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Auditee :	<b>Zhongshan Winstar Electrical Co., Ltd.</b>
Audit Date From :	<b>30/04/2020</b>
Audit Date To :	<b>30/04/2020</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>Intertek</b>
Auditor's Name(s) :	<b>Linda Ma(Lead), Jack Zheng, Cathrine Lee</b>
Auditing Branch (if applicable) :	<b>Intertek South China - Shenzhen</b>

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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><b>A</b> <b>Very Good</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated A</li> <li>• No Performance Areas rated C, D or E</li> </ul> <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																													
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><b>B</b> <b>Good</b></p>	<ul style="list-style-type: none"> <li>• Maximum 3 Performance Areas rated C</li> <li>• No Performance Areas rated D or E</li> </ul> <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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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><b>C</b> <b>Acceptable</b></p>	<ul style="list-style-type: none"> <li>• Maximum 2 Performance Areas rated D</li> <li>• No Performance Areas rated E</li> </ul> <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><b>D</b> <b>Insufficient</b></p>	<ul style="list-style-type: none"> <li>• Maximum 6 Performance Areas rated E</li> </ul> <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>
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><b>E</b> <b>Unacceptable</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated E</li> </ul> <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><b>Zero Tolerance</b></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 :	<b>Zhongshan Winstar Electrical Co., Ltd.</b>		
DBID number :	<b>342088</b>		
Audit ID :	<b>179340</b>		
Address :	<b>No.6, 181 Sanyi Road SanDun Industry District, MinZhong Town Zhongshan</b>		
Province :	<b>Guangdong</b>	Country :	<b>China</b>
Management Representative :	<b>Ms. Limei Liu/HR Supervisor</b>		
Contact person:	<b>Limei Liu</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Mechanical and electrical engineering</b>	Product group :	<b>Home appliances</b>
Product Type :	<b>LED lights</b>		

**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 : 30/04/2021	

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	A	A	A	C	D	A	A	A	A	A	A	A

**Executive summary of audit report**

Zhongshan Winstar Electrical Co., Ltd. (Uniform Social Credit Number: 91442000765737573B) is located at No.6, 181 Sanyi Road SanDun Industry District MinZhong Town, ZhongShan Guangdong, China. This is a Limited Company. The total land area occupied by the facility is about 12000 square meters. They established in 2004. A total of 268 employees including 142 female employees and 126 male employees are currently working in the facility. In view of the facilities, the facility consists of one 3-storey building and five flat buildings used as office, production and warehouse. No dormitory, canteen or kitchen was provided by the facility. The main products manufactured by the facility cover LED lighting. The main production processes are listed as follows: SMT, injection, molding, assembly and inspection. The production capacity is 240,000 pieces per month.

This full audit is conducted by Intertek Testing Services Shenzhen Ltd. At 08:40am on April 30, 2020, auditor Linda Ma (RA21700363), Cathrine Lee (RA21700241), Jack Zheng (RA21700354) entered the facility then held an opening meeting. The facility management Ms. Limei Liu /HR supervisor, Ms. Qiying Zhou /Worker Representative were present in the meeting. At the end of the audit, all the findings were accepted by the facility management.

Comments for each Performance Area (PA) were listed as below:  
 PA 1: Findings were raised. Please refer to PA 1 for details.  
 PA 2: The facility fully fulfills the requirements of this performance area. The facility posted amfori BSCI Code of Conduct in notice board for employees reading and the facility provided regular training on right and obligation and general social compliance requirement to employees and management. The facility established ongoing communication about social requirements between workers and management. Moreover, the facility had set an effective operation grievance mechanism to protect workers' benefit.  
 PA 3: The facility fully fulfills the requirements of this performance area. The facility had established procedure to ensure the rights of freedom of association and collective bargaining are respected. Worker representatives were freely elected. There was no discrimination against the workers because of their membership. The facility did not prevent the worker representatives from having access to or interacting with workers in the workplace.  
 PA 4: The facility fully fulfills the requirements of this performance area. There was no discrimination in hiring, compensation and benefits, access to training, promotion, termination, etc. and the facility provided the same pay to male/female employees.  
 PA 5: Findings were raised. Please refer to PA 5 for details.  
 PA 6: Finding was raised. Please refer to PA 6 for details.  
 PA 7: Findings were raised. Please refer to PA 7 for details.  
 PA 8: The facility fully fulfills the requirements of this performance area. The facility had effective procedure on hiring process to avoid hiring children. Furthermore, the facility had also established remedial procedures to provide for further protection in case children are found to be working.  
 PA 9: The facility fully fulfills the requirements of this performance area. There was no juvenile worker employed by the facility, but the facility had implemented procedures for protection of juvenile workers, such as registration, regular health examination, not arrange juvenile worker to hazard work position, and no night work.  
 PA 10: The overall observation showed that the auditee fulfilled the requirement of this performance area. The facility signed labor contract with all employees within one month after employment. No temporary workers or apprentice was used in the facility. No negative information was noted during this audit.  
 PA 11: The facility fully fulfills the requirements of this performance area. There was no forced, bonded or involuntary prison labor in the facility. Employees were not required to pay any deposits or leave their ID cards to the employer. Employees could free to leave their working stations once their shifts end, and were free to leave their employer if they notified in writing 30 days in advance after probation period or 3 days in advance within probation period.  
 PA 12: The facility fully fulfills the requirements of this performance area. The facility had established a written environmental policy. The facility had provided the environment document such as EIA (environment impact assessment), EIA approval and environmental protection acceptance check approval for their construction project for review.  
 PA 13: The facility had established ethic and integrity policy/procedure. The facility had collected, used and processed personal information with reasonable care in accordance with privacy and information security laws and regulatory requirements.

Remark:  
 1. During this audit, the payroll records from April 2019 to March 2020 since last audit were reviewed at this audit. Employees wages were calculated on monthly-rated and were paid by cash on about 30th of each month after the previous wage calculation cycle. Based on the sampled payroll records: The lowest basic wage was RMB 1720 per month (equal to RMB 9.89 per hour) which was equal to the local minimum requirement. For overtime wages, 150% and 200% of basic wages were paid to employees for their overtime hours on workdays and rest days respectively. No overtime was arranged on public holiday.

2. During this audit, the attendance records from May 22, 2019 to April 30, 2020 since last audit were provided for review in the audit. Based on the provided attendance records and employee interview, it was noted that facial attendance system was used for time keeping for all employees, employees should scan their face when they go in and out of the facility. The normal working hour was 5 days per week and 8 hours per day. Workers worked overtime voluntarily. Peak month was not obvious per the facility management. Employees in injection department and security guards worked in 3 shifts: 00:00-8:00; 8:00-16:00; 16:00-00:00 of following day. Employees in other departments worked in 1 shift, the working hours were from 8:00 to 12:00, 13:30 to 17:30. All employees enjoyed 1 day off after 6 consecutive working days. The maximum daily overtime hours were 2 hours and the maximum monthly overtime hours were 62 hours.
3. No child labour or young worker in the facility.
4. Contractor license/permit is not applicable because no contractor is used by the auditee.
5. Agency labour contract is not applicable because no agency is used by the auditee.
6. Government waivers are not applicable because no waivers are obtained by the auditee.
7. Collective bargaining agreements are not available because no collective bargaining agreements have been signed.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Zhongshan Winstar Electrical Co., Ltd.</b>	Legal status :	<b>Limited company</b>
Local Name :	中山市威星电器有限公司	Year in which the auditee was founded :	<b>2004</b>
Address :	<b>No.6, 181 Sanyi Road SanDun Industry District, MinZhong Town</b>	Contact person (please select) :	<b>Limei Liu</b>
Province :	<b>Guangdong</b>	Contact's Email :	<b>190198669@qq.com</b>
City :	<b>Zhongshan</b>	Auditee's official language(s) for written communications :	<b>Chinese</b>
Region :	<b>North East Asia</b>	Other relevant languages for the auditee :	<b>Nil</b>
Country :	<b>China</b>	Website of auditee (if applicable) :	<b>None</b>
GPS coordinates :	<b>N 22° 38'44", E 113° 28'36"</b>	Total turnover (in Euros) :	<b>15517910.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>80.00</b>
Industry :	<b>Mechanical and electrical engineering</b>	Of which domestic market % :	<b>20.00</b>
If other, please specify :		Production volume :	<b>240,000 pieces per month</b>
Product Group :	<b>Home appliances</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :		Lost time injury calculation cost :	<b>No</b>
Product Type :	<b>LED lights</b>		

<b>Auditee's employment structure at the time of the audit</b>		
Total number of workers :	<b>268</b>	Total number of workers in the production unit to be monitored (if applicable) :
		<b>0</b>
	<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>
Permanent workers	<b>126</b>	<b>142</b>
Temporary workers	<b>0</b>	<b>0</b>
In management positions	<b>4</b>	<b>1</b>
Apprentices	<b>0</b>	<b>0</b>
On probation	<b>2</b>	<b>6</b>
With disabilities	<b>0</b>	<b>0</b>
Migrants (national citizens)	<b>62</b>	<b>72</b>
Migrants (foreign citizens)	<b>0</b>	<b>0</b>
Workers on the permanent payroll	<b>126</b>	<b>142</b>
Production based workers	<b>0</b>	<b>0</b>
With shifts at night	<b>13</b>	<b>5</b>
Unionised	<b>0</b>	<b>0</b>
Pregnant	<b>-</b>	<b>0</b>
On maternity leave	<b>-</b>	<b>0</b>

**Finding Report**



**Performance Area 1 : Social Management System and Cascade Effect**

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: D

Deadline date:29/04/2021

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

The facility had set up a written social manual base on BSCI Code of Conduct. Ms. Limei Liu/HR supervisor was appointed to ensure that the BSCI values and principles are followed in a satisfactory manner. The facility communicated this Code to all employees by various training and bulletin board posting. The facility had conducted internal social audit and management review annually. The facility also communicated the Code to their significant business partners and had monitored their significant business partners' social performance. However, there was gap identified in implementation. Please refer to specific question for the finding.

企业有建立执行BSCI行为守则的管理体系，刘立梅女士/人力资源主管被委派以确保充分遵循BSCI价值和原则要求，企业有通过各种培训和公告将此行为准则传达给员工。企业每年进行了社会责任内部审核和管理评审来评估其表现。企业也有将BSCI行为准则向其重要商业合作伙伴传达且有监控他们的重要商业合作伙伴的社会责任表现。然而，在执行中仍有发现差距的地方，具体请参考相关检查点。

**1.1 -** The social management system was not implemented effectively, and some non-compliance findings were detected in some Performance Areas such as Fair Remuneration, Decent Working Hours, Occupational Health and Safety. For details, please refer to the relevant Performance Areas respectively. In accordance with BSCI Social Requirement 1.1, there is satisfactory evidence that the auditee has set up an effective management system to implement the BSCI Code of Conduct.

审核员发现企业在“公平报酬、体面工作时间、职业健康安全”等绩效领域缺少有效的管理。详细分别见相关绩效领域部分。依据BSCI社会责任要求1.1，有满意证据显示被审核企业有建立管理体系来执行BSCI行为准则。

**1.4 -** The auditee's workforce capacity was not properly organised to meet the expectations of the delivery order and/or contracts due to the overtime hours exceeding the local law requirement. Please refer to checkpoint #6.2 for details. Law/COC: In accordance with BSCI Social Requirements, the auditee's workforce capacity should be properly organised to meet the expectations of the delivery order and/or contracts.

受审核方的劳动力没有被正确安排以满足客人订单的期望，因为月加班时间超出了法律的规定，具体参考检查点6.2。根据BSCI社会责任要求，受审核方的劳动力需要被正确安排以满足客人订单的期望。

**Remarks from Auditee:**

**Performance Area 2 : Workers Involvement and Protection**

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

No nonconformance was observed.  
没有发现不符合项

**Remarks from Auditee:**

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

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

No nonconformance was observed.  
没有发现不符合项

**Remarks from Auditee:**

**Performance Area 4 : No Discrimination**

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

No nonconformance was observed.  
没有发现不符合项

**Remarks from Auditee:**

**Performance Area 5 : Fair Remuneration**

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: C

Deadline date:29/04/2021

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

During this audit, the payroll records from April 2019 to March 2020 since last audit were reviewed at this audit. Employees wages were calculated on monthly-rated and were paid by cash on about 30th of each month after the previous wage calculation cycle. Based on the sampled payroll records: The lowest basic wage was RMB 1720 per month (equal to RMB 9.89 per hour) which was equal to the local minimum requirement. For overtime wages, 150% and 200% of basic wages were paid to employees for their overtime hours on workdays and rest days respectively. No overtime was arranged on public holiday. Benefits such as paid annual leave and child bearing leave were provided to eligible employees. However, there was gap identified in implementation. Please refer to specific questions for the findings.

在此次审核中，企业提供了自上次审核后的2019年4月至2020年3月的工资供审核。企业员工的工资是月薪的，且企业每月30号左右以现金方式支付员工的工资。根据企业提供的工资样本：最低基本工资为每个月1720元（相当于每小时9.89元），等于当地的最低工资标准。平时加班、休息日加班分别是按照正常工资的1.5倍、2倍进行支付的，法定节假日没有安排加班。法定福利如带薪年假和产假均有提供给符合要求的员工。然而，发现在执行方面仍有差距的地方，具体请参考相关检查点。

**5.4 -** During management interview and document review, auditor found that the facility did not have system to calculate local living wage. Law/COC: In accordance with BSCI Social Requirement B5.4, the auditee provides sufficient remuneration that allows workers to meet a decent living standard.

在管理者面谈和文件审阅时，审核员发现企业没有系统去计算当地基本生活工资。法规/行为准则：依据BSCI社会责任要求5.4，受审核方应了解基本生活工资并提供足够的薪资以允许员工达到体面的生活标准。

**5.5 -** Through reviewing the social insurance receipt of April 2020, auditor found that 19 out of 268 employees (7%) that entered the facility above one month had not participated in basic endowment insurance, unemployment insurance, basic medical insurance, employment injury insurance and maternity insurance according to legal requirement. Remark: 1) The facility had purchased commercial accident insurance for 130 employees, the valid period is from October 1, 2019 to September 30, 2020. Therefore all employees had been covered into the injury insurance. 2) Interviewed workers stated that they participated in social insurance in voluntary basis. 3) No temporary and dispatch workers were used, there were 8 new employees and 2 retirees in the facility. Law/COC: In accordance with the Social Insurance Law of the People's Republic of China, Article 10 Employees shall participate in the basic endowment insurance, and the basic endowment insurance premiums shall be jointly paid by employers and employees. Article 23 Employees shall participate in the basic medical insurance for employees, and the basic medical insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 33 Employees shall participate in the employment injury insurance, and the employment injury insurance premiums shall be paid by their employers rather than the employees. Article 44 Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 53 Employees shall participate in maternity insurance, and the maternity insurance premiums shall be paid by employers rather than employees in accordance with the relevant provisions of the state.

通过审阅2020年4月的社保收据，审核员发现企业268名员工有19名（7%）进厂时间超过1个月的员工没有按法规要求参加养老保险、失业保险、医疗保险、工伤保险和生育保险。备注：1) 企业有为130名员工购买了商业意外伤害险，有效期从2019年10月1日至2020年9月30日。因此所有员工被工伤保险覆盖。2) 面谈员工表示参加社保是自愿的；3) 企业没有雇用临时工和劳务派遣工，有8名新进员工，有2名退休返聘员工。法规/行为准则：依据《中华人民共和国社会保险法》第十条，职工应当参加基本养老保险，由用人单位和职工共同缴纳基本养老保险费。第二十三条职工应当参加职工基本医疗保险，由用人单位和职工按照国家规定共同缴纳基本医疗保险费。第三十三条职工应当参加工伤保险，由用人单位缴纳工伤保险费，职工不缴纳工伤保险费。第四十四条职工应当参加失业保险，由用人单位和职工按照国家规定共同缴纳失业保险费。第五十三条职工应当参加生育保险，由用人单位按照国家规定缴纳生育保险费，职工不缴纳生育保险费。

**Remarks from Auditee:**



**Performance Area 6 : Decent Working Hours**

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: D

Deadline date:29/04/2021

**GOOD PRACTICES:**

Nil

**AREAS OF IMPROVEMENT:**

During this audit, the attendance records from May 22, 2019 to April 30, 2020 since last audit were provided for review in the audit. Based on the provided attendance records and employee interview, it was noted that facial attendance system was used for time keeping for all employees, employees should scan their face when they go in and out of the facility. The normal working hour was 5 days per week and 8 hours per day. Workers worked overtime voluntarily. Peak month was not obvious per the facility management. Employees in injection department and security guards worked in 3 shifts: 00:00-8:00; 8:00-16:00; 16:00-00:00 of following day. Employees in other departments worked in 1 shift, the working hours were from 8:00 to 12:00, 13:30 to 17:30. All employees enjoyed 1 day off after 6 consecutive working days. The maximum daily overtime hours were 2 hours and the maximum monthly overtime hours were 62 hours. However, one finding was identified in this performance area and please refer to relevant checkpoint for details.

此次审核中,企业提供了自从上次审核后2019年5月22日至2020年4月30日的考勤供审核。基于考勤记录与员工访谈,发现所有员工采用脸部识别方式记录考勤,所有员工在上下班均需脸部识别。员工的正班时间为每周5天每天8小时。员工按个人意愿加班。生产旺季不明显。注塑部门的员工和保安为3班工作制,工作时间分别为00:00-8:00; 8:00-16:00; 16:00-00:00; 其他部门的员工为1班工作制,工作时间为8:00至12:00,13:30至17:30。所有员工每6天连续工作后休息1天,每日加班最多为2小时,每月加班最多为62小时。但是,在此部分有发现一个问题点,具体参考相关的检查点。

**6.2 -** During document review, auditor found that the monthly overtime hours of 19 out of 22 randomly selected employees ranged from 54-56 hours in March 2020 (random month), 22 out of 22 randomly selected employees ranged from 40-62 hours in November 2019 (random month), 21 out of 22 randomly selected employees ranged from 40-56 hours in June 2019 (random month). Law/COC: In accordance with the PRC Labour Law article 41, the employing unit may extend working hours due to the requirements of its production or business after consultation with the trade union and labourers, but the extended working hour for a day shall generally not exceed one hour; if such extension is called for due to special reasons, the extended hours shall not exceed three hours a day under the condition that the health of labourers is guaranteed. However, the total extension in a month shall not exceed thirty-six hours.

在文件审核时,在2020年3月份(随机月),22名抽样的员工中有19人的月加班时间为54-56小时。在2019年11月份(随机月),22名抽样的员工中有22人的月加班时间为40-62小时。在2019年6月份(随机月),22名抽样的员工中有21人的月加班时间为40-56小时。法规/行为准则:依据《中华人民共和国劳动法》第41条,用人单位由于生产经营需要,经与工会和劳动者协商后可以延长工作时间,一般每日不得超过一小时;因特殊原因需要延长工作时间的,在保障劳动者身体健康的条件下延长工作时间每日不得超过三小时,但是每月不得超过三十六小时。

**Remarks from Auditee:**

**Performance Area 7 : Occupational Health and Safety**

Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A

Deadline date:29/04/2021

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

The facility had conducted risk assessment on health and safety. The facility provided health and safety trainings to employees regularly. There was no serious accident or injury happened in past one year. The facility maintained a comfortable temperature throughout the work floor. The facility posted the evacuation plans with "You Are Here" sign on the work floor, which indicated escape routes and the location of the fire extinguishers, etc. At least two emergency exits were provided in each floor. All safety exits were affixed both exit signs and emergency lights, the work floor was installed with fire alarm system, fire extinguishers and fire hydrants. Sufficient first aid kits stocked with necessary supplies were provided in workshop. Drinkable water was available in workshop. Fire drills were conducted twice per year. Sufficient numbers of toilets were provided separately for male and female workers. However, there was gap identified in implementation. Please refer to specific question for the finding.

企业进行了安全健康风险评估。企业定期提供职业健康与安全培训。过去一年未发生严重事故或工伤。企业有舒适的工作环境。企业车间有张贴逃生平面图，上面有指明“我的位置”、逃生路径和灭火器位置等。每个楼层至少都有两个紧急出口，所有安全出口有安装出口标识和应急灯，车间有安装消防警铃、灭火器和消防栓。车间配有急救箱，车间配有饮用水设施。工厂每年进行两次消防演习。企业已提供足够数量的男女厕所。然而，在执行中仍有发现差距的地方，具体请参考相关检查点。

7.1 - 1.Through document review, facility tour and employee interview, it was noted that the auditee was not in line with the occupational health & safety regulations because some gaps were noted. Please refer to the relevant checkpoints in PA 7 for details. Law/COC: In accordance with BSCI Social Requirement 7.1, the auditee should be in line with the occupational health & safety regulations. 2.During document review, auditor found that the certificate of the person for the management of work safety was not reviewed by local labor bureau department on August 18, 2019. Law/COC In accordance with the Law of the PRC on Work Safety Article 24, the principal in charge and persons for the management of work safety in production and business entities have to have the knowledge about work safety and the competence for the management, which are commensurate with the production and business activities of these entities. The principal in charge and persons for the management of work safety in production and business entities that produce, trade or store hazardous articles, and mines, metal smelting, building construction, and road transport shall only be appointed to the posts after they pass the examinations in their knowledge about work safety and their competence in the management conducted by the competent departments for work safety supervision and administration. No fees shall be charged for taking such examinations. Entities that produce or store hazardous articles, and mines, metal smelting shall have certified safety engineer to work on the management of work safety. 3. Through document review, it was noted that all employees are engaged in works with occupational hazard(s) such as contacted chemical had not conducted the off-job occupational health examination which required by law. Law/COC In accordance with the PRC Law of Prevention and Control of Occupational Diseases Article 35, the employer shall conduct regular occupational health examination for those labourers who are engaged in works with occupational hazard(s) as required by production safety supervision and administration department and public health administrative department under the State Council. The occupational health examination shall be conducted before labourers start to take the post, in the course of the work and after leave the post and the employer shall provide the results of the occupational health examinations to labourers in written. The expenses of the occupational health examination shall be borne by employers. The employer shall not arrange labourers to engage in the work with occupational hazard(s) prior to the pre-post occupational health examination, or labourers with any occupational prohibition to engage in the prohibited work from them. Once the occupational health examination indicates that employee is suffering from the occupational damage in relation to his or her occupation, the employer shall transfer such a labourer out of his or her original post, and allocate him or her in a proper way. The employer shall not rescind or terminate the labour contracts signed with those employees without the occupational health examination at time of leaving the post. The occupational health examination shall be undertaken by the Medical and Health Institutions with Practicing Licence of Medical Institution. The Health Administrative Department shall strengthen the standardization management of occupational health examination. The specific administrative measures shall be formulated by the Health Administrative Department of State Council.

1. 通过文件审核、现场走访和员工面谈，发现被审核方没有符合职业健康安全的相关规定，因为发现了一些差距，请详见PA7的相关问题点。法规/行为守则：根据BSCI社会责任要求7.1，被审核方应该符合职业健康安全的相关规定。2. 通过文件审核，审核员发现企业安全生产管理人员的安全培训资格证书没有在2019年8月18日年审。法规/行为守则：依据《中华人民共和国安全生产法》第二十四条，生产经营单位的主要负责人和安全生产管理人员必须具备与本单位所从事的生产经营活动相应的安全生产知识和管理能力。危险物品的生产、经营、储存单位以及矿山、金属冶炼、建筑施工、道路运输单位的主要负责人和安全生产管理人员，应当由主管的负有安全生产监督管理职责的部门对其安全生产知识和管理能力考核合格。考核不得收费。危险物品的生产、储存单位以及矿山、金属冶炼单位应当有注册安全工程师从事安全生产管理工作。3. 发现企业没有为从事职业性危害作业的员工，例如使用化学品员工安排了按法规要求的离岗职业健康检查。法规/行为守则：依据《中华人民共和国职业病防治法》第三十五条，对从事接触职业病危害的作业的劳动者，用人单位应当按照国务院安全生产监督管理部门、卫生行政部门的规定组织上岗前、在岗期间和离岗时的职业健康检查，并将检查结果书面告知劳动者。职业健康检查费用由用人单位承担。用人单位不得安排未经上岗前职业健康检查的劳动者从事接触职业病危害的作业；不得安排有职业禁忌的劳动者从事其所禁忌的作业；对在职业健康检查中发现有与所从事的职业相关的健康损害的劳动者，应当调离原工作岗位，并妥善安置；对未进行离岗前职业健康检查的劳动者不得解除或者终止与其订立的劳动合同。职业健康检查应当由取得《医疗机构执业许可证》的医疗卫生机构承担。卫生行政部门应当加强对职业健康检查工作的规范管理，具体管理办法由国务院卫生行政部门制定。

7.2 - Remark: Through reviewing the social insurance receipt of April 2020, auditor found that 19 out of 268 employees (7%) that entered the facility above one month had not participated in employment injury insurance. Furthermore, the facility had purchased commercial accident insurance for 130 employees, the valid period is from October 1, 2019 to September 30, 2020. Therefore all employees had been covered into the injury insurance.

备注：通过审阅2020年4月的社保收据，审核员发现企业268名员工有19名（7%）进厂时间超过1个月的员工没有按法规要求参加工伤保险。另外，企业有为130名员工购买了商业意外伤害险，有效期从2019年10月1日至2020年9月30日。因此所有员工被工伤保险覆盖。

7.4 - Workers and their representative were not involved in health and safety risk assessment. Law/COC: In accordance with amfori BSCI Social Requirements, workers and their representative should involve in health and safety risk assessment.

审核发现工人和工人代表没有受邀参与职业健康安全风险的评估。法规/行为守则：根据amfori BSCI社会责任要求，工人和工人代表应当参与职业健康安全风险的评估。

7.6 - During facility tour, auditor found that the employees in assembly department used cleanser only wore the cotton gloves and cotton masks, even though the facility had provided the proper PPE to employees. Law/COC: In accordance with Law of the PRC on Work Safety article 42, manufacturing units shall provide personal protective equipment to employees. Manufacturing units shall supervise and train employees to ensure they properly wear and use the personal protective equipment.

在现场巡查时，审核员发现使用清洁剂的装配部门的员工只佩戴了棉手套和棉口罩，尽管企业有提供合适的劳动防护用品给员工。法规/行为守则：依据《中华人民共和国安全生产法》第42条，生产经营单位必须为从业人员提供符合国家标准或者行业标准的劳动防护用品，并监督、教育从业人员按照使用规则佩戴、使用。

7.7 - During facility tour, auditor found that the facility used chemical of cleanser in assembly department. However, no MSDS (Material Safety Data Sheet) was provided in this area. Law/COC: In accordance with the Regulations on the Safe Use of Chemicals in Workplace, Article 12 The unit,

<p>which uses chemical, shall set up identification label for all chemicals in using. For dangerous chemical, a safety label shall be applied and MSDS be provided for worker.</p> <p>在现场巡查时, 审核员发现装配部门使用的化学品(清洁剂)没有张贴MSDS(物质安全技术资料表)。法规/行为准则: 依据《工作场所安全使用化学品规定》第十二条, 使用单位使用的化学品应有标识, 危险化学品应有安全标签, 并向操作人员提供安全技术说明书。</p> <p><b>7.17 -</b> During document review, auditor found that the inspection certificate of pressure gauge for pressure vessel expired on April 23, 2020. (Remark: The facility explained that they were transacting the certificate.) Law/COC: In accordance with Regulations on Safety Supervision of Special Appliance article 28, the operating unit with special appliances shall, pursuant to the regular inspection requirements of safety and technical manual, to apply for regularly inspection at the Special Appliance Inspection and Testing Institutions one month before the expiry date of the safety inspection approval. After the application, the Special Appliance Inspection and Testing Institution shall, pursuant to the requirements of the safety and technical manual, carry out the safety performance inspection and energy efficiency test timely. The special appliance shall not be used prior to pass the regularly inspection.</p> <p>通过文件审核, 审核员发现企业有个压力表在2020年4月23日过期。(备注: 企业解释证件正在办理中。)法规/行为准则: 依据《特种设备安全监察条例》第28条, 特种设备使用单位应当按照安全技术规范的定期检验要求, 在安全检验合格有效期届满前1个月向特种设备检验检测机构提出定期检验要求。检验检测机构接到定期检验要求后, 应当按照安全技术规范的要求及时进行安全性能检验和能效测试。未经定期检验或者检验不合格的特种设备, 不得继续使用。</p> <p><b>7.21 -</b> Remark: No kitchen or canteen was provided by the facility. 备注: 企业没有提供餐厅和厨房给员工。</p> <p><b>7.23 -</b> Remark: No transportation was provided by the facility. 备注: 企业没有提供交通给员工。</p>
<b>Remarks from Auditee:</b>
<b>Performance Area 8 : No Child Labour</b>
Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A <span style="float: right;">Deadline date:</span>
<b>GOOD PRACTICES:</b> None
<b>AREAS OF IMPROVEMENT:</b> No nonconformance was observed. 没有发现不符合项
<b>Remarks from Auditee:</b>
<b>Performance Area 9 : Special protection for young workers</b>
Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A <span style="float: right;">Deadline date:</span>
<b>GOOD PRACTICES:</b> None
<b>AREAS OF IMPROVEMENT:</b> No nonconformance was observed. 没有发现不符合项
<b>Remarks from Auditee:</b>
<b>Performance Area 10 : No Precarious Employment</b>
Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A <span style="float: right;">Deadline date:</span>
<b>GOOD PRACTICES:</b> None
<b>AREAS OF IMPROVEMENT:</b> No nonconformance was observed. 没有发现不符合项
<b>Remarks from Auditee:</b>
<b>Performance Area 11 : No Bonded Labour</b>
Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A <span style="float: right;">Deadline date:</span>
<b>GOOD PRACTICES:</b> None
<b>AREAS OF IMPROVEMENT:</b> No nonconformance was observed. 没有发现不符合项
<b>Remarks from Auditee:</b>

<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> No nonconformance was observed. 没有发现不符合项	
<b>Remarks from Auditee:</b>	
<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 179340] Audit Date: 30/04/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> No nonconformance was observed. 没有发现不符合项	
<b>Remarks from Auditee:</b>	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	30/04/2020	179340	D	A	A	A	C	D	A	A	A	A	A	A	A	C

Producer Photos



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



Photo of fire safety equipment  
Fire alarm.JPG



Photo of the inside of the main production hall  
Material warehouse 3.JPG



External photo(s) of the production unit(s)  
Facility name.JPG



Photo of fire safety equipment  
Fire extinguishers.JPG



Photo of the inside of the main production hall  
Molding room.JPG



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



Photo of fire safety equipment  
Fire hydrant.JPG



Photo of the inside of the main production hall  
No smoking sign.JPG



External photo(s) of the production unit(s)  
Production building 1.JPG



Photo of fire safety equipment  
Flashable fire alarm.JPG



Photo of the inside of the main production hall  
Notice board.JPG



External photo(s) of the production unit(s)  
Production building 2.JPG



Photo of fire safety equipment  
Tested fire alarm.JPG



Photo of the inside of the main production hall  
Product testing room.JPG



External photo(s) of the production unit(s)  
Production building 3.JPG



Photo of fire safety equipment  
Tested fire hydrant.JPG



Photo of the inside of the main production hall  
SMT workshop.JPG



Photo first aid facilities  
Eye washing station.JPG



Photo of non-conformity  
Not wear proper mask and gloves.JPG



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



Photo first aid facilities  
Fire aid kit.JPG



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



Photo of the inside of the main production hall  
Warning sign.JPG



Photo first aid facilities  
Material in first aid kit.JPG



Photo of the inside of the main production hall  
Assembly workshop.JPG



Photo of the personal protection equipments (if applicable)  
Occupational health warning sign 1.JPG



Photo of chemical storage room (if applicable)  
Chemical warehouse.JPG



Photo of the inside of the main production hall  
Attendance recording machine.JPG



Photo of the personal protection equipments (if applicable)  
Occupational health warning sign 2.JPG



Photo of chemical storage room (if applicable)  
Chemical with label.JPG



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



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



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



Photo of the inside of the main production hall  
Finished goods warehouse.JPG



Photo of the personal protection equipments (if applicable)  
Protective shoes.JPG



Photo of fire safety equipment  
Emergency assembly point sign.JPG



Photo of the inside of the main production hall  
Injection workshop.JPG



Photo of the sanitary facilities  
Drinkable water.JPG



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



Photo of the inside of the main production hall  
Material warehouse 1.JPG



Photo of the sanitary facilities  
Soap provided.JPG



Photo of fire safety equipment  
Evacuation map.JPG



Photo of the inside of the main production hall  
Material warehouse 2.JPG



Photo of the sanitary facilities  
Toilet.JPG



