

# Audit details page & publishing

- ✓ Here you can find all the details of this audit. The top of the page shows high level audit information
- ✓ Beneath this you can access the audit reports (CAPR & SMETA report) and the findings. Click on the 'View findings' button to review the findings.
- ✓ Pressing the 'publish' button means the audit is visible to your buyers/customers on the Sedex platform. You are still able to dispute findings or add corrective actions after this point.

## Audit details

Site name and address		SMETA Audit	
Site name:	Chippenham	ZA Number	ZAA600022335
ZS Number:	ZS3028157961	Audit company	Subs Audit Company
Company:	Sonoco	Audit type	Announced
Address:	Corsham Rd, Chippenham, UK N/A	Audit pillar	4-pillar
City:	Chippenham	Status	SUBMITTED
ZIP/Postal code:	SN15 2LZ	Audit nature	Full Initial
Country/region:	GB	Audit date	29 Dec 2022 to 02 Jan 2023

Publish audit

→

To publish the audit, you must click '**Publish Audit**'. This will trigger an email notification to the Buyer, who can then access the audit results using their Site Status table.

**You can add Corrective Actions or Disputes at any time before or after publishing the audit.**

# Understanding the audit page



 Download CAPR

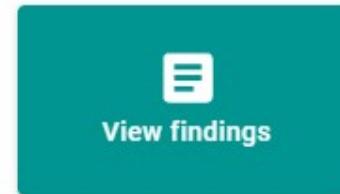
The Corrective Action Plan Report (CAPR) records basic information about the audit and the findings of the audit (non-compliances/ Observations/ Good examples). It also sets out the corrective actions required to close an NC. You can download the document here so you can share it with colleagues or have a paper copy.



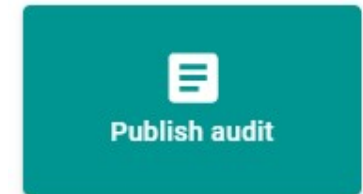
 Download SMETA

The SMETA report records all the details of the audit including what the auditor did on the day, describing the management systems in place for each code area, plus data collected by the auditor.

You can download a PDF here.



Shows each finding including how important it is, and how long you have to correct/solve the non-compliance (NC). This is **where you will add corrective actions & associated evidence** against each NC to show the auditor how you have dealt with the issue. If you disagree with a NC, you can dispute it here too.



Press this button to publish your audit. This can be done at any time, but we recommend that you do it as soon as you have checked the audit write up and you are happy that it is a true reflection of what happened on the audit day. Publishing the audit means your buyers/ customers can see the audit & results on the Sedex platform.

# Findings

Findings

This includes observations, non-compliances, and corrective actions recorded during the audit.

1 2 3 4

NonCompliance New 9 Nov 2022 Desktop audit Business Critical Open

**Audit clause:** 0A - Universal Rights covering UNGP

**Issue title:** 1 - The audit was not completed in full due to an intentionally obstructive practice (e.g. the auditor was denied access to relevant documents or areas of the site, permission to interview workers etc.)

**ETI code:** 0.A.1 - Businesses should have a policy, endorsed at the highest level, covering human rights impacts and issues, and ensure it is communicated to all appropriate parties, including its own suppliers.

**Explanation:** Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam lorem ante, rutrum vel ligula non, feugiat laoreet ligula. Nulla congue tincidunt varius. Sed ultrices elit vitae elit hendrerit, iaculis egestas est pharetra. Vestibulum euismod lobortis ligula, sed congue odio eleifend a. Vestibulum convallis, metus non accumsan congue, justo lacus vestibulum justo, sed accumsan justo nibh sit amet orci. Nullam libero erat, rutrum id nulla sed, laoreet laoreet lacus. Nam euismod nulla eu magna sodales hendrerit. Quisque laoreet scelerisque varius. Etiam sagittis, sem at sollicitudin tristique, neque dolor hendrerit sem, sed porttitor leo dolor vel odio.

**Root cause:** Training, System, Costs, Lack of workers

**Corrective action:** Aenean vehicula bibendum ipsum. Aliquam eu mauris mauris. Suspendisse in dolor vitae neque congue cursus et a mauris. Nam sed elit nec arcu aliquam eleifend. Praesent eros nulla, faucibus vel consectetur id, consequat ac nisi. Morbi tristique dapibus accumsan. Etiam a orci molestie, elementum lorem ut, rhoncus sapien. Morbi iaculis lectus vel augue bibendum, nec tristique nibh ultricies.

**Attachments:** ...ZAA60000629.pdf

Add corrective action Dispute 6

Suppliers have to click on 'View Findings' to see the list of all the audit findings (NCs, Observations and Good Examples):

Viewing Findings is available before and after the Supplier publishes the audit.

Each finding includes information about:

1. The **type of finding**
2. The **verifying method**
3. Finding **Criticality**
4. Finding **Status**: open/close
5. The overall **explanation** provided by the audit firm and attachments
6. The actions they can take: adding a **corrective action** or raising a **dispute** against the finding