
Auditee :	Zhejiang Twinsel Electronic Technology Co., Ltd.
Audit Date From :	13/07/2020
Audit Date To :	14/07/2020
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	BureauVeritas
Auditor's Name(s) :	James Cheng(Lead), Vera Wang
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>
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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 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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<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																													
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<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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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 :	Zhejiang Twinsel Electronic Technology Co., Ltd.		
DBID number :	339742		
Audit ID :	186289		
Address :	Tashan Industrial Zone, Meilin Street, Ninghai County Ningbo		
Province :	Zhejiang	Country :	China
Management Representative :	Ms. Wang Yuhua		
Contact person:	Yuhua Wang	Sector :	Non-Food
Industry Type :	Mechanical and electrical engineering	Product group :	Electrical supplies
Product Type :	LED lights, Lawn lights and etc.		

Audit Details



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit	
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms	
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Small Producer
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No		
Audit extent (if applicable) :	none		
Audit interferences or contingencies (if applicable) :	none		
Overall rating :	C		
Need of follow-up :	Yes	If YES, by : 14/07/2021	

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
B	B	A	A	A	D	B	A	A	A	A	A	A

Executive summary of audit report
<p>Factory name: Zhejiang Twinsel Electronic Technology Co., Ltd. 浙江双宇电子科技有限公司 Factory address: Tashan Industrial Zone, Meilin Street, Ninghai County, Ningbo, Zhejiang, China 浙江省宁波市宁海县梅林街道塔山工业园区 Business license number: 913302265670329943</p> <p>The factory was established on January 21th, 2011 and specialized in the manufacture of LED lights, Lawn lights and etc. The main production activities include plastic injection, SMT, assembling and packing. There was not apparent peak season in the facility.</p> <p>The factory mainly consisted of one 3-storey office & canteen building, one 1-storey production building, and two 3-storey production building. The total construction area occupied by the auditee was about 20000 square meters. Neither dormitory nor transportation was provided. No other entities within the same perimeter.</p> <p>The factory has 670 employees (male 363 and female 307), including 80 non-production employees and 590 production employees. The youngest employee in the factory was 18 years old.</p> <p>The factory adopted IC card attendance recording machine to record workers' working time; two shifts were used for employees in SMT and injection area, they were 07:30-19:30, 19:30-07:30 (two hours overtime included), one shift was used for other production employees, it was 07:30-11:00, 12:00-16:30. Production workers were paid directly at monthly rate before the end of the following month via bank transfer.</p> <p>According to the review of the 78 sample population employees' wage and 83 sample population employees' attendance records (26 samples each from May 2020, March 2020, October 2019, and 5 samples from the yet-to-pay month June 2020), it was noted that all sampled employees were paid at least RMB1850 per month, which was not lower than the local legal minimum wage requirement of RMB1660 per month since December 2017; All employees were paid 150% of normal wage for overtime worked on weekdays and 200% of normal wage for overtime worked on rest days; which is in compliance with the local law; no overtime on holidays was noted. The maximum overtime working hours was 2 hours a weekday and 84 hours a month. The maximum weekly working hours were 60 hours. The longest consecutive working days were 6 days.</p> <p>Insufficient social insurance coverage. According to the social insurance payment receipt provided by factory management, it was noted that only 457 out of 670 (68.21%) employees were provided with pension, medical, unemployment, maternity and accident insurance in April 2020. Factory had provided the rest employees with commercial group accident insurance, which was valid from August 8th, 2019 to August 7th, 2020. Remark: Factory was asked to suspend declaring social insurance of May 2020 by the local authority, because the policy on reduction or exemption of social insurance had not been decided yet.</p> <p>The attendance records were cross-checked against production records and confidential interviews were conducted with 26 employees from different departments. No inconsistency regarding working hours was found.</p> <p>At the end of the audit, a closing meeting was held with the factory representatives. All of the findings were disclosed and discussed and a corrective action plan was explained to the factory representatives. Ms. Wang Yuhua, Vice Manager of General Management Department, agreed with the findings and signed the corrective action plan.</p> <p>Opening meeting factory representatives (name and titles) Ms. Wang Yuhua, Vice Manager of General Management Department Ms. Zhang Tiantian, Admin Mr. Jiang Jiasheng, Production Manager Mr. Chen Youhua, Worker Representative</p> <p>Remark: 1. There are no agencies or contractor used by the auditee, which makes the contractor license and agency labor contract not applicable. No collective bargaining agreement was available.</p>

2. Audit Company: Bureau Veritas Consumer Products Service
Audit Company APSCA Number: 11600002
Lead Auditor Name: James Cheng
APSCA Auditor Registered Number: RA 21702362
Member Auditor Name: Vera Wang
APSCA Auditor Registered Number: AA 21700004

Ratings Summary



Auditee's background information			
Auditee's name :	Zhejiang Twinsel Electronic Technology Co., Ltd.	Legal status :	Limited Company
Local Name :	浙江双字电子科技有限公司(统一社会信用代码: 913302265670329943)	Year in which the auditee was founded :	2011
Address :	Tashan Industrial Zone, Meilin Street, Ninghai County	Contact person (please select) :	Yuhua Wang
Province :	Zhejiang	Contact's Email :	wangyh@twinsel.com
City :	Ningbo	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) :	http://www.twinsel.com
GPS coordinates :	N29°23'4" E121°27'7"	Total turnover (in Euros) :	3200000.00
Sector :	Non-Food	Of which exports % :	80.00
Industry :	Mechanical and electrical engineering	Of which domestic market % :	20.00
If other, please specify :		Production volume :	20000000 sets per year
Product Group :	Electrical supplies	Production cost calculation :	No
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	LED lights, Lawn lights and etc.		

Auditee's employment structure at the time of the audit		
Total number of workers :	670	Total number of workers in the production unit to be monitored (if applicable) :
		0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	363	307
Temporary workers	0	0
In management positions	35	5
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	297	227
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	363	307
Production based workers	0	0
With shifts at night	141	106
Unionised	0	0
Pregnant	-	0
On maternity leave	-	0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: B

Deadline date:14/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Factory had established social compliance management policies, procedures, manuals and organization structure to implement BSCI code of conduct. Ms. Wang Yuhua, Vice Manager of General Management Department, was appointed to be responsible for the implementation of BSCI values and principles in the operation of the company. Company has communicated the social compliance code with its significant suppliers by providing the copy of BSCI code of conduct to them; the auditee manages its business relations in a responsible manner. The auditee has established a system to select and monitor its significant business partners' social accountability, which included passing BSCI COC & TOI to them to sign and conducting internal social audits regularly. But there were still some improvements needed.

工厂建立了社会责任管理方针、程序、手册及组织架构来执行BSCI行为规范，任命了高阶管理人员汪玉华/综合管理部副经理负责该行为准则的实施。工厂将BSCI行为准则发送给了其重要供应商并在遵守行为准则方面进行了沟通，被审核方以负责任的方式管理其业务关系。工厂已对重要的商业合作伙伴建立了系统的选择和评价系统，包括签订BSCI行为守则、内审等来进行定期监控。但仍有需要改进的地方。

- 1.4 - It was noted that although the factory established the production capacity assessment procedure, the production capacity assessment was not conducted. And workers overtime hours exceeded the statutory overtime hour limits. This violated Performance Area 1: Social Management System and Cascade Effect 1.4.

工厂虽然建立了生产能力评估程序，但生产能力评估没有进行，员工加班时间超出了法规要求。根据执行领域1：社会责任管理体系和级联效应1.4。

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: B

Deadline date:14/08/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee's management and workers would meet on a regular basis to discuss about how to improve working conditions, and minutes of these meetings are taken, kept and remain available for workers to consult. The auditee established procedure to involve and exchange information on workplace issues with workers and their representatives; provided the commitment that they will implement the social responsibility according to the local law and BSCI Code of Conduct, have a long-term goals reflect a step-by-step approach toward sustainable improvements, including the vision, mission and objectives of the company in line with the BSCI Code, and genuinely involve workers and workers representatives in defining the goals, etc. There were communication about requirements of social responsibility between the management and workers, but some employees did not have a good understanding of BSCI principles and values.

被审核方管理层和员工会定期会面，以商讨如何改善工作条件，并制定、保存并保留这些会议记录。工厂有承诺执行社会责任，并且建立长期目标及如何逐步达到该目标，包括公司遵循BSCI守则的愿景、使命和目标，确实地让员工和员工代表共同明确目标等。工厂管理层已经与员工之间关于社会责任的沟通，但部分员工不了解BSCI价值和原则。

- 2.4 - It was noted that though the factory posted the BSCI COC publicly, provided BSCI training with all employees, 10 out of 26 sample employees did not have a good understanding of BSCI principles and values. This violated Performance Area 2: Workers Involvement and Protection 2.4.

工厂有提供进行关于社会责任的培训的记录，有张贴BSCI的行为准则，但是抽样26名员工中有10名不了解BSCI价值和原则。根据执行领域2：工人参与度和保护-2.4改善。

- 2.5 - It was noted that the established grievance mechanism was not including all interested parties, only for internal part. This violated Performance Area 2: Workers Involvement and Protection 2.5.

工厂建立的申诉机制没有包含所有利益相关方，只是对工厂内部适用。根据执行领域2：工人参与度和保护-2.5改善。

Remarks from Auditee:

None

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

Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee established procedure to respects the right of workers to form unions in a free and democratic way, workers representatives were elected and meetings were held regularly. Also, the auditee encouraged to enforce the communication between worker representative and workers.

被审核方已经建立了程序尊重员工以自由和民主的方式组建联盟的权利，并选举了员工代表，定期召开员工代表会议，还鼓励员工代表多与员工沟通。

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The auditee established related non-discrimination policy and effectively cascade to all employees. No discrimination should be allowed in hiring, remuneration, promotion, termination, training, etc. Managers and workers were well communicated on these policies through training, posters, employee's hand book and periodic meeting. And there was no actual discrimination issue reported before. The factory had a grievance mechanism in place which was open to all employees. Workers felt free to use the grievance mechanism without fear of reprisal. Any complaint could be directly raised to the senior manager.</p> <p>受审核方建立了明确的反歧视政策并且有效的告知员工。在招聘, 报酬, 晋升, 结束劳动关系, 培训等禁止有歧视行为。工厂的歧视政策通过培训, 公告, 员工手册和定期会议已经有效的告知员工。并且在过去没有歧视的问题汇报。工厂向员工公开他们的申诉机制, 员工可在在不担心报复的情况下自如地使用申诉机制。任何投诉和抱怨都可以直接向最高领导反馈。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:14/09/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The auditee had set up written procedures regarding wages and benefits. The auditee knew the local minimum wage standard (i.e. CNY 1660 per month) and did not hire any worker for a lower remuneration than the minimum wage. Production workers in the facility were paid at least CNY1850 per month. Moreover, the auditee paid workers timely and regularly, before the end of the following month via bank transfer. Workers were provided with benefits such as sick leave and work-related injury compensation, etc. No illegal deductions were made from workers' wages. However, some employees were not covered in the social insurance programe.</p> <p>被审核方已建立关于工资和福利的书面程序。被审核方了解当地最低工资标（即CNY1660元/月），不以低于最低工资的报酬聘请任何工人，工厂支付生产工人至少CNY1850元/月。被审核方及时、定期地在下个月月底前通过银行转账的方式支付员工工资。工人享有病假，工伤补贴等福利。工人的工资没有存在不合法扣款。但有部分员工没有参与社会保险。</p> <p>5.5 - Insufficient social insurance coverage. According to the social insurance payment receipt provided by factory management, it was noted that only 457 out of 670 (68.21%) employees were provided with pension, medical, unemployment, maternity and accident insurance in April 2020. Factory had provided the rest employees with commercial group accident insurance, which was valid from August 8th, 2019 to August 7th, 2020. Remark: Factory was asked to suspend declaring social insurance of May 2020 by the local authority, because the policy on reduction or exemption of social insurance had not been decided yet. In accordance with Article 73 of the Labor Law of the People's Republic of China. According to factory management, they did not provide social insurance to all employees because some employees were unwilling to participate in the social insurance program. All employees interviewed also confirmed that they were voluntarily to participate in the social insurance program.</p> <p>工厂的社会保险覆盖不足。根据厂方提供的2020年4月社会保险缴费单据显示工厂仅为457/670名(68.21%)员工提供了养老, 医疗, 失业, 生育和工伤保险。工厂为所有剩余员工都提供了商业团体意外伤害险, 有效期为2019年8月8日至2020年8月7日。备注: 由于社保减免政策是否延续尚未明确, 根据当地官方规定, 工厂2020年5月份的社保费暂缓申报。根据《中华人民共和国劳动法》第73条。根据工厂员工和管理层访谈, 社保覆盖不足是由于部分员工不愿意缴纳社保。</p>	
Remarks from Auditee: None	

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: D

Deadline date:14/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee had internal procedures with regards to working hours, such as overtime hours and rest days. Workers worked 8 regular hours per day and 40 regular hours in a week. Working hours were recorded through IC card scanning attendance recording machines. Overtime was voluntary and paid in a premium rate as defined by the law. Workers were allowed to take short breaks during working hours and meal breaks when work shifts ended. Workers worked 2 overtime hours a weekday at most and were provided with at least one day off in every seven days. However, gaps were noted with regard to workers' monthly overtime hours.

被审核方有关于工作时间（如加班时间、休息日）的内部程序。工人每天工作8小时，每周工作40小时。工人的工作时间通过IC卡识别考勤机记录。加班是自愿的，而且以法律规定的加班费支付。工人可在工作时间内有短暂的休息时间，在班次结束后有用餐时间。工人每天最多加班2个小时，且每7天至少休息1日。然而，工人每月加班时间存在差距。

- 6.2 -** According to the payroll and attendance records of 26 sampled workers each in October 2019, March 2020 and May 2020 and attendance records of 5 sampled workers from the yet-to-pay month June 2020; it was noted that 26 out of 26 sampled workers in October 2019 worked 56 to 80 hours overtime work a month, 26 out of 26 sampled workers in March 2020 worked 60 to 84 hours overtime work a month, 26 out of 26 sampled workers in May 2020 worked 52 to 76 hours overtime work a month, 5 out of 5 sampled workers in June 2020 worked 58 to 82 hours overtime work a month, which exceeded the statutory overtime hour limits of 36 hours a month. This violated Article 41 of the Labor Law of the PRC. The Production Manager was appointed to control the overtime hours. Currently, they did not have a plan to reduce monthly overtime hours to meet legal requirement. All employees interviewed represented that they were voluntarily to work overtime and they confirmed that they overtime worked more than 36 hours per month when busy.

根据抽样的2019年10月26名员工，2020年3月26名员工，2020年5月26名员工的工资和考勤记录和最近完整但未发薪月2020年6月5名员工的考勤记录显示，2019年10月26/26名员工月加班56到80小时，2020年3月26/26名员工月加班60到84小时，2020年5月26/26名员工月加班52到76小时，2020年6月5/5名员工月加班58到82小时，超过了法定限制的36小时每月。根据《中华人民共和国劳动法》第41条。工厂生产经理负责管控加班时间。目前工厂暂无减少加班时间的计划。访谈员工表示自愿加班，在生产忙时每月加班时间超过36小时。

Remarks from Auditee:

None

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: B	Deadline date:14/08/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>Product of facility was LED lights and Lawn lights, the main production processes were plastic injection, SMT, assembling and packing. Production area was one 1-storey building used for injection and two 3-storey buildings. Employees in injection area and soldering area were in contact with noise and dust, PPE and PPE training were provided to them. An occupational health and safety committee was set up by the auditee and minutes of OHS committee meetings were kept for review. Workers were trained on OHS, machinery safety, chemicals safety, evacuation and fire-fighting drills. The auditee had written procedures with regards to accident or emergency and had necessary firefighting equipment, emergency exits and first aid kits. First aiders, first aid kits and related procedures were available to ensure emergency treatment. The auditee provided access to potable water and toilets at all times in the workplace. However, gaps were still noted in the performance area.</p> <p>工厂的产品为LED灯和草坪灯，主要生产工序是注塑，SMT，组装和包装。主要生产区域为1幢1层的建筑(用作注塑)和二幢3层的建筑。工厂注塑车间和焊锡岗位员工会接触粉尘和噪声，工厂给员工提供了个人防护用品和培训。被审核方设立了职业健康与安全委员会并保留了会议记录。工人获得了职业健康与安全培训，其中包括机器设备安全，化学品安全，疏散和消防演习。被审核方有关于意外或紧急情况的书面程序，也有必要的消防设备、紧急出口和急救药箱。工厂有急救人员、急救药箱和相关的程序来确保紧急救治。工人在工作场所任意时间均可使用饮水设施和厕所。然而，该执行领域仍存在差距。</p> <p>7.1 - It was noted that the factory did not provide regular occupational health checks to employees in workshops who were in contact with noise and dust. In accordance with Article 35 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases 审核员发现工厂没有为在生产车间接触噪音和烟尘的员工提供定期的职业病体检。根据《中华人民共和国职业病防治法》第35条改善。</p> <p>7.3 - It was noted that the risk assessment for safe, healthy and hygienic working conditions was not conducted sufficiently. The risk assessment did not cover all production activities, workplaces, machinery, equipment, chemicals, tools and processes and regular monitoring and testing. This violated Performance Area 7: Occupational Health and Safety 7.3. 工厂为车间岗位进行风险评估不充分。没有涵盖所有生产活动、生产车间、机器、设备、化学品、工具和过程，没有包括定期监控和检测。根据执行领域7：职业健康和安全 7.3改善。</p> <p>7.4 - Worker and their representatives were not involved in the occupational health and safety risk assessment. This violated Performance Area 7: Occupational Health and Safety 7.4. 员工及其代表没有参与工厂职业健康安全风险评估 根据执行领域7：职业健康和安全 7.4改善。</p> <p>7.6 - Two employees who were working in the printing area were not wearing the rubber gloves provided by factory. In accordance with Article 42 of Law of the People's Republic of China on Production Safety Employees were provided with relevant PPE and trainings. 工厂2名印刷员工没有佩戴工厂提供的橡胶手套。根据《中华人民共和国安全生产法》第42条。工厂有给工厂提供个人防护用品，且给工厂提供了个人防护用品培训。</p> <p>7.7 - It was noted that no safety label was posted on the containers of hazardous chemicals (e.g. ethyl alcohol) stored in the chemical warehouse and being used in workshops. In accordance with Article 14 of the Regulation For Chemical Usage Safety in Work Place 审核员发现工厂化学品仓库存储的和车间正在使用的盛装危险化学品（如酒精）的容器没有张贴安全标签。根据《工作场所安全使用化学品规定》第14条</p> <p>7.9 - It was noted that combustible materials (plastic and paper packing materials) were stored in the stairwell on the 1st floor of 1 out of 4 evacuation stairwells in No.1 production building. In accordance with Article 6.4.1 of the Code for design of building fire protection and prevention (GB50016-2014) 工厂1号生产楼1/4条疏散楼梯1楼楼梯间存放有可燃物品（纸质和塑料包装材料）。根据《建筑设计防火规范(GB50016-2014)》第6.4.1条</p> <p>7.13 - It was noted that one electric switch box without inner insulation cover in the assembling area was not locked. In accordance with Article 5.1.2 of the General Guide for Safety of Electric User (GB/T13869-2017). 工厂组装车间1个没有内盖的开关盒没有上锁。根据《用电安全导则GB/T13869-2017》第5.1.2条。</p> <p>7.22 - Basic supplies, such as toilet paper, was not provided in the toilets in production area. This violated Performance Area 7: Occupational Health and Safety 7.22. 工厂生产区域洗手间没有提供厕纸等基本设施。根据执行领域7：职业健康和安全 7.22改善。</p>	
Remarks from Auditee: None	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The facility established a procedural document forbidding the use of child Labor. All employees need to check their ID CARDS to confirm their age when recruiting. Through employee interviews, HR clearly know how to identify the age of employees, employees said that they know that the factory cannot use child labor. No child Labor has been found for nearly a year. The youngest employee of the factory was 18 years old.</p> <p>工厂建立了程序文件规定禁止使用童工。所有的员工在招聘时需要检查身份证已确认年龄。通过员工访谈，人事清楚地知晓如何识别员工年龄，员工表示知道工厂不能使用童工。近一年来没有发现童工。工厂最小员工18岁。</p>	
Remarks from Auditee:	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The factory has established a complete protection policy for young workers and identified the work risks of young workers. Through interviews with management and employees, it was confirmed that there were no underage workers in the factory in the past year. 工厂建立了完整的未成年工保护政策，识别了未成年工的工作风险。通过管理层访谈，员工访谈，确认工厂近一年来没有未成年工。	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The factory established human resource management procedures which regulated the standard of recruitment, remuneration, hours of work, disciplinary measures, promotion, trainings, termination of employment. As per interviewed workers, they all stated that they had understandable information of the factory before entering into employment. The factory signed labour contracts with employees within one month of recruitment according to legal requirement. The auditee did not use temporary job arrangements to cover workloads that lack pre-determined end dates. The company has not used the recruitment agencies. 工厂建立了人力资源管理程序，涵盖了人员招聘，薪资，工时，奖惩，晋升，培训，解除合同等方面的规定。根据员工访谈，工人在应聘进入工厂前就对工厂各方面信息有了了解。工厂在员工入职一个月内在员工签订了劳动合同。没有采取雇佣临时工来完成长期任务的情况。公司没有使用招聘代理的情况。	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The overall assessment shows that the auditee fulfils the requirement of this area. The auditee did not engage in any form of servitude, forced, bonded, indentured, trafficked or non-voluntary labour according to workers interview, review of management manual, grievance log and onsite observation. Factory did not keep any original documents from the workers or collect any deposit upon hiring. According to interview with management and supervisors, they were all aware of the procedures regarding anti-bonded labour. Workers were not subject to inhumane or degrading treatment, corporal punishment, mental or physical coercion and/or verbal abuse. The factory did not use prison labor. There was no zero tolerance project be found on the scene about "no bonded labor". 总体评估显示被审核方达到了本部分的要求。在员工访谈，管理制度，投诉记录以及现场观察中未发现工厂有使用奴役，强迫，担保，契约卖身，贩卖人口或其他非自愿劳工的情况。工厂在招工时无收取任何形式的押金，也没有扣押员工证件。管理人员和现场主管均表示知晓反强迫劳工的相关管理规定。受访员工表示未受到任何非人道待遇，以及体罚，精神及身体虐待和语言辱骂等。工厂没有使用监狱劳力。现场在“无强迫劳动”方面没有发现零容忍项目。	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:14/08/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The facility had established environmental protection management procedure. The auditee has a good understanding of the environmental impacts of its business activities. Supplier control policy regarding environmental protection was defined and implemented. The facility has set up procedures to improve the environmental and work condition according to BSCI code of conduct. Air in soldering area was collected and discharged after treated. Environment permit was obtained. There was energy conservation written procedure established, but no regular monitoring mechanism was taken by the factory. 工厂建立了环境保护相关管理制度以及供应商环境保护管理制度，审核方对商业活动的环境影响有一个较好的理解。同时根据BSCI行为准则制定了改进环境和工作条件的规定。工厂焊锡废气集中收集经过处理后再向外排放。工厂获取了环境许可文件。企业有建立节能减排的管理规定，但未建立有效的监管机制。 12.5 - There was energy conservation written procedure established, but no regular monitoring mechanism was taken by the factory. Effective monitoring mechanism could help factory reduce harmful factors from and to environment. Please refer to BSCI PA 12.5 企业有建立节能减排的管理规定，但未建立有效的监管机制。良好的监管机制可以减少来自/向排向环境的有害因素。请参看BSCIPA12.5	
Remarks from Auditee: None	

Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 186289] Audit Date: 13/07/2020 PA Score: A	Deadline date:14/08/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: According to on-site observation, management and employee interviews, document review, anti-bribery and anti-corruption procedures are established in the factory, and relevant training was provided to employees. Facility had established private information confidential protection policy on worker, customer or suppliers patent, brand etc.; however, employees and management did not know much about it in private interview. 根据现场观察, 管理层及员工访谈, 文件审核, 工厂建立反贿赂及反腐败的程序, 并给员工提供相关的培训。被审核方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。但访谈时, 员工和管理层都不是很了解。 13.4 - Facility had established private information confidential protection policy on worker, customer or suppliers patent, brand etc.; however, employees and management did not know much about it in private interview. In accordance with the requirement of Performance Area 13.4 被审核方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。但访谈时, 员工和管理层都不是很了解。根据执行领域13.4	
Remarks from Auditee: None	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	13/07/2020	186289	B	B	A	A	A	D	B	A	A	A	A	A	A	C

Producer Photos



External photo(s) of the production unit(s)
Assembling area.JPG



External photo(s) of the production unit(s)
Attendance recording machine.JPG



External photo(s) of the production unit(s)
Canteen interior.JPG



External photo(s) of the production unit(s)
Drinking water.JPG



External photo(s) of the production unit(s)
Exit sign and emergency light and fire alarm.JPG



External photo(s) of the production unit(s)
Eye washing facility.JPG



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



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



External photo(s) of the production unit(s)
Fire extinguishers.JPG



External photo(s) of the production unit(s)
Fire hydrant box.JPG



External photo(s) of the production unit(s)
First aid kit.JPG



External photo(s) of the production unit(s)
Injection area.JPG



External photo(s) of the production unit(s)
NC 7.13 Electric switch box without inner insulation device and not locked.JPG



External photo(s) of the production unit(s)
NC 7.6 Silkscreen printing employee not wearing rubber gloves.JPG



External photo(s) of the production unit(s)
NC 7.7 No safety label for hazardous chemical.JPG



External photo(s) of the production unit(s)
NC 7.9 Combustible material stored in stairwell.JPG



External photo(s) of the production unit(s)
Occupation hazard warning and evacuation plan.JPG



External photo(s) of the production unit(s)
Packing area.JPG



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



External photo(s) of the production unit(s)
SMT area.JPG



External photo(s) of the production unit(s)
Suggestion box.JPG



External photo(s) of the production unit(s)
Testing of emergency light.JPG



External photo(s) of the production unit(s)
Testing of fire hydrant.JPG



External photo(s) of the production unit(s)
Toilet.JPG