

Getting Started with an Approved Audit Program: Sedex Members Ethical Trade Audit (SMETA)



QUICK FACTS

- Applicable for all product times
- Audits conducted globally
- Membership is required

[Sedex](#) is a global membership organisation that prides itself on making it simpler to do business that's good for everyone. It enables members to bring together data, standards, and certifications to make informed business decisions and drive continuous improvement across value chains. [SMETA](#) is their widely-accepted audit program, evaluating labor standards, health and safety, environment, and business ethics. It is not a code of conduct or a certification process, but measures against ETI code and local law.

MEMBERSHIP

In order for Walmart to accept a submitted SMETA report, the audited facility must be a member of Sedex and must submit a full-scope audit.

- [Login/Register](#) on the SEDEX Platform
- Select the “B” membership option to register a facility or supplier who owns their facility
- Select the “AB” membership option for suppliers who do not own their facility (not required)

[Explore membership options or join Sedex](#) and share your audits through the secure online platform.

SMETA SUPPORT

[General Information](#) (English, Chinese, Spanish, Portuguese, French)

Technical Support by Region	Telephone number	Email Address
North America	+1 888 487 6146	helpdesk@sedexglobal.com
Europe	+44 (0)11 6290 8163	helpdesk@sedexglobal.com
China	+86 (0)21 80311666	helpdeskchina@sedexglobal.com
Japan	+81 (0) 3 5728 6365	japan@sedexglobal.com
Latin America	+56 2 22318251	helpdesklatam@sedexglobal.com
South Africa	+27872379825	helpdesk@sedexglobal.com
Australia	+61385784740	helpdesk@sedexglobal.com

Technical Support by Language	Telephone number	Email Address
Spanish	+44 (0)11 6290 8163	helpdesk@sedexglobal.com
Portuguese	+44 (0)11 6290 8163	helpdesk@sedexglobal.com
French-Canadian	+44 (0)11 6290 8163	helpdesk@sedexglobal.com



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ACADEMY**

Visit the **Responsible Sourcing Academy** for access to resources, training and answers to common questions.

LINK TO WALMART IN SEDEX'S PLATFORM

Provide visibility to facility information and audit reports to Walmart with the steps below. [View a detailed step-by-step guide.](#)

Step 1: Gain access to the [Sedex Platform](#)

Follow the required steps to complete your profile and log in to your account to make required payments. Once you become a member of Sedex, you will have access to the [Sedex Advance](#) platform.

Step 2: Link facility to Walmart Stores Inc.

In the Sedex platform, create a relationship with Walmart Stores Inc > ZC4702325.

Step 3: Upload and share audit reports

Upload the facility audit report to the Sedex platform.

Step 4: Review and publish audit reports

Review the report and publish it so Walmart can view and access the report.

Step 5: Submit the report to Walmart

Audit reports must be emailed to the Responsible Sourcing Compliance Supplier and Facility Administration (RSSFA) team. Reports will not be accepted directly from the facility.

- Audit reports must be submitted to Walmart no more than one year after the audit was conducted.
- All information with the audit report, as well as any supplemental information available, will be considered when the audit report is assessed.

Supplier and Facility Administration Team Contacts:

- [North, South, Central America](#)
- [China & Far East](#)
- [All other countries](#)

[Sedex Advance](#) is the largest collaborative platform in the world for buyers, suppliers, and auditors to store, share, and report on information quickly and easily. Sedex Advance makes it easy to share information with multiple buyers in an agreed format.

**Instructions to Submit
an Audit to Walmart***

**To be accepted by Walmart, the audit must be conducted by an APSCA-registered auditor on behalf of an APSCA member firm. View APSCA audit firms [here](#). Confirm with your selected program that the approved firm and auditor are in good standing with APSCA.*



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