**AUDIT REQUEST Application Form**

Please complete the application form below and return it to: info@sustainableleatherfoundation.com

|  |  |
| --- | --- |
| **Organisation Name:** |  |
| **Organisation Address:** |  |
|  |
|  |
| **Primary Contact:** |  |
| **Position:** |  |
| **Contact Email:** |  |
|  |
| **Address of the site to be audited (if different from above):** |  |
|  |
| **Primary Contact:** |  |
| **Position:** |  |
| **Contact Email:** |  |
|  |
| **Invoicing Address:** **(if different from above)** |  |
|  |
| **PO No: (if required)** |  |
| **Co VAT No: (if applicable)** |  |
| **Contact for Invoicing:** | (If different from above): |
| **Invoice Email:** | (If different from above): |
|  |
| **Operational Scope of Facility** | **Type** |  | **Tick below** |
| **Tannery** | Raw to Finished |  |
|  | Raw to wet blue |  |
|  | Raw to crust |  |
|  | Wet blue to finished |  |
|  | Wet blue to crust |  |
|  | Crust to finished |  |
| Product Manufacturer |  |  |
| Trader |  |  |
| Chemical Company |  |  |
| Machinery Company |  |  |
| Other (Please specify): |  |  |
| **Existing Certifications**  | Please advise of any existing certifications to be mapped onto the SLF dashboard: |
| **Audit Requirements** |  | **Tick below** |
| Single Module (i.e Social Audit only) | £4,000 + exps |  |
| Two Modules (i.e. Social and Governance Audit) | £7,500 + exps |  |
| Three Modules (i.e. Full ESG audit) | £10,000 + exps |  |
| Gap auditing @ £1,000 per day + expenses (minimum of 2 days) | £2,000 + exps minimum cost |  |
| **Select which modules are required:** |
| **Environmental** | Permits, licenses, statutory |  |
| EMS |  |
| Environmental H&S |  |
| Environmental Footprint |  |
| Inputs: Land Use |  |
| Inputs: Energy Consumption |  |
| Inputs: Water Use |  |
| Inputs: Raw Material & Chemicals |  |
| Inputs: Machinery & Equipment |  |
| Outputs: Air Emissions |  |
| Outputs: Effluent Treatment |  |
| Outputs: Soil Contamination |  |
| Outputs: Solid Waste |  |
|  |  |  |
| **Social**  | Permits, licenses, statutory |  |
| Age of Workers |  |
| Compulsory Labour |  |
| Discrimination |  |
| Corporate Social Responsibility |  |
| Staff Development & Representation |  |
| Wages & Benefits |  |
| Worker H&S |  |
| Working Hours |  |
|  |  |  |
| **Governance** | Permits, licenses, statutory |  |
| Ethical Business Practice |  |
| Animal Welfare Practices |  |
| Traceability & Procurement |  |
| Housekeeping |  |
| Best Available Techniques |  |
| Process Control & Quality |  |
| Chemical Control |  |
| Restricted Substances |  |
| Occupational H&S |  |
| PR & Communication |  |
| ***Audit fees will be dependent upon requirements and therefore the costs may vary. Once you have indicated your requirements, a contract proposal with costs will be sent for acceptance and signature.*** |
| **Preferred Audit Dates:** | ***(SLF will try to accommodate preferred audit date requests wherever possible, however, this is subject to availability of auditors.)*** |
| **Any other information:** | Please add any additional information that you would like the Sustainable Leather Foundation to consider for your application: |
| **Signed:** |  | **Dated:** |  |
| **Print Name:** |  |