



GSCP EP Register of Experts Call for Expressions of Interest

The Global Social Compliance Programme (the GSCP) is calling for expressions of interest from professionals to work on a contractual basis as independent experts to perform Equivalence Assessments in the framework of the GSCP Equivalence Process.

Deadline for applications (round 2): 30th December 2011

Location: Flexible

Background – The GSCP Equivalence Process

The GSCP has developed the Equivalence Process as a means to deliver upon its objectives of harmonising existing efforts and delivering a common, consistent and global approach for the continuous improvement of working and environmental conditions in global supply chains.

The Equivalence Process is a process by which a social compliance scheme and/or an environmental compliance scheme are objectively benchmarked against the requirements and practices defined in one or more GSCP Reference tools to determine their level of equivalence.

The Equivalence Process has two distinct phases: the Self-Assessment and the Equivalence Assessment:

- **The Self-Assessment**
A User assesses its internal tools, systems and methodology through a point by point check against one or more GSCP Reference tool(s).
- **The Equivalence Assessment**
An Equivalence Assessment Panel composed of independent experts reviews a User's Self-Assessment, at its request, for validation.

This call for expressions of interest is for individuals interested in serving on a contractual basis as independent experts and carrying out Equivalence Assessments.

GSCP Register of Experts & Equivalence Panel Members - Description of the Work

The GSCP keeps a permanent Register of Experts, which gathers the experts who may be invited to serve as members of a GSCP Equivalence Assessment Panel.

An Equivalence Assessment Panel consists of one Panel Coordinator and two Panel Members and one GSCP representative. One such Panel will be set up for each Equivalence Assessment.

Panel Members are responsible for:

- delivering an objective review of a User's Self-Assessment and assessing its accuracy in accordance with the GSCP Guidelines for Self-Assessment and the Rules of Engagement;
- ensuring the Equivalence Assessment is carried out to the agreed programme and timescales;
- ensuring all findings of the Equivalence Assessment are clearly and concisely documented and included in the Assessment Table.

In addition to these duties, the **Panel Coordinator** is in charge of leading the preliminary review of the Self-Assessment and managing the process for delivery of an Equivalence Assessment with the support of the GSCP Secretariat.

The role of GSCP Equivalence Assessment Panel Members and Panel Coordinator is one of assessment and validation, and not to provide consultative advice to Users.

There can be several Equivalence Assessment Panels in place at any given time. Similarly the same Expert may be contracted to perform different Equivalence Assessments based on his/her expertise and experience.

Qualifications

Essential qualifications for Panel members and/or Panel coordinator can be found on the Register of Experts page under Equivalence Process on www.gscpnet.com.

Remuneration

Members of the Register of Experts who are selected to be on a Panel will be remunerated as follows:

- *Panel Member*

Each Equivalence Assessment will consist of approximately one day of preparation and half a day of work per tool. Remuneration is dependent on the number of Reference tools selected by the User (from 1 to 5).

Baseline remuneration per Panel Member per Equivalence Assessment: €650 fixed fee.

Additional fee per tool: €325.

- *Panel Coordinator*

Each Equivalence Assessment will consist of approximately two days of preparation and half a day of work per tool. Remuneration is dependent on the number of Reference tools selected by the User (from 1 to 5)

Baseline remuneration per Panel Coordinator per Equivalence Assessment: €750

Additional fee per tool: €375

Process

- *Selection for the Register of Experts*

Both the GSCP Executive Board and Advisory Board will assess candidates' qualifications, expertise and suitability to carry out the responsibilities of a GSCP Equivalence Assessment Panel Member and/or Coordinator. This will be done through a process of interview, reference checking and review of any other relevant information.

- *Appointment to an Equivalence Assessment Panel*

For each request of Equivalence Assessment, an Equivalence Assessment Panel Coordinator and two Panel Members will be appointed from the Register of Experts by the GSCP Director (or a designated GSCP representative).

A User whose Self-Assessment is being reviewed will be notified of the proposed Experts to form the Panel in charge of this and have the right to object to the appointment of any Expert for reason of conflict of interests.

Experts will be contracted and paid by the GSCP/The Consumer Goods Forum (TCGF).

The GSCP/TCGF and Experts will be bound by contractual terms including:

- Experts receive initial orientation from the GSCP Secretariat; such training will be offered and received free of charge for both parties.
- Expert will sign an Agreement of confidentiality, impartiality and non-conflict of interest as a condition to enter the Register of Experts.
- In the event that personal or professional circumstances compromise this statement, the Expert will inform the GSCP Director (or a designated GSCP representative) who will, in turn, take appropriate steps to protect the integrity of the process.

To Apply

Expressions of interest will be accepted on an ongoing basis but a list of Experts will be drawn based on expressions of interest received by 30th December 2011. Interested candidates should submit the following information:

- Their expression of interest;
- A summary of their experience and knowledge in relation to social compliance and / or environmental compliance;
- Letters of recommendations of suitability from at least two parties who are involved in related activities.

Expressions of interest can be submitted by email to gscpep@theconsumergoodsforum.com

Please specify in the object of your email whether you are applying for the role of Panel Member, Panel Coordinator or both.

The GSCP reserves the right not to accept any expression of interest submitted.

About the GSCP

For useful background information on the GSCP, please visit www.gscpnet.com and www.gscpequivalenceprocess.com