

Scrub Manufacturer Vetting Checklist

Factory-Direct Medical Uniform Manufacturing — Lantaowork.com

Purpose

This 5-step checklist helps procurement teams verify scrub suppliers before signing bulk contracts. Print one copy per vendor and complete it during calls or site visits. When you finish, compare the completed checklists side by side using the supplier comparison table on page 2.

When to use this: After you've shortlisted 3-5 suppliers from the *Top 10 Scrub Manufacturers in USA* guide. Before issuing any RFQ or signing any contract.

The 5-Step Vetting Framework

1 Distinguish Brand from Factory

Many vendors maintain a US sales office while production happens overseas. The FTC strictly regulates "Made in USA" claims — don't take marketing copy at face value.

- ☐ **Does the vendor own their production facility?** Request proof of factory ownership or direct partnership agreement.
- ☐ **Where is the actual production floor located?** Ask for the physical manufacturing address, not the corporate HQ.
- ☐ **Can they provide a certificate of origin** for the current production year?
- ☐ **Do they outsource any production steps?** Cutting, sewing, finishing, embroidery — map the full chain.

Red Flags: Vendor hesitates to disclose factory location. "USA headquarters" used interchangeably with "USA manufacturing."
Unable to produce a certificate of origin within 48 hours.

2 Verify MOQs and Timelines

Overseas factories often hide a 48-hour communication delay. Pin down every date in writing before you commit.

- ☐ **What is the strict MOQ per style and per color?** Get it in writing. Verify if MOQ applies per style, per color, or per order.
- ☐ **Sample lead time:** How many days from request to physical sample in hand? _____ days
- ☐ **Bulk production lead time:** How many days from PO confirmation to ex-factory? _____ days
- ☐ **Shipping method and transit time:** Sea freight? Air freight? Door-to-door timeline? _____ days
- ☐ **What are the payment terms?** T/T 30/70? L/C at sight? Net 30? Document the exact terms.

Red Flags: "It depends" without a written range. No confirmed sample timeline. Pushback on including lead times in the contract.

3 Audit Customization Capabilities

Third-party outsourcing adds ~2 weeks to lead time. Verify whether customization happens in-house.

- ☐ **Private label / white label:** Can they produce under your brand name with your tags and packaging?
- ☐ **Custom embroidery / logo application:** Is it done in-house or outsourced? If outsourced, to whom and where?
- ☐ **Color matching:** Can they match your exact Pantone reference? Request a lab-dyed swatch for approval.
- ☐ **Custom sizing:** Can they accommodate extended size ranges or department-specific grading?
- ☐ **Design modifications:** Can they adjust pocket placement, add instrument loops, or modify existing patterns?

Red Flags: All customization is "handled by a partner." No in-house embroidery capability. Color matching described as "close enough" without spectrophotometer verification.

4 Confirm Reorder and Inventory Support

The true test of a supplier is not the first order — it's the third reorder, 18 months later, when you need exact color and size matches.

- ☐ **Stockholding policy:** Do they hold safety stock of your fabrics and trims? How many months of inventory?
- ☐ **Sizing matrix stability:** Will the same size chart apply to reorders 2+ years later? Has it ever changed?
- ☐ **New hire onboarding:** What is their process for outfitting individual new hires between bulk orders?
- ☐ **Discontinuation notice:** How much lead time do they give before discontinuing a style or color?
- ☐ **Color consistency across production runs:** Do they maintain a sealed reference sample? What is their ΔE tolerance?

Red Flags: "We produce to order" with no stockholding. Sizing matrix has changed in the last 3 years. No sealed reference sample system in place.

5 Add the Compliance Layer

Never trust marketing copy for safety claims. Demand verifiable, third-party test reports for every performance attribute.

- ☐ **Fabric test reports:** Request AATCC TM100 (antimicrobial), ISO 15797 (industrial wash durability), and AATCC 61 (bleach fastness). Must be from an ISO 17025-accredited lab.
- ☐ **Berry Amendment eligibility:** For federal contracts, confirm Berry Amendment compliance in writing. Do not accept verbal assurances.
- ☐ **CDC infection control compliance:** Verify garments withstand [CDC environmental infection control guidelines](#) for healthcare laundry.
- ☐ **OEKO-TEX Standard 100:** Current certificate. Class I or II required for medical apparel with direct skin contact.
- ☐ **FTC "Made in USA" standard compliance:** If they claim domestic manufacturing, verify against [FTC enforcement guidelines](#).

Red Flags: Test results shown as "pass" without quantitative data. Lab reports older than 12 months. No lab accreditation number visible. "We're working on certification" with no timeline.

Supplier Comparison Scorecard

Complete one row per supplier after finishing the 5-step vetting. Score each dimension 1-5 (5 = best).

SUPPLIER NAME	STEP 1 BRAND VS FACTORY	STEP 2 MOQ & TIMELINE	STEP 3 CUSTOMIZATION	STEP 4 REORDER SUPPORT	STEP 5 COMPLIANCE	TOTAL (/25)	NOTES
Supplier 1							
Supplier 2							
Supplier 3							
Supplier 4							
Supplier 5							
☐		☐		☐			
SHORTLIST		PROCEED WITH CAUTION		ELIMINATE			
Total ≥ 20		Total 15-19		Total ≤ 14 or any Step = 1			

Final Check: Before signing, confirm all 5 steps are documented in writing. Verbal promises don't survive staff turnover. If a vendor won't put it in the contract, it doesn't exist.

