

How to validate and upload an SA8000 Certificate

1. Check the SA8000 certificate against your business partner's profile in the amfori Sustainability platform

Factory name and address on the platform must match the name and the address on the certificate.

2. Verify the validity of the SA8000 certificate

You need to make sure the document is certified by SAAS. You can check this by:

- Going to <http://www.saasaccreditation.org/?q=node/23>
- Download the SA8000 Certified Organizations list
- Check in the list that the certificate is the same as the certificate details published.

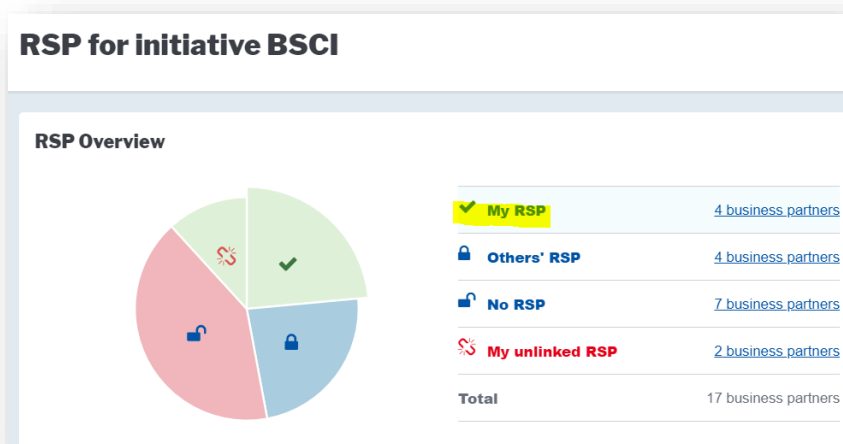
If it is published, you can upload the SA8000 certificate on the amfori sustainability platform.

If it's not published, please contact Lisa Bernstein (LBernstein@saasaccreditation.org - Senior Manager, SA8000) and ask her if the certificate is valid.

3. Make sure you have RSP for your business partner

Only RSP holders can upload SA8000 certificates.

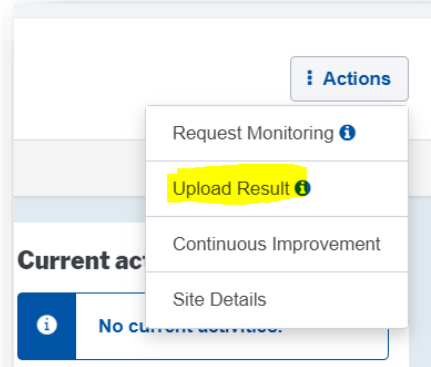
To check this, login to the [Sustainability platform](#), go to **Sustainability** then **RSP**. There, either via 'My RSP' or the search function below, you can check if you have RSP for your business partner or not.



4. Upload the SA8000 certificate on the amfori sustainability platform

Step 1: Go to your business partner's profile and click on the producer site that corresponds to your SA8000 certificate.

Step 2: Once on the site page, click on *Actions* (top right) and then *Upload Result*.



Step 3: "Monitoring Result Details", you will have to select *BSCI* as the Initiative and *SA8000* as the Monitoring Activity.

Upload other system recognition

1 STEP 1 Monitored Party 2 STEP 2 Site 3 STEP 3 Monitoring Result Details 4 STEP 4 Upload Document

An other system recognition can only be uploaded for an Initiative you hold RSP over and for an initiative you participate in.

Initiative
BSCI

Monitoring Activity
SA8000

Step 4: you'll have to upload the certificate while entering the expiration date and then click on "Finish". The SA8000 will be uploaded, and it will be visible on the chosen site of your business partner.

Sustainability of site Migrated site name 452 amfori ID: 056-000014-001

Filtered on: BEPI, BSCI

Latest result per activity

Activity	Rating	Valid	Latest Possible Cycle End Date
SA8000	-	05/05/2045	05/05/2045

Please note that, once uploaded, the SA8000 certificate cannot be removed.