



**Textile  
Exchange**

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TEXTILE EXCHANGE  
STANDARDS



## STANDARD SETTING PROCEDURES

# Document information

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*ASR-102 was revised and re-released under its new code:  
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# A. About the document

The Textile Exchange *TE-TXL-POL-101 Standard Setting Procedures* are applicable for the development and revision of Textile Exchange standard(s). The objectives of these procedures are to ensure that:

- The development and revision of Textile Exchange standards comply with international best practices for standard setting (e.g., *ISEAL Code of Good Practice for Sustainability Systems*);
- Textile Exchange standards effectively meet their respective goals; and
- The standard development process is inclusive and transparent to affected stakeholders.

All standards can be found at <http://textileexchange.org/standards>.

## A1. Implementation

The following implementation timelines apply:

<b>A1.1.1</b>	The <i>TE-TXL-POL-101-V1.0 Standard Setting Procedures</i> replaces <i>ASR-102-V4.0 Standard Setting Procedures</i> , is effective October 1, 2025, and may be used immediately.
<b>A1.1.2</b>	The mandatory implementation date for <i>TE-TXL-POL-101-V1.0 Standard Setting Procedures</i> is October 1, 2025. All standards development and revisions that begin after <b>October 1, 2025</b> , shall be conducted using <i>TE-TXL-POL-101-V1.0 Standard Setting Procedures</i> .

## A2. Document references

Textile Exchange provides additional policies, guidance documents, and templates to support the organization's implementation of the Materials Matter Standard. All documents relevant to the standard system are available at [textileexchange.org/knowledge-center](https://textileexchange.org/knowledge-center).

## A3. Document definitions

Refer to the [Textile Exchange glossary](#) for definitions of terms used in this document.

**NOTE:** Please note that [TE-101 Terms and Definitions for Textile Exchange Standards and Related Documents](#) will not be updated going forward and will become obsolete (i.e., retired) alongside the mandatory implementation date of the *Materials Matter Standard* (TE-MM-STN-101). Therefore, TE-101 may still be referenced until the *Materials Matter Standard* becomes mandatory, but the Textile Exchange glossary (<https://textileexchange.org/glossary/>) takes precedence in case of any contradiction or omission.

## A4. Document interpretation and feedback

You may submit feedback to Textile Exchange's standards system at any time via this form or by sending an email to [standards@textileexchange.org](mailto:standards@textileexchange.org).

# Section 1: Roles and responsibilities

## 1.1. Designation and stakeholder groups

**1.1.1** Textile Exchange is the scheme owner who designates all responsibilities for its standard development and revision processes to its Standards team.

**1.1.2** The following table shows key stakeholder groups involved in the development of a Textile Exchange standard, their roles and responsibilities, as well as their composition where applicable.

Stakeholder group(s)	Roles and responsibilities	Composition
Textile Exchange Governance Board	Advisors to Textile Exchange's mission, vision, and goals that provide strategic direction on standards development activities.	Multi-stakeholder governance body with members representing various tiers in the textile industry.
Textile Exchange's Standards team	<ul style="list-style-type: none"> <li>The Standards team is part of the Standards System department and manages standard development and revision processes in alignment with Textile Exchange's mission, vision, and goals.</li> <li>Ensures that all standards are developed and revised following a consistent and robust process as laid out in this document.</li> <li>Establishes a review committee that will appoint International Working Group members.</li> <li>Establishes an International Working Group and guides them through the development or revision process.</li> <li>Drafts the Terms of Reference that clearly articulate what the standard aims to achieve and why it is needed.</li> </ul>	Textile Exchange staff.
Textile Exchange's Review Committee	<ul style="list-style-type: none"> <li>Reviews applicants for the International Working Group.</li> <li>Appoints members to the International Working Group.</li> <li>Approves urgent substantive changes.</li> </ul>	Two executive-level representatives and one leadership representative from, at minimum, each of the following departments: <ul style="list-style-type: none"> <li>Standards System; and</li> <li>Engagement and Partnerships.</li> </ul>
Other Textile Exchange departments and teams	<ul style="list-style-type: none"> <li>Evaluate standard development against own activities and seek synergies and congruence for tools.</li> <li>Provide the systems needed to support and implement the standard system.</li> </ul>	Textile Exchange staff (e.g., Claims and Trademark Management, Assurance, Technology, Supply Chain Traceability and Data, Operational Integrity and Governance, Engagement and Partnerships, Climate and Nature Impact, Communications).
International Working Group (IWG)	<ul style="list-style-type: none"> <li>Contributes to balanced decision-making on the content of a standard.</li> <li>Signs a charter to commit to roles and responsibilities.</li> </ul>	Multi-stakeholder governance body with members representing various tiers in the fashion, textile, and apparel industry.
Affected and interested stakeholders	<ul style="list-style-type: none"> <li>Contribute to open feedback and standard review processes.</li> <li>Give feedback on draft standards released for public consultation.</li> <li>Participate in workshops and other events targeted to seek feedback during standards development.</li> </ul>	Individuals or groups who are interested in or who will be affected by the decisions or activities of the scheme related to standards development.

## Section 2: Standard development and revision processes

### 2.1. Processes for developing, reviewing, and revising standards

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- 2.1.1.** An existing Textile Exchange standard shall undergo a review at least every five years from the standard's effective date, drawing on relevant data and information to assess:
- a. Continued relevance of the standard's sustainability outcomes against the scheme's intended sustainability impacts and strategies; and
  - b. The standard's continued effectiveness in meeting its stated objectives.
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- 2.1.2.** As input to the standard's review, Textile Exchange's Standards team works with the Strategy (including Monitoring, Learning, and Evaluation) and Supply Chain Traceability and Data teams to compile and analyze relevant data and information from the last revision cycle, including, at minimum, effectiveness assessments of:
- a. The standard's contributions to Textile Exchange's strategic goals;
  - b. The standard's value to its users and the fashion, textile, and apparel industry as a whole;
  - c. Use of claims and labeling related to the standard in the marketplace;
  - d. Certified organization and certification body performance;
  - e. Occurrence of unintended negative effects of the standard;
  - f. Certified organization's conformity to or performance against the standard;
  - g. Feedback received from stakeholders, particularly with respect to the standard's effectiveness, implementation, and scope;
  - h. Outcomes of any minor or urgent substantive revisions implemented since the last regularly scheduled revision cycle of the standard;
  - i. Industry best practice, emerging sustainability risks (e.g., climate change impacts, fraud, etc.) and opportunities (e.g., technological advances); and
  - j. Relevant legislations that require standard alignment.
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- 2.1.3.** If a revision of a standard is necessary, relevant standard system components will be reviewed and revised, as needed, along with the standard itself.
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- 2.1.4.** If a review process determines that a revision is not necessary, Textile Exchange will reaffirm the standard and make a public announcement about the decision and its rationale, and establish the date for the next review.
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- 2.1.5.** For all new standards development and where the review process requires a revision of existing standards, Textile Exchange will develop a Terms of Reference document, and proceed with the development or revision process in a timely manner.
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- 2.1.6.** The Terms of Reference document includes, at minimum:
- a. The intended scope of the standard;
  - b. Intended sustainability outcomes of the standard, consistent with the scheme's sustainability impacts and strategies;
  - c. A justification of the need for the standard, including how the standard complements existing external standards with overlapping scopes; and
  - d. Intended sustainability claims that the standard will substantiate.
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- 2.1.7.** At the outset of a standard's development or revision, Textile Exchange's Standards team identifies external standards with overlapping scopes and assesses whether there are opportunities to strengthen alignment or complementarity.
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- 2.1.8.** At the outset of a standard’s development or revision, a call is made for participation in the International Working Group inclusive of minimum eligibility requirements to apply (see International Working Group). This information may also be sent to the Textile Exchange stakeholder database list and will be published on the Textile Exchange website, indicating the process for consideration to be included in the International Working Group.
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- 2.1.9.** During the standard development or revision, Textile Exchange Standards team publishes on its website a public summary of the upcoming development or revision process, which includes, at minimum:
- a. A summary of the Terms of Reference for the standard, including its proposed scope and intended sustainability outcomes;
  - b. The objectives of the development or revision process;
  - c. An outline of the steps in the process, including timelines and clearly identified opportunities for contributing; and
  - d. An overview of the decision-making procedures, including who makes the decisions and how they are made.
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- 2.1.10.** Upon formation of the International Working Group, Textile Exchange’s Standards team convenes the International Working Group to discuss content of the standard and to develop a draft for public consultation.
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- 2.1.11.** For initial standards development, Textile Exchange’s Standards team holds public consultations that include at least two rounds of feedback:
- a. The first round of feedback is at least 60 calendar days; and
  - b. The second round of feedback is at least 30 calendar days.
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- 2.1.12.** For standards revisions, Textile Exchange’s Standards team holds public consultations that include at least one round of feedback for at least 60 calendar days.
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- 2.1.13.** Where substantive, unresolved issues persist after the consultation rounds for either initial development or revisions, or where insufficient feedback was received in total or from specific stakeholder groups, Textile Exchange’s Standards team will carry out additional public and/or targeted consultation, as necessary.
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- 2.1.14.** The Textile Exchange Standards team will conduct public consultations that include, at minimum, the following:
- a. A public announcement;
  - b. Targeted outreach to stakeholders identified during the stakeholder mapping;
  - c. A standard draft;
  - d. Translated materials, as needed and feasible; and
  - e. A feedback mechanism.
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- 2.1.15.** At the close of a consultation round, and upon publication of the revised or new standard at the latest, Textile Exchange’s Standards team:
- a. Makes publicly available all comments received during the consultation or, at minimum, accurate summaries of these comments, along with an explanation of how each material issue was considered; and
  - b. Notifies all parties who submitted comments, and who opted to receive further communications, that the comments and explanations are available.
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- 2.1.16.** Prior to publishing a new or revised standard, the Textile Exchange Standards team will assess:
- The feasibility and auditability of the proposed standard;
  - The sufficiency of data collection criteria; and
  - The substantiation of sustainability claims defined within the Terms of Reference.
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- 2.1.17.** Assessing feasibility, auditability, and sufficiency can occur in various forms that may include subject matter expert reviews, targeted consultations (internal and external), pilots, and workshops. The form the assessment takes will cater to the needs of the standard being revised or developed.
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- 2.1.18.** A minimum of a one-year transition period will be provided for each certified organization to transition to the revised or new version of the standard, starting from the publication date of the revised or new standard and ending with the mandatory date by which conformance is required. Certification bodies will have a minimum three-month period to transition their systems to be able to audit to the new standard, starting from the publication date and ending with the effective date.
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NOTE:

- Minor and major (urgent substantive) changes in sections 2.2.1 and 2.2.4 have differing requirements for transition periods.
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## 2.2. Processes for minor, major, and urgent substantive revisions

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- 2.2.1.** Minor revisions with non-substantive changes to the standard may be made and approved by Textile Exchange without creating an International Working Group and entering a full standards development or revision process. Non-substantive changes made to the standard will be communicated clearly and publicly in the revised version of the standard. Minor revisions do not require a transition period as they are minor in scope and do not have a significant impact on stakeholders' implementation.
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- 2.2.2.** Outside of scheduled full review and revision processes, major revisions with urgent substantive changes to the standard may be initiated for the following reasons:
- Standard criteria result in critical unintended negative effects that compromise the goals or desired outcomes of the standard;
  - New developments in legislation and/or technological tools (e.g., databases and other data collection methods) that impact conformance and/or the effective implementation of the standard;
  - Pervasive instances of fraudulent activity that can be mitigated through a standard criterion change that has minimal impacts on the standards system as a whole;
  - Scope additions (e.g., modules or new materials) to the standard that have:
    - Followed this standard-setting procedure via a separate process on a separate timeline; or
    - Do not require this standard setting procedure (e.g., recognition of other equivalent schemes);
  - Updates to non-mandatory criteria (e.g., recommended practice or leadership criteria).
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- 2.2.3.** A documented approval by the Standard Review Committee is required for urgent substantive changes.
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- 2.2.4.** Where urgent substantive changes to the standard are made without a public consultation, Textile Exchange will make a public announcement about the decision and its rationale and establish the date for the next review. Urgent substantive changes require a minimum three-month transition period.
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## 2.3. Processes for stakeholder engagement

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- 2.3.1.** At the outset of a standard's development or revision, the Standards team conducts stakeholder mapping to plan for and enable participation from a representative sample of stakeholders. The mapping identifies potential stakeholders and interested parties for outreach activities, with the intent to ensure that the consultation process:
- a. Is open to all stakeholders;
  - b. Aims to gather feedback from a balanced and diverse group of stakeholders with an interest in the subject matter and geographic scope of the standard, or who are affected by its implementation; and
  - c. Addresses barriers faced by stakeholder groups who are under-engaged or underrepresented and proactively seeks their contributions. Solutions may include:
    - i. Translation of materials or verbal consultation into the local language;
    - ii. Communication method that is best suited to deliver information to the stakeholders (e.g., website, email, phone, via industry groups, at an in-person event); and
    - iii. Targeted consultations with vulnerable stakeholder groups.
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- 2.3.2.** Stakeholders may submit comments and feedback or seek clarifications on Textile Exchange standards at any time.
- a. During an ongoing revision or development process, dedicated feedback mechanisms and materials will be communicated publicly;
  - b. Outside of an ongoing revision or development process, stakeholders may share their feedback via Textile Exchange's [feedback form](#); and
  - c. Stakeholders may always email [standards@textileexchange.org](mailto:standards@textileexchange.org).
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## 2.4. Processes for decision-making

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- 2.4.1.** The International Working Group strives to make decisions by consensus.
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- 2.4.2.** If consensus is not achieved amongst International Working Group members, a positive majority vote within each stakeholder group in the International Working Group is required.
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- 2.4.3.** When a vote occurs, a quorum of at least 60% of each stakeholder category in the International Working Group is required.
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- 2.4.4.** If the International Working Group has an even number and there is a tie vote, the decision cannot be taken until a majority agrees.
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- 2.4.5.** As the entity ultimately responsible for the standard, Textile Exchange reserves the right to make final decisions regarding standard content and will publicly disclose any decisions, including reasoning, that differ from the vote of the International Working Group.
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## 2.5. International Working Group

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- 2.5.1.** The development of each Textile Exchange standard (including standard modules) is accompanied by a dedicated International Working Group.
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- 2.5.2.** At the outset of a development or revision process:
- a. Textile Exchange's Review Committee appoints members of the International Working Group based on their:
    - i. Use statement of interest and availability for the expected time commitment to participate in the International Working Group; and
    - ii. Resume/curriculum vitae (CV), highlighting work with preferred fibers and materials, supply chain experience, attention to detail, technical experience, or impact area in which they have expertise.
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- 2.5.3.** Textile Exchange ensures the International Working Group is composed of a balanced and diverse group of stakeholders, including those that are directly affected by the implementation of a Textile Exchange standard or by the sector the standard seeks to impact. To do so, the following protocols are followed:
- a. At the outset of standard revision, a stakeholder mapping exercise is conducted to:
    - i. Understand stakeholder groups that are impacted by the standard revision;
    - ii. Identify interested stakeholder groups and individual stakeholders for representation on the International Working Group, especially those that have expertise in a related field or represent a part of a civil society organization with a mission related to the standard objectives; and
    - iii. Reach new potential International Working Group stakeholders, if needed.
  - b. The Review Committee selects members for the International Working Group, considering the following:
    - i. Textile Exchange membership and commitments;
    - ii. Certification or accreditation status to Textile Exchange standards;
    - iii. Relevant scope of expertise related to the standard;
    - iv. Geographical representation; and
    - v. Membership in an advisory group.
  - c. A stipend at the discretion of Textile Exchange may be offered to under-represented or disadvantaged stakeholders for their participation in the International Working Group who may otherwise not be able to lend their time and expertise.
  - d. The International Working Group has no less than three stakeholder groups represented and five members.
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- 2.5.4.** The International Working Group is responsible for:
- a. Attending at minimum quarterly (four times per year) International Working Group meetings to engage in the content development of the standard, where in-person attendance is required for at least one of those gatherings;
  - a. Dedicating an appropriate amount of time to the International Working Group by proactively contributing their subject matter expertise, industry experience, and knowledge of the Textile Exchange standard(s) in furtherance of the standard's development goals; and
  - b. Approval of mandatory criteria in the final standard to be published.
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- 2.5.5.** International Working Group membership is limited to the duration of the standard development or revision process.
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- 2.5.6.** International Working Group membership is voluntary. If any International Working Group member withdraws from the process, Textile Exchange will determine whether the member should be replaced, depending on the stage of the revision or development process and related considerations.
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## 2.6. Standards design

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- 2.6.1.** Textile Exchange ensures its standards are structured to be consistently interpreted and applied. This includes ensuring that the content of their standard meets the following requirements:
- The requirements in the standard are auditable, verifiable, or measurable (as applicable), and easily understood.
  - The standard contains requirements that address all of the standard's intended sustainability outcomes.
  - Only requirements that are relevant to meeting the standard's intended sustainability outcomes are included, and administrative requirements related to assurance, claims or labels, or other matters not connected to sustainability outcomes are presented separately.
  - Requirements are at least as stringent as existing regulatory requirements in the countries where the standard is applied. And
  - The intellectual source of content is attributed or cited, where relevant.
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- 2.6.2.** Where Textile Exchange's Standards team develops adaptations of its standards (e.g., for national or regional relevance):
- It does so through multi-stakeholder consultation processes; and
  - Textile Exchange's Standards team documents the justification for any substantive differences between the adapted version and the standard and makes this documentation publicly available.
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- 2.6.3.** To ensure that the standard is consistently interpreted and applied, it is accompanied by guidance that is detailed enough to support consistent interpretation and implementation of the standard's requirements across its scope of application.
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- 2.6.4.** Textile Exchange's Standards team makes consultation drafts and final versions of its standards freely available and easily accessible on its website. In addition, it makes the following supporting information publicly available:
- Date by which standards come into effect and planned dates of any subsequent standards review;
  - Any additional translations of the standards deemed necessary to support accessibility and adoption;
  - Procedures for standards development and revision, including decision-making roles and responsibilities;
  - Terms of Reference for its standards;
  - Comments received during the consultations or, at minimum, accurate summaries of these comments, along with explanations of how the comments were considered;
  - Any interpretations or variances to the standards arising from their implementation; and
  - If applicable, the justification and the details of any urgent substantive revisions made to its standards since the last review and revision.
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