

Guide for Members: Bulk Request for Risk Assessment

February 2026



Contents

Introduction	3
• Purpose	3
What is Bulk Request?	4
• What is Bulk Request for Risk Assessment?	4
• Scope and Eligibility Criteria	4
• Sites Excluded from the Bulk Request:	4
Initiating a Bulk Request	6
• How to Initiate a Bulk Request for Risk Assessment (Step-by-Step)	6
• Notifications	11
• Bulk Request Status	11

Introduction

Purpose

Bulk Request functionality has been developed in the amfori Sustainability Platform to **support members with large supply chains** who face difficulties when requesting individual Risk Assessments.

Previously, Risk Assessments had to be requested site by site, in the amfori Sustainability Platform, the Bulk Request functionality simplifies the Risk Assessment process by allowing members to **request multiple Risk Assessment requests at once**.

What is Bulk Request?

What is Bulk Request for Risk Assessment?

Bulk Request for Risk Assessment is a functionality that enables members to request Risk Assessments for all their sites within their supply chain in a single action (“one click”) for:

- **amfori BEPI**
- **amfori BSCI**

The amfori Sustainability Platform automatically identifies and includes all eligible sites based on predefined criteria.

Scope and Eligibility Criteria

The Bulk Request automatically includes all sites in the member’s supply chain that meet the following criteria:

- The site is part of the selected initiative (amfori BEPI or amfori BSCI)
- The site status is **Active**
- The site has **no existing Risk Assessment** for the selected initiative
OR
- The site has an **Expired Risk Assessment** for the selected initiative

Sites Excluded from the Bulk Request:

To prevent duplicate submissions and ensure data consistency, certain sites are automatically excluded from the Bulk Request functionality.

The system excludes the following:

- **Inactive Sites;** Sites that are not in Active status are not eligible for Bulk Request.
- **Sites with an Ongoing Risk Assessment.** This includes sites with a status such as;
 - Waiting to confirm site details and waiting for sites changes to be processed.
 - Risk Assessment in progress

These sites are excluded to avoid duplicate requests and to prevent interference with an ongoing assessment process.

- **Sites with a valid Risk Assessment.** Sites that already have a valid (non-expired) Risk Assessment for the selected initiative are not included in the Bulk Request scope. Since a valid Risk Assessment already exists, no new request is required.



IMPORTANT: If a member wishes to request a new Risk Assessment for a site that already has a valid Risk Assessment, for example:

- To obtain updated data
- To correct a previous mistake
- To replace the existing assessment

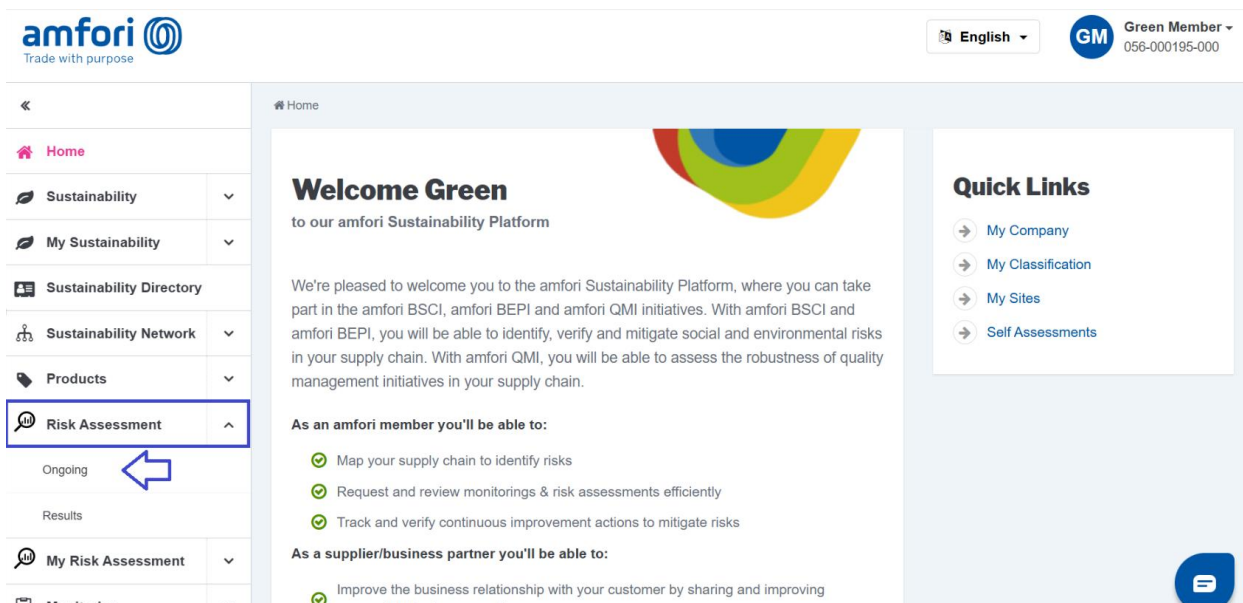
This must be done **individually**.

Such sites will **not appear in the Bulk Request list** and therefore cannot be included in a bulk request.

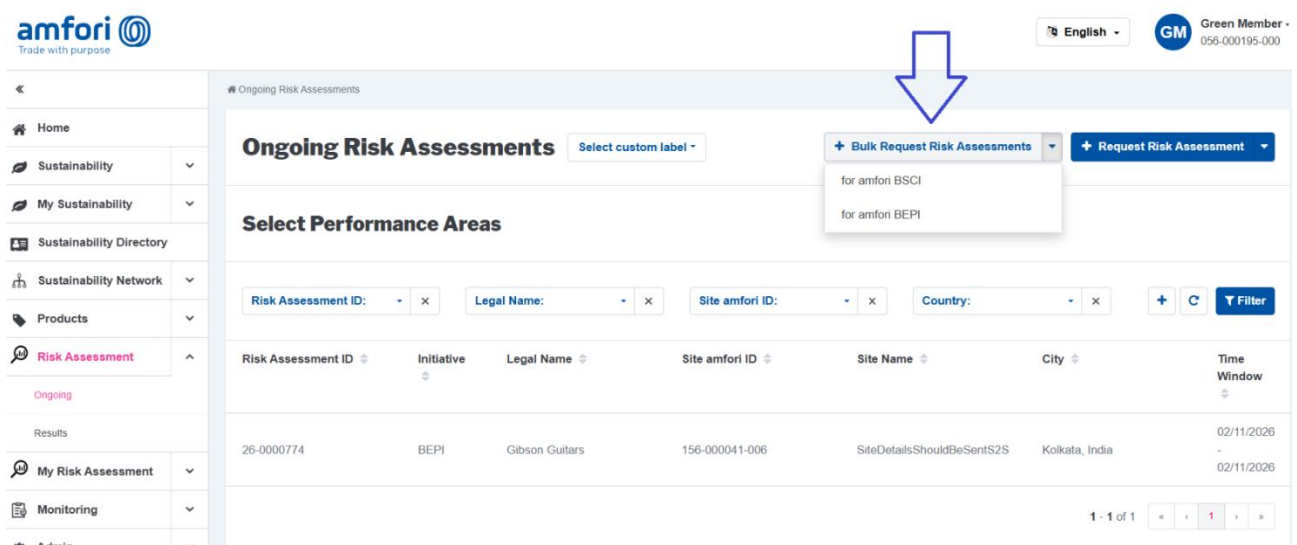
Initiating a Bulk Request

How to Initiate a Bulk Request for Risk Assessment (Step-by-Step)

1. Log in to the amfori Sustainability Platform.
2. From the left-hand navigation menu, click on **Risk Assessment**.
 - a. Select **Ongoing**.



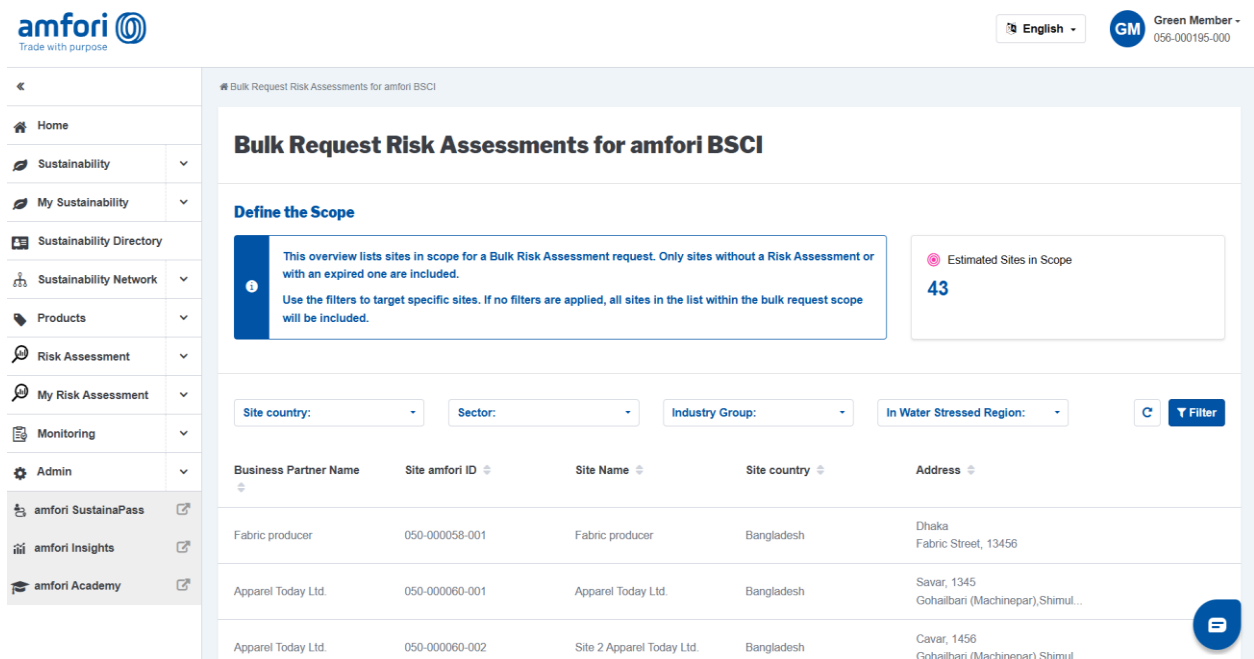
3. A new screen will be opened. At the top of the page, you will see the “Bulk Request for Risk Assessment” section. Click on the **Bulk Request** box.
4. Select the initiative you wish to submit a Bulk request: **amfori BEPI** or **amfori BSCI**.



Note for amfori BEPI:

- All **8 Environmental Performance Areas (EPA)** are automatically selected by default.
- There is **no 7-day waiting period** for other members to select the EPA as the individual Risk Assessment Request.
- This means the Risk Assessment for amfori BEPI is **launched immediately** after the member submits the Bulk Request.

5. After selecting the initiative (amfori BEPI or amfori BSCI), a new screen will open and you will see a list of all **eligible sites**.



Bulk Request Risk Assessments for amfori BSCI

Define the Scope

This overview lists sites in scope for a Bulk Risk Assessment request. Only sites without a Risk Assessment or with an expired one are included.

Use the filters to target specific sites. If no filters are applied, all sites in the list within the bulk request scope will be included.

Estimated Sites in Scope: **43**

Site country: [dropdown] Sector: [dropdown] Industry Group: [dropdown] In Water Stressed Region: [dropdown] [Filter]

Business Partner Name	Site amfori ID	Site Name	Site country	Address
Fabric producer	050-000058-001	Fabric producer	Bangladesh	Dhaka Fabric Street, 13456
Apparel Today Ltd.	050-000060-001	Apparel Today Ltd.	Bangladesh	Savar, 1345 Gohailbari (Machinepar), Shimul...
Apparel Today Ltd.	050-000060-002	Site 2 Apparel Today Ltd.	Bangladesh	Cavar, 1456 Gohailbari (Machinepar) Shimul...

6. You now have **two options on how to submit your Bulk Request**:

Option 1 – Request for All Sites in scope: Scroll down and click Request to submit the Bulk Request for all sites displayed on the screen.


Apple	056-000035-004	new	Aruba	Leuven, 123 Vil
a site named	056-000151-001	Site 1	Belgium	Limburg a street a zip a city Limburg ...
Monica	056-000194-002	Ronan	Austria	lala lala
Monica	056-000194-004	Ditonellapiaga	Andorra	lala, 3500 Herkenrodesingel 8B 2.01 3500 ...
Monica	056-000194-011	Dairy site for test	France	Paris, 75007 65 Quai d'Orsay, Paris
Monica	056-000194-013	Alsico	Belgium	Ronse, 9600 Zonnestraat,1
Monica	056-000194-018	Site Gosia	Belgium	Brussels Street 89
Monica	056-000194-019	Test Acceptance	Belgium	Woluwe, 1150 Avenue de Tervueren, 268

1 - 12 of 43 « « 1 2 3 4 » »

Cancel Request

- You will see a confirmation screen with the estimated sites in scope and the details of the bulk request. Now click **Request** and the Risk Assessments will be automatically launched to your business partners.

Confirm Bulk Request Risk Assessments x

 Estimated Sites in Scope

43 Sites

Note: The final number of requests may differ from the estimate. Because this process runs in the background, real-time changes may occur before execution:

- Supply Chain updates: Sites added or removed from your chain.
- Status changes: Assessments expiring or being canceled.
- Concurrent activity: Requests initiated by other users or processes.

Request Details

Initiative
amfori BSCI

Cancel Request

Option 2 – Filter and Request for Targeted Sites: Use the filters in the upper part of the page. You can filter by:

- Country
 - Sector
 - Industry
 - Water Stress Situation (for BEPI)
- After filtering click **Filter**, the list will update automatically the sites in scope taking into account the filters applied.
 - Click **Request** to submit the Bulk Request for the filtered sites only.

Define the Scope

3 This overview lists sites in scope for a Bulk Risk Assessment request. Only sites without a Risk Assessment or with an expired one are included.
Use the filters to target specific sites. If no filters are applied, all sites in the list within the bulk request scope will be included.

Estimated Sites in Scope
3

Site country: India, Germany | Sector: | Industry Group: | In Water Stressed Region: |

ID	Site Name	Site country	Address
7-001	Garments importer	Germany	Hannover Garments street 12345
3-001	Nisarga Farm 2	India	Nashik, 400000 Plot 433, Dindori road, Near ...
0-001	India Apparels Cut to Pack	India	Tirupur, 1000 HHH


1 - 3 of 3 |

- Türkiye
- Portugal
- Peru
- Cambodia
- Kenya
- India ←
- Hungary
- France
- Germany ←
- Bahamas
- Belgium
- Bangladesh



- You will see a confirmation screen with the estimated sites in scope and the details of the bulk request with filters applied. Now click **Request** and the Risk Assessments will be automatically launched to your business partners.

Confirm Bulk Request Risk Assessments x


 Estimated Sites in Scope

3 Sites

Note: The final number of requests may differ from the estimate. Because this process runs in the background, real-time changes may occur before execution:

- Supply Chain updates: Sites added or removed from your chain.
- Status changes: Assessments expiring or being canceled.
- Concurrent activity: Requests initiated by other users or processes.

Request Details

<p>Initiative</p> <p>amfori BSCI</p>	<div style="border: 2px solid blue; border-radius: 50%; padding: 10px; display: inline-block;"> <p>Site country</p> <p>India, Germany</p> </div>	
---------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------

Cancel Request



IMPORTANT: When using the filters, only sites that meet the selected filter criteria will be included.

For example, if **India** and **Germany** are selected as country filters, the bulk request will be generated for all sites in those countries that:

- Are active
- Are assigned to the relevant initiative associated with the request
- Do not have an existing risk assessment, or have a risk assessment that has expired

Notifications

Members and business partners receive notifications at different stages of the Risk Assessment process.

Notifications to Members:

- **Members are notified only when a Risk Assessment has been submitted by the business partner.**
- No notifications are sent to other linked members when a Risk Assessment is launched to their business partner, as all EPAs are included.

Notifications to Business Partners:

- **Business partners are notified immediately** when a Bulk Request for Risk Assessment is launched on their site.
- **Automatic reminders** are sent to business partners to:
 - Confirm site details.
 - Complete the Risk Assessment while it is in progress.

Risk Assessment Completion Rule :

- **Business partners have 3 months to complete the Risk Assessment** (Including the completion of site details)
- If the Risk Assessment is **not completed within this 3-month window**, the request **expires**.
- Members can then **submit a new Risk Assessment request** for the site.

This rule ensures that Risk Assessments remain up-to-date and allows members to follow up on sites that did not complete the process.


Bulk Request Status

After submitting a Bulk Request, **there is no status screen** for most members; the system processes the requests in the background. **Except, for large supply chains**, that will see a **live status screen immediately after submitting a Bulk Request**. After the request has been processed, this screen will disappear.

English ▾
Marc Memberadmin
056-000001-000
▾

[Amfori](#) / [Ongoing Risk Assessments](#) / Bulk Request Risk Assessments for amfori BEPI

Bulk Request Risk Assessments for amfori BEPI



Bulk Request started
24/11/2025 - 15:21

Bulk Request is ongoing
50 processed

Processed

🔔 Action runs in the background, you may leave this page.

Back to overview

[Privacy Policy](#) · [Terms & Conditions](#)

- This screen informs them that their request is being **processed**.

- It provides a quick overview of the request submission, so members know the system is handling their large number of sites.

Note: This screen only appears **to members with large supply chains** and does not provide detailed progress for each site as this information can already be seen in Risk assessment >> Ongoing.

amfori

Avenue de Tervueren 270
1150 Brussels, Belgium

T +32 (0)2 741 64 76

E info@amfori.org