



Action Plan

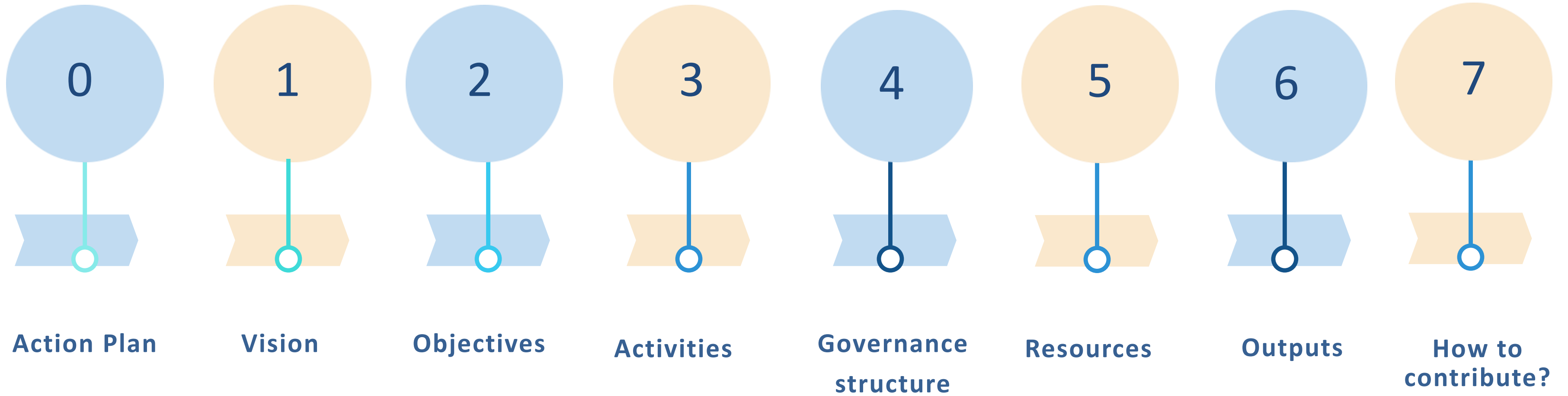
Policy Recommendation Document

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Action Plan Summary

1. Vision: define a vision statement

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1. Vision

The vision statement summarizes the objectives of a traceability and transparency system and the benefits for the stakeholders involved. The aim of the vision statement is twofold: it provides guidance and direction, and it serves as inspiration and a source of motivation.

Example:

Our vision is to promote the application of the highest social, environmental and health & safety considerations for the products purchased by our customers, throughout our entire value chain

2. Objectives

The objectives define more in detail the future outcome that needs to be accomplished. Each objective contributes to the achievement of the vision statement. Objectives contemplated in the Traceability and Transparency Action Plan should be specific, measurable, attainable, relevant and time bound (SMART). The Action Plan should also set performance indicators to monitor and assess the achievement of the objectives or their results (Objectives Performance Indicators).

Example:

2.1 Attain full traceability for the top 30% of our products, by collecting information about products and process characteristics, throughout the whole value chain, within 3 years

2.2. Achieve full transparency for the top 30% of our products by providing easy access, clarity and regular updates about suppliers factory information, throughout the whole value chain, within 3 years

The achievements will be monitored through the following key performance indicators: xyz...

3. Activities

The Action Plan needs to define how the set objectives will be achieved, in other words, which activities should be implemented. In the context of the Action Plan, an activity is a specific action or project that will implement a traceability and transparency tool or solution.

Implementing a traceability and transparency system shall be considered with a long-term view: planning the activities is needed at this point.

Typical decisions concerning activities to achieve a **Traceability objective**:

- the different types of information related to traceability that can be recorded;
- which specific information needs to be collected and shared and among who;
- how information will be shared with the actors of the supply chain;
- how frequently information will be shared;
- the technologies that will facilitate information sharing;
- how should information be stored (according to who needs to have access to the data and how often);
- the performance indicators to be monitored; when the content of the information should be reviewed;
- how to best communicate information to end consumers to inform their decision-making.

Transparency principles:

- Easy access
- Clarity
- Regular updates

3. Activities

Example:

3.1. We will invest (x)EUR amount in advanced traceability technologies to reduce time and cost, increase the accuracy and speed of data and allow product authentication...

3.2. Next year we will conduct (x) number of audits for traceability, which will allow us to identify inefficiencies, enabling control, the monitoring of product quality and recall management to identify the origin of defects and enhance coordination among actors of the supply chains...

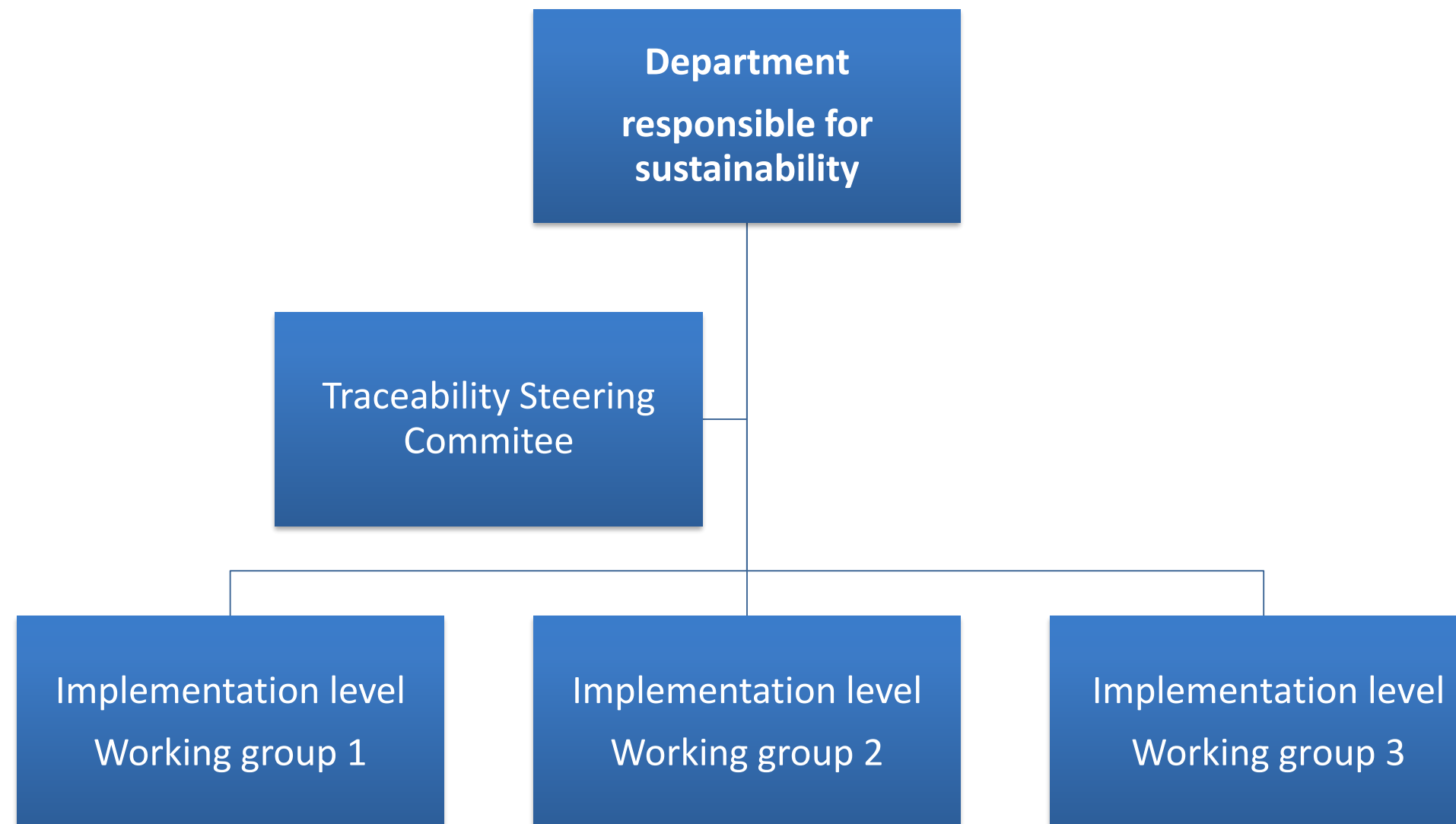
3.3. Next year we will carry out (x) individual meetings with suppliers in our production clusters, concerning specific aspects of traceability in their supply chain. In total, next year (x) suppliers will be provided with training on the subject of traceability in collaboration with our purchasing teams...

3.4. By the end of next year we will make information available about (x) suppliers, by making information easily and freely accessible on the website...

4. Governance structure

The Action Plan should include an outline of the governance structure required to manage and implement the activities. The detailed governance structure and the functions and composition of the Steering Committee will vary from firm to firm, in accordance with the organizational charts for sustainability related functions.

Sample Governance structure



5. Resources

This section of the Action Plan should describe the necessary human and financial resources needed for the implementation of the activities as well as the overhead budget for the management of the Action Plan.



6. Outputs

Monitoring and evaluation are core elements of the Action Plan.

Example:

6.1. Through investments in advanced technologies we were able to increase the accuracy and speed of data by (xx) and allow product authentication across our value chain...

6.2. Through the increased number of audits for traceability we were able to publish verification data for at least 30% of our products...

6.3. The meetings resulted in an agreement on the design the traceability system...

6.4. The increased transparency resulted in higher ranking in the Fashion Revolution Transparency Index...

7. How to contribute?

How to contribute?

Give availability for bilateral meetings to fine-tune the Action Plan

Share comments via email to fine-tune the action plan





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Thank you for your kind contribution

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