**[ISO Certification Audit Checklist](https://certificationauditchecklist.wordpress.com/)**

Learn about Audit Checklist, Auditing Procedures, Requirements and Purpose of Audit Checklist to effective implementation of ISO System.

**SA8000 system Audit Checklist**

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The **Social Accountability 8000** (SA8000) is the first global standard for corporate social responsibility. SA8000 is promoted as a voluntary, universal standard for companies interested in auditing and certifying labor practices in their facilities and those of their suppliers and vendors. It is designed for independent third party certification.

**SA8000 system Audit Checklist with its details:**

**1. Child labour**

* Check the evidence of people working in the old organization.
* Check how subcontractor’s employees are also covered in this aspect.
* In the case of child labor is available check what is the action taken for the remediation of child labor.
* No child labor will be hired.

**2. Forced and Compulsory Labour**

* The mandatory deposit money to be used in the work is prohibited.
* Ask employees if their ID cards are the certificates are held by the company as a condition for employment.
* The company does not deduct part of the wages to force the continuation of workers.
* Check with employees if these deductions are made.
* That people externally (undocumented) are maintained as employees?
* If the bonded labor system is followed by the participation of all members of a family under forced conditions.

**3. Health and Safety**

* Check the list of chemicals and their SDS.
* The safety precautions that are followed by the SDS?
* Appropriate personal protective equipment available?
* Is there an officer in charge of health and safety?
* Are clearly marked exits
* The Company carried out a risk analysis on materials, processes and equipment.
* What control measures are implemented on the basis of identified.
* That the health and safety training were given?

**4. Freedom of Association and Right To Collective Bargaining.**

* That the unions are allowed in the business?
* How many are there unions?
* Employees are free to join trade unions (and that of their choice)
* That worker’ representatives are elected?
* If the action or unjustified disciplinary harassment inflicted on workers’ representatives?

**5. Discrimination**

* That equal pay for equal work is given?
* How promotion decisions are made.
* People of particular religion, region and gender are discriminated against?
* What are the restrictions that prevent practices related to religion in the region?
* Pregnant women are discriminated against?

**6. Disciplinary practices**

* Standing orders available?
* Are they followed?
* How disciplined?
* The fines imposed under disciplinary action?
* Is physical punishment such as beating, kidnapping, etc? Carried out?

**7. Working hours**

* The company has more than 8 hours per day per head
* What is the normal overtime?
* Work week cannot exceed 48 hours.
* Overtime must not exceed 12 hours per week.
* Is a day of weekly rest given?
* The exceptions are approved by Article 7 of the competent judicial authority and standard SA 8000 is allowed.

**8. Management Systems**

* Is there a policy defined and documented SA8000?
* Is it prominently?
* Does it include a commitment to respect the national laws on the protection of workers?
* Is there a senior officer named SA 8000 MR?
* Are there workers’ representatives that can interact with management on issues SA8000?
* Is the freely elected representative among workers?
* Are of established works councils?
* Are there regular communications with stakeholders on performance SA8000?
* That the company engages in dialogue with the parties interacted on respect SA8000.
* That the company provides access to auditors to verify compliance.
* That the company keeps records of compliance as required by SA standard and the applicable legal requirements?

Ready made documents for [**SA8000 Certificatio**](http://www.certificationconsultancy.com/sa8000-system-manual-procedures-documents.htm)