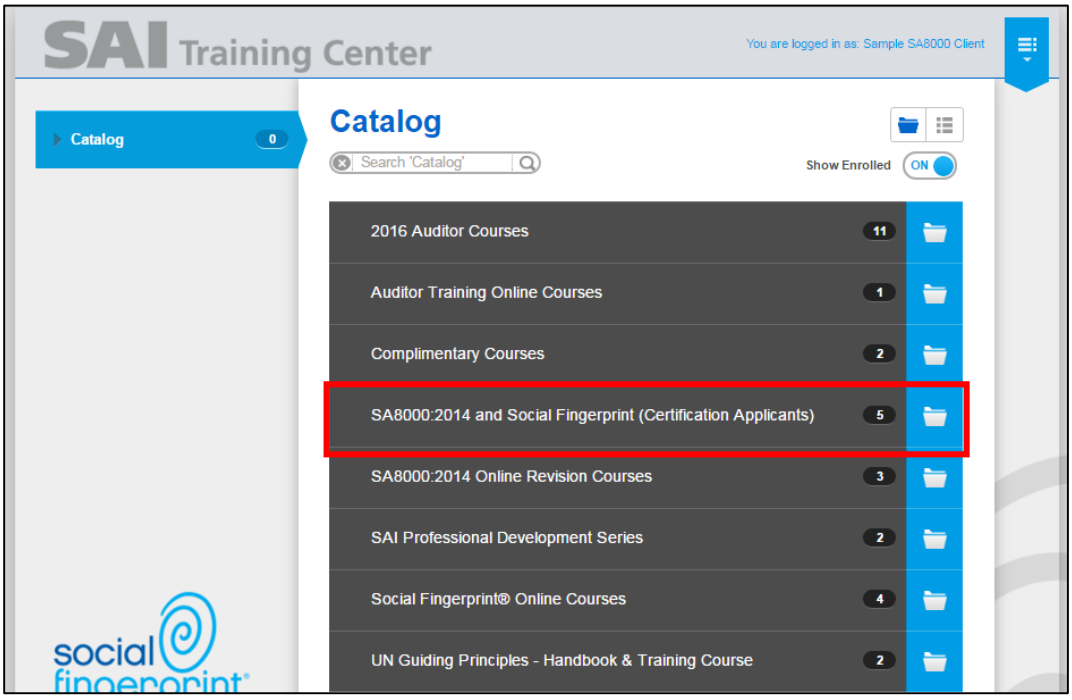
4. Una volta inserite le informazioni, clicca su Registrazione e ti verrà chiesto di verificare il tuo indirizzo di posta elettronica prima di accedere al tuo account. Accedi al tuo indirizzo di posta e clicca sul link di verifica nel messaggio ricevuto dal SAI Training Center.

Acquisto del modulo di autovalutazione SA8000 Social FIngerprint

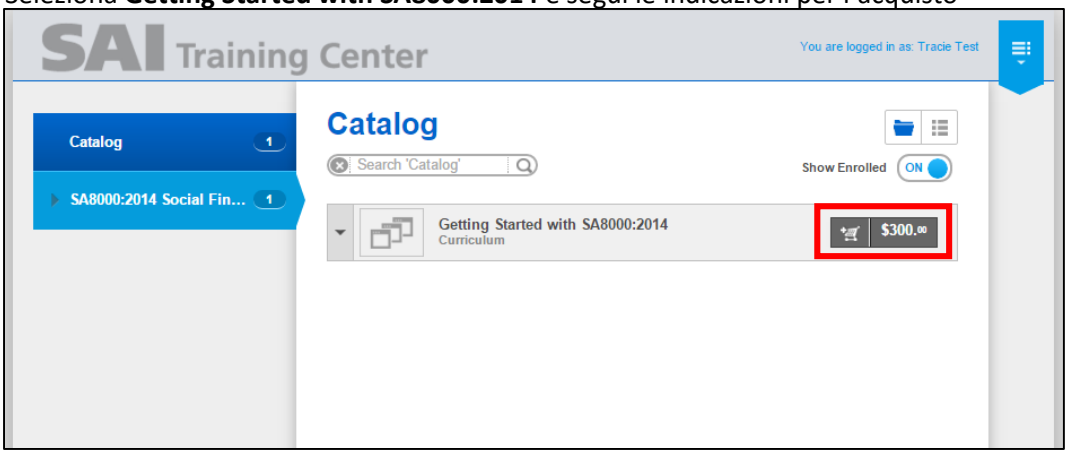
1. Accedi al tuo account del SAI Training Center selezionando o copiando il link di seguito sul tuo browser:
   https://socialfingerprint.absorbtraining.com/#/login

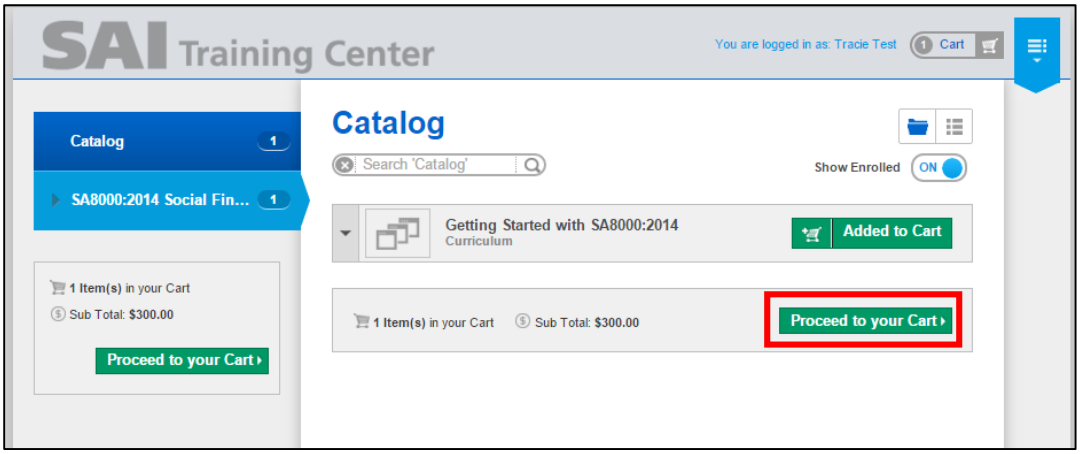
2. Clicca su **Catalog**:

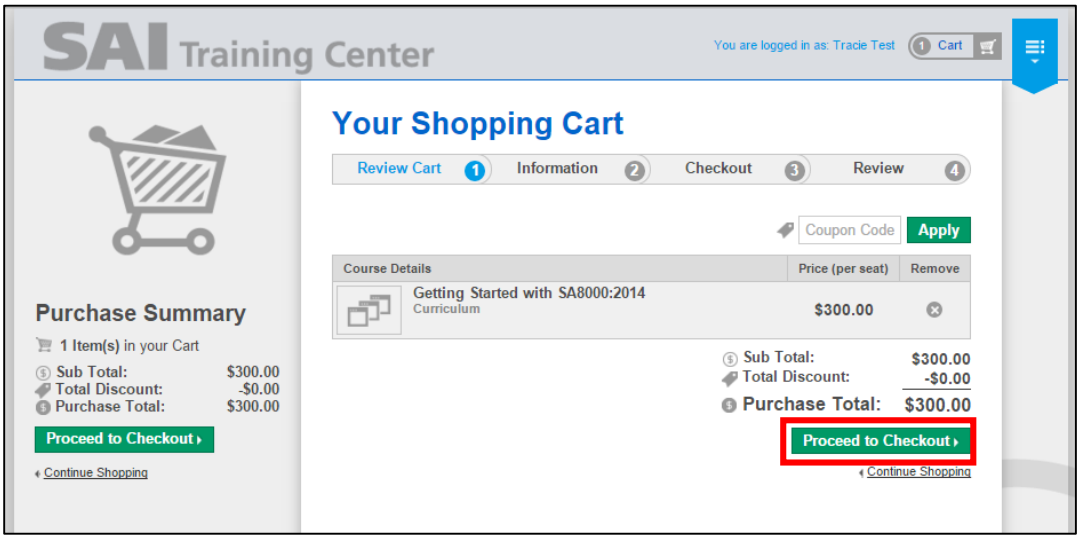
3. Clicca su **SA8000:2014 and Social Fingerprint (Certification Appllicants)**

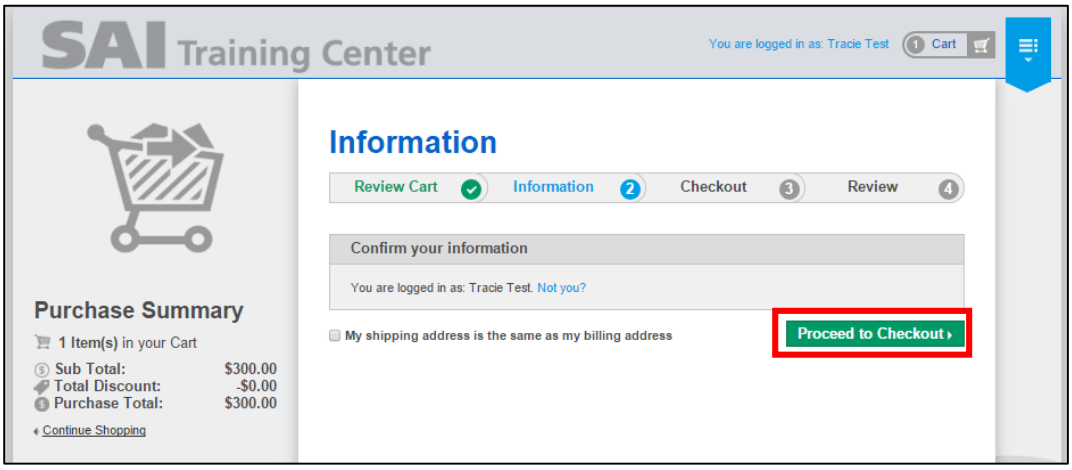


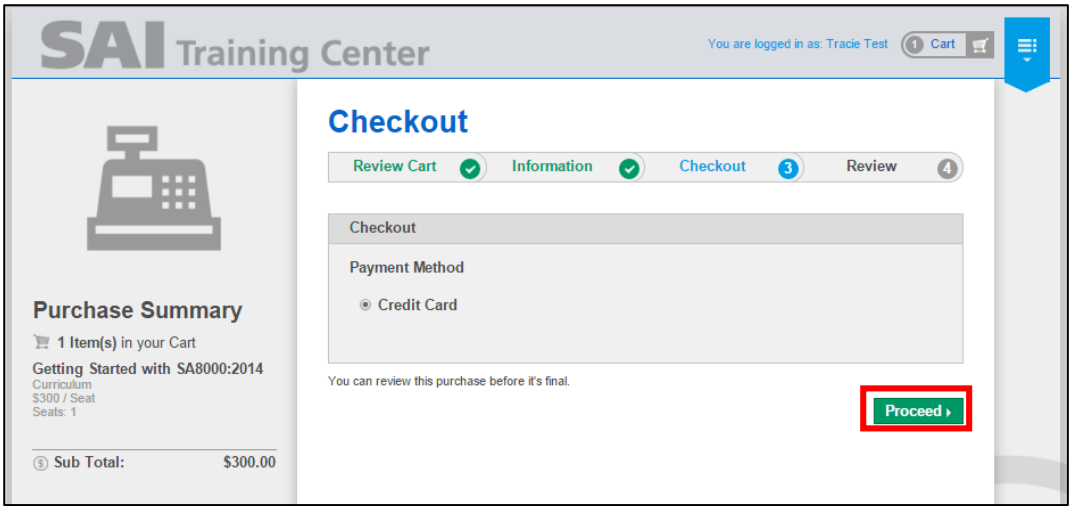
4. Seleziona **Getting Started with SA8000:2014** e segui le indicazioni per l'acquisto

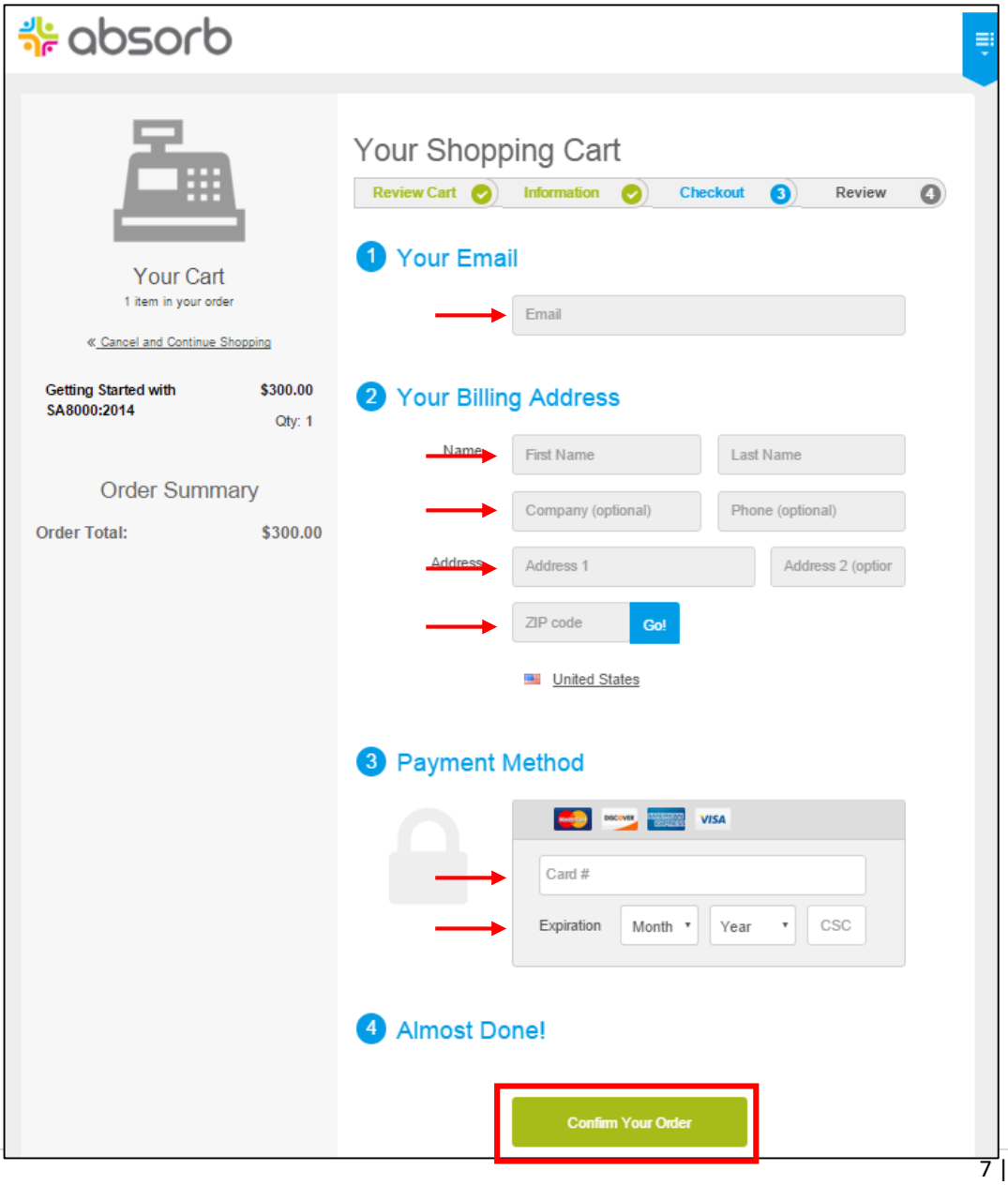


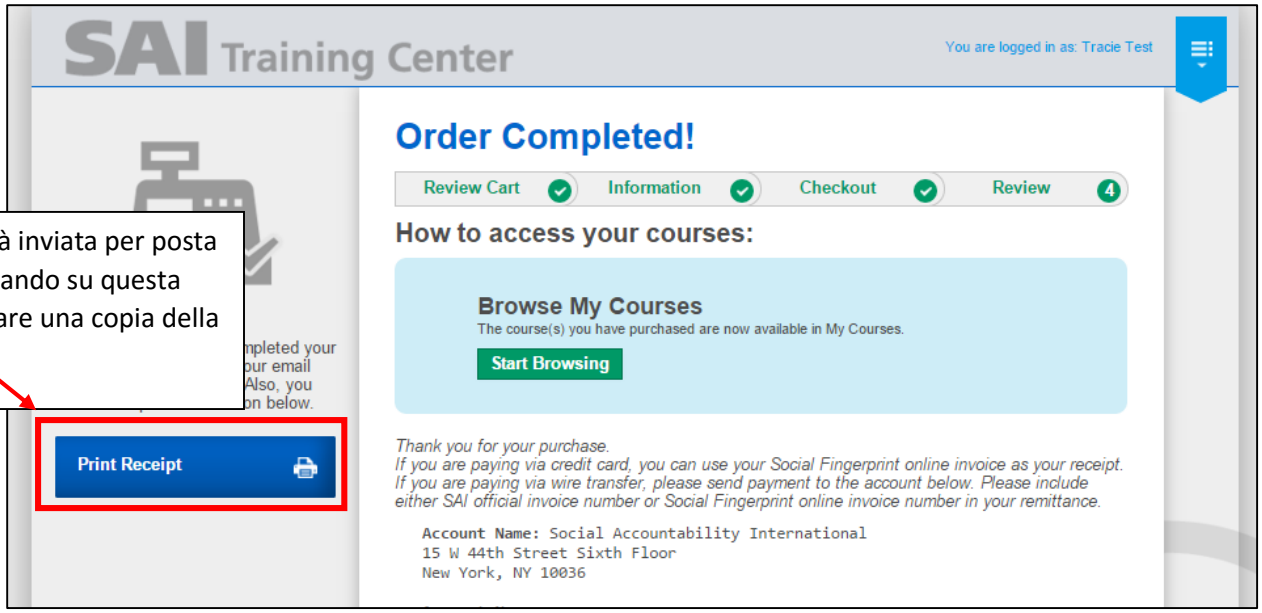

SAI Training Center
You are logged in as: Tracie Test
Cart
Catalog
1
SA8000:2014 Social Fin...
1
1 Item(s) in your Cart
Sub Total: $300.00
Proceed to your Cart
Catalog
Search 'Catalog'
Show Enrolled
ON
Getting Started with SA8000:2014
Curriculum
Added to Cart
1 Item(s) in your Cart
Sub Total: $300.00
Proceed to your Cart


SAI Training Center
You are logged in as: Tracie Test
Cart
Purchase Summary
1 Item(s) in your Cart
Sub Total: $300.00
Total Discount: -$0.00
Purchase Total: $300.00
Proceed to Checkout
Continue Shopping
Your Shopping Cart
Review Cart 1
Information 2
Checkout 3
Review 4
Coupon Code
Apply
Course Details
Price (per seat)
Remove
Getting Started with SA8000:2014
Curriculum
$300.00
Sub Total: $300.00
Total Discount: -$0.00
Purchase Total: $300.00
Proceed to Checkout
Continue Shopping


SAI Training Center
You are logged in as: Tracie Test
Cart
Purchase Summary
1 Item(s) in your Cart
Sub Total: $300.00
Total Discount: -$0.00
Purchase Total: $300.00
Continue Shopping
Information
Review Cart
Information 2
Checkout 3
Review 4
Confirm your information
You are logged in as: Tracie Test. Not you?
My shipping address is the same as my billing address
Proceed to Checkout


SAI Training Center
You are logged in as: Tracie Test
Cart
Checkout
Review Cart
Information
Checkout
3
Review
4
Checkout
Payment Method
Credit Card
You can review this purchase before it's final.
Proceed
Purchase Summary
1 Item(s) in your Cart
Getting Started with SA8000:2014
Curriculum
$300 / Seat
Seats: 1
Sub Total:
$300.00


absorb
Your Shopping Cart
Review Cart
Information
Checkout
3
Review
4
1 Your Email
Email
2 Your Billing Address
Name
First Name
Last Name
Company (optional)
Phone (optional)
Address
Address 1
Address 2 (optior
ZIP code
Go!
United States
3 Payment Method
Card #
Expiration
Month
Year
CSC
4 Almost Done!
Confirm Your Order
Your Cart
1 item in your order
Cancel and Continue Shopping
Getting Started with SA8000:2014
$300.00
Qty: 1
Order Summary
Order Total:
$300.00

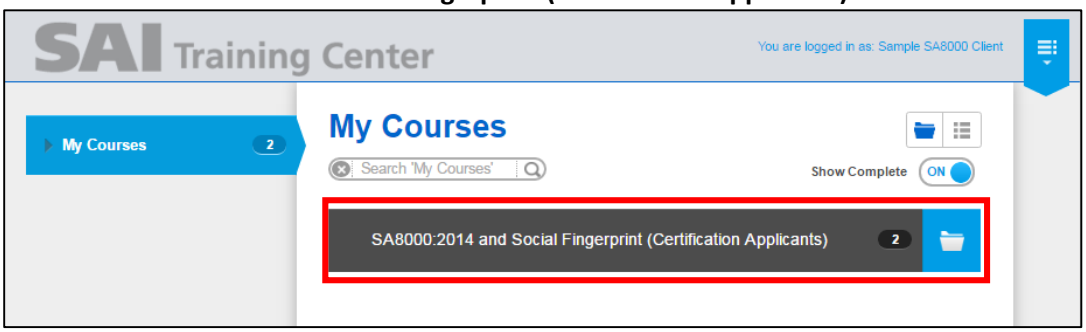


La ricevuta ti sarà inviata per posta elettronica. Cliccando su questa casella puoi salvare una copia della ricevuta.

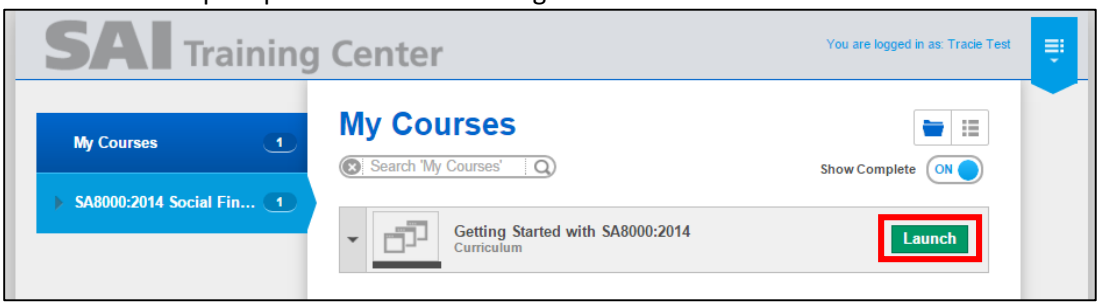
Come completare il modulo di autovalutazione SA8000 Social FIngerprint

1. Sulla pagina principale del tuo account del SAI Training Center, clicca **My Courses**

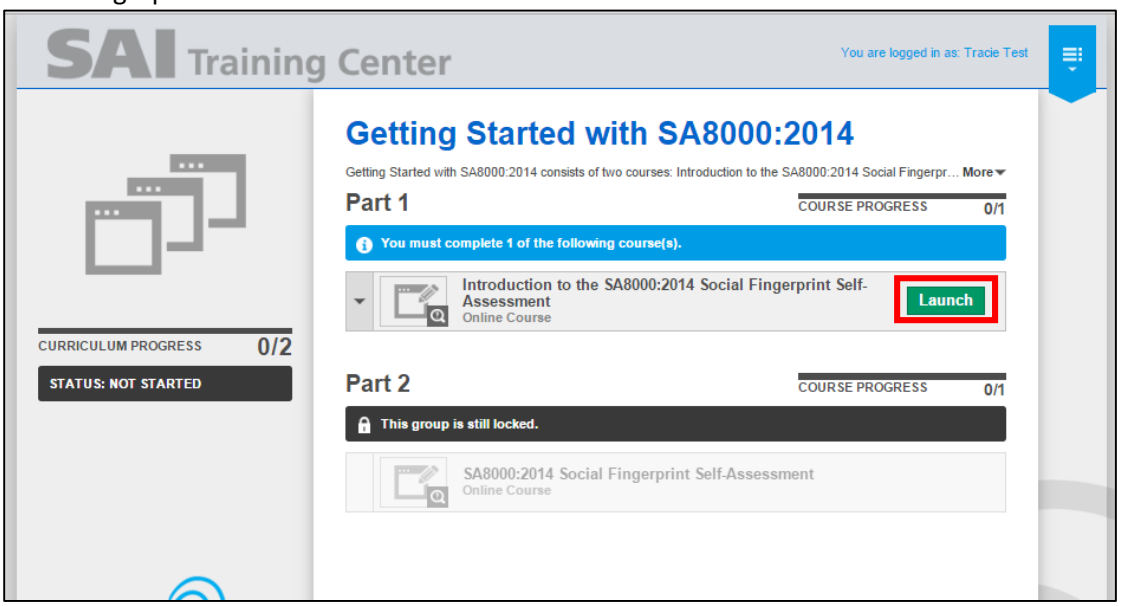
2. Clicca su **SA8000:2014 and Social Fingerprint (Certification Applicants):**



3. Clicca su **Launch** per aprire il modulo “Getting Started with SA8000:2014”

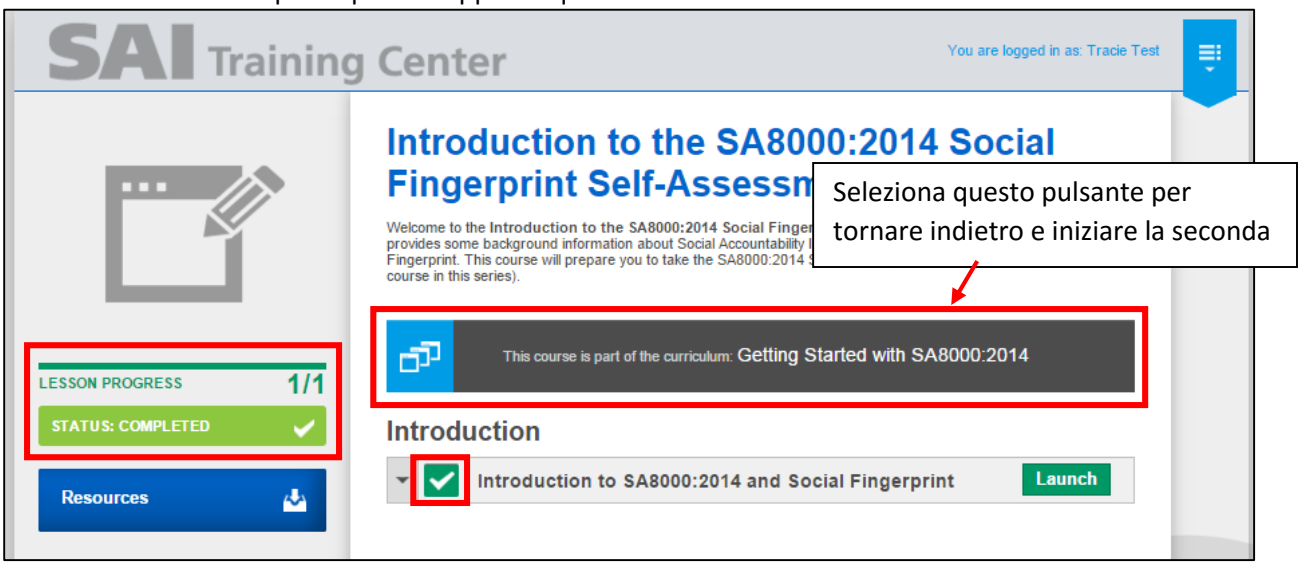


4. Innanzi tutto devi completare la prima parte: “Introduzione all’autovalutazione SA8000:2014 - Social FIngerprint”

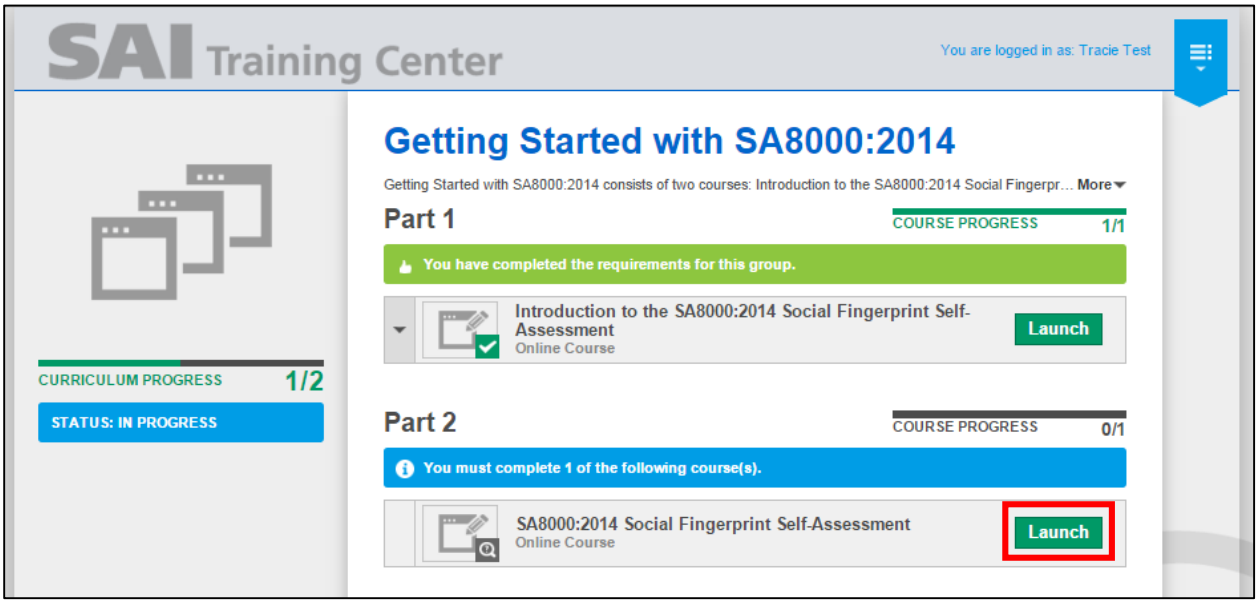


Scarica il glossario che ti aiuterà a familiarizzare con la terminologia utilizzata.

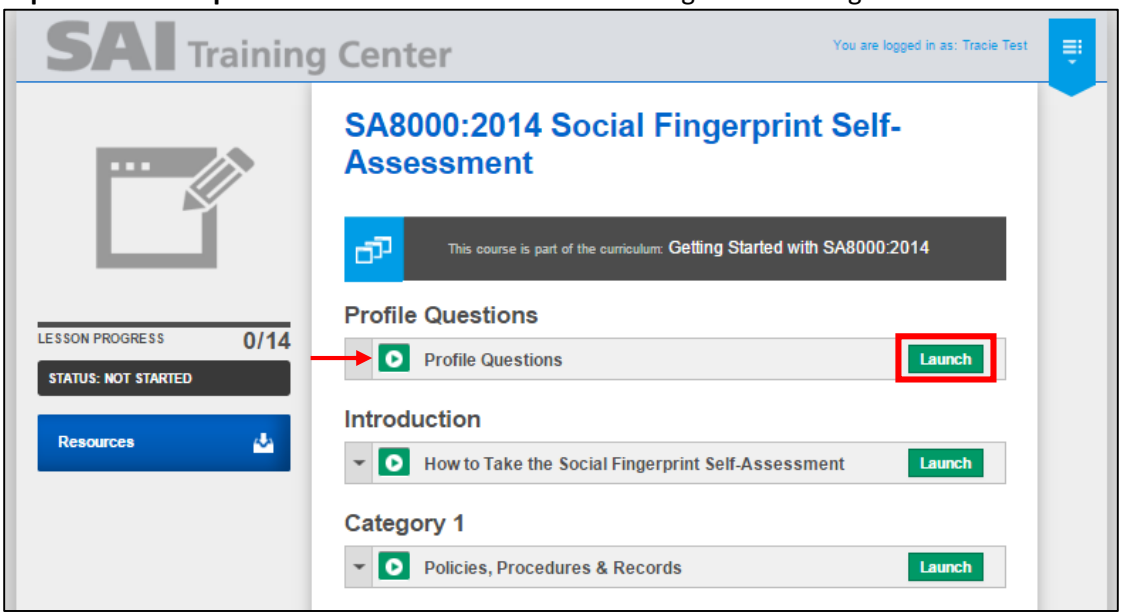
5. Una volta terminata la prima parte ti apparirà questa schermata:



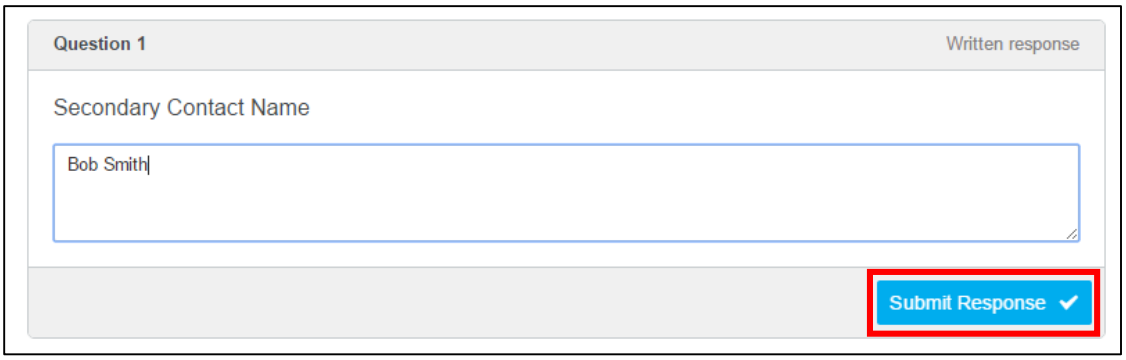
6. Ora puoi completare il modulo di autovalutazione SA8000:2014



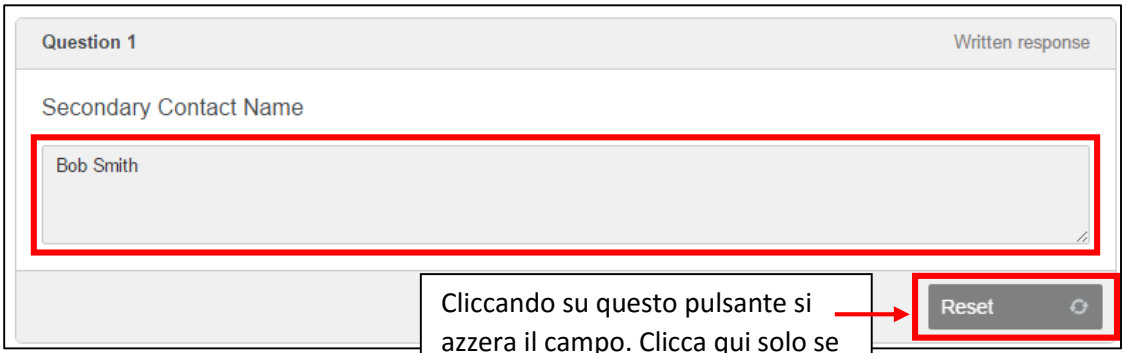
7. Il **questionario di profilazione** ti richiederà ulteriori dettagli sulla tua organizzazione.



Per ogni domanda devi cliccare sul pulsante **Submit Response** come mostrato nell'immagine:

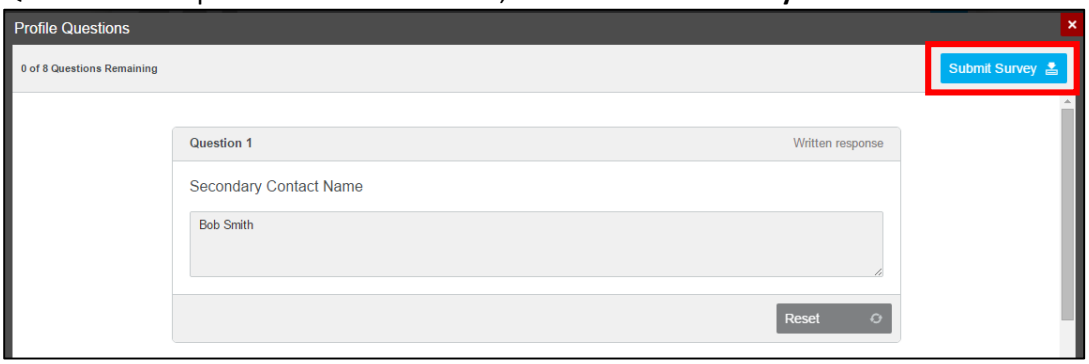


Una volta cliccato la domanda diventa grigia:

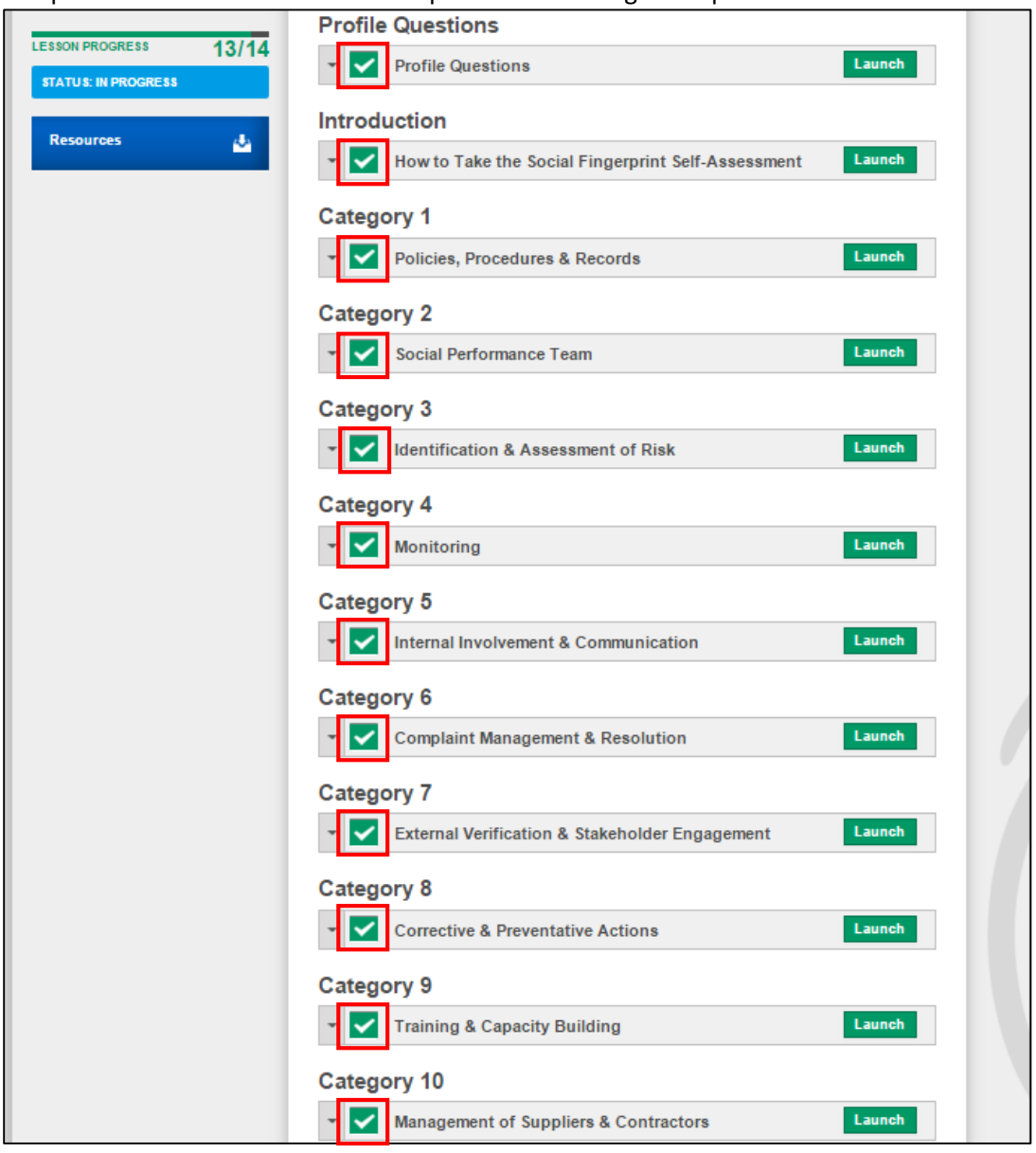


Cliccando su questo pulsante si azzera il campo. Clicca qui solo se hai bisogno di correggere le informazioni già scritte.

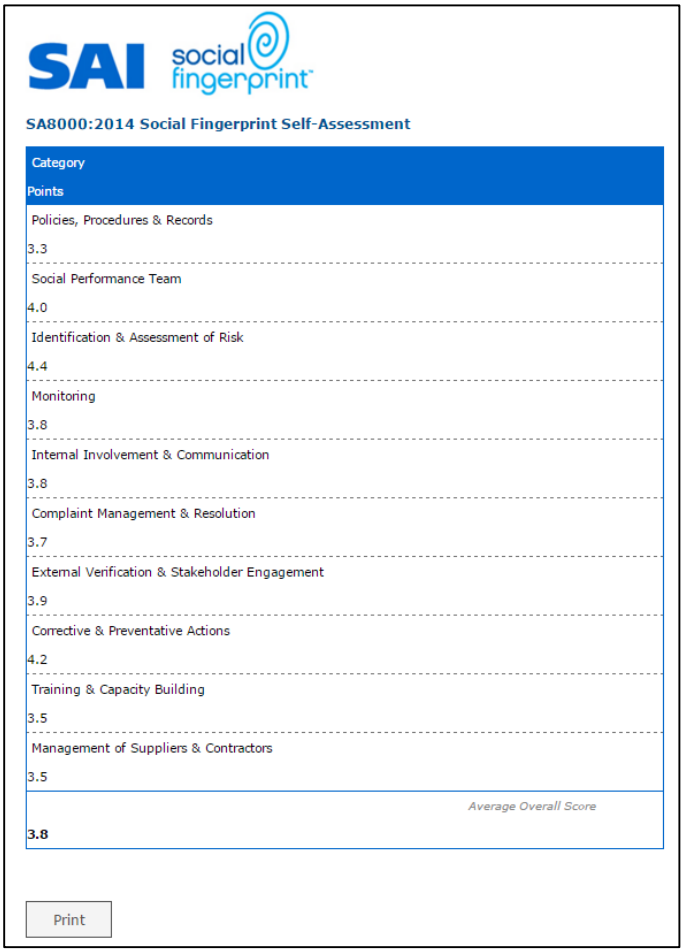
Quando avrai risposto a tutte le domande, clicca su **Submit Survey**



8. Svolgi il resto del modulo di autovalutazione rispondendo completamente a ogni domanda. Alla fine potrai vedere che tutte le sezioni presentano un segno di spunta.



9. Una volta completata l'autovalutazione riceverai immediatamente una scheda SA8000:2014 - Social FIngerprint contenente il punteggio dettagliato per ognuna delle 10 categorie su una scala da 1 a 5, nonché un punteggio generale. Potrai stampare e archiviare la tua scheda.



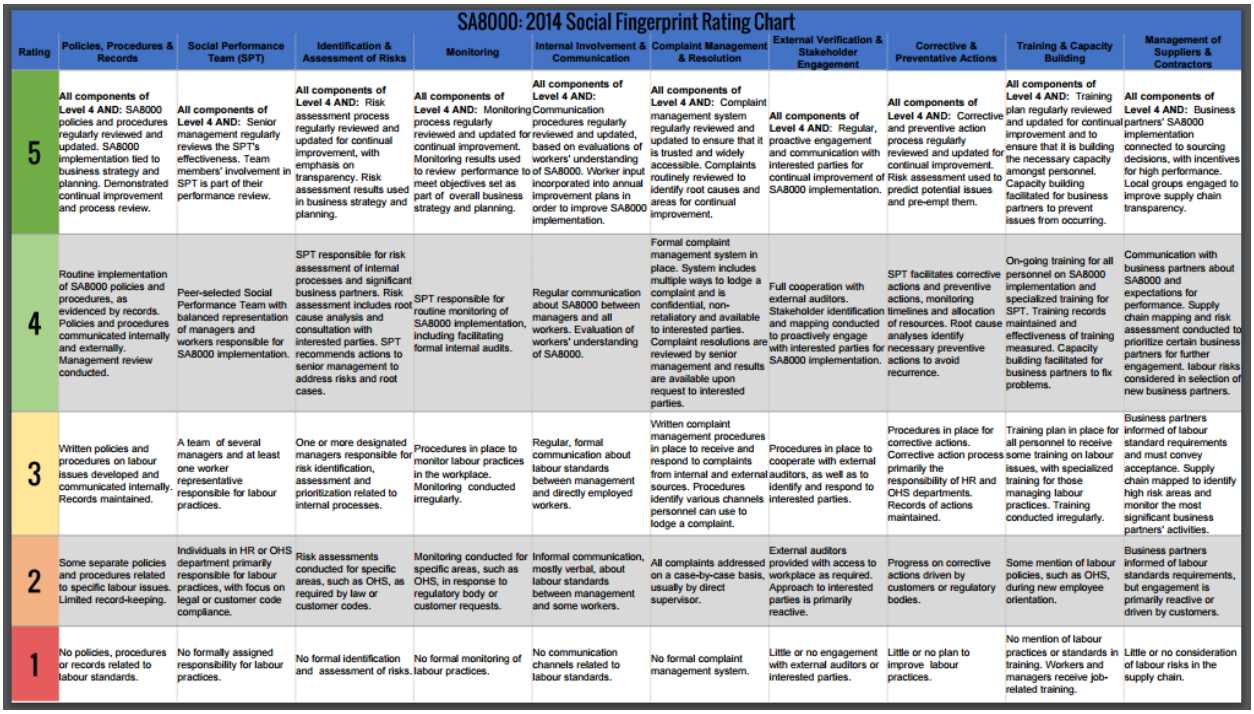
SAI social fingerprint

SA8000:2014 Social Fingerprint Self-Assessment

Category	Points
Policies, Procedures & Records	3.3
Social Performance Team	4.0
Identification & Assessment of Risk	4.4
Monitoring	3.8
Internal Involvement & Communication	3.8
Complaint Management & Resolution	3.7
External Verification & Stakeholder Engagement	3.9
Corrective & Preventative Actions	4.2
Training & Capacity Building	3.5
Management of Suppliers & Contractors	3.5
Average Overall Score	**3.8**

Print

Scarica la **SA8000 Social FIngerprint Tabella di Valutazione** disponibile nella cartella **Resources** per sapere a quale livello di maturità corrisponde il tuo punteggio.



SA8000: 2014 Social Fingerprint Rating Chart

Rating	Policies, Procedures & Records	Social Performance Team (SPT)	Identification & Assessment of Risks	Monitoring	Internal Involvement & Communication	Complaint Management & Resolution	External Verification & Stakeholder Engagement	Corrective & Preventative Actions	Training & Capacity Building	Management of Suppliers & Contractors
5	**All components of Level 4 AND:** SA8000 policies and procedures regularly reviewed and updated. SA8000 implementation tied to business strategy and planning. Demonstrated continual improvement and process review.	**All components of Level 4 AND:** Senior management regularly reviews the SPT's effectiveness. Team members' involvement in SPT is part of their performance review.	**All components of Level 4 AND:** Risk assessment process regularly reviewed and updated for continual improvement, with emphasis on transparency. Risk assessment results used in business strategy and planning.	**All components of Level 4 AND:** Monitoring process regularly reviewed and updated for continual improvement. Monitoring results used to review performance to meet objectives set as part of overall business strategy and planning.	**All components of Level 4 AND:** Communication procedures regularly reviewed and updated, based on evaluations of workers' understanding of SA8000. Worker input incorporated into annual improvement plans in order to improve SA8000 implementation.	**All components of Level 4 AND:** Complaint management system regularly reviewed and updated to ensure that it is trusted and widely accessible. Complaints routinely reviewed to identify root causes and areas for continual improvement.	**All components of Level 4 AND:** Regular, proactive engagement and communication with interested parties for continual improvement of SA8000 implementation.	**All components of Level 4 AND:** Corrective and preventive action process regularly reviewed and updated for continual improvement. Risk assessment used to predict potential issues and pre-empt them.	**All components of Level 4 AND:** Training plan regularly reviewed and updated for continual improvement and to ensure that it is building the necessary capacity amongst personnel. Capacity building facilitated for business partners to prevent issues from occurring.	**All components of Level 4 AND:** Business partners' SA8000 implementation connected to sourcing decisions, with incentives for high performance. Local groups engaged to improve supply chain transparency.
4	Routine implementation of SA8000 policies and procedures, as evidenced by records. Policies and procedures communicated internally and externally. Management review conducted.	Peer-selected Social Performance Team with balanced representation of managers and workers responsible for SA8000 implementation.	SPT responsible for risk assessment of internal processes and significant business partners. Risk assessment includes root cause analysis and consultation with interested parties. SPT recommends actions to senior management to address risks and root cases.	SPT responsible for routine monitoring of SA8000 implementation, including facilitating formal internal audits.	Regular communication about SA8000 between managers and all workers. Evaluation of workers' understanding of SA8000.	Formal complaint management system in place. System includes multiple ways to lodge a complaint and is confidential, non-retaliatory and available to interested parties. Complaint resolutions are reviewed by senior management and results are available upon request to interested parties.	Full cooperation with external auditors. Stakeholder identification and mapping conducted to proactively engage with interested parties for SA8000 implementation.	SPT facilitates corrective actions and preventive actions, monitoring timelines and allocation of resources. Root cause analyses identify necessary preventive actions to avoid recurrence.	On-going training for all personnel on SA8000 implementation and specialized training for SPT. Training records maintained and effectiveness of training measured. Capacity building facilitated for business partners to fix problems.	Communication with business partners about SA8000 and expectations for performance. Supply chain mapping and risk assessment conducted to prioritize certain business partners for further engagement. labour risks considered in selection of new business partners.
3	Written policies and procedures on labour issues developed and communicated internally. Records maintained.	A team of several managers and at least one worker representative responsible for labour practices.	One or more designated managers responsible for risk identification, assessment and prioritization related to internal processes.	Procedures in place to monitor labour practices in the workplace. Monitoring conducted irregularly.	Regular, formal communication about labour standards between management and directly employed workers.	Written complaint management procedures in place to receive and respond to complaints from internal and external sources. Procedures identify various channels personnel can use to lodge a complaint.	Procedures in place to cooperate with external auditors, as well as to identify and respond to interested parties.	Procedures in place for corrective actions. Corrective action process primarily the responsibility of HR and OHS departments. Records of actions maintained.	Training plan in place for all personnel to receive some training on labour issues, with specialized training for those managing labour practices. Training conducted irregularly.	Business partners informed of labour standard requirements and must convey acceptance. Supply chain mapped to identify high risk areas and monitor the most significant business partners' activities.
2	Some separate policies and procedures related to specific labour issues. Limited record-keeping.	Individuals in HR or OHS department primarily responsible for labour practices, with focus on legal or customer code compliance.	Risk assessments conducted for specific areas, such as OHS, as required by law or customer codes.	Monitoring conducted for specific areas, such as OHS, in response to regulatory body or customer requests.	Informal communication, mostly verbal, about labour standards between management and some workers.	All complaints addressed on a case-by-case basis, usually by direct supervisor.	External auditors provided with access to workplace as required. Approach to interested parties is primarily reactive.	Progress on corrective actions driven by customers or regulatory bodies.	Some mention of labour policies, such as OHS, during new employee orientation.	Business partners informed of labour standards requirements, but engagement is primarily reactive or driven by customers.
1	No policies, procedures or records related to labour standards.	No formally assigned responsibility for labour practices.	No formal identification and assessment of risks.	No formal monitoring of labour practices.	No communication channels related to labour standards.	No formal complaint management system.	Little or no engagement with external auditors or interested parties.	Little or no plan to improve labour practices.	No mention of labour practices or standards in training. Workers and managers receive job-related training.	Little or no consideration of labour risks in the supply chain.

10. Se hai completato l'autovalutazione SA8000:2014 - Social FIngerprint utilizzando il nome unico di un Ente di Certificazione accreditato da SAAS, verrai contattato dall'ente stesso che ti spiegherà quali sono le fasi successive del processo di certificazione.
    Se invece hai creato un account usando il nome assegnato dal sito web SAI e desideri continuare il percorso di certificazione SA8000 o se hai domande relative allo stesso, scrivi a sa8000@sa-intl.org.
    Per una lista completa degli Enti di Certificazione accreditati da SAAS, clicca qui.