
Auditee :	Guangdong Hua Yuan Leather Plastic Technology Co., Ltd
Audit Date From :	09/07/2018
Audit Date To :	09/07/2018
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV NORD GROUP
Auditor's Name(s) :	Leo (Chengchuan) Liao(Lead)
Auditing Branch (if applicable) :	



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																																							
<p style="text-align: center;">A</p> <p style="text-align: center;">Very Good</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated A • No Performance Areas rated C, D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A																													
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<p style="text-align: center;">B</p> <p style="text-align: center;">Good</p>	<ul style="list-style-type: none"> • Maximum 3 Performance Areas rated C • No Performance Areas rated D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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B	B	B	B	B	B	B	B	B	B	C	C	C																													
<p style="text-align: center;">C</p> <p style="text-align: center;">Acceptable</p>	<ul style="list-style-type: none"> • Maximum 2 Performance Areas rated D • No Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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																													
<p style="text-align: center;">D</p> <p style="text-align: center;">Insufficient</p>	<ul style="list-style-type: none"> • Maximum 6 Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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>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	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	E	E	E	E	E	E	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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A	A	A	B	B	B	C	C	C	D	D	D	E																													
D	D	D	D	D	D	D	E	E	E	E	E	E																													
<p style="text-align: center;">E</p> <p style="text-align: center;">Unacceptable</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.</p>
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																													
<p style="text-align: center;">Zero Tolerance</p>	<p>A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)</p>	<p>Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.</p>																																							

Main Auditee Information



Name of producer :	Guangdong Hua Yuan Leather Plastic Technology Co., Ltd		
DBID number :	345980		
Audit ID :	128289		
Address :	Tangdongxi Pian, Caitang Huayi District, Chaoan, Chaozhou		
Province :	Guangdong	Country :	China
Management Representative :	Lai Zhiyong		
Contact person:	Zhiyong Lai	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Footwear (including sport shoes)
Product Type :	Lady's slippers		

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 type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input checked="" 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 : 09/07/2019	

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	C	A	B	A	D	B	A	A	A	A	B	B

Executive summary of audit report

This was full audit of 4th cycle authorized by BSCI Member.

[Location and size]:

The auditee (local name, business license number and address: 广东华元皮塑工艺有限公司914451032823524331,潮州市潮安区彩塘华一管理区塘东溪片), started business in Sep 27, 1993, in the place of Tangdongxi Pian, Caitang Huayi District, Chaoan, Chaozhou, Guangdong, China. The factory composed of one 3-storey building, one 5-storey building and one flat building as office, workshops, warehouse and dormitory, no canteen was provided by the auditee.

Remark:

There were total five buildings in the factory, other buildings was used by other factory(access denied).

[Structure of facility]:

The main business products were Shoes. The main process included cutting, sewing, guleing and packing.
Main equipment and production line included: sewing machines.

[Employee analysis]:

There were 48 employees on the roster. All employees were permanent employees. 36 workers were migrant employees from other provinces in China. 24 employees were female.
All employees showed on the date of audit.

[Summary of working hours]:

The factory used the electric attendance system (ID card) to record the working hours. The normal working shift is from 7:30 to 17:00 with 1.5 hour lunch break from 11:30 to 13:00 from Monday to Friday. The Saturday overtime was noted as same as the regular working day for 24 hours to 40 hours per month.

The factory provided the working time records Jun 2017 to audit date for review. The regular working time was 8 hours per day, 5 day per week, 8 hours overtime on Saturday normally. The max monthly overtime was 66 hours.

[Summary of compensation]:

The local minimum wages was RMB 1210 per month from May 1, 2015.

The factory provided payrolls from Jun 2017 to May 2018 for review.

Workers paid by hourly rate; the basic wage was more than RMB 1800 per month. For overtime wages, the factory paid 150% of normal pay for overtime working on normal working day and paid 200% of normal pay for overtime working on Saturday. The wages were paid by cash on or before 30th of each month. The auditee only provided 32 out of 48 employees with social insurance.

[Summary of Interview]:

Worker interviews were conducted individually and in group.

Randomly selected 8 employees, no complaint was raised.

[Special scene during on site observed]:

No other serious issue was noted in this audit.

Ratings Summary



Auditee's background information			
Auditee's name :	Guangdong Hua Yuan Leather Plastic Technology Co., Ltd	Legal status :	LIMITED CO
Local Name :	广东华元皮塑工艺有限公司 (914451032823524331)	Year in which the auditee was founded :	1993
Address :	Tangdongxi Pian, Caitang Huayi District, Chaoan,	Contact person (please select) :	Zhiyong Lai
Province :	Guangdong	Contact's Email :	596788157@qq.com
City :	Chaozhou	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	N/A
Country :	China	Website of auditee (if applicable) :	N/A
GPS coordinates :	N23°29'26"; E116°40'6"	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 :	30000 Pcs per month
Product Group :	Footwear (including sport shoes)	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	Lady's slippers		

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) :
	MALE WORKERS	FEMALE WORKERS
Permanent workers	24	24
Temporary workers	0	0
In management positions	4	2
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	19	17
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	24	24
Production based workers	20	22
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 - 128289] Audit Date: 09/07/2018 PA Score: D

Deadline date:09/07/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee partially respects the requirements of this performance area. The auditee has set and publicly stated their mission, vision and objectives, which also refer to the BSCI Code of Conduct. Factory director, Lai Zhiyong was in charge of implementing BSCI Code of Conduct and integrating the requirement into day-to-day business. Satisfactory evidence has shown that management understood the importance and benefits of having an effective management system and the related procedure is in place. However, insufficient awareness was noted in workfore planning.

整体观察表明, 受审核方部分满足这个执行领域的要求。根据BSCI行为准则的指引, 该工厂已经成立并公开表示自己的使命, 愿景, 和目标。厂长赖智勇是BSCI执行情况的总负责人, 并将BSCI的准则融入到日常的生产经营中。充分的证据显示管理层理解一个有效的管理体系的重要性和好处, 并且也建立了相应的程序文件。但是工厂对于劳动力的分配也需加强。

1.1 - The auditee established management system; however it was not effective for some performance areas, such as Workers Involvement and Protection, Occupational Health and Safety and working hour etc.

被审核方已建立社会责任管理体系, 但是并未有效执行, 如工人的参与和保护, 职业健康和安安全, 工作时间等。

1.4 - The auditee did not have a good understanding of the production rate per unit so that could not coordinate the overtime working and the timely delivery, resulting in the excessive overtime working issue.

被审核方对于每个车间的生产力了解不够, 因此无法很好地协调即使交货与加班之间的关系。因此导致加班超出法律规定的问题。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: C

Deadline date:09/07/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee partially respects the requirements of this performance area. The auditee has set and publicly stated their mission, vision and objectives, which also refer to the BSCI Code of Conduct. An annual training plan is established, which cover the training needs of all adult workers in rights & responsibilities, health & amp; safety, and workplace rules. It has been noted that the auditee has an effective grievance mechanism consists of using suggestion box, and worker representation. All these processes are documented under procedures. However, gaps have been identified in implementation.

整体观察表明, 受审核方部分满足这个执行领域的要求。根据BSCI行为准则的指引, 该工厂已经成立并公开表示自己的使命, 愿景, 和目标。工厂设立了详尽的年度培训计划, 设计员工权利义务, 健康安全, 和工作规章。工厂的有效申诉机制包含意见箱和员工代表。所有的这些过程都有书面程序的支持。然而在实施的过程中存在缺失。

2.2 - The auditee did not define long term goals to protect workers according to BSCI Code of Conduct.

被审核方没有依照BSCI行为准则制定长期目标来保护员工权益。

2.5 - The auditee had established a grievance procedure, but it did not define a person responsible for its administration and the facility did not publish the grievance reporting hot line or email.

被审核方建立了文件化的申诉制度, 但是其没有规定具体的负责人, 也没有公告其联系方式, 如电话或邮箱等。

Remarks from Auditee:

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

Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee fulfils the requirements of this performance area. No trade union was established in the auditee, however procedure was set up entitling employees to join any organization in a democratic way. Satisfactory evidence was shown that worker representative was freely elected and interacting with employees in workplace without interference.

整体观察表明受审核方符合该执行领域的要求。工厂内部没有设立工会, 但是工厂建立了相关的程序运行员工自由民主地加入任何组织。充分的证据显示员工代表是由员工自由选举出来的, 并且可以自由地在工厂场所和员工沟通交流。

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: B	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially respects the requirements of this performance area. Satisfactory evidence was observed that employees of older than 16 were all welcomed and employees' promotion was based on their working ability regardless of their age, gender, race etc. For employees promoted or fired, a notice will be posted in the blackboard of the factory. Furthermore, it was noted that no monetary disciplinary was implemented in the factory. A written procedure was established describing reasons for disciplinary measures, such as oral warning, written warning and firing, all of which were in accordance with legal requirement. However, gaps have been identified in implementation.</p> <p>整体观察表明, 受审核方部分满足这个执行领域的要求。充分的证据显示工厂招聘所有满16岁的员工, 员工的升迁不以他们的年龄、性别和种族为转移。任何员工的升迁或辞退, 都会张贴在公告栏上。另外工厂没有任何罚款措施, 工厂的惩罚措施仅包含口头警告, 书面警告和辞退, 而这几种都符合法律的要求。然而在实施的过程中存在缺失。</p> <p>4.2 - The auditee had established grievance policy but the auditee did not have the necessary preventive measures in place to avoid discriminatory practices based on reprisals. 被审核方已建立申诉系统, 但申诉系统中并未有必要和适当的预防措施以防因报复产生的歧视。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: A	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially respects the requirements of this performance area. Production workers were paid at hourly rate in cash before the 30th of the following month. According to payroll and attendance records, it was noted that the minimum wages paid to employees was RMB 2300 per month, which is above the local requirement of RMB 1800 per month since Dec 1, 2017. The minimum wage notices was posted on site. Working experience and departments would influence employees' wage. Satisfactory evidence proves that employees were compensated 150% and 200% of their regular wage for overtime work conducted on regular working days and rest days. And no overtime work was conducted on statutory holidays. However, gaps have been identified in implementation.</p> <p>整体观察表明, 受审核方部分满足这个执行领域的要求。员工每个月30号之前以现金的形式发工资。根据工厂的工资和工时记录, 员工最低工资2300/月, 高于当地从2017年12月1日实施的最低工资标准1800/月。最低工资的要求张贴在现场。员工的工资与工作经验有关。充分的证据显示, 员工周末加班获得正常工资的200%, 平时加班为正常工资的150%。没有安排法定假日加班。然而在实施的过程中存在缺失。</p> <p>5.5 - The auditee did not provide social insurance for all employees, details as: In June 2018, the auditee only purchased all five social insurance items (including pension insurance, medical insurance, work-related injury insurance, unemployment insurance and maternity insurance) for 32 out of 48 employees. The auditee explained that social insurance fees were high and they would raise the participation ratio of social insurance step by step. Reference law/regulation: PRC Labor Law, Article 72 and 73. 受审核方未给全部员工提供社会保险。具体情况如下: 2018年6月, 受审核方仅给48名员工中的32人提供了五项社会保险(养老保险、医疗保险、工伤保险、失业保险和生育保险)。</p>	
Remarks from Auditee:	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: D	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially fulfils the requirements of this performance area. The factory made a policy of working hours system and controlled working hours. According to the policy and implementation records, workers worked 8 hours (7:30-11:30, 13:00-17:00) per day, 5 days per week. Workers sometimes worked 2 hours on weekday from 18:00 to 20:00; workers sometime worked overtime 8 hours on Saturday; and at least rested on Sunday. The factory used the electric attendance system to record the working hours, the maximum overtime was 66 hours per month. Workers can take a rest during the work time when they felt tired. However, gaps of controlling overtime hours had been identified in implementation:</p> <p>基于令人满意的证据, 被审核方部分尊重BSCI的本条原则。工厂制定了工时政策, 依照政策以及工厂实际的执行情况, 员工每天上班8小时(7:30-11:30, 13:00-17:00), 每周5天。员工偶尔晚上加班2小时从18:00至20:00, 周六有时上班, 周日休息。员工最大的月加班为66小时每月。员工在工间如果觉得疲惫, 可自由选择休息几分钟。不过, 工厂在加班时间的管控方面也有不符合BSCI的地方, 如下:</p> <p>6.2 - Based on 10 sample workers' attendance records, 4 selected from May 2018, 3 selected from Apr 2018 and 3 selected from Dec 2017, it was noted that the maximum overtime working hours of randomly selected workers' were 58 hours in May 2018, 56 hours in Apr 2018 and 66 hours in Dec 2017, which exceeded the requirement of legal overtime limit: 36 hours/month. 根据抽样, 2018年5月最高月加班时间为58小时, 2018年4月最高月加班时间为56小时, 2017年12月最高月加班时间为66小时, 违反法律规定的36小时。</p>	
Remarks from Auditee:	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: B	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially respects the requirements of this performance area. The auditee has set and publicly stated their health and safety objectives referring to the BSCI Code of Conduct. Furthermore, the auditee has ensured health and safety on site via detailed procedures and trainings on fire safety, emergency, and use of personal protective equipment, chemical storage and usage. Satisfactory evidence has shown that inspection firefighting equipment was conducted on a monthly basis. All these processes are documented under procedures. However, gaps have been identified in implementation.</p> <p>整体观察表明,受审核方部分满足这个执行领域的要求。根据BSCI行为准则的指引,该工厂已经成立并公开表示自己的健康安全的目标。此外,工厂建立了详细的健康安全程序以及关于消防,紧急情况,劳保用品使用以及化学品储存使用方面的培训机制。充分的证据显示工厂定期进行消防器材的检验。所有的这些过程都有书面程序的支持。然而这些程序在实施的过程中存在缺失。</p>	
7.1 -	The auditee did not provide occupational health checks to employees who were in contact with glue. 工厂未能向接触胶水的工人提供职业健康检查。
7.2 -	The auditee only provided 32 out of 48 employees with social insurance. 被审核方仅为48名员工中的32名提供了社保。
7.4 -	During risk assessment, EHS management system developing and implementation, no worker representative was involved. 在风险评估过程,健康安全管理系统开发和执行过程中,无员工代表的参与。
7.6 -	The auditee did not provide rubber gloves for the employees working in the gluing department. 工厂没有提供橡胶手套给接触胶水的员工。
7.13 -	It was noted that some power switches in workshops and warehouse were identified without safety cover. 审核发现工厂车间和仓库的部分电源开关没有保护盖。
7.17 -	It was noted that all sewing machines were not equipped with safeguards like needle guards. 工厂所有的缝纫机都没有安装挡针器。
Remarks from Auditee:	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: A	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially respects the requirements of this performance area. The auditee has set and publicly stated their mission, vision and objectives, which also refer to the BSCI Code of Conduct. Satisfactory evidence has shown that the auditee established a policy that will never employ and use any child labor under the age of 16 years old. Furthermore, the auditee also established adequate and remedial policies and procedures to provide for further protection in case children are found to be working. Trainings on this issue is included in the training scheme and were periodically provided to HR staffs and all other relevant employees. All workers' original ID cards at the time of recruitment will be verified and the photocopies of workers' ID cards will be kept in the personnel files, which will be also periodically reviewed. Based on factory tour and personnel profiles review, no child labor was found. However, gaps have been identified in implementation.</p> <p>整体观察表明,受审核方部分满足这个执行领域的要求。根据BSCI行为准则的指引,该工厂已经成立并公开表示自己的使命、愿景和目标。充分的证据表明被审核方制定了程序禁止招聘年龄在16岁以下的员工。同时,被审核方也制定了相关的童工补救相关的程序。被审核方提供的培训记录也显示定期向相关员工提供了培训。根据被审核方提供的人事档案和员工访谈,被审核方在员工招聘的过程中严格审查了员工的身份证明文件并将该文件的复印件保存在了人事档案中。通过查看员工的人事档案,审核员没有发现童工。然而这些程序在实施的过程中存在缺失。</p>	
8.2 -	According to hiring procedure, workers should prepare 3 photos when joined the factory, but 3 out of 6 workers' photo missing in their personnel files, which was not good to verify age verification. 根据工厂的招聘程序,员工在入职时应提供3张照片。但是抽样的6份人事档案里有3份档案的照片未保留,不利于核实员工年龄及身份信息。
Remarks from Auditee:	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee fulfils the requirements of the performance area. The auditee has set and publicly stated their mission, vision and objectives, which also refer to the BSCI Code of Conduct. The auditee has ensured protective measures are taken to protect the hired juvenile workers from harm via detailed procedures and trainings. Satisfactory evidence has shown that the auditee provide trainings to relevant management staffs to ensure that juvenile workers (16 years old to 18 years old) not to work overtime, work at night and work at the operating posts which do harm to their health. And the auditee did not hire employees under the age of 18 years old.</p> <p>整体观察表明,受审核方满足这个执行领域的要求。根据BSCI行为准则的指引,该工厂成立并公开表示自己的使命、远景和目标。被审核方制定了程序表明需对已雇佣的未成年工(介于16到18岁间)进行及时的相关保护措施,充分的证据显示被审核方为相关的管理人员提供了培训来确保未成年工(介于16到18岁间)不加班,不在晚上上班,不在对其身体健康产生负面影响的工作岗位上上班。受审核方没有招聘18岁以下的员工。</p>	
Remarks from Auditee:	

Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: A	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially respects the requirements of this performance area. The auditee has set and publicly stated their mission, vision and objectives, which also refer to the BSCI Code of Conduct. Satisfactory evidence has shown that the auditee provides workers with understandable information before entering into employment. Labor contracts are signed in local language and a copy is provided to employee, which was confirmed through the employee interview and document review. However, gaps have been identified in implementation.</p> <p>整体观察表明, 受审核方部分满足这个执行领域的要求。根据BSCI行为准则的指引, 该工厂已经成立并公开表示自己的使命, 愿景, 和目标。充分的证据显示工厂雇佣员工前给其提供了充分的信息。提供员工面谈确认到工厂与员工签订了劳动合同, 并且给员工一份副本。然而这些程序在实施的过程中存在缺失。</p> <p>10.2 - The occupational disease might result in the work process of some employees in auditee (e.g. employees who were in contact with chemical in glueing workshop). However, harmful effects were not indicated in their employment contracts. 一些工作过程有可能产生职业病(例如: 粘合车间接触化学品), 但是被审核方没有在劳动合同中写明。</p>	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee fulfils the requirements of the performance area. The auditee has set and publicly stated their mission, vision and objectives, which also refer to the BSCI Code of Conduct. Satisfactory evidence has shown that disciplinary measures include oral warning, written warning, demerit recording and dismissal. No corporal punishment, mental or physical coercion or verbal abuse are adopted. Furthermore, disciplinary procedures are in understandable written form and delivered to employees periodically by trainings.</p> <p>整体观察表明, 受审核方满足这个执行领域的要求。根据BSCI行为准则的指引, 该工厂已经成立并公开表示自己的使命, 愿景, 和目标。充分的证据显示工厂惩罚措施只包含口头警告, 书面警告, 记过和开除。工厂没有任何体罚, 精神或身体胁迫或谩骂的情况发生。另外, 工厂奖惩条例定期给员工提供培训。</p>	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: B	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially respects the requirements of this performance area. The auditee established the environment policy and proper procedure to ensure integration of local environmental law into the business performance. However, gaps have been identified in implementation.</p> <p>整体观察表明, 受审核方部分满足这个执行领域的要求。被审核方已经制订了环境政策和适当的程序, 以确保当地环境法与商业绩效的整合。然而这些程序在实施的过程中存在缺失。</p> <p>12.4 - Hazardous wastes such as waste chemicals and waste chemical containers were not transferred to qualified unit. Reference law: PRC Law of Prevention and Treatment of Environmental Pollution by Solid Wastes, Article 57. 被审核方的危险废物如废化学品和化学品空桶没有交给有资质单位处置。</p>	
Remarks from Auditee:	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 128289] Audit Date: 09/07/2018 PA Score: B	Deadline date:09/07/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>Based on the satisfactory evidences, the main auditee partially respect this principle. The auditee established the Ethical Business Behaviour policy. Some document was provided for review. However, gaps have been identified in implementation.</p> <p>基于令人满意的证据, 被审核方部分尊重BSCI的本条原则, 被审核方已经通制订商业道德方面的政策。厂方也提供了一些文件记录以供审核。然而在实施的过程中存在缺失。</p> <p>13.4 - The auditee did not establish private information confidential protection policy on worker, customer or suppliers patent, brand etc. 被审核方没有建立关于包括员工, 客户和供应商在内关于专利, 品牌, 信息资料等的管理政策。</p>	
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	09/07/2018	128289	D	C	A	B	A	D	B	A	A	A	A	B	B	C

Producer Photos



External photo(s) of the production unit(s)
11 Factory gate.JPG



Photo of fire safety equipment
45 Evacuation Plan.JPG



Photo of the inside of the main production hall
83 glueing.JPG



External photo(s) of the production unit(s)
12 The producer name.JPG

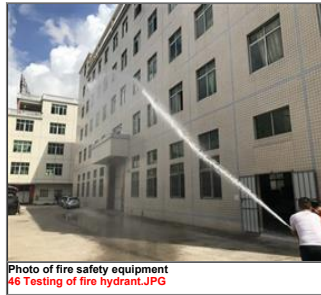


Photo of fire safety equipment
46 Testing of fire hydrant.JPG

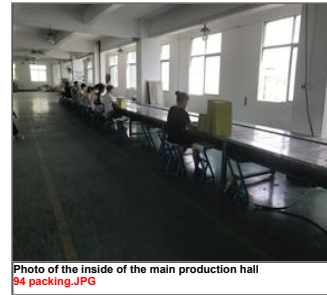


Photo of the inside of the main production hall
84 packing.JPG



External photo(s) of the production unit(s)
13 Production building.JPG



Photo of non-conformity
51 NC - worker did not wear PPE in glueing workshop.JPG



Photo of the inside of the main production hall
85 warehouse.JPG



External photo(s) of the production unit(s)
14 out of the factory.JPG

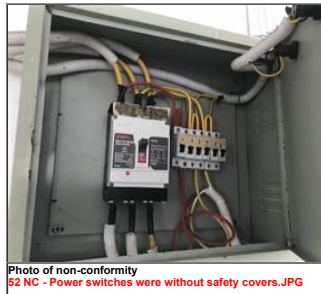


Photo of non-conformity
52 NC - Power switches were without safety covers.JPG



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



Photo first aid facilities
21 First aid box in workshop.JPG



Photo of non-conformity
53 NC - No needle guards were equipped at the sewing machine.JPG



Photo of the inside of the main production hall
97 Suggestion Box.JPG



Photo of fire safety equipment
41 Fire extinguishers.JPG



Photo of the code of conduct on display
71 BSCI-COC in workshop.JPG



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



Photo of fire safety equipment
42 Fire hydrant.JPG



Photo of the dormitories (if applicable)
81 dormitory room.JPG



Photo of the personal protection equipments (if applicable)
111 PPE warning logo.JPG



Photo of fire safety equipment
43 Fire alarm.JPG



Photo of the inside of the main production hall
91 cutting.JPG



Photo of the sanitary facilities
131 Drinkable water.JPG



Photo of fire safety equipment
44 Exit sign and Emergency light.JPG



Photo of the inside of the main production hall
92 sewing.JPG



Photo of the sanitary facilities
132 Toilet.JPG