

Textile Exchange

Corporate Fiber and Materials Benchmark Data Policy

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The Corporate Fiber and Materials Benchmark Data Policy (“Policy”) outlines how the information you submit to Textile Exchange is collected, used, and disclosed by Textile Exchange, and its subsidiaries and affiliated companies (“Textile Exchange” or “we” or “us”).

This Policy applies to all users (“Users”) of the CFMB website located at <https://CFMB.TextileExchange.org> (the “Site”), and the services (“Services”) and resources available via the Site.

1. Policy Statement and Principles

Textile Exchange is committed to the good use and protection of the data we collect. Our key principles on the data we collect data are:

- Textile Exchange will safeguard the interest of the data owner in its data collection and use.
- Textile Exchange will aggregate and anonymize the data collected for reporting purposes. Where the need arise, Textile Exchange will expressly ask for consent to report on your organization’s identity. If consent is not given, your organization’s identity will be anonymized but your organizational data count will remain as part of the aggregate reporting.
- Textile Exchange will not change or alter the data collected without consent from data owner or data provider.
- Textile Exchange will not share the data collected with any third party without the consent from data owner.
- Textile Exchange will not sell or share any of your contact information for marketing purposes.

Textile Exchange is respectful of personal privacy. In compliance with the Global Data Protection Regulation (GDPR), we are committed to ensure that all personal data is:

- Processed **lawfully, fairly and in a transparent manner**.
- Processed for **specified, explicit and legitimate purposes** and not in a manner that is incompatible with those purposes.
- **Adequate, relevant and limited to what is necessary** for the purposes for which it is being processed.
- **Accurate** and, where necessary, up-to-date;
- **Not kept longer than necessary** for the purposes for which it is being processed.
- Processed in a **secure** manner, by using appropriate technical and organizational means.

- Processed in keeping with the **rights of data subjects** regarding their personal data.

2. Information We Collect

2.1 Organizational Data

Organizational data collected for the CFMB include qualitative and quantitative data on:

- **Company profile**, including contact details; company name; location and profile.
- **Fiber and materials strategy and integration**, including corporate strategy; leadership; internal engagement; materiality assessment; customer engagement; and reporting.
- **Fiber and materials portfolio performance and management**, including risk management; investment; transparency; targets; uptake (consumption); and impacts.

Depending on your portfolio this will cover cotton; wool; down; leather (pilot); manmade cellulosic fibers; polyester; and nylon. There is also the option to report use and volumes of other fibers and materials (self-selected).

- **Approach to circularity**, including circularity strategy and integration; resource use; design for circularity; business models; collection; and recycled content.
- **Integration of the Sustainable Development Goals (SDGs)**.

2.2 Metadata

To ensure the integrity of the uptake data reported, fiber and materials uptake metadata is also required as part of the CFMB submission.

2.3 Personal Data

Personal data is collected during the registration process and as part of the profile page in the annual survey submission. This includes name, designation, telephone and email of User representatives involved in the CFMB data collection and submission process.

2.4. Webpage Analytics

As with most online interaction, when you logon to the CFMB, some of your information (such as your Internet Protocol address, browser type and activity data) may be automatically collected through our systems or the use of “cookies.” Aside from enabling a more efficient page load, this information helps us monitor the site level activities for improvement.

Textile Exchange also uses Google Analytics and/or other tools as a means to monitor your activity on our websites. This information is used solely for the purpose of tracking webpage performance and is not used together with any other personal data collected.

3. Use of Information We Collect

3.1 Organizational Data

The organizational data collected and analyzed is used for to following purposes:

- Measure, track and benchmark your company's sustainability progress related to fibers and materials.
- Provision of your company's customized fiber and materials dashboard and feedback report.
- Public benchmarking of fiber and materials performance and management.
- Measure, track and report on sectoral performance on fiber and materials programs, circularity and SDGs.

3.2 Metadata

Metadata is collected and analyzed to maintain the integrity of the data output reported through the CFMB.

3.3 Personal Data

Personal data is collected for the following purposes:

- Identify the person as a representative of CFMB User.
- Contact point for review of the CFMB submission.
- A means to communicate or seek feedback for the CFMB program.

Group based outreach such as newsletters and notifications may be delivered through email automation platforms with non-disclosure of personal data.

3.4 Webpage Analytics

Webpage analytics is used solely for the purpose of tracking webpage performance.

4. Your Choice and Consent

Textile Exchange respects your choice with whom your data is shared and how you wish your data to be processed. This Policy sets out the type of information we collect, how it is collected and used.

Your consent to our data collection and use is sought in the following manner:

- Accepting the CFMB Terms of Use.

As an additional step, your additional consent is sought to:

- Identify your company as a CFMB User.
- Add your personal data in our database for group based outreach on the CFMB program.

5. Access to Your Information

The following persons are provided access to your information to carry out their work:

- Textile Exchange affiliates such as ambassadors, employees and consultants that need your information to carry out work related on program support, expert advisory, data management and monitoring and evaluation.

- Third-party vendors, contractors, and service providers employed by Textile Exchange that need your information to carry out work related on program support, expert advisory, data management and monitoring and evaluation. Access to your information will only be provided to a third-party that has signed a Non-Disclosure Agreement or a contract with a component of non-disclosure with Textile Exchange.

Your information may be shared with relevant parties in connection with or during mergers, financing, acquisition, dissolution, transaction or proceeding involving the sale, transfer divestiture or disclosure of all or part of our business to another company. In the event of an insolvency, bankruptcy or receivership, your information may also be transferred as a business asset. If another organization acquires Textile Exchange, its business or assets, that organization will assume the obligations to your information as outlined in this policy.

You retain access to your information at all times. Should you require access to your data with us, please contact CFMB@TextileExchange.org.

6. Relevance and Accuracy of Information

All data to the CFMB is provided on a voluntary and self-reported basis. The following resource and guidance have been developed to ensure that the information provided is accurate and reflective of your company:

- CFMB Survey Guide
- CFMB Technical Guide
- CFMB SDG Guide
- CFMB Fiber Calculation Guide

Additionally, data collected is reviewed (not audited) for accuracy and completeness. Your company may be contacted during the review process for clarification and confirmation.

7. Lifespan of Your Information

Your data will remain in our database for the lifespan of the CFMB Program.

Both personal and organizational data of inactive Users (i.e. Users who have not logged on to the Site for more than three years and do not have a completed submission) will be removed from the Site.

You may, at any time, contact Textile Exchange to have your personal data removed from our database.

8. Security of Information

Your data is securely stored the by Probench - the technical solution powering the CFMB. Processes are in place to ensure that:

- The Site is secure. Technical data security documentation for Probench is available upon request.
- Your data is regularly backed up.
- Accidental removal is retrievable.

- Access to data is limited to authorized personnel responsible for system support, assurance, data management, and monitoring and evaluation.
- A separate [Non-Disclosure Agreement \(“NDA”\)](#) is available to all Textile Exchange Users who require additional assurance on the privacy of their data.

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