

Auditee :	[REDACTED]
Audit Date From :	19/09/2017
Audit Date To :	19/09/2017
Expiry Date of the Audit :	Please refer to the producer profile in the BSCI platform
Auditing Company :	TUEV Rheinland
Auditor's Name(s) :	Eason Chen(Lead)
Auditing Branch (if applicable) :	TUV Rheinland China



BSCI Audit Summary Report

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



Rating	A combination of ratings per performance area where:	Consequence																																										
A OUTSTANDING	<ul style="list-style-type: none">Minimum 7 performance area rated ANo Performance area rated C, D or E <p>These are three examples:</p> <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><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>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>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	A	A	B	B	B	A	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 needing 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	A	A	B	B	B																															
A	A	A	A	A	A	A	A	B	B	B	B	B	B																															
B GOOD	<ul style="list-style-type: none">Maximum 3 performance area rated CNo performance area rated D or E <p>These are three examples:</p> <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><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>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>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	B	A	A	A	A	A	B	B	B	B	B	B	B	B	C	B	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 needing follow-up audit.
A	A	A	A	A	A	B	B	B	B	B	B	B	B																															
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B	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 DNo performance area rated E <p>These are three examples:</p> <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><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>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>C</td><td>D</td><td>D</td></tr></table>	A	A	A	A	A	A	A	A	A	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	C	C	C	C	C	C	C	C	C	C	C	C	D	D	The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.
A	A	A	A	A	A	A	A	A	C	C	C	C	C																															
A	A	A	A	A	B	B	B	B	C	C	C	C	D																															
C	C	C	C	C	C	C	C	C	C	C	C	D	D																															
D INSUFFICIENT	<ul style="list-style-type: none">Maximum 6 performance area rated E <p>These are three examples:</p> <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><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>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><td>E</td></tr></table>	A	A	A	A	A	A	A	A	A	A	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.
A	A	A	A	A	A	A	A	A	A	D	D	D	D																															
A	A	A	B	B	B	C	C	C	D	D	D	D	E																															
D	D	D	D	D	D	D	D	E	E	E	E	E	E																															
E UNACCEPTABLE	<ul style="list-style-type: none">Minimum 7 performance areas rated E <p>These are three examples:</p> <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><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><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><td>E</td></tr></table>	A	A	A	A	A	A	E	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	E	E	BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners
A	A	A	A	A	A	E	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	E	E																															
Zero Tolerance	A Zero Tolerance issue was identified (see Annex 5)	Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.																																										

Main Auditee Information



Name of producer :			
DBID number :			
Audit ID :	108555		
Address :			
Province :	Fujian	Country :	China
Management Representative :			
Contact person:		Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	other soft goods (please specify)
Product Type :	Bags		

Audit Details


Audit Range :	<input type="checkbox"/> Full Audit <input checked="" 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		
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 :	19/09/2018

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	C	D	A	A	A	A	A	A	A

Executive summary of audit report

Total two buildings within this boundary(one 4-storey production building and one 4-storey dormitory building), but auditee just rented the whole 3F and 4F of production building from the landlord [REDACTED], and the 1F and 2F of production building and whole dormitory building used by landlord. No dormitory and canteen were provided by auditee. The products of them were totally different, no management and worker shared in factory.

The production process include: Cutting, Sewing, Inspection and Packing. No sub-contractor process, no sub-contractor worker used in factory. Verified through management interview, the peak season was not obvious. The factory was cooperative and demonstrated a willingness to improve all issues found during the audit. All production areas were open for investigation.

In addition, the address stated in business license provided by factory was: [REDACTED] Fujian, China. However, the actual audited site is: [REDACTED] Fujian, China. As confirmed with factory management they extended the production area.

Ratings Summary

Auditee's background information

Auditee's name :	[REDACTED]	Legal status :	Limited company
Local Name :	[REDACTED]	Year in which the auditee was founded :	2006
Address :	[REDACTED]	Contact person (please select) :	[REDACTED]
Province :	Fujian	Contact's Email :	[REDACTED]
City :	[REDACTED]	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	English
Country :	China	Website of auditee (if applicable) :	N/A
GPS coordinates :	[REDACTED]	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 :	Around 50,000 pieces per month
Product Group :	other soft goods (please specify)	Production cost calculation :	Yes
If other, please specify :	Bags	Lost time injury calculation cost :	Yes
Product Type :	Bags		

Auditee's employment structure at the time of the audit

Total number of workers :	40	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	19	21	
Temporary workers	0	0	
In management positions	1	1	
Apprentices	0	0	
On probation	0	0	
With disabilities	0	0	
Migrants (national citizens)	6	6	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	19	21	
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

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: D

Deadline date:31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Social responsibility policy was issued. was appointed as management Rep on 7 July 2017. Through management interview, the management Rep was aware of the requirements of BSCI. Factory would monitor its main suppliers regularly, such as required the suppliers to sign the COC and TOI, did the onsite audit and so on.

企业已建立了社会责任政策。工厂经理陈丽玲女士在2017年7月7日任命为BSCI管理者代表。通过管理的沟通,管理者代表熟悉BSCI的要求。工厂会定期监督其主要供应商,比如让供应商签署COC和TOI,对其做现场审核等。

1.1 - The auditee's management established the document system, but they didn't have the practice to ensure the internal procedures to integrate the BSCI Code into day-to-day business practices.

公司建立了BSCI体系,但未能采取切实可行的措施确保BSCI行为守则的要求落实到公司的日常运作。

1.4 - The company didn't have a good capacity planning to meet the expectations of the delivery order led to workers had excessive overtime work in past 12 out of 12 months.

工厂没有一个完善的产能计划去完成预期的订单交货以致于员工在过去12个月中都有超时加班。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: B

Deadline date:31/12/2016

Good practices

Areas of improvement

The overall observation shows that the auditee has established a management system to ensure daily operations work in line with BSCI conduct of code, social responsibility policy was issued. The BSCI COC in local language was posted on the notice board in the factory. Manager was responsible that the BSCI social requirements. The COC and TOI were signed before this audit.

整体观察表明被评估企业已建立了管理系统,确保日常运营工作与BSCI行为准则一致。企业已建立了社会责任政策。中文版的BSCI行为守则张贴在企业内的广告板上。工厂经理龚开庆先生负责BSCI社会责任要求。企业在评估前已签了BSCI COC和TOI。

1.4 - The factory had established cost accounting and work capacity control procedure. However, no records show that the workforce capacity in the company was sufficient and properly planned to match deliver order contracts' expectations.

工厂建立了产能规划流程和产品成本核算程序,但是没有记录证明工厂产能能够满足交期要求。

Remarks from Auditee

Performance Area 2 : Workers Involvement and Protection

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: B

Deadline date:31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

One worker representatives were freely-elected on 17 May 2017, and regular communications about social requirements were conducted between the factory management and workers (conducted on 22 May 2017 and 28 Aug 2017). The annual training on health, safety, BSCI COC, work rule and working skills for workers were conducted. The interviewed workers were understood their rights and responsibilities under labor law. E.g.: annual leave, minimum wage and demission etc. Social accountability policy and procedures were posted on the notice board in the workshop. The complaint procedure was established, workers could raise the suggestion through worker Rep, supervisors, HR Department or suggestion box and would not get revenge. The following issues raised in previous audit were closed: PA 2.4 Verified through worker interview and document review, the training of BSCI COC was provided for all workers on 24 Aug 2017.

工人于2017年5月17日自由选举了1名员工代表,并且工厂管理层就社会责任要求与工人进行定期沟通(于2017年5月22日和2017年8月28日举行)。企业对员工的健康、安全、BSCI行为守则、工作规则和工作技能进行了培训。被访谈的员工都知道劳动法规定下的权利和义务,比如:年休假、最低工资及离职等。社会责任政策和程序张贴在车间通告栏上。申诉程序文件已经建立,员工可以通过员工代表、意管理层、人力资源部门或意见箱提出建议并且不会遭受打击报复。已关闭的上次审核发现的问题,如下所示:PA2.4 经过员工访谈及文件审核,了解到企业于2017年8月24日所有的员工进行了BSCI行为守则的培训。

2.2 - The auditee didn't define long term goals to protect workers according to the BSCI values and principles or its BSCI performance, including how to reduce overtime hours and improvements of social insurance compliance.

被审核方没有根据BSCI使命或愿意或其BSCI表现去定义长期的目标去保护员工,比如降低加班时间和提高社保参保等。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: C

Deadline date:31/12/2016

Good practices

Areas of improvement

Satisfactory evidence had shown that there were freely-elected worker representatives, who meet and communication with management at least twice per year. An annual training plan was established. Training record on health, safety, work rule and working skills which provided for employees were documented.

令人满意的证据表明,有自由选举的工人代表,与管理人员交流至少每年两次,企业建立年度培训计划。企业对员工的健康、安全、工作规则和工作技能进行了培训,且保存了培训记录。

2.2 - The long term goals to protect workers according to BSCI Code of Conduct were not defined. 依据BSCI行为守则对员工保护的长期目标没有定义。

2.4 - It was noted that factory didn't provide BSCI 2.0 training to workers. 工厂没有提供BSCI 2.0培训给员工。

Remarks from Auditee

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

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Not rated.
未作评估。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A

Deadline date:

Good practices

Areas of improvement

The overall observation shows that the Right of association or collective bargaining was not restricted. Worker representatives were freely elected. No union existed in the factory.

整体的观察表明,结社自由与集体谈判权不受限制。工厂自由选举了员工代表。工厂没有工会。

Remarks from Auditee

Performance Area 4 : No Discrimination

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Not rated.
未作评估。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A

Deadline date:

Good practices

Areas of improvement

The overall observation shows that no discrimination in the factory. During worker interviews, it was found that there was no unequal, abuse, unusual disciplinary practices, and there were no preference on the religion, origin, political affiliation or age, gender or social background.
整体的观察表明, 工厂里没有歧视。在员工访谈中, 员工反映在被评估企业里, 没有不平等, 虐待, 不寻常的纪律处分, 且没有对宗教, 出身, 政治派别或年龄, 性别或社会背景有偏见。

Remarks from Auditee

Performance Area 5 : Fair Remuneration

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: C

Deadline date:31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Payrolls of 8 samples (different department) from Aug 2016 to July 2017 were reviewed randomly. Wage was calculated at hourly rate and paid by cash at 30th of next month, the pay slip was provided to all workers. The Legal minimum wage document was collected by the auditee. Legal minimum wage was from RMB1350/month raised to RMB1500/month and equal to 8.62/hour since July 1, 2017. The factory minimum wage was RMB9.77/Hour. As shown in the payroll, paid annual leave and paid holidays were provided. In Employee Handbook, paid annual leave, statutory holiday, sick leave, marriage leave, maternity leave and funeral leave were defined.
随机抽取了8名来自不同岗位的工员从2016年8月至2017年7月的工资记录。员工的工资是以时薪计算的, 并且每个月30日以现金有形式发上个月的工资。工资单也提供了给员工。企业收集了法定最低工资文件。当地的最低工资标准从2017年7月1号开始由RMB1350调整为RMB1500等同与每小时RMB8.62。企业支付工人的最低工资为人民币9.77元每小时。带薪年假也已提供。工资表的体现出了带薪年假和带薪年假都已提供给员工。在员工手册上, 带薪年假, 法定假日、病假、婚假、产假和丧假等都进行了定义。

5.4 - The auditee didn't collect the figure of living cost of its region to identify the possible gap and potential action to fill the gap.
工厂未能收集当地的基本需求工资, 从而发现与其实际支付工资的差距, 并致力于提供能满足员工基本生活需求的工资。

5.5 - Verified through 3 months social receipt, management interview and social insurance system, it was noted that just 5 of 40 workers purchased the retirement insurance, unemployment insurance, maternity insurance, medical insurance and employment injury insurance in Sep 2017. All workers were covered by commercial insurance (insurance expire: 09/09/2017-08/09/2018). Reference law: PRC Labor Act, Article 72.
通过3个月的社保单据, 管理者访谈及社保系统核实, 工厂在2017年9月, 40名员工中, 只有5名员工购买了养老, 失业, 生育, 医疗和工伤保险, 所有的员工都购买了商业保险(保险期限: 09/09/2017-08/09/2018)。参考法规:《中华人民共和国劳动法》第72条。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: B

Deadline date:31/12/2016

Good practices

Areas of improvement

The Legal minimum wage document was collected by the auditee. Payrolls of 8 samples from Aug 2015 to July 2016 were reviewed randomly. Legal minimum wage was from RMB1170/month raised to RMB1350/month and equal to 7.76/hour since July 1, 2015. The factory minimum wage was RMB10.34/Hour. Wage was calculated at hourly rate. The workers' overtime work was compensated legally. Wage was paid by cash at 30th of following month. The pay slip was provided to workers. Paid holidays were provided.
企业收集了法定最低工资文件。随机抽取了8名来自不同车间的工人从2015年6月至2016年5月的工资记录。当地的最低工资标准从2015年7月1号开始由RMB1170调整为RMB1350等同与每小时RMB7.76(1350/21.75/8)。企业支付工人的最低工资为人民币10.34元每小时。员工的加班工资依法得到补偿。每个月30号发上月工资。工资单提供给了员工。带薪年假已提供。

5.4 - The auditee didn't collect the figure of living cost of its region to identify the possible gap and potential action to fill the gap.
工厂未能收集当地的基本需求工资, 从而发现与其实际支付工资的差距, 并致力于提供能满足员工基本生活需求的工资。

5.5 - It was noted that just 6 of 41 workers purchased the 5 kinds of social insurance (endowment insurance, unemployment insurance, maternity insurance, employment injury insurance and medical insurance). All employees were covered by commercial insurance. Reference law: PRC Labor Act, Article 72.
工厂41名员工中, 只有6名员工购买了五种社会保险(养老, 失业, 生育, 工伤和医疗保险)。所有员工都购买了商业保险。参考法规:《中华人民共和国劳动法》第72条。

Remarks from Auditee

Performance Area 6 : Decent Working Hours

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: D

Deadline date:31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Normal working hour was 8 hours per day and 5 days per week. Only one shift was arranged, working hours: 08:00-12:00, 14:00-18:00. Normal 8 hours per day and 5 days per week. Sunday was guaranteed as the rest day. Overtime was maximum 2 hours (19:00-21:00) if necessary. Time records from Aug 2016 to audit day were reviewed randomly (time records of Aug 2016 and Sep 2016 were only for cross-checking with the payroll records). Time records for 8 workers from different workshop were randomly selected for review. They worked overtime voluntarily and they could leave overtime arrangement with verbal informing. Wage was calculated by hourly rate with minimum wage guaranteed. 150%, 200%, 300% of normal rate would be compensated for overtime on normal working days, Saturdays and statutory holidays. Fingerprint attendance machine was used to record each IN/OUT. Maximum 2 hours overtime per day 18 hours per week, 84 hours per month and 1 day off after 6 days consecutive working days was guaranteed. During the worker interview, workers confirmed that they worked overtime voluntarily.

正常工作时间为每天8小时，每星期5天。企业只安排了一个班，工作时间：08:00-12:00，14:00-18:00，如果需要加班：19:00-21:00。随机抽了8名来自不同车间的工人从2016年8月至审核当日的考勤记录（2016年8月和9月的考勤记录只作为交叉验证工资）。工人们反映他们加班是自愿的，并且如果不想加班，只需要口头知会。工资是以时薪计算的，而且最低工资是可以保障的。平时加班，周末加班和节假日加班，工厂分别支付了平时工资的150%，200%和300%。企业用电子考勤系统来记录员工的上下班时间。员工每天最高加班2小时，每周最高加班18小时，每月最高加班84小时，6天连续工作后休息1天。在员工访谈时，工人们反映他们加班是自愿的。

6.2 - The monthly overtime hours of all sampled workers exceeded 36 hours from Oct 2016 to Sep 2017 (and till to audit day, the monthly OT of Sep 2017 were 48 hours), and the maximum up to 84 hours in Oct 2016 and Dec 2016; No any overtime control was done by factory and no tracking on overtime working. Reference law: PRC Labour Law article 41, the total extension in a month shall not exceed thirty-six hours.

所有抽样的员工从2016年10月至2017年9月的月加班时间超过36小时（截止审核当天，2017年9月的月加班时间为48小时），2016年10月和12月最大月加班时间达到84小时；工厂没有对加班进行管控，也没有对加班进行跟踪。参考法律法规：《中华人民共和国劳动法》第41条，用人单位每月加班不得超过三十六小时。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: D

Deadline date:31/12/2016

Good practices

Areas of improvement

Normal working hour was 8 hours per day and 5 days per week. Only one shift was arranged, working hours 8:00-12:00, 14:00-18:00, and if needed, overtime started from 19:00 to 21:00. Time records from Aug 2015 to audit day were reviewed randomly. Time records for 8 workers from different workshop were randomly selected for review. Electronic data processing system was accessed. Maximum 2 hours overtime per day 18 hours per week, 82 hours per month and 1 day off after 6 days consecutive working days was guaranteed. During the worker interview, workers confirmed that they worked overtime voluntarily.

正常工作时间为每天8小时，每星期5天。企业只安排有一个班，工作时间：8:00-12:00，14:00-18:00，如果需要加班：19:00至21:00。随机抽了8名来自不同车间的工人从2015年8月至审核当日的考勤记录。企业用电子考勤处理系统记录员工的考勤。员工每天最高加班2小时，每周最高加班18小时，每月最高加班82小时，6天连续工作后休息1天。在员工访谈时，工人们反映他们加班是自愿的。

6.2 - The monthly overtime hours of all sampled workers exceeded 36 hours from Aug 2015 to Sep 2016 (except for Feb 2016), and the maximum up to 82 hours in Aug 2015 and July 2016; No any overtime control was done by factory and no tracking on overtime working. Reference law: PRC Labour Law article 41, the total extension in a month shall not exceed thirty-six hours.

所有抽样的员工从2015年8月至2016年9月的月加班时间超过36小时（除了2016年2月），2015年8月和2016年7月最大月加班时间达到82小时；工厂没有对加班进行管控，也没有对加班进行跟踪。参考法律法规：《中华人民共和国劳动法》第41条，用人单位每月加班不得超过三十六小时。

Remarks from Auditee

Performance Area 7 : Occupational Health and Safety

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A

Deadline date:31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Training records on personal protective equipment usage in recent 12 months were reviewed. EHS meeting was held once per quarter. Fire early warning system was installed and inspected monthly. Sufficient fire extinguishers and fire hydrants were installed and inspected monthly. Building Construction Inspection Certificate and Fire Safety Inspection Certificate of production building were provided for review. Fire drills were carried out every six months and the latest one was conducted on 14 Sep 2017. Plans, reports, attendance records and photos were reviewed. Evacuation routes were not blocked and evacuation plans were posted at each floor. Emergency lights and exit marks were installed properly and inspected monthly. There were one trained first aider present in the factory. Sufficient first aid kits stocked with necessary supplies were provided in workshops. The drinking water was provided for all workers and the test report was provided for review (conducted on 5 July 2017). No dormitory, canteen and transportation were provided to workers. The following issues raised in previous audit were closed: PA7.2 Verified through document review and worker interview, all workers were covered by commercial insurance (insurance expire: 09/09/2017-08/09/2018). PA7.3 The risk assessment report of new and expectant mothers were provided for review.

最近12个月的个人防护用品的培训记录提供审核。健康安全的会议每季度进行一次。消防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。工厂提供了建筑的竣工验收和消防验收报告供评估。工厂每6个月进行一次消防演习，最近一次是在2017年9月14日进行。计划，报告，出席记录和照片被提供查阅。车间逃生路线不受堵，逃生计划图在每楼层张贴。应急灯和安全出口指示被正确地安装和每月定期检查。企业有1名培训过的急救员，车间里提供了充足的急救用品。工厂为所有的员工提供了饮用水，并且饮用水的检测报告也已提供审核(于2017年7月5日进行检测)。工厂没有提供宿舍，食堂及班车给员工。已关闭的上次审核发现的问题，如下所示:PA7.2 经过文件审核及员工访谈核实，所有的员工都购买了商业保险(保险期限: 09/09/2017-08/09/2018)。PA7.3 工厂提供了新生与怀孕女生的风险评估报告供审核。

7.13 - It was noted one switch was installed without covered in cutting area. Reference law: Article 4.23 of the Guideline of Handling Electricity Safety. 工厂裁床区域有一个开关没有开关盒。参考法规:《用电安全导则》第4.23条。

7.17 - The certificate of the cargo lift administrator was provided for review, but no qualified safeguards of pulley were installed for 3 out of 25 sewing machines used in sewing area. Reference law: General rules of design on health and safety of production facility (GB5083-1999), Article 6.1.2. 工厂提供了货梯的管理员证书供审核，但是缝纫区域的25台缝纫机中的3台缝纫机没有皮带轮防护罩。参考法规: 生产设备安全卫生设计总则 (GB5083-1999) 6.1.2.

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A

Deadline date:31/12/2016

Good practices

Areas of improvement

The overall observation shows that the auditee shows fulfils the requirements of this performance area. During plant tour, it was found that proper personal protective equipments were provided with proper warnings. Training records on personal protective equipment usage were reviewed. Building Construction Inspection Certificate and Fire Safety Inspection Certificate of production building were provided for review. Fire early warning system was installed and inspected monthly. Sufficient fire extinguishers and fire hydrants were installed and inspected monthly. Emergency lights and exit marks were installed properly and inspected monthly. The evacuation drills were conducted twice per year. Evacuation routes were not blocked and evacuation plans were posted at each workshop. There were first aider trained workers in the factory. Sufficient first aid kits stocked with necessary supplies were provided in workshops. No dormitory, canteen and transportation were provided by factory.

整体观察表明被评估企业满足这个章节的要求。在现场巡查中发现，企业给员工提供了个人防护用品，且有相应的警告标识。个人防护用品的使用培训记录已评估。工厂提供了建筑的竣工验收和消防验收报告供评估。企业安装了消防预警系统，足够的灭火器，消防栓，应急灯和出口标志，且每月进行了检查。消防演习每年进行了两次。每个车间粘贴了消防逃生图，巡查中所有的逃生通道畅通。企业有培训过的急救员，车间里提供了充足的急救用品。工厂没有为员工提供宿舍，食堂及交通工具。

7.2 - It was noted that just 6 of 41 workers purchased the employment injury insurance and other 35 employees did not covered by any insurance. Reference law: PRC Law of Social Insurance Law article 33. 工厂41名员工中，只有6名员工购买了工伤保险，另外35人没有购买任何保险。参考法规:《中华人民共和国社会保险法》第三十三条。

7.3 - It was noted that the facility didn't establish risk assessment for new and expectant mothers. (Laws and Regulations: Occupation Disease Prevention Law of P.R.C, Article 39) 评估中发现企业没有为新生妈妈与怀孕女工建立风险评估机制。(参考法律法规:《中华人民共和国职业病防治法》第39条)

7.13 - Through random inspection, it was noted two switches were installed without covered in production area. Reference law: Article 4.23 of the Guideline of Handling Electricity Safety. 随机抽查发现工厂生产区域有二个开关没有开关盒。参考法规:《用电安全导则》第4.23条。

7.17 - 1.No qualified safeguards of pulley were installed for 3 sewing machines used in sewing area. Reference law: General rules of design on health and safety of production facility (GB5083-1999), Article 6.1.2. 2.Factory did not provide valid certificate of the cargo lift administrator. Reference law: Special Appliance Quality Safety Monitoring Regulation article 38. 1.缝纫区域的3台缝纫机没有皮带轮防护罩。参考法规: 生产设备安全卫生设计总则 (GB5083-1999) 6.1.2. 2.审核发现:工厂未能提供货梯管理人员的资格证书。参考法律法规:《特种设备安全监察条例》第三十八条。

Remarks from Auditee

Performance Area 8 : No Child Labour	
1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Not rated. 未作评估。	
Remarks from Auditee:	
Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A	Deadline date:
<u>Good practices</u>	
整体观察表明被评估企业满足这个章节的要求。企业建立了雇用管理程序，陈述其不使用小于16年的童工。企业在招聘员工时会核查员工的身份证原件和保留其复印件在员工档案里。	
<u>Areas of improvement</u>	
The overall observation shows that the auditee shows fulfils the requirements of this performance area. The factory establishes an employment management procedure which states he factory should never employ and use any child labor under he age of 16 years old, and the factory will verify all employees' original ID cards at the time of recruitment and keep the photocopies of employees' ID cards in the personnel files.	
<u>Remarks from Auditee</u>	
Performance Area 9 : Special protection for young workers	
1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Not rated. 未作评估。	
Remarks from Auditee:	
Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A	Deadline date:
<u>Good practices</u>	
<u>Areas of improvement</u>	
There was no young worker identified based on document review, plant tour and worker interviews. The risk assessment for young worker was conducted while he factory did not engage any young worker. 基于文件审阅，现场走访和员工访谈，没有发现未成年工。即使工厂没有聘用未成年工，工厂还是进行了有关未成年工的风险评估。	
<u>Remarks from Auditee</u>	
Performance Area 10 : No Precarious Employment	
1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Not rated. 未作评估。	
Remarks from Auditee:	
Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A	Deadline date:
<u>Good practices</u>	
<u>Areas of improvement</u>	
No temporary workers or agency workers were used by factory. Factory signed labor contract with all employees as legal requirements. 工厂没有使用临时工或劳务派遣工。工厂按法规要求和所有员工签订劳动合同。	
<u>Remarks from Auditee</u>	

Performance Area 11 : No Bonded Labour

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Not rated.
未作评估。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A

Deadline date:

Good practices

Areas of improvement

Based on site tour and interview, there was no prison labor or forced labor. No ID card or wage was withheld by factory. No migrant (foreign citizens) was found. No corporal punishment, threats and intimidation occurred. It was observed that workers were working without pressure. Disciplinary measures were all reasonable: Verbal warning, warning letter and termination.

基于现场走访和访谈，工厂里没有监狱劳力或强迫劳动。身份证和工资没有被工厂扣留。没有发现外国劳工。体罚，威胁和恐吓等行为没有发生。员工在没有压力的环境下工作。所有的惩戒措施都是合理的：口头警告，警告信和解除劳务关系。

Remarks from Auditee

Performance Area 12 : Protection of the Environment

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A

Deadline date: 31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The environmental policy was established. The risk assessment for environmental influence was provided for review. No industrial noise, waste water and waste gas were generated during the production process. The related law about Environmental was collected. As per the provided documents and interview with management and workers, it was noted that the factory has developed mechanism to ensure reduction of emissions, particularly promote water conservation and reduce the waste water.

工厂建立环境的方针政策。工厂生产过程中无工业噪音，工业废水及废气产生。工厂收集了关于环境方面的法规。经过文件审核及管理层和员工访谈核实，工厂已经建立了机制来减少排放，特别是提高节水 and 减少废水的能力。

- 12.1 - The construction units did not compile Environmental Impact Report, Environmental Impact Report Form or fill out Environmental Impact Registration Form. Reference law: PRC Environmental Impact Assessment Law Article 16.
审核中发现工厂没有按照规定组织编制环境影响报告书、环境影响报告表或者填报环境影响登记表。参考法律法规：《中华人民共和国环境影响评价法》第16条。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: A

Deadline date: 31/12/2016

Good practices

Areas of improvement

Factory established environmental policy.
工厂建立环境的方针政策。

- 12.1 - The construction units did not compile Environmental Impact Report, Environmental Impact Report Form or fill out Environmental Impact Registration Form. Reference law: PRC Environmental Impact Assessment Law Article 16.
审核中发现工厂没有按照规定组织编制环境影响报告书、环境影响报告表或者填报环境影响登记表。参考法律法规：《中华人民共和国环境影响评价法》第16条。

Remarks from Auditee

Performance Area 13 : Ethical Business Behaviour

1- Followup Audit [Audit Id - 108555] Audit Date: 19/09/2017 PA Score: A

Deadline date:31/01/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The auditee established anti-bribery policy and procedure. The risk assessment on corruption and bribery were conducted. The ethics and integrity training was provided for all workers. Staff at the management level were signed their understanding and agreement to the written anti-corruption/anti-bribery policy. Based on site tour, interview and document review, no any corruption behavior was found. The company protected personal data of individuals with the outmost respect for the individuals' fundamental rights (particularly the right to privacy). The company stored personnel file with ID information and health examination without public. The following issues raised in previous audit were closed: PA13.4 Factory provided the written Personal Information Care Procedure for review.

工厂建立了反贿赂政策和程序。工厂进行了关于贿赂和腐败的风险评估。工厂对所有的员工都进行了反腐败反贿赂的培训。管理层员工都已签署了书面的反腐败、反贿赂政策承诺书。基于现场走访、访谈和文件审核，没有发现腐败行为。公司充分保留个人的私人信息，比如身份信息和体检信息，公司将这些信息安全保管未公开存放。已关闭的上次审核发现的问题，如下所示：PA13.4 工厂提供了个人隐私保护程序供审核。

13.2 - It was noted that the address stated in business license provided by factory was:

Fujian, China. However, the actual audited site is: Fujian, China. As confirmed with factory management they extended the production area but due to update the business license very troublesome, so they didn't update it timely. Reference law: Article 17 of Enterprises Legal Representative Registration Management Regulation of the People's Republic of China.

工厂提供的营业执照上地址为福建省泉州市鲤城区江南高新园区紫安路6号第三层；实际经营范围为福建省泉州市鲤城区江南高新园区紫安路6号第三层、第四层。根据与工厂管理层确认，工厂扩大了生产区域，但是由于更新营业执照非常麻烦，所以没有及时更新。参考法规：《中华人民共和国企业法人登记管理条例》第17条。

Remarks from Auditee:

Full Audit [Audit Id - 66857] Audit Date: 21/09/2016 PA Score: B

Deadline date:31/12/2016

Good practices

Areas of improvement

The auditee established anti-bribery policy and procedure. Based on site tour, interview and document review, no any corruption behavior was found. 工厂建立了反贿赂政策和程序。基于现场走访、访谈和文件审核，没有发现腐败行为。

13.2 - It was noted that the address stated in business license provided by factory was:

Fujian, China. However, the actual audited site is: Fujian, China. As confirmed with factory management they extended the production area but didn't update the business license timely. Reference law: Article 17 of Enterprises Legal Representative Registration Management Regulation of the People's Republic of China.

工厂提供的营业执照上地址为福建省泉州市鲤城区江南高新园区紫安路6号第三层；实际经营范围为福建省泉州市鲤城区江南高新园区紫安路6号第三层、第四层。根据与工厂管理层确认，工厂扩大了生产区域，但没有及时更新营业执照。参考法规：《中华人民共和国企业法人登记管理条例》第17条

13.4 - The factory did not establish the policy regarding privacy of personal information and information security.

工厂没有建立有关个人信息隐私和信息安全的政策。

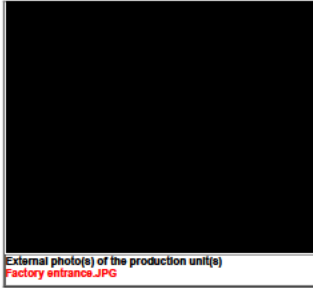
Remarks from Auditee

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Follow-up Audit	19/09/2017	108555	D	B	A	A	C	D	A	A	A	A	A	A	A	C
Full Audit	21/09/2016	66857	B	C	A	A	B	D	A	A	A	A	A	A	B	C

Producer Photos



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

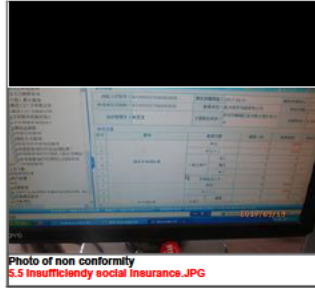


Photo of non conformity
5.5 Insufficiently social insurance.JPG

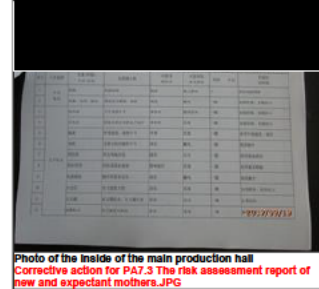
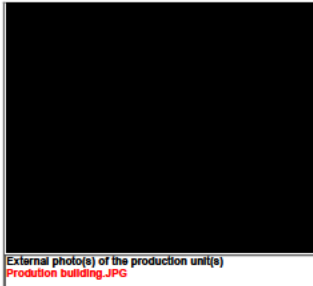


Photo of the inside of the main production hall
Corrective action for PA7.3 The risk assessment report of new and expectant mothers.JPG



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

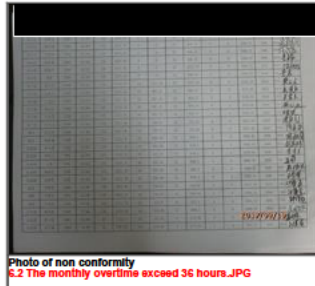


Photo of non conformity
6.2 The monthly overtime exceed 36 hours.JPG



Photo of the inside of the main production hall
Cutting area.JPG



Photo first aid facilities
First aid kit.JPG



Photo of non conformity
7.13 One switch was installed without covered.JPG



Photo of the inside of the main production hall
Inspection and packing area.JPG



Photo of fire safety equipment
Emergency light and exit sign.JPG



Photo of non conformity
7.17 No qualified safeguards of pulley.JPG



Photo of the inside of the main production hall
Sewing area.JPG



Photo of fire safety equipment
Evacuation plan.JPG



Photo of the code of conduct on display
BSCI COC.JPG



Photo of the inside of the main production hall
Suggestion box.JPG

