
Auditee :	QUANZHOU JULI BAG CO., LTD
Audit Date From :	26/07/2018
Audit Date To :	26/07/2018
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV Rheinland
Auditor's Name(s) :	Alvin Xie(Lead)
Auditing Branch (if applicable) :	TUV Rheinland China



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.
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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence																																							
A Very Good	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated A• No Performance Areas rated C, D or E These are three examples: <table><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr></table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	B	B	B	B	B	B	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
A	A	A	A	A	A	A	A	A	A	A	A	A																													
A	A	A	A	A	A	A	A	A	A	B	B	B																													
A	A	A	A	A	A	A	B	B	B	B	B	B																													
B Good	<ul style="list-style-type: none">• Maximum 3 Performance Areas rated C• No Performance Areas rated D or E These are three examples: <table><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr><tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td></tr></table>	A	A	A	A	A	A	B	B	B	B	B	B	B	A	A	A	A	A	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	C	C	C	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
A	A	A	A	A	A	B	B	B	B	B	B	B																													
A	A	A	A	A	B	B	B	B	B	B	B	C																													
B	B	B	B	B	B	B	B	B	B	C	C	C																													
C Acceptable	<ul style="list-style-type: none">• Maximum 2 Performance Areas rated D• No Performance Areas rated E These are three examples: <table><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td></tr><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td></tr><tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr></table>	A	A	A	A	A	A	A	A	A	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	D	C	C	C	C	C	C	C	C	C	C	C	D	D	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
A	A	A	A	A	A	A	A	A	C	C	C	C																													
A	A	A	A	A	B	B	B	B	C	C	C	D																													
C	C	C	C	C	C	C	C	C	C	C	D	D																													
D Insufficient	<ul style="list-style-type: none">• Maximum 6 Performance Areas rated E These are three examples: <table><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td></tr><tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>E</td></tr><tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr></table>	A	A	A	A	A	A	A	A	A	A	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	E	D	D	D	D	D	D	D	D	E	E	E	E	E	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
A	A	A	A	A	A	A	A	A	A	D	D	D																													
A	A	A	B	B	B	C	C	C	D	D	D	E																													
D	D	D	D	D	D	D	D	E	E	E	E	E																													
E Unacceptable	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated E These are three examples: <table><tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr><tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr><tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr></table>	A	A	A	A	A	A	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
A	A	A	A	A	A	E	E	E	E	E	E	E																													
A	A	B	B	C	D	E	E	E	E	E	E	E																													
E	E	E	E	E	E	E	E	E	E	E	E	E																													
Zero Tolerance	A Zero Tolerance Issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)	Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.																																							

Main Auditee Information

Name of producer :	QUANZHOU JULI BAG CO., LTD		
DBID number :	381975		
Audit ID :	129878		
Address :	No.53, Xizhuang Road, Xianjing Community, Fuqiao Street, Licheng District, Quanzhou		
Province :	Fujian	Country :	China
Management Representative :	Jinwen TANG		
Contact person:	Guangjin ZHANG	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	hangbags, belts and shoes
Product Type :	bags		

Audit Details


Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit	
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms	
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Small Producer
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No		
Audit extent (if applicable) :	none		
Audit interferences or contingencies (if applicable) :	none		
Overall rating :	C		
Need of follow-up :	Yes	If YES, by :	26/07/2019

Rating per Performance Area (PA)

PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
D	B	A	A	B	D	A	A	A	A	A	C	A

Executive summary of audit report

QUANZHOU JULI BAG CO., LTD / 泉州聚力箱包有限公司 was founded on 30 April 2015. The original address of production site was located at No.139 ChongShun Street, QingMeng Economic Development Zone, Quanzhou. The auditee moved their production site to No.53, Xizhuang Road, Xianjing Community, Fuqiao Street, Licheng District, Quanzhou City, Fujian Province, China in December 2017. The auditee had updated their business license on 31 January 2018. The management representative had provided the photo evidence to show that the original production site was used by Quanzhou Lelala Shoes and Garments Co., Ltd. A copy of business license for Quanzhou Lelala Shoes and Garments Co., Ltd. / 泉州市乐啦啦鞋服有限公司 was provided for review.

The auditee had around 3 years' experience in manufacturing of bags. The business license of auditee showed that the auditee located at the No.53, Xizhuang Road, Xianjing Community, Fuqiao Street, Licheng District, Quanzhou City, Fujian Province (福建省泉州市鲤城区浮桥街道仙景社区西庄路53号). There were some explanation on the description of the English address of auditee, please see the following detailed information for reference.

1. The audit request indicated that the auditee English address of auditee was " No.53,Xizhuang Rd.Xianjing Industrial Zone,Licheng Distract, Quanzhou,Fujian,CN"

2. The normal translation of the auditee for address was "No.53, Xizhuang Road, Xianjing Community, Fuqiao Street, Licheng District, Quanzhou City, Fujian Province, China"

All above English descriptions for auditee address actually were referred to same production site. The auditee expected that their English address translation followed with their business license (No.53, Xizhuang Road, Xianjing Community, Fuqiao Street, Licheng District, Quanzhou City, Fujian Province, China), which would be used for client communication in future.

There were three companies located in the same factory boundary. The auditee rented the 1F to 4F of one 6-storey production building, which covered around 6918.4 s.q. meters, and one 7-storey dormitory building, which covered around 2767.8 s.q. meters) from privacy building owner / Mr. Tiansheng WU. 6th floor of 6-storey production building was used by Quanzhou Tongxing Printing Co., Ltd. / 泉州彤兴印刷有限公司 (focused on silk-printing process) and the 5th floor of 6-storey production building was rented by private manufacturing owner Mr. Tongqi CHENG for ribbon production. Independent business license for Quanzhou Tongxing Printing Co., Ltd. had been verified through National Enterprise Credit Information Publicity System (国家企业信用信息公示系统).

The auditee would subcontracted their silk-printing process to the Quanzhou Tongxing Printing Co., Ltd. However, no business license relationship with the ribbon manufacturer. The production site of shared building companies had accessed for site verification. Interviewed workers from shared building companies confirmed they belonged to different companies. No copy of business license for ribbon manufacturer was provided for review due to that factory did not have business license. According to site observation and interview, no shared management staffs and workers were observed during the audit. As a result, the audit scope only covered the 1F to 4F of 6-storey production building and one 7-storey dormitory building.

The detailed information for each floor of 6-storey production building was listed as follows:

1F: Incoming materials warehouse and die-cutting workshop

2F: Office and sample showroom

3F: Riveting area, packing area and final warehouse

4F: Sewing workshop

5F: Private ribbon manufacturer

6F: Production workshop of Quanzhou Tongxing Printing Co., Ltd.

The main production process included die-cutting, silk-printing (subcontracted to outsource), sewing, riveting and packing. The main production processes were finished in the auditee. The components of products were purchased from outsource. However, the silk-printing production process was subcontracted to outsource.

The main production equipment included 86 sets of lockstitch sewing machines, 25 sets of post-bed sewing machines, 12 sets of double needle sewing machines, 2 sets of die-cutting machines, 3 sets of pattern sewing machines, 3 sets of bartacking sewing machines, 2 sets of punching machines, 2 sets of riveting machines etc. Only 40% of production equipment were used during the audit. The auditee explained that they had difficult to recruit more workers and order volume was insufficient.

The production volume was 35000 pieces per month on average. The annual turnover of their products in the last year were 2000000 in Euros. In addition, 100% of products were exported to overseas market. According to the production records, workers' payrolls and working hour records review, no obvious peak season was available in the auditee.

According to site observation and interviews, the auditee provide the dormitory building, kitchen and canteen to workers, but no transportation facility was

provided to workers. There were 48 workers including 30 male and 18 female workers employed by the auditee directly. All workers were permanent workers and no dispatched workers, seasonal workers, foreign migrant workers, summer job workers, apprentice workers and temporary workers hired by auditee. No security guards were employed by the auditee.

The auditee agreed that auditor conduct individual and group interviews with workers confidentially. Workers had been chosen within the whole factory freely without any influence by the management. Auditor randomly selected total 8 permanent workers including 4 male and 4 female workers from different production process, gender, age, and workers' representative for interviews without interrupted. All workers were open and cooperative in the interview process during the audit.

During the audit process, the escort, Mr. Jinwen TANG / Production Manager, Ms. Yanting HUANG / Administration staff, Ms. Lili LIN / Finance Staff, show fully support and provide sufficient resources to facilitate the audit. Other facility management staffs also demonstrated cooperation with the audit team. One workers' representatives, Mr. Chunren ZHANG / sewing operator, was invited to participate the opening meeting and closing meeting.

All findings had been discussed and communicated to management representative, top management and workers representative during the closing meeting. The management representative and workers' representative agreed all findings, which identified during the audit and signed the onsite finding report.

Remark: The management and workers started working since 08:00 in the morning and auditor arrived around 08:30 on 26 July 2018, and auditor took 30 minutes from 13:30 to 14:00 for documentation review to keep 8 hours audit time onsite without escort.

Ratings Summary


Auditee's background information			
Auditee's name :	QUANZHOU JULI BAG CO., LTD	Legal status :	Limited Company
Local Name :	泉州聚力箱包有限公司(统一社会信用代码: 913505833357665502)	Year in which the auditee was founded :	2015
Address :	No.53, Xizhuang Road, Xianjing Community, Fuqiao Street, Licheng District,	Contact person (please select) :	Guangjin ZHANG
Province :	Fujian	Contact's Email :	13859795783@163.com
City :	Quanzhou	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	Local language
Country :	China	Website of auditee (if applicable) :	NONE
GPS coordinates :	N24°55'42", E118°32'37"	Total turnover (in Euros) :	2000000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :		Production volume :	35000 PIECES PER MONTH ON AVERAGE
Product Group :	hangbags, belts and shoes	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	bags		

Auditee's employment structure at the time of the audit		
Total number of workers :	48	Total number of workers in the production unit to be monitored (if applicable) : 0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	0	0
Temporary workers	30	18
In management positions	3	2
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	18	12
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	30	18
Production based workers	0	0
With shifts at night	0	0
Unionised	0	0
Pregnant	-	0
On maternity leave	-	0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: D

Deadline date:26/10/2018

GOOD PRACTICES:

NONE

AREAS OF IMPROVEMENT:

The top management assigned Mr. Jinwen TANG / Production Manager to responsible for the amfori BSCI Code of Conduct and terms of implementation had been implemented in the auditee. According to management representative interview, he had learn the amfori BSCI Code of Conduct and understood why its own good social performance was important for amfori BSCI participants and the importance and benefits of having an effective management system and related procedure in place. Management representative stated they would try their best to ensure social performance could be integrated into their business culture and consult customers and stakeholders to adhere to a continuous improvement approach. The auditee communicated the amfori BSCI code of conduct and terms of implementation to their major business partners (such as the fabric material supplier, ribbon supplier, silk-printing subcontractor, zipper supplier etc.). The business partners' selection procedure was established to select current and future significant business partners. The selection of major business partners was not only price and quality but also willingness to respect the BSCI requirements. The auditee monitored their significant business partners' social performance by the second party audits. However, gaps had been identified during the implementation.

被审核方任命生产经理唐金文先生负责amfori BSCI行为准则和商业伙伴专用实施条款已经在被审核方内的执行。根据管理者代表访谈, 他已经学习了amfori BSCI的行为准则并且明白自身良好的社会表现对amfori BSCI参与方多么的重要也理解有效的管理体系和相关的程序存在的好处和重要性。管理者代表声明他们将尽最大的努力去确保社会责任表现能融入到他们的商业文化并咨询客户和利益相关方 并进行持续改善。被审核方将amfori BSCI行为准则和商业伙伴专用实施条款传达给其主要的商业合作伙伴(例如: 布料供应商、织带供应商、丝印分包商和拉链供应商等)。被审核方建立了商业合作伙伴选择程序去选择当前的和未来的主要合作伙伴。选择商业合作伙伴不仅是价格和质量也包括遵守amfori BSCI要求的意愿。被审核方定期地通过二方审核的方式监督重要商业合作伙伴的社会责任表现。然而, 在实施过程中仍存在差距。

- 1.1 - The auditee had established the social responsibility management manual and procedures based on amfori BSCI principle and local legal requirement, such as the working hours control procedure, wages and benefit management procedure and occupational health and safety management procedure. The legal law and regulations had been collected and updated by assigned person periodically. However, the auditee did not implement social accountability management system to ensure the amfori BSCI Code of Conduct and local legal law requirements effectively. For example, the decent working hours had exceeded legal requirement without suitable monitoring mechanism and control procedure. the auditee did not respect and monitor the effective of management system, for example, how to monitor the workers' working hours, how to ensure all legal required benefits had been provided and how to monitor the occupational health and safety issues etc. According management interview, the current management operation followed with their original management experience and amfori BSCI COC . The auditee had implemented amfori BSCI Code of Conduct in the production activities for several years, findings for PA1, PA2, PA5, PA6, PA7 and PA12 had been identified due to lacking of continuous improvement approach and knowledge. According to workers and workers' representative interview, the training of responsibility of amfori BSCI implementation had been provided to workers, but the auditee did not carry out satisfaction survey on grievance mechanism regularly to ensure the grievance mechanism worked effectively.

被审核已经建立了基于amfori BSCI原则和当地法律法规的社会责任管理手册和程序文件, 例如, 工作时间控制程序, 工资福利程序和职业健康与安全程序。法律法规也由指定的人员负责收集和更新。然而, 被审核方未能有效的执行社会责任管理体系来确保amfori BSCI行为准则和当地法律法规的要求已经有效的实施。例如, 体面的工作时间仍然超过法定要求而无适当的监督机制和控制程序。被审核未充分尊重和监控管理体系的有效性, 例如, 如何监控员工的工作时间, 如何确保提供法定要求的福利给员工和如何监控职业健康与安全的问题等。根据管理层访谈, 目前的管理运作主要按以往的管理经验和amfori BSCI行为准则。被审核方已经在其生产活动中实施amfori BSCI行为准则。但是涉及绩效领域1, 绩效领域2, 绩效领域5, 绩效领域6, 绩效领域7和绩效领域12等的发现点由于缺少持续改善的方法和知识仍存在差距。根据员工和员工代表的访谈, 执行amfori BSCI行为准则的职责有进行培训。但是被审核方未定期安排申诉机制的满意度调查以确保申诉机制运作的有效性。

- 1.4 - The auditee had established the Production Capacity Development Plan and prepared the production capacity planning for their production order and delivery time. However, the auditee did not consider the compliance of workers' overtime-working hours during the production capacity planning and no effective action plan had been taken to reduce the workers' overtime working hours by the auditee. According as the workers attendance records from June 2017 to audit date, the workers' working hours records indicated that 8 sampled workers' monthly overtime working hours in past 13 months had exceeded 36 hours which required by the local law systematically. (Refer to 6.2).

被审核方建立了产能规划且为生产订单和发货时间制定了产能规划。但是, 被审核方在产能规划期间未考虑员工加班工作时间的合规性且未采取有效的改善计划以减少员工的加班工作时间。根据对员工2017年6月至审核当日的考勤记录的检查, 员工工作时间记录显示8名抽样员工在过去13个月的月加班工作时间系统性的超过法规要求的36小时。(参考6.2)。

Remarks from Auditee:

NONE

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: B

Deadline date:26/10/2018

GOOD PRACTICES:
NONE

AREAS OF IMPROVEMENT:

The auditee had established the communication channels with the workers and workers' representatives. The auditee took the capacity building activities to ensure workers aware of their rights and responsibilities through training program. The auditee provided the training of amfori BSCI Code of Conduct, legal law and regulations, regulation of auditee to workers. The training covered the rest right of the workers, local minimum wages standard, overtime working hours requirement, overtime premiums calculation method, social benefits and etc. The training had included the orientation training and periodically training. The auditee had established the grievance mechanism which defined that the Mr. Jinwen TANG / Production Manager to response for grievance administration. The grievance channel, timelines to address grievances, communication with workers for grievance case, record system for reporting grievance and investigation requirement etc. had defined in grievance mechanism. However, gaps had been observed during the implementation.

被审核方已经建立了员工和员工代表的沟通渠道。被审核方采取的能力建设活动, 以确保员工通过培训了解他们的权利和责任。被审核方提供amfori BSCI行为准则、法律法规、被审核方规章制度的培训给员工。培训覆盖了员工休息的权利, 最低工资标准, 加班工作时间要求、加班工资计算, 社会福利等已经传达给员工。培训包括新员工入职培训和定期的更新培训。被审核方建立了申诉机制并指定生产经理唐金文先生负责申诉管理。申诉渠道, 提出申诉的时间, 申诉案例的员工沟通, 报告申诉的记录系统和调查要求已经在申诉机制程序中定义。然而, 在实施过程中仍存在差距。

2.2 - The auditee had established the long-term goals to protect workers. Workers representative had involved in the definition of long term goals. However, the long-term goals did not reflect a step-wise approach toward making sustainable improvements and did not review the achievement status of the long-term goals for workers protection to ensure the objective and targets had adjusted properly. For example, how to reduce overtime hours by step-wise approach with detail plan and objective.

被审核方制订了保护员工的长期目标且员工代表参与了长期保护目标的订立。然而, 该长期保护计划未反映出可持续改进的渐进式方法并附带改善的计划和目标且被审核方未对目标指标达成的状况进行评价以便与对目标指标的正确的调整。例如, 如何采用渐进式的方法减少加班工作时间。

2.5 - The auditee had established the grievance mechanism and provided the grievance mechanism training to workers. However, no regular satisfaction survey on grievance mechanism carried out for internal workers and external business partners. Based on the grievance records review and workers interview, No workers' grievance case or external grievance case was reported in the past 12 months. The management representative confirmed the finding and would take corrective action for the finding as soon as possible.

被审核方建立了申诉机制并给员工进行了申诉机制的培训。然而, 被审核方未定期地对内部员工和外部商业合作伙伴进行申诉机制的满意度调查。根据申诉记录检查和员工访谈, 在过去的12个月内无内部员工或是外部商业合作伙伴的申诉案例汇报。管理者代表确认发现点并将尽快对发现点进行改善。

Remarks from Auditee:
NONE

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A

Deadline date:

GOOD PRACTICES:
NONE

AREAS OF IMPROVEMENT:

The auditee not only respected the freedom of association of workers, but also respected the collectively bargain right of workers. The auditee well understood of the collective bargaining process and no interference of the workers collective bargain right was identified for auditee. The auditee not only establish the Trade Union in their organization, but also have workers elected representatives. Workers elected two workers representatives in their auditee by themselves on 05 March 2018. Workers did not need previous authorization from the auditee to join or establish a workers' organization and worker join workers organization basis of the own choosing. The workers representatives had meeting with workers to discuss the concerns for workplace periodically. Workers' representatives had equal right to take overtime, attended the training and obtain the social benefits. Workers representative could access to workers in their workplace and could discuss with workers during the break time, lunch break and dinner break. No discrimination practice was observed for workers' representatives.

被审核方不仅尊重员工自由结社的权利, 而且也尊重员工集体谈判的权利。员工代表定期的与员工会讨论他们关心的工作场所的问题。被审核方很好理解了集体谈判的流程且未发现被审核方干涉员工集体谈判的权利。被审核方不仅建立工会组织, 而且也有员工选举的员工代表, 员工在2018年03月05日自己自由选举了两名员工代表。员工无需再被审核方授权的前提下参加或建立员工组织且基于员工自愿的情况下加入员工组织。员工代表有权进入员工的工作场所且能与员工在休息时间, 午餐休息时间和晚餐休息时间进行讨论。员工代表有等同的参加加班, 参与培训和获得社会福利的权利。未发现对员工代表的歧视事例。

Remarks from Auditee:

Performance Area 4 : No Discrimination

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A

Deadline date:

GOOD PRACTICES:

NONE

AREAS OF IMPROVEMENT:

Non-discrimination management procedure stipulated that workers were not disciplined, dismissed or discriminated against because of their complaints against infringements of their rights. The auditee had taken the necessary measures to avoid or eradicate discrimination in their workplace. The auditee did not discriminate any workers based on race, color, age, gender, sexual orientation, religion, political affiliation, union membership, national origin or marital status. HBV or pregnancy test was prohibited during the recruitment process. The recruitment process had considered that no any discrimination when recruitment, promoting, offering training opportunities, paying social benefits, daily work activities etc. Vulnerable groups like disable workers, pregnant women or migrant workers were also respected and no any discrimination practice implemented for them. No discrimination case was reported or identified in the past year.

禁止歧视管理里程序指明员工不会因为抱怨违反他们的权利而受到处罚、解雇或歧视。被审核方采取了必要的标准来避免和消除工作场所的歧视行为。被审核方不会因为种族、肤色、年龄、性别、性取向、宗教、政治观点、工会成员身份、国籍或婚姻状况等而受到歧视。招聘程序已经考虑到了在员工招聘、晋升、提供培训机会、支付社会福利、日常工作活动等不允许存在歧视。残疾人、孕妇或外地工人等弱势群体也同样被尊重且没有任何的歧视行为对他们进行实施。在雇佣员工期间不允许进行乙肝测试和怀孕测试。在过去的一年里未发生过歧视案例的报告。

Remarks from Auditee:

Performance Area 5 : Fair Remuneration

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: B

Deadline date:26/10/2018

GOOD PRACTICES:
NONE

AREAS OF IMPROVEMENT:

The auditee had established the Working hours, Wages and Benefits Management Procedure. The auditee collected the local legal minimum wage standard from local media or government news periodically. Legal minimum wage was CNY1350/month and equal to CNY7.76 per hour (CNY1350/21.75/8) before 1 July 2017 and CNY1500 per month and equal to CNY8.62 per hour (CNY1500/21.75/8) since 1 July 2017. Payrolls from June 2017 to May 2018 had been provided and reviewed during the audit. The minimum wage paid by the auditee was CNY2000 per month or equal to CNY11.49 per hour (CNY2000/21.75/8) for regular working hours for regular working hours to workers at least. The wages structure of workers included the basic wages, overtime premium, full attendance allowance (CNY100 per month) and paid leaves. Workers' basic wages were ranged from CNY2000 per month to CNY3000 per month based on workers' different job position, skill and experience. The paid minimum wages of auditee had exceeded the local legal required minimum wages. Overtime premium calculating standards had defined in procedure, such as no less than 150% of normal wage rate for weekday overtime, no less than 200% of normal wage rate for weekend overtime and no less than 300% of normal wage rate for statutory holiday overtime. Workers' wages were calculated by hourly rate and workers wage paid on or before 30th of each following month by cash. The auditee had issued the payment slip to workers for well understanding their detailed wages prior to the wage issued date. Paid holidays also had provided to workers. No disciplinary deduction charged to worker wages. However, gaps had been identified in implementation.

被审核方已经建立了工时薪资福利管理程序。被审核方从媒体或政府新闻定期地收集当地的法定最低工资文件。当地的最低工资标准在2017年7月1日前为人民币1350元等同于每小时人民币7.76元(人民币1350/21.75/8)。在2017年7月1日之后为人民币1500元等同于每小时人民币8.62元(人民币1500/21.75/8)。2017年5月至2018年4月的工资记录提供审核。被审核方支付工人正常上班的最低工资为每月人民币2000元等同于每小时人民币11.49元(人民币2000/21.75/8)。员工的工资包括基本工资、加班费、全勤奖(人民币每月100元)和带薪假。员工的基本工资根据岗位、熟练程度和经验,范围自人民币2000元每月至人民币3000元每月。被审核方支付给员工的工资超过了当地法规要求的最低工资标准。加班工资标准已经在程序中定义,例如平时加班按不低于正常工资的150%支付,周末加班按不低于正常工资的200%支付和假日加班按不低于正常工资的300%支付。员工的工资以时薪工资结算并且在每个月30日或之前以现金形式发放上个月工资。被审核方提供了工资单给员工以便于员工更好的了解详细的工资。带薪休假也提供给了员工。无纪律性扣款从员工工资中扣除。然而,发现在实施中仍存在差距。

5.4 - According to management representative interview, workers interview and document review, the auditee did not investigate the local basic family living expenses and did not establish calculation method basis of fair remuneration quick scan template for decent living wages. The management representative did not know the calculation method of decent living wages and did not know how to use the fair remuneration quick scan template for decent living wages.

根据管理层访谈,员工访谈和文件检查,被审核方尚未调查当地家庭生活费用也未建立基于公平报酬快速扫描模板的体面的生活工资的计算方式。管理者代表不了解体面生活工资的计算方式也不知道如何使用公平报酬快速扫描模板的生活工资计算方式。

5.5 - According as social insurance payment sheet (records from June 2017 to May 2018) review, legal required five-types of social insurance was not provided to all workers by the auditee. The social insurance website could not check the data due to the local national tax bureau and local local tax bureau combined in recent months and the auditee updated the social insurance registration address from old production site to new production site. The social insurance payment sheet in May 2018 indicated that the auditee did not provide the legal required retirement insurance, unemployment insurance, basic medical insurance, childbearing insurance and accident insurance to 43 out of 48 employees. Interviewed workers who did not engaged in the legal required social insurance stated that they had bought the rural social endowment insurance by themselves. It was cheaper than social insurance and saving more expense. According to management representative interview, they did not collect the information regarding workers on rural social endowment insurance and did not knew how many workers had participated the rural social endowment insurance. (Reference Law and Regulation: Article 72 of Labour Law of the Peoples Republic of China (1994)) Remark: 1. The auditee had provided the commercial insurance and accident insurance to all workers. The commercial insurance contract number was GP13002021238577 and it was validated from 9 August 2017 to 8 August 2018. Crosschecked with accident records and workers interview information, no accident case reported and occurred in the past 12 months. 2. According to roster review and workers labor contracts review, there were 4 new workers employed in June and July of 2018 and 6 worker exceeded the retired ages in the auditee.

根据社保缴费凭证(自2017年6月至2018年5月的记录)的查看,被审核方未提供法定要求的五险给所有员工。社保网站由于当地国税局和当地地税局合并不能查询且被审核方更新了社保注册地从旧生产场所到新生产场所。2018年5月的社保缴费凭证显示,被审核方未给在职的48名员工中的43名员工购买养老保险、失业保险、基本医疗保险、生育保险和工伤保险。受访的未参与法定要求社会保险的员工说明他们已经购买了新型农村合作医疗保险。它更便宜且能省很多费用。根据管理者代表访谈,他们未收集参加新型农村合作医疗保险的信息也且不了解有多少名员工参加了新型农村合作医疗保险。(参考法律法规:《中华人民共和国劳动法》(1994)第72条)备注:1.被审核方有提供商业意外险给所有员工。商业意外险的保险合同GP13002021238577且他们的有限期限自2017年8月9日至2018年8月8日。交叉检查工伤事故记录和员工访谈信息,在过去的12个月无工伤事故的报告也未发生过工伤事故。2.根据员工花名册和员工劳动合同评审,被审核方在2018年6月和7月期间聘用了4名新员工且有6超过退休年龄的员工在工厂。

Remarks from Auditee:
NONE

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: D

Deadline date:26/10/2018

GOOD PRACTICES:

NONE

AREAS OF IMPROVEMENT:

Workers working hour's management procedure had been established by the auditee. Based on the workers' working hours' management procedure review, the procedure defined that the workers regular working hours was 8 hours a day and 40 hours a week. The overtime-working hour's standard required the workers daily overtime-working hours were less than 3 hours and monthly overtime-working hours were less than 36 hours. Workers working hours were recorded by finger scan and facial recognition attendance-recording system; Workers were arranged one shift only, four hours from 08:00 to 12:00, four hours from 14:00 to 18:00. Overtime working would be started from 19:00 to 21:00 for two hours. 8 sampled workers' working hours from June 2017 to audit date had been reviewed during the audit. The sampled working hour's records indicated that workers' maximum daily working hours were 2 hours and weekly overtime working hours were 18hours. Workers had been provided two hours lunch break and one hour dinner break if overtime working arranged. One day off in every seven days were guaranteed. However, gaps were identified during the implementation.

被审核方建立了员工工作时间的管理程序。根据对员工工作时间管理程序的审阅，该程序已经定义员工的正常工作时间为每日8小时每周40小时。加班工作标准要求员工的日加班少于3小时且月加班少于36小时。员工工作时间由人脸识别和指纹扫描考勤记录系统进行记录。员工正常工作时间仅安排一个班次，08:00至12:00上班四小时，14:00至18:00上班四小时，加班时间从19:00至21:00加班2小时。8名抽样员工2017年6月至审核当日的考勤进行了查阅，抽样员工的工作时间记录显示员工的日加班为2小时周加班为18小时。员工已经有提供2小时的午餐休息时间和1小时晚上如果有加班时的休息时间。每七天休息一天有保证。然而，发现在实施中仍存在差距。

- 6.2 -** The auditee had established the workers overtime working management policy and procedure, the overtime-working hour policy and procedure had required workers daily overtime working hours should be less than 3 hours and monthly overtime working hours should be less than 36 hours. The overtime-working hour arrangement required to get approval by production manager prior to overtime working. The workers working hours scheduled by the production supervisor as per client order, delivery time and production capacity. Production manager was assigned to response for ensuring the compliance of the working hours. However, the production manager did not take corrective action as per working hours data. For example, 13 months monthly overtime hours for 8 sampled workers exceeded 36 hours from June 2017 to June 2018. The range was from 48 hours to 84 hours. According to workers overtime working data from June 2017 to audit data, there was no early warning system established by the auditee to ensure workers' overtime-working hours complied with the legal requirement. 8 sampled workers' attendance records in 3 sampled months (October 2017, March 2018 and May 2018) reviewed shows that: 1) In October 2017, 8 sampled workers monthly overtime working hours exceeded 36 hours and 8 sampled workers monthly overtime working hours were 68 hours. 2) In March 2018, 8 sampled workers monthly overtime working hours exceeded 36 hours and 8 sampled workers monthly overtime working hours were 84 hours. 3) In May 2018, 8 sampled workers monthly overtime working hours exceeded 36 hours and 8 sampled workers monthly overtime working hours were 76 hours. (Reference Law and Regulation: PRC Labour Law article 41). Remark: The overtime-working hours from 1 June 2018 to 30 June 2018 was 80 hours. And the overtime working hours from 1 July 2018 to 25 July 2018 were 60 hours.

被审核方建立了员工加班工作时间的管理政策和程序，加班工作时间政策和程序要求员工日加班时间应少于3小时和月加班工作时间应少于36小时。加班工作时间的安排要求在加班之前取得总经理的批准。员工的工作时间由生产主管依据客户订单，发货时间和生产能力安排。生产经理被任命负责确保工作时间的符合性。然而，生产经理未依据工时数据进行改善，例如2017年6月至2018年6月期间，8名抽样员工在过去的13个月的加班工作时间均超过36小时。月超时从48小时至84小时。根据自2017年6月至审核当日的加班工作时间记录被审核方未建立加班工作时间的预警系统以确保员工的加班工作时间符合法规要求。8名抽样的员工3个月考勤记录(2017年10月，2018年3月和2018年5月)显示：(1) 2017年10月，8名员工的月加班工作时间超过36小时且8名员工的月加班达68小时。(2) 2018年3月，8名员工的月加班工作时间超过36小时且8名员工的月加班达84小时。(3) 2018年5月，8名员工的加班工作时间超过36小时且8名员工中的月加班时间达76小时。(参考法律法规：《中华人民共和国劳动法》第41条) 备注：2018年6月1日至30日的加班时间为80小时且2018年7月1日至2018年7月25日的加班时间为60小时。

Remarks from Auditee:

NONE

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A

Deadline date:26/11/2018

GOOD PRACTICES:

NONE

AREAS OF IMPROVEMENT:

The occupational health and safety procedure had been established. Relevant law and regulations on occupational health and safety relevant for its activities had been collected regularly. Mr. Jinwen TANG / Production Manager was appointed for responsible for Health and safety issues. Periodical EHS meeting was held by EHS committee. Workers had right to remove herself or himself from imminent danger without seeking permission from their management. The auditee carried out the occupational health and safety risk assessment including all production activities, workplaces, machinery, equipment, chemicals, tools, processes, vulnerable workers, transmittable and non-transmittable diseases etc. Occupational health and safety training had been provided to workers by training program. First aid facilities were provided at the workplace and the auditee recorded the accident case accordingly. The auditee provided the adequate potable water at workplace for free drinking. Fire early warning system was installed and inspected monthly. Sufficient fire extinguishers and fire hydrants were installed and inspected monthly. Fire drills were carried out twice per year and defined in related procedure and the latest one was conducted on 30 March 2018 and previous one was conducted on 01 September 2017. Plans, reports, attendance records and photos were reviewed. The auditee provided had provided the dormitory, kitchen and canteen to workers, but no transportation facility was provided to workers. However, gaps had been identified in implementation.

被审核方建立了职业健康与安全的程序。被审核方定期地收集与其相关活动的职业健康与安全方面的法律法规。生产经理唐金文先生被任命负责环境、健康与安全的事宜。环境健康与安全委员会定期的健康安全的会议。员工有权从重大危险发生时立即撤离而不需要经过管理人员的许可。被审核方进行了职业健康与安全的风险评估涵盖所有生产活动、生产车间、机器、设备、化学品、工具、过程、弱势工人、工作环境中的传染性和非传染性疾病等。职业健康与安全培训已经通过培训项目提供给员工。工作场所提供了急救设施且工伤事故都会被记录。被审核方提供了足够的饮水设施给员工免费饮用。消防报警系统正确地安装同时每月检查。足够的灭火器和消防栓被安装和每月检查。被审核方在相关程序中定义了每年进行两次消防演习，最近一次是在2018年03月30日进行，之前一次在2017年09月01日。计划、报告、出席记录和图片被提供查阅。被审核方提供宿舍、食堂和餐厅，但是未提供交通工具给员工。然而，在实施中仍存在差距。

- 7.1 -** 1. The auditee did not conduct the occupational hazards factors testing. (e.g. noise level risk of die-cutting and riveting workplace) (Reference Laws and Regulations: Article 26 of Law of the People's Republic of China on Prevention and Control of Occupational Diseases) 2. No pre-job, on-job or off-job occupational health examination of employees was arranged for the workers who working at the hazardous working environment. Such as the workers working at cutting and riveting workplace, who involved in high level working environment. (Reference Laws and Regulations: Article 35 of Occupation Disease Prevention Law of P.R.C.)
1. 被审核方没有委托进行职业危害因素检测。(例如:裁断和铆钉区域的噪音危害。(参考法律法规:《中华人民共和国职业病防治法》第26条) 2. 被审核方未对在有害作业环境的员工进行岗前、在岗和离岗的职业健康检查。例如:在裁断和铆钉工作场所涉及噪音危害的员工。(参考法律法规:《中华人民共和国职业病防治法》第35条)
- 7.4 -** According to workers and workers' representative interview, interviewed workers stated that the auditee did not invite the worker or workers' representative to attend the occupational health and safety risk assessment. The occupational health and safety risk assessment records also indicated that no worker or workers' representative participate the occupational health and safety risk assessment.
根据员工和员工代表的访谈，受访的员工声称被审核方未邀请员工或员工代表出席职业健康与安全的风险评估。职业健康与安全的风险评估记录也显示，员工或员工代表未参与职业健康与安全的风险评估。
- 7.9 -** The auditee had posted the occupational hazards notifications, occupational hazards accident emergency first aid instruction at the production site. However, the auditee did not publish the workplace occupational hazard factors inspection result at the workplace by the auditee. (Reference Laws and Regulations: Article 24 of Law of the People's Republic of China on Prevention and Control of Occupational Diseases)
被审核方已经将职业病危害告知卡和职业危害事故应急救援措施。然而，被审核方未将工作场所职业病危害因素检测结果公布在车间。(参考法律法规:《中华人民共和国职业病防治法》第24条)
- 7.17 -** The auditee established the equipment safety procedure. Workers were trained for the equipment safety operation training. The maintenance worker was responsible for equipment fixing and maintenance. However, according to site observation, no safety pulley guards were equipped for around 60% of post-bed sewing machines and one set of riveting machines, no needle guards were equipped for all post-bed sewing machines, pattern sewing machine and bartacking sewing machine. (Reference Law and regulation: article 6.1.2 of General rules of design on health and safety of production facility (GB5083-1999))
被审核方建立了设备安全管理程序。员工也进行了设备安全的培训。专门维修人员被指派负责设备的维修和保养。然而，根据现场观察，约60%的罗拉车和1台铆钉机未安装皮带轮保护罩，所有的罗拉车、模版车和套结机都未安装挡针板。(参考法律法规:《生产设备安全卫生设计总则》(GB5083-1999)第6.1.2条)
- 7.21 -** The general hygienic of kitchen and canteen was acceptable. However, findings were identified for the canteen, for example, 1. The auditee did not obtain the Food Business Certificate for the canteen located at the 1F of dormitory building. (Reference law and regulation: article 35 of Food Safety Law of the People's Republic of China (2015)) 2. The auditee did not arrange the periodical health check for kitchen staff. (Reference law and regulation: article 45 of Food Safety Law of the People's Republic of China (2015)) 3. The kitchen staff did not wear the headwear during the operation. In addition, there was no instrument to eliminate mosquito, flies and rats equipped in kitchen area. (Reference law and regulation: The Food Safety Law of The People's Republic Of China article 27)
厨房和餐厅的整体卫生保持良好。然而，发现食堂存在发现点，例如:1. 被审核方未获得餐饮服务许可证。参考法律法规:《中华人民共和国食品安全法》(2015)第三十五条) 2. 被审核方未安排厨房员工定期的健康体检。(参考法律法规:《中华人民共和国食品安全法》(2015)第四十五条) 3. 厨工在工作时未戴帽子。另外，厨房未配置防蝇、虫、鼠等设备。(参考法律法规:《中华人民共和国食品安全法》第27条)

Remarks from Auditee:

NONE

Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A	Deadline date:
GOOD PRACTICES: NONE	
AREAS OF IMPROVEMENT: <p>Robust age-verification mechanisms had been set up and used as part of the recruitment process, and adequate policies and procedures in writing toward protecting children from any kind of exploitation, and remedial policies and procedures to provide for further protection in case children had found to be working. No visible underage workers were observed during the site observation. The auditee refused to recruit the workers who were less than 16 years old. Child labor remediation process had been defined to guide what to do in the event of child labor employed by mistake. The auditee checked the original ID cards to identify the actual age of all applicants and the photocopies of ID cards had been kept in personnel files and maintained in the auditee. The candidates could not be recruited if any suspicion or defective about ID cards authenticity existed. According to the roster of workers and all workers' personnel files review. No child labor and juvenile worker were employed by the auditee. No young worker was employed by the auditee. The youngest worker was 25 years old. The youngest worker was born on 29 August 1992 and employed on 01 June 2018.</p> <p>被审核方建立了完善的年龄识别机制并在招募流程中使用, 也有儿童免受任何剥削的书面政策和程序, 以及一旦出现童工被发现在工作而提供进一步保护的补救政策和程序。在现场审核期间未发现明显的低于法定年龄的员工。被审核方不雇佣年龄低于16周岁的人员。童工补救措施也被定义去指引万一错误雇佣童工应该做什么。被审核方检查员工的身份证原件去识别应聘者的真实年龄并会复印一张身份证存留在其人事档案中并存在工厂。如果存在可疑或是身份证的真实性存在瑕疵, 应聘者将被拒绝聘用。根据查阅员工花名册和所有员工的人事档案包括身份证复印件, 未发现被审核方有雇佣童工或是未成年工。最年轻雇员为25岁, 该员工于1992年08月29日出生并受雇于2018年06月01日。</p>	
Remarks from Auditee:	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A	Deadline date:
GOOD PRACTICES: NONE	
AREAS OF IMPROVEMENT: <p>The auditee established the young workers protection procedure to avoid young workers to participate the night work and protected against to their health, safety and development. The auditee had carried out the risk assessment for young workers to ensure young workers do not work at night, hazardous working environment and heavy workload position. The auditee pay attention to employment of young workers and established the related policy although there was no young worker in site and the youngest worker in the auditee was exceeded 18 years old. According to management representative interview, the grievance mechanism and occupational health and safety training would communicate to young workers individually if the auditee employed the young workers. The auditee would arranged for the young workers health check and register after employed and before job arrangement if the auditee employed the young worker as per young workers protection regulation. Meanwhile, the auditee would not arrange young workers working at the night shift, hazardous working environment and heavy workload position.</p> <p>被审核方建立了未成年工保护程序以避免未成年工参与夜班且免受影响其健康、安全和发展的工作条件伤害。被审核方进行了未成年工的风险评估确保未成年工无需在夜间工作, 危险工作环境工作和重体力岗位。被审核方关注年轻工人的就业并建立相关的政策, 尽管在现场没有年轻的工人且最年轻的员工超过18周岁。根据管理者代表的访谈, 如果被审核方聘用未成年工, 被审核方将会把申诉机制和职业健康与安全进行单独的培训。如果雇佣未成年工, 被审核方将会在未成年工招聘之后和安排工作岗位之前依据未成年工保护条例安排了未成年工的体检和登记备案。同时也不会安排未成年工在夜班, 有害工作环境和重体力工作岗位。</p>	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A	Deadline date:
GOOD PRACTICES: NONE	
AREAS OF IMPROVEMENT: <p>The auditee had established the recruitment procedure, which included the recruitment process, remuneration, hours of work, disciplinary measure, promotion, training, termination of employment etc. The auditee respected the workers' employment relationship. No recruitment agency used by the auditee and all workers were recruited by the auditee directly and they were permanent workers. No dispatched workers, seasonal workers, foreign migrant workers, summer job workers, apprentice workers and temporary workers hired by auditee. The auditee would sign the labor contracts with workers after employed immediately. 8 sampled workers' labour contracts reviewed during the audit. The labor contracts had included the nature of work, working hours, wages, leave entitlements, benefits, what fees the worker would be charged and the amount(s), other benefits provided, wage deductions etc.</p> <p>被审核方建立了员工招聘程序并包括招聘流程、报酬、工作时间、纪律措施、晋升、培训、离职等。被审核方尊重员工的雇用关系。被审核方未通过招聘代理且所有员工都由被审核方直接聘用且他们都是长期员工。被审核方未雇佣派遣工、季节工、外劳、暑期工、学徒工以及临时工。被审核方在员工入职后会立即与员工签订劳动合同。在审核期间有提供8名抽样员工的劳动合同查阅。劳动合同内容包括了工作性质, 工作时间, 工资, 休假权利, 福利, 哪些费用需要支付, 其他提供的福利和工资中的代扣减项等。</p>	
Remarks from Auditee:	

Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A	Deadline date:
GOOD PRACTICES: NONE	
AREAS OF IMPROVEMENT: <p>No movement restriction was implemented in the auditee, and workers could access to toilets or drinking freely without any restriction. Workers could leave the auditee during the meal break or after the shift ended freely. All work was done on voluntary basis and no any form of servitude, forced, bonded, indentured, trafficked or non-voluntary Labour was identified during the audit. The auditee had established the non-forced labor policy and procedure. The auditee checked applicants' original certificates and kept the photocopies of those certificates such as the ID cards as per recruitment process. The auditee just asked the workers to provide original government-issued certificate such as national ID card for review but no original documents would be withheld by the auditee. Workers could freely terminate the employment contracts upon 30 days' advance notice in written form after probation period or 3 days' advance notice in written form during probation period.</p> <p>被审核方未限制员工在厂区内的移动且员工可以自由的使用洗手间和饮水设施而无限制。员工在餐休和下班之后可以自由的离开工厂。所有员工都是基于自愿的原则在该场所工作且在审核方期间未发现任何形式的奴役、强迫、抵债、契约、买卖和非自愿劳工。被审核方已经建立了禁止强迫劳动的政策和程序。被审核方在招聘过程中仅要求员工提供政府发放证件如身份证供查阅,但是被审核方不会将其原件扣留。被审核方检查应聘者的身份证并保留一份证件的副本如身份证在其个人档案中。员工可以自由选择终止劳动关系在30天的通知期和试用期员工3天的通知期。</p>	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: C	Deadline date:26/10/2018
GOOD PRACTICES: NONE	
AREAS OF IMPROVEMENT: <p>Environmental protection policy and procedure had established by the auditee. The auditee had identified significant impacts and environmental implication. The auditee collected and updated the relevant environmental law and regulation regularly. No industry wastewater and air emission were generated during the production process. The waste living water discharged to the local municipal sewage pipe network. The boundary noise was generated by die-cutting machines, riveting machines and various sewing machines. The general production waste discharged by the local environment station. However, gaps had been identified during the implementation.</p> <p>被审核方建立了环境保护政策和程序。被审核方对重大环境影响因素进行识别。被审核方定期地收集和更新相关的环境法律法规。在生产过程中不产生废水和废气排放。生活废水排放至当地市政污水管网。普通废弃物则由当地环卫站处理。裁断设备、铆钉设备和不同类型的针车设备在生产过程中会产生厂界噪音。然而,在实施过程中仍存在差距。备注:对工厂生产过程中不产生工业废水和废气排放的该类工厂依据福建省排污许可证管理办法不需要办理排污许可证。</p> <p>12.1 - The auditee had identified significant impacts and environmental implication. However, the auditee did not provide the EIA (Environmental Impact Assessment registration) for their production activities during the audit. The management representative confirmed that they still not get the EIA registration from their local environment protection unit. (Reference law and regulation: Law of the People's Republic of China on the Environmental Impact Assessment, Article 16)</p> <p>被审核方对重大环境影响因素进行识别。然而,在审核期间被审核方未获得生产场所的环境影响评登记表备案。被审核方确认他们仍然未从环保单位获得环境影响评登记表备案。(参考法律法规:中华人民共和国环境影响评价法第十六条)</p> <p>12.4 - 1. The auditee failed to provide the monitoring report for its boundary noise level, which was generated by the cutting machines and sewing machines. (Reference law and regulation: Law of the People's Republic of China on Prevention and Control of Pollution From Environmental Noise , Article 23) 2. The auditee failed to provide the monitoring report for cooking fume, which was generated by cooking. (Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution (2000 Revision), Article 13)</p> <p>1. 被审核方未能提供由其裁剪设备和车缝设备产生的厂界噪音状况的监测报告。(参考法律法规:中华人民共和国环境噪声污染防治法 第23条) 2. 被审核方未能提供由烹饪产生油烟废气的排放监测报告。(参考法律法规:中华人民共和国大气污染防治法(2000修订)第十三条)</p> <p>12.5 - No industry waste water was generated by the production process and the domestic waste water was discharged to the local municipal sewage pipe network. However, the auditee did not have proper identification of water springs, rivers, lakes and other water ecosystems in the area, and no actual action plan focusing on water waste reduction and saving water was established.</p> <p>生产过程中不产生工业废水且生活污水排放至当地市政管网。然而,被审核方未正确的识别该区域的水资源、河流、湖泊和其他水域生态系统,同时未针对降低污水的排放以及节约用水建立实际的行动计划。</p>	
Remarks from Auditee: NONE	

Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 129878] Audit Date: 26/07/2018 PA Score: A

Deadline date:

GOOD PRACTICES:

NONE

AREAS OF IMPROVEMENT:

The auditee established the Business Ethics policy and procedure, which included the publicly condemns corruption, extortion and bribery as unacceptable unethical behaviours perpetrated in its business and sphere of influence. The auditee had conducted the risk assessment of business ethics to identify the potential bribery and corruption in the business activities. The auditee had established Disclosure of Information policy and procedure. According to site observation, interview and document review, no any corruption behaviour, falsification, fraud and misrepresentation found. The auditee had established the personal information procedure to protect workers privacy against the privacy and information security policy. The privacy information regarding workers and clients protected by different responsible person, for example, workers privacy information was protected by administration staff, clients' privacy information was protected by sales.

被审核方建立商业道德政策和程序,包括公开谴责腐败、在其业务和影响范围内的勒索和贿赂是不可接受的和不道德的行为。被审核方已经进行了商业道德的风险评估以识别在其业务活动中存在的潜在的贿赂和腐败风险。被审核方建立信息公开的政策及程序,根据现场验证、面谈和文件审查,没有发现任何腐败行为、伪造、欺诈和虚假陈述。被审核方建立依据隐私和信息安全政策的个人信息保护程序以保护员工的个人隐私。针对员工和客户的个人隐私有不同的责任人符合保护,例如,员工的个人隐私由行政职员保管,客户隐私由业务保管。

Remarks from Auditee:

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	26/07/2018	129878	D	B	A	A	B	D	A	A	A	A	A	C	A	C

Producer Photos



External photo(s) of the production unit(s)
01. Entrance of auditee_01.JPG



Photo of fire safety equipment
04. Emergency light test.JPG



Photo of the dormitories (if applicable)
10. Fire extinguishers in dorm.JPG



External photo(s) of the production unit(s)
02. Entrance of auditee_02.JPG



Photo of fire safety equipment
05. Evacuation map.JPG



Photo of the dormitories (if applicable)
11. Evacuation map in dorm.JPG



External photo(s) of the production unit(s)
03. 6-storey production building_only 1F to 4F were used by the auditee.JPG



Photo of fire safety equipment
06. fire alarm.JPG



Photo of chemical storage room (if applicable)
Chemical safety label attached to the lubricant oil container.JPG



External photo(s) of the production unit(s)
04. Auditee nameplate.JPG



Photo of fire safety equipment
07. Fire extinguisher box.JPG



Photo of chemical storage room (if applicable)
Lubricant oil stored within secondary container.JPG

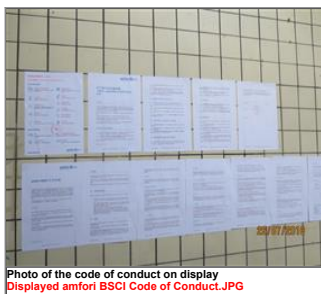


Photo of the code of conduct on display
Displayed amfori BSCI Code of Conduct.JPG



Photo of fire safety equipment
08. Inside of fire extinguishers box.JPG



Photo of chemical storage room (if applicable)
MSDS of lubricant oil.JPG



Photo of the inside of the main production hall
01. Incoming materials warehouse.JPG



Photo of fire safety equipment
09. Fire hydrant.JPG



Photo of the personal protection equipments (if applicable)
Earplug wore by die-cutting operator.JPG



Photo of the inside of the main production hall
02. Die-cutting workshop.JPG



Photo of fire safety equipment
10. Inside of fire hydrant.JPG



Photo of the personal protection equipments (if applicable)
PPE warning sign and occupational hazardous factors
notification.JPG



Photo of the inside of the main production hall
03. Sewing workshop.JPG



Photo of fire safety equipment
11. Fire hydrant test.JPG



Photo of the personal protection equipments (if applicable)
PPEs provided to riveting operator.JPG



Photo of the inside of the main production hall
04. Riveting area.JPG



Photo of fire safety equipment
12. Muster point.JPG



Photo of the sanitary facilities
Toilet with privacy doors_01.JPG



Photo of the inside of the main production hall
05. Packing workshop.JPG



Photo of fire safety equipment
13. Non-exposive lights in final warehouse.JPG



Photo of the sanitary facilities
Toilet with privacy doors_02.JPG



Photo of the inside of the main production hall
06. Final warehouse.JPG



Photo of fire safety equipment
14. Evacuation pathway kept clear.JPG



Photo of the sanitary facilities
Washing facility with liquid soap and tissue.JPG



Photo of the inside of the main production hall
07. Attendance recorder.JPG

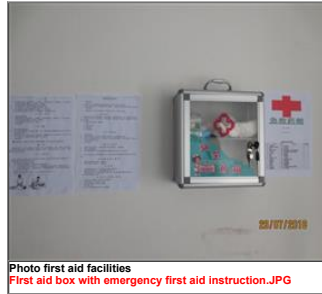


Photo first aid facilities
First aid box with emergency first aid instruction.JPG



Photo of non-conformity
Finding 2.2_long-term goals did not reflect a step-wise approach and not reviewed.JPG



Photo of the inside of the main production hall
08. Cargo lift.JPG



Photo first aid facilities
First aid kits.JPG

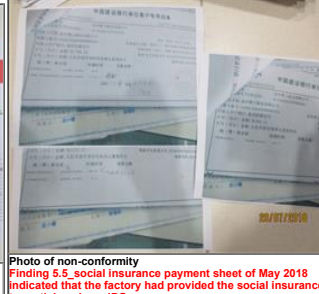


Photo of non-conformity
Finding 5.5_social insurance payment sheet of May 2018 indicated that the factory had provided the social insurance to partial workers.JPG



Photo of the inside of the main production hall
09. Electricity box with warning sign.JPG



Photo of the dormitories (if applicable)
01. 7-storey dormitory building_view from outside.JPG

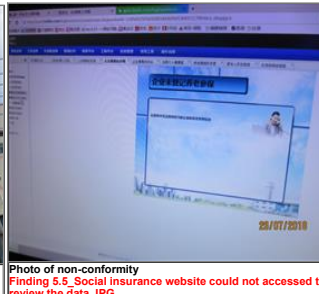


Photo of non-conformity
Finding 5.5_Social insurance website could not accessed to review the data.JPG



Photo of the inside of the main production hall
10. Warning sign for die-cutting workshop.JPG



Photo of the dormitories (if applicable)
02. 7-storey dormitory building_view from inside.JPG



Photo of non-conformity
Finding 7.17_No needle guard equipped for bartacking sewing machine.JPG

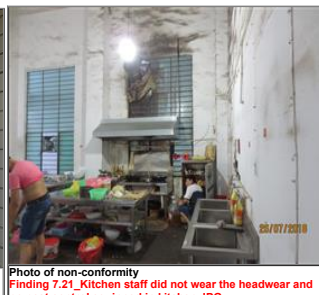
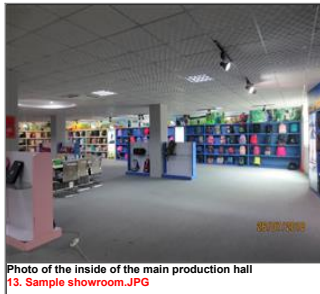




Photo of fire safety equipment
02. Staircase with emergency light.JPG



Photo of the dormitories (if applicable)
08. Staircase with emergency lights and evacuation indicator.JPG



Photo of non-conformity
Finding 7.21. No Food Business Certificate was retained by the canteen .JPG



Photo of fire safety equipment
03. Staircase with evacuation indicator.JPG



Photo of the dormitories (if applicable)
09. Fire hydrant in dorm.JPG

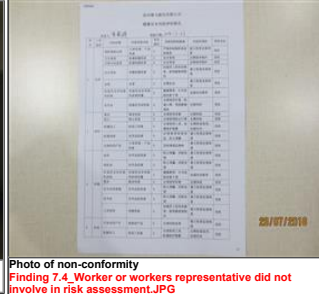


Photo of non-conformity
Finding 7.4. Worker or workers representative did not involve in risk assessment.JPG