



SMETA Checklist

19 Apr 2023 / The Better Company Brand

Complete

Score	66.06%	Flagged items	22	Actions	12
Name of Facility	The Better Company Brand				
Address of Facility	1224 Thorn St., Torrington 82240 WY				
Name	Priscilla Aquil				
Title	Corporate Social Responsibility Manager				
Date of Self-assessment	19.04.2023 07:30 PST				

Flagged items & Actions

22 flagged, 12 actions

Flagged items

22 flagged, 12 actions

SMETA Checklist / Environment / Management Systems & Training

Does your facility have up-to-date ISO 14001, RC 14001, or EMAS certification?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:44 PST | Created by SafetyCulture Staff

Perform ISO 14001 Audit and update recordkeeping

SMETA Checklist / Environment / Greenhouse Gas (GHG) Emissions & Energy Usage

Does your facility have goals and targets to reduce GHG emissions?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:45 PST | Created by SafetyCulture Staff

Set goals and targets to reduce GHG emissions

SMETA Checklist / Environment / Greenhouse Gas (GHG) Emissions & Energy Usage

Does your facility report GHG emissions and climate change strategy to the Carbon Disclosure Project (CDP) or publicly disclose an equivalent amount and type of information on an annual basis?

No

include this in the part where we set our goals and targets for GHG emissions

SMETA Checklist / Environment / Water Management

Does your facility have a system in place to address wastewater generation and management?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:47 PST | Created by SafetyCulture Staff

Analyze our waste stream, discover more recycling opportunities, improve waste management system, and mitigate the impact of waste on the environment.

SMETA Checklist / Environment / Water Management

Does your facility treat wastewater prior to off-site discharge?

No

Follow WHO guidelines for the safe use of wastewater, excreta, and greywater

SMETA Checklist / Environment / Water Management

Does your facility identify the sources of its water (e.g. aquifers, municipal water sourced from local water body, harvested rainwater, etc.)?

No

SMETA Checklist / Environment / Water Management

Does your facility assess external supply and quality risks related to these water sources?

No

SMETA Checklist / Environment / Waste Management

Does your facility have set targets to reduce the volume of waste generated?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:48 PST | Created by SafetyCulture Staff

Set targets to reduce the volume of waste generated.

SMETA Checklist / Environment / Pollution Prevention

Does your facility consider Design for Environment (DfE) in its development of products?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:49 PST | Created by SafetyCulture Staff

Consider DfE to reduce the overall human health and environmental impact of our product, where impacts are considered across its life cycle.

SMETA Checklist / Environment / Pollution Prevention

Does your facility conduct tests to identify impact on soil and groundwater from facility operations?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:51 PST | Created by SafetyCulture Staff

Conduct tests to identify impact on soil and groundwater from facility operations (in relation to wastewater management targets to be set).

SMETA Checklist / Social / Workplace Management

Does your facility have up-to-date SA8000, ETI, or other recognized certification?

No

add this to our certifications that need to be updated

SMETA Checklist / Social / Facility Emergency Management

Has your facility operated without serious injury and/or fatality over the past three years?

No

serious injury last 2018 (the employee forgot to do a ppe check and missed the tear in his chemical resistant gloves)

SMETA Checklist / Social / Discrimination

Does your facility have procedures in place to ensure employees receive equal pay for equal work, regardless of the

No

aforementioned factors?

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:57 PST | Created by SafetyCulture Staff

Have written personnel policies to prevent discrimination

SMETA Checklist / Social / Harassment & Abuse

Does your facility have a formal, written policy that clearly states a commitment to prevent harassment and abuse in the workplace?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:58 PST | Created by SafetyCulture Staff

Write a formal, written policy that clearly states a commitment to prevent harassment and abuse in the workplace.

SMETA Checklist / Social / Compensation

Does your facility have procedures in place to ensure all workers are paid the legal overtime rate?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:58 PST | Created by SafetyCulture Staff

Document procedures in place to ensure all workers are paid the legal overtime rate

SMETA Checklist / Social / Compensation

Does your facility have procedures in place to ensure payroll documents indicate all hours worked?

No

include overtime

SMETA Checklist / Social / Hours of Work

Does your facility have procedures in place to ensure all overtime performed at the facility is voluntary?

No

waaah, we need to act about this overtime issue now!

SMETA Checklist / Governance / Accountability

Has your facility conducted audits of its labor, health, and safety laws management system(s) in the past year?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 08:06 PST | Created by SafetyCulture Staff

Conduct labor standards audit ASAP

SMETA Checklist / Governance / Accountability

Has your facility conducted audits of its labor, health, and

No

safety laws management system(s) in the past three years?

SMETA Checklist / Governance / Grievance & Remediation

Does your facility have effective grievance procedures in place to allow employees to bring environmental and/or work-related violations and/or concerns to management's attention in an anonymous manner without fear of retribution?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 08:06 PST | Created by SafetyCulture Staff

Document grievance procedures

SMETA Checklist / Governance / Grievance & Remediation

Does your facility have procedures in place to investigate reports of environmental and/or work-related violations and/or concerns?

No

SMETA Checklist / Governance / Stakeholder Engagement

Does your facility publicly disclose results of its stakeholder engagement?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 08:09 PST | Created by SafetyCulture Staff

Publicly disclose results of stakeholder engagement

Other actions

0 actions

General Information

100%

Does your facility have sub-contractors?

No

Does your facility have foreign or domestic labor brokers used to source labor?

No

Total number of employees at the facility

219

Percentage of male employees

34

Percentage of female employees

66

Percentage of foreign/migrant workers

18

Number of temporary contract workers employed by the facility

18

Does your facility have procedures to ensure contract workers are not required to pay an excessive recruitment fee or lodge a deposit with their labor broker?

Yes

Does your facility have procedures to ensure freedom of movement of contract workers is not unreasonably restricted?

Yes

Does your facility have a system in place to ensure that contract labor providers adhere to all relevant labor laws?

Yes

Are all employees provided a written employment agreement with the facility in a language that they understand?

Yes

Does your facility maintain a personnel file on every employee?

Yes

Environment

10 flagged, 6 actions, 63.64%

Management Systems & Training

1 flagged, 1 action, 41.18%

Does your facility have a management system in place, or is it developing one, to assess environmental risks associated with production?

Yes

Is your facility management system in compliance with applicable environmental laws and regulations?

Yes

Does your facility have up-to-date ISO 14001, RC 14001, or EMAS certification?

No

Perform ISO 14001 Audit and update recordkeeping

Does your facility hold the necessary license(s) or permit(s) for and has the facility received any fines, prosecution, or warnings by regulators in relation to (select all that apply):

Storage or use of hazardous substances

Are environmental policies, practices, and expectations communicated to all employees and suppliers in local or appropriate languages?

Yes

Are employees trained on relevant environmental matters, including (select all that apply):

Management & use of hazardous substances



Photo 1

Does your facility have established environmental targets and objectives to improve environmental performance?

Yes

What are the targets & objectives?

Proper handling, storage and disposal of hazardous chemicals to reduce exposure to toxic materials.

Does your facility review its environmental performance annually?

Yes

Greenhouse Gas (GHG) Emissions & Energy Usage

2 flagged, 1 action, 66.67%

Does your facility monitor and track energy consumption and conduct on-site energy audits?

Yes

Does your facility have a system in place to reduce the environmental impact of energy use and greenhouse gases?

Yes

Does your facility have a program and/or procedures to reduce the use of energy?

Yes

Does your facility have goals and targets to reduce GHG emissions?

No

Set goals and targets to reduce GHG emissions

Does your facility have set goals and targets in relation to increased energy efficiency?

Yes



Photo 2

What are the targets?

Identify the factors that drive up energy consumption through monthly energy audits. Information gathered through the inspection is used as a basis for presented recommendations to cut down energy costs.

Total annual GHG emissions in the most recent year measured (enter in total metric tons CO2e)?

70.7

Does your facility report GHG emissions and climate change strategy to the Carbon Disclosure Project (CDP) or publicly disclose an equivalent amount and type of information on an annual basis?

No

include this in the part where we set our goals and targets for GHG emissions

Air Emissions

100%

Does your facility regularly test air emissions (i.e. NOx, SOx, mercury, hazardous air pollutants)?

Yes

Does your facility have a system in place to manage air emissions?

Yes

Does your facility have set targets in relation to reducing air emissions?

Yes

What are the targets?

Reduce hazardous air pollutants by 1% every year

Does your facility have pollution prevention devices on chimneys, vents, and extraction systems?

Yes

Water Management

4 flagged, 1 action, 42.86%

Does your facility have a system in place to manage and monitor water withdrawals and consumption?

Yes

Does your facility have a program and/or procedures to reduce water use or reuse/recycle water?

Yes

Does your facility have set targets to reduce water consumption?

Yes



Photo 3

What are the targets?

Check pipeline systems regularly to detect the existence of water leakage. Identify the origin and causes of leaks to determine possible remediation.

Does your facility have a system in place to address wastewater generation and management?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:47 PST | Created by SafetyCulture Staff

Analyze our waste stream, discover more recycling opportunities, improve waste management system, and mitigate the impact of waste on the environment.

Does your facility treat wastewater prior to off-site discharge?

No

Follow WHO guidelines for the safe use of wastewater, excreta, and greywater

Does your facility identify the sources of its water (e.g. aquifers, municipal water sourced from local water body, harvested rainwater, etc.)?

No

Does your facility assess external supply and quality risks related to these water sources?

No

Waste Management

1 flagged, 1 action, 83.33%

Does your facility have a program and/or procedures to reduce or eliminate pollution and waste in its operations?

Yes

Does your facility have a recycling program to reduce or eliminate pollution and waste in its operations?

Yes

Does your facility have a program and/or procedures to manage and dispose of hazardous waste (if applicable), wastewater, solid waste, and airborne emissions?

Yes

Does your facility have set targets to reduce the volume of waste generated?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:48 PST | Created by SafetyCulture Staff

Set targets to reduce the volume of waste generated.

Does your facility maintain records of off-site transfer, treatment, and disposal of waste?

Yes

Does your facility have external waste contractors?

No

Packaging

100%

Does your facility have goals and targets to reduce, reuse, and recycle the amount of packaging used for its products?

Yes



Photo 4

What are the targets?

Use biodegradable packaging materials only

Does your facility incorporate packaging reduction, reuse, and recycling in its purchasing practices?

Yes

Pollution Prevention

2 flagged, 2 actions, 75%

Does your facility consider Design for Environment (DfE) in its development of products?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:49 PST | Created by SafetyCulture Staff

Consider DfE to reduce the overall human health and environmental impact of our product, where impacts are considered across its life cycle.

Does your facility use life cycle assessment (LCA) as part of determining chemical selection for product inputs?

Yes

Does your facility use chemical hazard assessment and/or comparative chemical hazard assessment as part of determining chemical selection for product inputs?

Yes

Does your facility assess whether substances stored, used, or handled on-site are prohibited by national or international laws or protocols?

Yes



Photo 5

Does your facility have a system in place to address pollution prevention and management of hazardous and potentially hazardous substances?

Yes

Does your facility maintain up-to-date material safety data sheets (MSDS) for all hazardous substances used on-site?

Yes

Does your facility set targets in relation to eliminating or reducing hazardous substances on-site?

Yes



Photo 6

What are the targets?

Monthly chemical safety audits

Does your facility conduct tests to identify impact on soil and groundwater from facility operations?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:51 PST | Created by S afetyCulture Staff

Conduct tests to identify impact on soil and groundwater from facility operations (in relation to wastewater management targets to be set).

Other Raw Materials

75%

Does your facility keep inventory of all chemical substances used, stored, processed, and manufactured?

Yes

Does your facility have a program and/or procedures to reduce the use of resources (other than water), and promote sustainable natural resource practices?

Yes

Does your facility have a policy statement and/or management system that addresses conflict minerals?

Yes

Does your company engage with the government, commercial contacts, or civil society groups regarding conflict minerals and/or rare earth materials?

Irrelevant

Transportation

100%

Does your facility have in place targets and programs to

Yes

reduce overall sustainability impacts by managing transportation logistics (e.g. prioritizing low impact transportation modes)?

What are the targets and programs?

On Fridays, we use bicycles for delivering our products.

Social

7 flagged, 3 actions, 65.56%

Workplace Management

1 flagged, 68%

Does your facility have a written corporate responsibility policy or statement of commitment that defines its approach to labor, health, and safety standards?

Yes

Does your facility have policies that prohibit forced labor and child labor?

Yes

Does your facility have written personnel policies that cover (select all that apply):

- Benefits and deductions
- Discipline and termination
- Vacation and leave
- Wages
- Regular hours

Does your policy cover all workers, including migrant workers?

Yes

Does your facility have a management system in place, or is it developing one, to assess labor, health, and safety risks?

Yes

safety meetings, ergonomic assessments, stress risk assessments, mental health assessments

Is your facility performance management system in compliance with applicable social laws and regulations?

Yes

Does your facility have up-to-date SA8000, ETI, or other recognized certification?

No

add this to our certifications that need to be updated

Does your facility have a system in place for employee appraisal that covers regular workers and probationary employees/trainees?

Yes

Are formal and written policies and procedures for disciplining and terminating employees standardized throughout the facility?

Yes

Does your facility strictly prohibit physical punishment of employees as a disciplinary measure?

Yes

Are labor, health, and safety policies, practices, and expectations communicated to all employees and suppliers in local or appropriate languages?

Yes

What communication vehicles are used? (Select all that apply:)

- Employee handbook/literature
- Manager meeting
- Formal training

Facility Health & Safety

100%

To which laws and regulations governing environment, health, and safety does the facility adhere?

Occupational Health and Safety

Does your facility have up-to-date OHSAS 18001, ANSI Z10, CSA Z1000, BSI 8800, or OSHA VPP certification?

Yes

Please list relevant certifications:

OHSAS 18001

Does your facility have procedures in place to ensure appropriate machinery is well-maintained and equipped with necessary safety devices?

Yes

ppe checks, pre-use checks, weekly maintenance checks



Photo 7

Does your facility have written procedures for the safe storage, use, and disposal of each hazardous material used in production (if applicable), in language(s) workers understand?

Yes

Does your facility have procedures in place to ensure appropriate Personal Protection Equipment (PPE) is provided to employees?

Yes

Personal Protection Equipment

Personal Protection Equipment 1

Name of PPE distributed	Chemical resistant clothing
Number of employees using it	169
How often are noise levels and air quality in the facility regularly monitored? (Times per year:)	2
Does your facility have a written emergency response plan and fire evacuation procedure?	Yes
Has the emergency response plan and fire evacuation procedure been communicated to all parties that could be affected by the emergency in local or appropriate languages?	Yes
How often does the facility conduct emergency drills? (Times per year:)	4
Are all emergency exits unobstructed and unlocked from the inside at all times during working hours?	Yes
Does your facility have procedures in place to ensure employees are not denied permission or delayed from leaving the facility under reasonable circumstances (e.g. in the event on an emergency or personal urgency)?	Yes
Facility Emergency Management	1 flagged, 66.67%
Does your facility have well-stocked, unlocked first aid stations at every production site?	Yes
Are all employees trained on relevant health and safety matters, including (select all that apply):	<p>Emergency management</p> <p>Hazardous materials handling</p> <p>Occupational health and safety</p> <p>Personal protection equipment</p>
Has your facility operated without serious injury and/or fatality over the past year?	Yes
Has your facility operated without serious injury and/or fatality over the past three years?	No
serious injury last 2018 (the employee forgot to do a ppe check and missed the tear in his chemical resistant gloves)	
Does your facility have a dormitory?	No
Forced Labor	100%

Does your facility employ prison labor?

No

Are any of the workers under bond, debt, or other obligation to the facility or to labor brokers?

No

Are workers free to resign from their employment at any time without penalty, giving reasonable notice?

Yes

Are workers free to leave the facility and related dormitories during non-working hours and at the end of their shift?

Yes

Does your facility (or labor broker) withhold worker ID cards or passports?

No

Are workers required to deposit money prior to or during employment?

No

Child Labor & Young Workers

50%

Does your facility employ child labor (workers younger than 14 or 15)?

No

Are young workers (above the legal minimum age, but under the age of 18) requiring protective restrictions employed in accordance with the law?

irrelevant

Do any young workers perform night work, hazardous jobs, or are they exposed to risks from chemicals, machinery, tools or excessive cold, heat, or noise?

irrelevant

Does your factory have effective procedures for verifying workers' ages?

Yes

Discrimination

1 flagged, 1 action, 22.22%

Does your facility have written personnel policies in place for its hiring, salary, benefits, termination, and/or retirement practices to prevent discrimination on the basis of (select all that apply):

Religion

Gender

Does your facility have procedures in place to ensure employees receive equal pay for equal work, regardless of the aforementioned factors?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:57 PST | Created by SafetyCulture Staff

Have written personnel policies to prevent discrimination

Are female applicants asked about their pregnancy status when applying for a job?

Yes

Are employees permitted to perform religious obligations without restriction?

Yes

but no written policy yet

Freedom of Association & Collective Bargaining

100%

Are there any laws or regulations in the facility's country/region of operation concerning workers' freedom to join or form trade unions or workers' organizations of their own choosing and to collectively bargain?

Yes

Are workers free to join or form trade unions or workers' organizations of their own choosing and collectively bargain, if permitted by law?

Yes

Does your facility recognize trade unions or other independent workers' organizations representing employees in the workplace?

Yes

Which of the following types of labor organizations are present and active in the facility? (Select all that apply:)

Health & safety committee

Are employees in the facility able to participate democratically in the selection of representatives for labor organizations?

Yes

Harassment & Abuse

1 flagged, 1 action, 80%

Does your facility have a formal, written policy that clearly states a commitment to prevent harassment and abuse in the workplace?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:58 PST | Created by SafetyCulture Staff

Write a formal, written policy that clearly states a commitment to prevent harassment and abuse in the workplace.

Does your facility have procedures in place to ensure the workplace is free of physical abuse, corporal punishment, physical contact with the intent to injure or intimidate, and disciplinary measures that cause physical discomfort?

Yes

undocumented procedures

Does your facility have procedures in place to ensure the workplace is free of sexual harassment?

Yes

Does your facility have procedures in place to ensure the

Yes

workplace is free of verbal abuse and/or harassment?

Does your facility have procedures in place to document and confidentially report events, complaints, cases, and management responses and action related to harassment and abuse?

Yes

Compensation

2 flagged, 1 action, 71.43%

Does your facility have procedures in place to ensure all workers are paid at least the legal minimum wage for standard working hours?

Yes

Does your facility have procedures in place to ensure all workers are paid the legal overtime rate?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 07:58 PST | Created by S afetyCulture Staff

Document procedures in place to ensure all workers are paid the legal overtime rate

Does your facility have procedures in place to ensure all workers are provided all the benefits to which they are entitled upon hire?

Yes

Does your facility have procedures in place to ensure all workers are provided the holidays and leave to which they are legally entitled?

Yes

Does your facility have procedures in place to ensure no unauthorized or illegal deductions are taken from employee wages?

Yes

Does your facility have procedures in place to ensure payroll documents indicate all hours worked?

No

include overtime

Are all workers provided with a written explanation, in local or appropriate languages, of pay and any deductions taken?

Yes

Hours of Work

1 flagged, 50%

Which laws regulating working hours apply to this facility?

Working Hours Act 2005

Which laws regulating overtime hours are applicable to this facility?

none yet, oh no!

Does your facility have procedures in place to ensure all

Yes

workers are given at least one day off in seven?

Does your facility have procedures in place to ensure all overtime performed at the facility is voluntary?

No

waaah, we need to act about this overtime issue now!

Governance

5 flagged, 3 actions, 61.54%

Accountability

2 flagged, 1 action, 77.78%

Does your facility have a management representative assigned responsibility for assuring compliance with environmental laws, regulations, and codes?

Yes

List the name(s) and title(s)

QHSE Director, Seraiah Jairus

Does your facility have a management representative assigned responsibility for assuring compliance with labor, health, and safety laws, regulations, and codes?

Yes

List the name(s) and title(s)

Human Resources Head, Balthazar Matthews

Has your facility conducted audits of its environmental management system(s) in the past year?

Yes

Has your facility conducted audits of its environmental management system(s) in the past three years?

Yes

Has your facility conducted audits of its labor, health, and safety laws management system(s) in the past year?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 08:06 PST | Created by S afetyCulture Staff

Conduct labor standards audit ASAP

Has your facility conducted audits of its labor, health, and safety laws management system(s) in the past three years?

No

Are corrective actions identified by the environmental, labor, health, and safety audits tracked to closure?

Yes

assigned actions for noncompliances

Does your corrective action process include root cause analysis and preventative mechanism implementation?

Yes

Does your facility have a process in place to evaluate and update environmental, social, and governance policies and systems on an on-going basis?

Yes

Grievance & Remediation

2 flagged, 1 action, 0%

Does your facility have effective grievance procedures in place to allow employees to bring environmental and/or work-related violations and/or concerns to management's attention in an anonymous manner without fear of retribution?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 08:06 PST | Created by SafetyCulture Staff

Document grievance procedures

Does your facility have procedures in place to investigate reports of environmental and/or work-related violations and/or concerns?

No

In the past year, how many complaints have been received?

2

In the past year, how many complaints have been investigated?

0

In the past year, how many complaints have been resolved?

0

Supplier Management

What procedures does the facility have in place to ensure that suppliers, including labor brokers, operate in compliance with all applicable environmental and labor laws and regulations?

Annual supplier audits

What procedures does the facility have in place to assess and manage identified risks relating to the labor practices of suppliers, including labor brokers?

None yet, we have to work on our labor standards first before assessing our suppliers

What procedures does the facility have in place to evaluate and select suppliers based on their ability to meet ESG standards?

No procedures for this, we have yet to implement ESG standards

Stakeholder Engagement

1 flagged, 1 action, 50%

Does your facility regularly engage stakeholders on its sustainability strategies, disclosure, and performance, including community groups, employees, NGOs, and government?

Yes

Who?

Employees

How often?

Quarterly

What procedures does the facility have in place to incorporate stakeholder input into its business and operational strategies?

Quarterly stakeholders meeting

Does your facility publicly disclose results of its stakeholder engagement?

No

To Do | Assignee SafetyCulture Staff | Priority Low | Due 26.04.2023 08:09 PST | Created by SafetyCulture Staff

Publicly disclose results of stakeholder engagement

Completion

Overall Recommendations

We have identified wastewater management and overtime work noncompliances, and we can improve in documenting our procedures and having formal policies for certain SMETA measurement criteria.

Auditor's Name & Signature



Priscilla Aquil
19.04.2023 08:10 PST

Media summary



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7