Textile Survey Training

2023 Walmart U.S., Sam’s Club U.S., and Walmart Canada Textile Products
Purpose of this Training Deck

This document is intended for reference purposes only. Walmart has prepared this guide to help suppliers complete the textiles questionnaire of Walmart’s and Sam’s Club’s annual sustainability survey.

This document is not intended to provide any legal advice, including about product labeling or other compliance-related requirements. You should seek independent legal advice if you have any legal questions about the subject matter of this document.
Textile Survey Overview
2023 Sustainability Survey Sections and Dates

**Sections**
- Commodity (New)*
- People**
- Forests
- Packaging
- Textiles***

**Applicability**
- All Suppliers
- Select Suppliers
- Private Brand Suppliers

September 5th - November 3rd

SUPPLIER TRAINING AVAILABLE HERE:
Trainings and Webinars (walmart sustainabilityyhub.com)

* Applicability depends on the commodities in your supply chain.
** Suppliers for select departments (Seafood, Entertainment, Produce, Home, and Apparel Suppliers). Optional for others.
*** required for Private Brands suppliers and recommended for National Brands suppliers.
**WALMART TEXTILE FIBER GOALS**

Goals apply to Walmart U.S., Sam’s Club U.S., and Walmart Canada

**COTTON**
By 2025, source 100% “more sustainable” cotton for Private Brand apparel and home textile products.

**RECYCLED POLYESTER**
By 2025, source 50% recycled polyester for Private Brand apparel and home textile products.

**MANMADE CELLULOSIC FIBERS**
By 2025, ensure that none of the manmade cellullosic fibers sourced for Private Brand apparel and home textile products are derived from ancient and endangered forests, or from endangered species’ habitats or other controversial sources, as defined by the nonprofit organization Canopy’s reports.

*Suppliers should consult the Walmart U.S. Private Brand Preferred Fiber Claim Guidelines for additional details and guidance (accessible via Retail Link > Apps > PQ: Product Quality and Compliance Library > Sustainability > PB Preferred Materials & Fibers Claims Guidelines UPDATE 2023).*
2020 Survey launched to establish baseline and measure progress towards our TEXTILE SUSTAINABILITY goals

### Reporting Metrics for Textiles Section of the Sustainability Survey

#### TOTAL UNITS & OVERALL FIBER VOLUME:
- Textile product units (confirmed by quantity only) committed to Walmart US, Sam’s Club US, or Walmart Canada for sale in stores/clubs or online, by department, in FY24 (shipping to stores/clubs or fulfillment centers/dotcom between Feb 1, 2023 and Jan 31, 2024).
- Total weight of all fibers used within the above textile product units, by applicable market and department.

#### PREFERRED/“MORE SUSTAINABLE” COTTON:
- Total weight of cotton for the above textile product units, by applicable market and department.
- Weight of the above total cotton volume that was sourced as one of Walmart/Sam’s Club’s preferred cotton sources (including Cotton USA, Better Cotton, Organic Cotton, Fair Trade Cotton, Recycled Cotton), by applicable market and department.

#### RECYCLED POLYESTER:
- Total weight of polyester for the above textile product units, by applicable market and department.
- Weight of the above total polyester volume that was sourced as certified recycled polyester (including REPREVE Recycled Polyester and Other Recycled Polyester), by applicable market and department.

#### PREFERRED MANMADE CELLULOSIC FIBER (MMCF):
- Total weight of MMCF for the above textile product units, by applicable market and department.
- Weight of the above total MMCF volume that was sourced from Canopy Green Shirt producers by applicable market and department.
  - Recycled MMCF
  - Lyocell from “Green Shirt” Fiber Producers
  - Modal from “Green Shirt” Fiber Producers
  - Viscose/Rayon from “Green Shirt” Fiber Producers
Participation Expectations: All Private Brand Suppliers of textile products
National & License Brand Suppliers of textile products are encouraged to participate; keep national and private brand data separate

In Scope:

- Textile product units (confirmed buy quantity only) committed to the departments listed here for sale in stores/clubs or online in FY24 (Feb 1, 2023-Jan 31, 2024).

Out of Scope:

- Non-textile product units committed to any of the applicable in-scope departments.
- Any textile product units committed to other departments not listed as in-scope for Walmart US, Sam’s Club US, or Walmart Canada.
- Any textile product units committed to other Walmart International markets not listed as in-scope.
Summary of requested fiber data
For each applicable department, you will be asked to share:

1. Total Textile Product Units Committed
2. Total Fiber Volume
3. Total Cotton Volume
   - Preferred Cotton Volume
4. Total Polyester Volume
   - Recycled Polyester Volume
5. Total Manmade Cellulosic Fiber (MMCF) Volume
   - Canopy Green Shirt Volume and Preferred MMCF Fiber Volume
6. Other Fiber Volume

The survey tool will automatically calculate “Other Fiber Volume” as the difference between Total Fiber Volume and the sum of Total Cotton, Total Polyester, and Total MMCF volumes. Example “other” fiber types may include spandex, nylon, etc.
Answering the Cotton Questions

1. Sum the textile product units committed to applicable market, by department.
   • How many textile product units (confirmed buy quantity only) have been committed to Market X Department Y for sale in stores/clubs or online in FY24? (shipping to stores/clubs or fulfillment centers/dotcom between Feb 1, 2023 and Jan 31, 2024). Repeat for each applicable in-scope market and department.

2. Calculate the total volume of ALL fibers used within those units.
   • What is the total volume of ALL fibers within the fabrics you used for the textile products units committed to Market X Department Y in FY24? Repeat for each applicable in-scope market and department.

3. Calculate the volume of cotton fiber within your total fiber volume, by applicable in-scope market and department.
   • What is the total volume of cotton in the fabrics you used for the textile products units committed to Market X Department Y in FY24? Repeat steps for each applicable in-scope market and department

4. Calculate the volume of preferred fibers by applicable in-scope market and dept.
   • How much of your total cotton volume from question 3 step A was sourced as one of Walmart/Sam’s Club’s preferred cotton sources? Refer to slides 12-16 for guidance on this calculation and link to Private Brand Preferred Fiber Claim Guidelines. Repeat for each applicable in-scope market and department
Answering the Polyester Questions

1. **Sum the textile product units committed to applicable market, by department.**
   - How many *textile product units* (confirmed buy quantity only) have been committed to Market X Department Y for sale in stores/clubs or online in FY24? (shipping to stores/clubs or fulfillment centers/dotcom between Feb 1, 2023 and Jan 31, 2024). Repeat for each applicable in-scope market and department.

2. **Calculate the total volume of ALL fibers used within those units.**
   - What is the *total volume of ALL fibers* within the fabrics you used for the textile products units committed to Market X Department Y in FY24? Repeat for each applicable in-scope market and department.

3. **Calculate the volume of polyester within your total fiber volume, by applicable in-scope market and department.**
   - What is the total volume of *polyester* in the fabrics you used for the textile products units committed to Market X Department Y in FY24? Repeat for each applicable in-scope market and department.

4. **Calculate the volume of preferred fibers by applicable in-scope market and dept.**
   - How much of your total polyester volume from question 3 step B was sourced as *recycled polyester*? Repeat for each applicable in-scope market and department.
Answering the Manmade Cellulosic Fiber Questions

1. Sum the textile product units committed to applicable market, by department.
   • How many **textile product units** (confirmed buy quantity only) have been committed to Market X Department Y for sale in stores/clubs or online in FY24? (shipping to stores/clubs or fulfillment centers/dotcom between Feb 1, 2023 and Jan 31, 2024). Repeat for each applicable in-scope market and department.

2. Calculate the total volume of ALL fibers used within those units.
   • What is the **total volume of ALL fibers** within the fabrics you used for the textile products units committed to Market X Department Y in FY24? Repeat for each applicable in-scope market and department.

3. Calculate the volume of manmade cellulosic fiber within your total fiber volume, by applicable in-scope market and dept.
   • What is the total volume of **manmade cellulosic fiber (MMCF)** in the fabrics you used for the textile products units committed to Market X Department Y in FY24? Repeat steps for each applicable in-scope market and department.

4. Calculate the volume of preferred fibers by applicable in-scope market and dept.
   • How much of your total manmade cellulosic fiber (MMCF) volume from question 3 step C was sourced as one of Walmart/Sam’s Club’s preferred MMCF sources? Repeat steps for each applicable in-scope market and department.
Steps 1-4 with screenshots

The following slides provide examples of survey questions.
Steps 1-2: SUM your textile product units committed and CALCULATE total fiber volume based on total textile product units committed:

- Choose your unit of measure carefully and be consistent
- Enter product units
- Determine average product unit weight for each program/item type included in your total units
- Multiply average product unit weight by total units to calculate total fiber volume for each program/item type and add/enter the total fiber volumes of each program/item type you committed to get total fiber volume
- Select all relevant fiber types included in product unit calculation
Step 3: Calculating cotton, poly, and MMCF volumes based on total fiber volume

• Determine fiber content percentages by fiber type (cotton, polyester, MMCF) within each program/item type included in your total units committed number

• Apply fiber content percentages to average product unit weight to determine weight by fiber type, e.g.:
  - Item XYZ has average product unit weight of 1 pound, including 50% cotton and 50% polyester. Therefore, there are 0.5 lbs. cotton and 0.5 lbs. polyester per unit.

• Multiply per unit weight of each fiber type by total units committed number to calculate total volumes of each fiber type (cotton, polyester, MMCF)

• Repeat above steps for each program/item type and then sum the totals for each fiber type (cotton, poly, MMCF) to calculate total volume of each

Note: The survey tool will automatically calculate “Other Fiber Volume” as the difference between Total Fiber Volume and the sum of Total Cotton, Total Polyester, and Total MMCF volumes. Example “other” fiber types may include spandex, nylon, etc.
Step 4: calculate preferred fiber volumes

HOW TO CALCULATE PREFERRED FIBER VOLUMES FOR COTTON, POLYESTER, AND MANMADE CELLULOSICS:

• Review Walmart’s Private Brand Preferred Fiber Claim Guidelines to understand preferred fiber sources for cotton, polyester, and manmadecellulosic fibers. **NOTE: Private Brand/Proprietary Suppliers must have all required documentation as outlined in these Guidelines in order to claim/report use of preferred fibers in this survey, and Walmart reserves the right to request records of this documentation.**
  ➢ Refer to FAQ slide 19 for additional clarification on Better Cotton

• Determine preferred fiber content percentages (if any) by fiber type (cotton, polyester, MMCF) within each program/item type included in your total units committed number

• Apply preferred fiber content percentages to average product unit weight to determine weight of preferred fibers by type, example:
  ➢ Item XYZ has average product unit weight of 1 pound, including 50% cotton and 50% polyester – 25% of the polyester is REPREVE recycled polyester, therefore there are 0.125 lbs. of REPREVE polyester per unit
  ○ Multiply per unit weight of each preferred fiber by total units committed to calculate total volumes of each preferred fiber type
  ○ Repeat above steps for each program/item type and then sum the totals for each preferred fiber type

Retail Link Pathway:
Retail Link > Apps > PQ: Product Quality and Compliance Library > Sustainability > PB Preferred Materials & Fibers Claims Guidelines UPDATE 2023

Example Survey Question - Polyester

2. How much of your total polyester volume as reported above was sourced as one of Walmart/Sam’s Club’s certified recycled polyester, by department? ☐

- REPREVE Recycled Polyester
  - Enter weight: mt

- Other Recycled Polyester (e.g., GRS, RCS, RCC)
  - Enter weight: mt

Please note: screenshots provided for reference only – question wording within official survey subject to change from above.
Submit your responses, and view results

After submitting survey responses for all applicable departments, a summary of your progress will be available on the Textiles Dashboard within your Sustainability Portal Account.

Please note: screenshots provided for reference only – final supplier dashboard design subject to change from above.
Frequently Asked Questions
Frequently Asked Questions – page 1

1. **What is considered a “textile product unit?”**
   - Any “confirmed buy quantities” of apparel and/or soft home products containing a textile (cloth or fabric) or fiber fill component. ‘Textile fiber products’ are defined by Textile Fiber Products Identification Act to include:
     1. any fiber, whether in the finished or unfinished state, used or intended for use in household textile articles;
     2. any yarn or fabric, whether in the finished or unfinished state, used or intended for use in household textile articles; and
     3. any household textile article made in whole or in part of yarn or fabric.

2. **What timeframe should be reported for the Textiles Section of the Sustainability Survey?**
   - Please report the number of textile product units (“confirmed buy quantity” only) that your company has committed to Walmart US, Sam’s Club US, or Walmart Canada for sale in stores/clubs or online, by department, in FY24 (product shipping to stores/clubs or fulfillment centers/dotcom between Feb 1, 2023 and Jan 31, 2024). For Apparel, this should represent items for S1’2024 + S2’2024 + S3’2024 + S4’2024, and for Home, this should represent items for H1’2024 + H2’2024.

3. **How should suppliers identify “confirmed buy quantities”?**
   - For Apparel, confirmed buy quantities should be determined by ADS bridge sent to the supplier by the merchant.
   - For Home, confirmed buy quantities should be determined by the Buyer Commits released to the supplier by the merchant.
4. **How should suppliers with replenishment modulars be determining confirmed buy quantities?**
   - Suppliers with replenishment modulars should determine confirmed buy quantities using data applicable to the reporting dates requested which is FY24 (product shipping to stores/clubs or fulfillment centers/dotcom between Feb 1, 2023 and Jan 31, 2024). For apparel, this should represent items for S1’2024 + S2’2024 + S3’2024 + S4’2024, and for Home this should represent items for H1’2024 + H2’2024.
   - Please keep quantities consistent with sales and product shipped for the year being reported, and in instances were confirmed buy quantities are not available, please use a best estimate.

5. **What is required to report volumes of BCI/Better Cotton cotton?**
   - Walmart is a member of The Better Cotton Initiative (BCI). Better Cotton is sourced via a system of Mass Balance and is not physically traceable to end products (see bettercotton.org/massbalance for details). As such, suppliers should only report Better Cotton volumes for which they have successfully transferred Better Cotton Credit Units (BCCUs) into the applicable Walmart/Sam’s Club account on the Better Cotton Platform (1 BCCU = 1 kg of Better Cotton). Please refer to the Private Brand Preferred Fiber Claim Guidelines on Retail Link for additional guidance (pathway provided on slide 15).

   - **To determine the appropriate volume of Better Cotton to declare for the reporting year**, suppliers should pull records from the Better Cotton Platform (BCP) that confirm the number of BCCUs transferred into the corresponding Walmart/Sam’s Club BCP account(s) between Feb. 1, 2023, and Nov. 3, 2023 (which is last day of Sustainability Survey reporting), PLUS the estimated number of BCCUs that will be transferred between Nov 3, 2023 – Jan. 31, 2024 (i.e., representing total FY24 transactions).
Frequently Asked Questions – page 3

6. My company supplies product to an applicable in-scope market and department(s), but none of the products include a textile or fiber fill component. Do I still need to complete the Textiles Section of the Sustainability Survey?

- If your company’s Sustainability Portal account includes a vendor number(s) that is associated with an applicable market and department, you are considered eligible to complete the Textiles Section of the Sustainability Survey. **If none of the products committed to the applicable market and department(s) include a textile or fiber fill component,** simply indicate that you do not supply textile products in these categories/departments in order to mark the survey as Not Applicable.

How-To Note “Not Applicable”:

- **Navigate to the “Department” section** within the Textiles Section (screenshot to right) of your Sustainability Survey and click the three dots on top right of the department tile.

- A pop-up message will appear prompting you to **deselect the boxes to confirm your company does not supply any Private/Proprietary Brand and/or National/License Brand products with textile components to this department.**

- This action will mark the Textiles Section as Not Applicable for that department for Private/Proprietary Brand and/or National/License Brand product (or both) based on what you deselect.

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**Please note:** screenshots provided for reference only – final survey design subject to change from above.
7. My company supplies hard good products to an applicable in-scope market and department that contains some fabric or fiber fill but are primarily composed of other materials (e.g., plastic, metal, etc.) – do I still need to complete the Textiles Section of the Sustainability Survey?

• Per slides 5-6 of this guidance document, if you sell any products containing a textile component to one of the applicable in-scope market and department(s), we ask that you would complete the Textiles Section of the Sustainability Survey for those products. Please include only the volume/weight of the fabric or fiber fill components in the volumes you report and not the volume of other non-fabric components like plastic or metal, etc.

8. My company supplies textile products to an applicable in-scope market and department, but I am not able to navigate to the Textiles Section of the Sustainability Survey from my company’s Sustainability Portal account. What is the problem?

• If you supply textile products to an in-scope market and department but you are not able to navigate to the Textiles Section of the Sustainability Survey from your company’s Sustainability Portal account, it is likely that the Vendor Details page of your company’s Sustainability Portal account does not currently include a vendor number(s) associated with an in-scope market and department.

• To edit the vendor numbers in your account profile, please navigate to the “Vendor Details” tab of your profile. Once an active vendor number associated with an in-scope market and department has been successfully added to your profile, navigation to the Textiles Section will be enabled. Another reason could be that you deselected “Textiles” in your Survey Settings. In that case, please review your survey settings and update appropriately.
### Frequently Asked Questions – page 5

9. What has evolved within the Textiles Section of the Sustainability Survey? Key Changes/Enhancements:

| Change/Enhancement                               | 2020                                      | Updates in 2021                                                                 | Updates in 2023 |
|-------------------------------------------------|-------------------------------------------|**********************************************************************************|-----------------|
| **Scope: Market**                               | Walmart US only                          | Walmart US, Sam’s Club US, Walmart Canada                                      | Same            |
| **Scope: Textile Product Units**                | Textile product units sold in stores only| Textile product units sold in stores or online                                 |                 |
| **Scope: Departments**                          | Walmart US apparel and home departments only (excluding D32 Jewelry)              | Walmart US apparel and home departments plus a few ETS and Hardlines departments; Sam’s Club apparel and home categories; and Walmart Canada apparel and home departments (see slide 6) |                 |
| **Manmade Cellulosic Fibers (MMCF): Preferred Options** | Only preferred viscose/rayon, modal, or lyocell from Aditya Birla or Lenzing; or recycled MMCF | Recycled MMCF; preferred viscose/rayon, modal, or lyocell from Aditya Birla or Lenzing, plus addition of “Other Green Shirt” Fiber Producers from the nonprofit Canopy’s annual Hot Button Report | Updated questions to focus on Canopy Green Shirt producers; streamlined question about Recycled MMCF, viscose/rayon, modal, & lyocell |
Supporting Resources

➢ Sustainable Textiles page of Walmart Sustainability Hub:
  • [Product Sustainability (walmartsustainabilityhub.com)]

➢ Walmart Sustainability Portal Reporting:
  • [Reporting (walmartsustainabilityhub.com)]

➢ Walmart US Private Brand Preferred Fiber Claim Guidelines:
  • Retail Link Pathway: [Retail Link > Apps > PQ: Product Quality and Compliance Library > Sustainability > PB Preferred Materials & Fibers Claims Guidelines UPDATE 2023]

If you have any questions regarding 2023 Sustainability Survey reporting, please email your inquiries to [corpsu@wal-mart.com].
Detailed User Navigation Guidance for Dashboard and Textile Survey
SURVEY PROGRESS DASHBOARD

From the Progress Dashboard, a supplier can view their progress, monitor deadlines, access each of their survey sections. If the sections showing on the supplier’s dashboard do not look correct, they can either check their profile’s vendor numbers or the brand/commodity status in their Survey Settings.

Please note: screenshots provided for reference only – question wording within official survey subject to change from above.
1. Pick Private Brand, National Brand, or Both according to the user’s eligibility

2. Select the applicable option and if “YES” is selected, the packaging survey will be enabled for the respective user.
Select “Textiles” from the list of commodities by checking the required option to confirm if Private Brand, National Brand, or Both.
Select the Textile Tile to Start the Textile Survey

The Textiles-Fiber section of the survey is accessible only for suppliers who have active US-Walmart / US-Sam’s Club / CA-Walmart vendor numbers associated with in-scope departments added within their company’s Sustainability Portal profile “vendor details” section. If supplier does not have an active US-Walmart / US-Sam’s Club / CA-Walmart vendor number linked to an in-scope department in the Sustainability Portal, they will not be able to use or navigate to the Textiles-Fiber Survey.

Survey Progress Dashboard

Click here to enter enterTextile section of the Sustainability Survey.

It will say “get started” before you begin, “continue/resume” while in process, and “review” once you have completed the survey.

Please note: screenshots provided for reference only – question wording within official survey subject to change from above.
➢ Select the applicable market tile to begin reporting

➢ If you do not supply textiles products to a market that is appearing here, click on the three dots in the upper right of that market tile to mark it as “Not Applicable” for the Textile section of Sustainability Survey.
Sourcing and Brand Selection

➢ Choose whether you are a Domestic/Direct import supplier and select the brand names

➢ If applicable, select Private/Proprietary Brand names that are applicable for your textile products.
In this screen you can click on the applicable department tile to start reporting.

If you do not supply textile products to a department that is appearing here, click on the three dots in the upper right of that department tile to mark it as “Not Applicable.”
MARKET SELECTION – IF TEXTILES ARE NOT APPLICABLE

➢ After clicking the three dots in the upper right of the tile, a pop-up box will appear.

➢ Deselect the corresponding check box for Private/Proprietary Brand and/or National/License Brand if you DO NOT supply textile products to this department.

➢ After making your selections, click “Confirm” to mark the department as “Not Applicable” for either the Private Brand and/or National Brand sections of the Textiles survey.
Unit of Measure Selection

➢ Based on your selection from the short survey screen, the survey will be enabled either for Private/Proprietary Brand, National/License Brand or for both.

➢ Select the preferred unit of measure for input values from the dropdown and it will reflect next to the input field. Options include MT, kg, lbs.
The entire survey screen has three sections (COTTON, POLYESTER, and MANMADE-CELLULOSIC). The two questions above the Cotton section are mandatory. Fill at least one of the three sections (Cotton, Polyester, and/or Manmade Cellulosic) to submit the survey.
Cotton Survey

➢ The survey application will prompt you to enter mandatory fields if left unfilled.

➢ Optional fields may be left blank if you have no relevant data to report, please leave blank rather than entering “0.”
The survey application will prompt you to enter mandatory fields if left un-filled.

Optional fields may be left blank if you have no relevant data to report, please leave blank rather than entering “0.”
The survey application will prompt you to enter mandatory fields if left un-filled.

Optional fields may be left blank if you have no relevant data to report, please leave blank rather than entering “0.”
TEXTILE SURVEY SECTION SCREEN (PRIVATE BRAND)

Save and Continue Button

Once the relevant sections are filled, click “Save and Continue” button at the end of the page
Please confirm that supporting documentation is available for all preferred fiber volumes reported in the survey.

**AGREEMENT**

Document:

I confirm we have the relevant certificates and verification documentation as outlined in the Private Brands Preferred Fiber & Material Claim Guidelines to verify all volumes of preferred cotton, recycled polyester, and/or preferred nonadhesive fibers (e.g. Tencel) as declared above, and promise to make them available upon request to Walmart or Sam’s Club.

For any BCI Better Cotton volume declared, this includes records from BCI’s Better Cotton Platform (BCP) confirming completed transactions of Better Cotton Certificates (BCCs) into the applicable Walmart/Sam’s Club BCP account.

Submit

➢ After completing the Private Brand and/or National Brand section (as applicable), you will be directed to the Agreement page.

➢ Please read the agreement carefully and confirm to submit your survey.
Thank you Message

➢ Your survey has been submitted successfully.
Thank you!