



## UPDATED INFORMATION REGARDING THE COVID-19 PANDEMIC

December 21, 2020

Since our last message on the COVID-19 pandemic dated September 30, 2020, WRAP has continued to work with facilities around the world to maintain their certification. Currently, WRAP has over 3000 certified facilities. This has been possible due to the resilience of the manufacturing facilities and the cooperation of our monitoring partners.

WRAP shares the common goal of protecting the health of all workers as we implement the necessary measures required by local authorities to ensure a safe work environment.

As COVID-19 continues to cause disruptions to normal life, and the ability to conduct onsite social compliance audits is limited, WRAP will allow facilities scheduled for their WRAP certification renewal to take advantage of the Alternative Desktop Assessment (ADA) process. This assessment is limited to facility certification renewals in locations where travel restrictions prevent an on-site visit. Facilities applying for ADA must seek prior approval from WRAP and renew their certification registration.

While many WRAP certified facilities are now able to have an onsite audit conducted, the WRAP staff will continue to monitor changes to travel restrictions in 2021 and provide updated guidance as needed. Please refer to the current process details below:

### **Onsite Audits**

- All audits must be conducted onsite per the standard procedure unless there are COVID-19-related restrictions.

### **Alternative Desktop Assessment (ADA) – Four Month Certification Extension**

- An ADA may only be approved by WRAP for facilities scheduled to renew their WRAP certification and where travel is not possible.
  - The ADA is not applicable to new or lapsed facilities.
  - The facility must renew its WRAP certification application to begin the ADA process.
  - The facility must provide evidence of travel restrictions.
- WRAP may approve a second ADA on a case-by-case basis, but no more than two ADAs will be granted for a facility.
  - All facilities that receive an ADA must also schedule an auditor to perform an initial onsite audit before their four-month certification extension expires.

### **Post Certification Assessment (PCA)**

- WRAP expects all facilities to receive PCAs onsite per the standard procedure.
  - If an onsite PCA is not possible due to travel restrictions, contact WRAP for further guidance.
  - Auditors must contact the facility one week prior to a scheduled PCA to learn the facility's operating status. If facility is closed, the auditor must notify WRAP within 24 hours.

WRAP expects all local laws, regulations, and pronouncements to be followed. WRAP also expects facilities to prioritize protecting the health and safety of workers by introducing preventative practices (such as the use of face masks, temperature checks, social spacing, etc.) and providing adequate PPE.

The WRAP office will be closed from December 25, 2020, through January 4, 2021. We will respond to your emails when we return to the office.

Please feel free to contact us at any (or all) of the following email addresses:

- [bweedeman@wrapcompliance.org](mailto:bweedeman@wrapcompliance.org)
- [lwatrobsky@wrapcompliance.org](mailto:lwatrobsky@wrapcompliance.org)
- [ssharma@wrapcompliance.org](mailto:ssharma@wrapcompliance.org)

We wish everyone Happy Holidays and the best of health.

Warm regards,  
The WRAP Team