Social Accountability Best Practices

Factory Social Accountability compliance is essential to The Michaels Companies vendor relationship. We want to help our vendor and factory partners be successful with our program as well as foster continuous improvement efforts. Although our expectation is that factory partners are always in compliance with our Social Accountability requirements, we are offering this short list of best practices and tips to help our partners prepare for the annual Social Accountability audit. This list is not comprehensive - it should be used as a guideline for basic Social Accountability best practices.

Follow and Post The Michaels Companies Code of Conduct:

Vendor partners must review the Code of Conduct with their factories. Please be sure factory partners understand the Michaels Code of Conduct and are in compliance at all times.

Emergency Exit Lighting and Signage:

Factory partners must regularly inspect emergency exit lighting and signage to be sure it is functional and present in all required locations.

Emergency Exits:

Factory personnel must monitor all emergency exits to ensure they remain unlocked and unblocked. Vendor partners should assist the factory with implementing a daily process for verifying that all emergency exits are unlocked and free of obstructions.

Maintain Clear Aisles and Pathways:

All pathways and aisles should remain clear of obstructions including materials, pallets, and finished goods. Factories should perform inspections throughout the day to confirm that aisles and pathways remain clear.

Record Keeping:

Review factory record keeping. Be sure the factory has a robust record keeping system to document attendance, wages, social insurance, certifications, and safety records. Record retention is an essential part of social compliance and our vendor partners should ensure factories have these records available for review at all times.