**Updated May 10th 2021**

Verified sources and attributable data policy

CONTEXT

Publicly available data forms the backbone of the OAR database and the OAR team strives to keep the database as current and accurate as possible, uploading new public lists on a regular basis.

Users who contribute their own data are encouraged to keep that data current by regularly refreshing their lists. As of today, all brands and retailers actively using the OAR and managing their own data have chosen to keep only a list of their current affiliations in the database to avoid any confusion over their footprint.

Some users have requested the ability to upload and view attributable data on the OAR, specifically supplier lists of brands and retailers, in some cases from prior years. In this scenario, an organization would upload a list attributable to another organization and, in some cases, this data would be historical data, current to a previous year.

While undoubtedly most organizations uploading the data of other organizations to the OAR would have positive intentions, the OAR and its users nonetheless share some concerns regarding one contributor uploading the data of another organization to the tool. Specifically, it has been difficult to establish a robust mechanism for determining the veracity and origin of data contributed to the tool by one organization, but attributed to another (e.g. a media outlet or civil society organization uploading brand data to the tool).

To appropriately meet these user requests and concerns, the OAR has developed the following policy to address the contribution of attributable data.

Policy

CRITERIA

VERIFIED SOURCES: To ensure the accuracy of data contributed to the OAR, restrictions will be placed on which organizations can contribute data attributable to another organization:

Only organizations vetted by the OAR Team and / or Board and approved as *verified sources* may contribute data attributable to another organization. Organizations must apply to

become verified sources [by completing this Google Form](#). After submitting to our verification process, approval of the Contributor is at the discretion of the OAR Team and the OAR Board (see below for process).

- All data contributed by verified sources must be clearly labelled with:
    - The name of the organization which originally published the data
    - Provenance of data, including a link to the original location of the data and the date accessed,
        - A screenshot must also be submitted to the OAR team showing the data at the original link where it was obtained
    - The time frame to which the data is current
- Contributing organizations must commit to refreshing the data on an agreed cadence, e.g. once per year
- Contributing organizations must make their best effort to notify the organization whose data they are contributing so that the organization has the opportunity to:
    - 1) Review it
    - 2) Begin contributing data themselves or, in instances when an organization is already maintaining current lists on the OAR, to include older datasets in their OAR contributions

INTERVENTIONS BY THE OAR TEAM

The OAR Team reserves the right to deactivate a list and, in doing so, break the connection between the facilities and that Contributor if:
- The data is found to be attributed incorrectly or falsely
- The verified source can not provide evidence to prove the attribution
- The organization or source to which the data has been attributed is able to demonstrate that the data was incorrectly attributed
    - e.g. a brand would have the opportunity to challenge a data set if a brand found that, in retrospect, the brand's own data were inaccurate at the time they were collected by the third party.

APPROVAL OF VERIFIED SOURCES

Organizations can apply to the OAR to upload data on behalf of others.

Process

Complete [this Google Form](#). The OAR team will review your submission and be in touch, either with additional questions, or with a decision on your application.

NON VERIFIED SOURCES OF ATTRIBUTABLE DATA

In instances where an organization's data is uploaded to the tool by another organization without seeking prior permission from the OAR Team, or which fails to respond to outreach from the OAR Team, the OAR Team reserves the right to deactivate the list and, in doing so, break the connection between the facilities and that Contributor. [N.B. The OAR does not delete apparel facilities from the tool, as it would not want to lose this data and other potential connections to those facilities.]