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## Invitation: SMART Social Compliance Academy™ for Myanmar garment factories

**Dear Factory Manager,**

It is our pleasure to invite your company to the next round of our SMART Social Compliance Academy™. Orientation & introduction will take place on the **14th and 15th of July 2016** at the UMFCCI Building, 4th floor. The training will start at 9.00am and will continue until 5pm on each day.

The SMART Social Compliance Academy™ is an innovative approach that consists of interactive group trainings and in-factory consultancy visits, all of which targets to improve internal management systems and procedures to maintain good working conditions and systems – a long-term solution rather than a “quick fix” approach. The Academy consists of a two day group training program for up to 10 garment factories with 2 to 3 participants from the middle-management of each factory. Following this, an on-site consultancy is arranged for each participating factory. This is a comprehensive social compliance audit, take 2-3 days. Your factory thereafter receives a detailed “corrective action plan” which is extremely useful in guiding your company in implementing improvements.

You may apply for the program with SMART Myanmar Social Compliance Expert May Mi Kyaw, **maymi@smartmyanmar.org** by sending us the completed application (last page of this invitation). The **closing date for registration is July 9th, 2016**. We will allocate the seats according to selection criteria stated on the following page of this invitation.

For further information and support please contact:

**Ms. May Mi Kyaw**

**Social Compliance Expert, SMART Myanmar**

**maymi@smartmyanmar.org**

09402783228

We are looking forward to receive your application and hope to welcome you during the training.

Sincerely yours

Jacob A. Clere

SMART Myanmar Team Leader

May Mi Kyaw

SMART Myanmar Social Compliance Expert





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## Application information for the SMART Social Compliance Academy™

During 2014 and 2015, factories participating in SMART Myanmar's social compliance programs made considerable progress in improving compliance, especially measures that require minimal financial investment, such as improved communications with workers and the implementation of consistent policies and procedures for OHS. As a result, working conditions improved substantially, which helped several factories pass social audits from clients and gain access to new markets.

Item	Duration	Topic/Tasks	Benefits
Group training	2 days	Social compliance awareness International and national requirements Assessment process Common issues and corrective actions Efficient problem solving and management system establishment	Obtain the exclusive social compliance requirement Learn different cases and good practices Learn the methodology of efficient problem solving and management system
In-factory assessment (after the group training)	2–3 days	Conduct <b>comprehensive social compliance assessment</b> Discuss the corrective action plans Discuss the root causes and system establishment	Understand the gap between the current situation and the standard Know clearly about the corrective actions to fix the issues Get in-depth ideas on the loopholes of the system for improvement Get support to prioritize the corrective actions to utilize the resources Obtain the comprehensive assessment report for progress tracking
In-factory 1st follow up visit (2 weeks after the initial visit)	1 day	Check and discuss the " <u>corrective action plan</u> " a detailed factory-specific improvement guide and one of the most useful parts of the academy. Discuss the challenges and solutions	Understand the achievements and challenges Get support and resources on specific challenging issues
Additional follow-up visits and closing workshop	3–7 days (according to a factory's individual need)	Check progress on corrective action plan Discuss the challenges and solutions Closing workshop of the academy	Understand the achievements and challenges Get support and resources on specific challenging issues specific challenging issues <b>Receive SMART Social Compliance Academy™ certificate</b>

In order to optimize this academy to make progress and improvements in the participating factories, the below rules are set to be included in the participation agreement which will be signed at the end of the group training and before the factory visits:

- Attend the 2 days group training and fully participate in the discussion
- Sign the agreement at the end of the group training
- Prepare for the on-site visit based on the preparation list provided





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- Be open and cooperate with the team during the assessment
- Make efforts to implement improvements based on an agreed 'corrective action plan'
- Agree to payment of course fees: **free/no charge for locally owned factories**, \$750 for joint-venture factories and \$1,500 for 100% foreign owned companies.
- Agree to be removed from the program if there is no effort at progress after the initial follow-up visit (in case of removal from program, 50% of fees shall be refunded - no one is committed until after they have signed at the end of the day on July 15th)

### **The selection of the participating factories will be based on:**

- Export orientation to Europe or interest in exporting to European clients in the future.
- Number of workers in the factory is more than 200.
- Agree on the rules of the Academy program (required).
- Ownership of your factory – half of the factories in the program shall be locally-owned and approximately half foreign-owned.
- Recommendation from a European buyer who already sources from your factory or plans to source from it (desired but not required).
- Factories who have already completed a previous SMART Social Compliance Academy™ are not eligible.

**If you are interested in joining the Academy program, please fill in the application form on the last page and send back to us by email before July 9th, 2016.**

**Thank you!**

Since its launch, 16 companies have participated in the SMART Social Compliance Academy™. Of these companies, several are now successfully producing for European brands and fashion retailers.

Ensuring strong social compliance practices and systems improves factory workplace relations, boosts productivity through superior HR management and sets the preconditions necessary for business linkages between Myanmar producers and European buyers.





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## Application form, SMART Social Compliance Academy™ July - December 2016

Name of Factory

Main Products

Address

Shareholding  
(local, joint-venture or 100% foreign)

Number of Employees

Name of Clients and Export countries

How many social audits  
conducted in the factory  
before?

Information of participants for the first group training:

Maximum 3 persons

(It is most effective when at least one top manager and one middle manager participates):

Name	Job title	Email	Contact Number

Signature:

Date:

Printed name:

