



Higg Index Guide: Overview

The Higg Index is an online self-assessment tool developed by the [Sustainable Apparel Coalition](#), that standardizes the measurement of environmental and social impacts in the apparel, footwear, and home textiles industry. The Higg Index is now the *standard sustainability reporting tool*, already used by over 5000 manufacturers globally, eliminating the need for duplicative self-assessments.

- **Note:** If you are a manufacturer but not in the apparel, footwear, or home textiles industry, you may still be required to complete the Higg Index if requested by your customer. Some companies are using the Higg Index with manufacturers in other industries as well because the tool comprehensively measures environmental and social impacts across facilities.

In order to successfully start, complete, and share your 2015 assessment, you will need to follow all of the steps outlined below:

- 1. REGISTER** for a Higg Index Web Tool account at [Higg.org](#) to receive a login and password.
 - Please note it can take 1-2 business days after you submit your registration form to receive your login and password.
- 2. CREATE A PROFILE** for each individual facility you intend to complete an assessment for once you are able to [log into your Higg account](#):
 - Make sure the facility name you enter matches the facility name your customers have on file
 - For facilities you *own*: Create a profile for each facility under your account
 - For facilities you work with but *do not own*: Ask each facility to create their own Higg account and profiles, and instruct them to connect with you and your customer
- 3. PAYMENT** – Every individual facility is required to pay a fee of \$85 once per year, which covers maintaining your data on the Higg Index platform.
 - You can find the payment button by clicking on the specific [Facility Profile](#)
- 4. CONNECT** with each of your customers that you wish to share your assessment with.
 - If you do not connect with your customer, they will not be able to see your Higg Index results.
 - To connect, go to the “Connections” tab, search for your customer’s company name, and select “Add Connection” from the drop down menu.
- 5. COMPLETE YOUR MODULE:** Once you have completed steps 1-4 you can begin your Higg Index assessment (called a “Module”) for each facility.
 - Select the environmental or social module from the “Facility” module section.
- 6. POST** your module once you have completed *all* the questions in the assessment in order to share it with your connections
 - Your module must be posted for your customer to view your Higg assessment

Training & Support

If you need help while using the Higg Index, please contact support@apparelcoalition.org. There are a number of resources on the Higg Index website to help you use the tool. Please go to the “**Help**” tab at the top right of the [Higg Index website](#), which includes training videos as well as the “**How to Higg Manual**” which is translated into 5 different languages.

We appreciate your effort as we work to enable an efficient and sustainable supply chain across the apparel, footwear, and home textiles industry and beyond.

If you need support or have questions, please contact support@apparelcoalition.org