



Sedex Members Ethical Trade Audit Report

Version 6.1



Audit Details				
Sedex Company Reference: <i>(only available on Sedex System)</i>	ZC131508653	Sedex Site Reference: <i>(only available on Sedex System)</i>	ZS131514741	
Business name (Company name):	ELF Co Ltd			
Site name:	ELF Co Ltd			
Site address:	75 Moo 10, Bang Kru, Phrapradaeng, Samutprakarn, Phrapradaeng 10130 TH	Country:	TH	
Site contact and job title:	Mr. Roy Medvedi / Production Manager			
Site phone:	024632183	Site e-mail:	raymond@elf925.com	
SMETA Audit Pillars:	<input checked="" type="checkbox"/> Labour Standards	<input checked="" type="checkbox"/> Health and Safety (plus Environment 2-Pillar)	<input type="checkbox"/> Environment 4-pillar	<input type="checkbox"/> Business Ethics
Date of Audit:	2023-09-20			

Audit Company Name:
BUREAU VERITAS CPS - ASIA

Audit Conducted By					
Affiliate Audit Company	<input checked="" type="checkbox"/>	Purchaser	<input type="checkbox"/>	Retailer	<input type="checkbox"/>
Brand owner	<input type="checkbox"/>	NGO	<input type="checkbox"/>	Trade Union	<input type="checkbox"/>
Multi-stakeholder	<input type="checkbox"/>	Combined Audit (select all that apply)			

Audit Content:

(1) A SMETA audit was conducted which included some or all of Labour Standards, Health & Safety, Environment and Business Ethics. The SMETA Best Practice Version 6.1 (March 2019) was applied. The scope of workers included all types at the site e.g. direct employees, agency workers, workers employed by service providers and workers provided by other contractors. Any deviations from the SMETA Methodology are stated (with reasons for deviation) in the SMETA Declaration.

(2) The audit scope was against the following reference documents

2-Pillar SMETA Audit

- ETI Base Code
- SMETA Additions
 - Universal rights covering UNGP
 - Management systems and code implementation,
 - Responsible Recruitment
 - Entitlement to Work & Immigration,
 - Sub-Contracting and Home working,

4-Pillar SMETA

- 2-Pillar requirements plus
- Additional Pillar assessment of Environment
- Additional Pillar assessment of Business Ethics
- The Customer's Supplier Code (Appendix 1)

(3) Where appropriate non-compliances were raised against the ETI code / SMETA Additions & local law and recorded as non-compliances on both the audit report, CAPR and on Sedex.

(4) Any Non-Compliance against customer code shall not be uploaded to Sedex. However, in the CAPR these 'Variances in compliance between ETI code / SMETA Additions/ local law and customer code' shall be noted in the observations section of the CAPR.

SMETA Declaration

I declare that the audit underpinning the following report was conducted in accordance with SMETA Best Practice Guidance and SMETA Measurement Criteria.

- (1) Where appropriate non-compliances were raised against the ETI code / SMETA Additions & local law and recorded as non-compliances on both the audit report, CAPR and on Sedex.
- (2) Any Non-Compliance against customer code alone shall not be uploaded to Sedex. However, in the CAPR these 'Variances in compliance between ETI code / SMETA Additions/ local law and customer code' shall be noted in the observations section of the CAPR.

Auditor Team			
Lead Auditor:	Pichayanan Jantachote	APSCA Number:	21701766
Additional Auditors:	Nuttha Sae-Liaw		32200620
Date of declaration:	2023-09-21		

Note: The focus of this ethical audit is on the ETI Base Code and local law. The additional elements will not be audited in such depth or scope, but the audit process will still highlight any specific issues.

Site Representation	
Full Name:	Mr. Roy Medvedi
Title:	Production Manager
Date of declaration:	2023-09-21
Comments:	<p><i>Any exceptions to this must be recorded here (e.g. different sample size):</i> <i>Sampled wage records from the past 5 months were provided for review (5 months only since the operation for digital thermometer just started last Sep 2020).</i> <i>The audit took 2.0 man-days (9AM-6PM per day). Audit time was extended until 8PM due to the extent of documentation; this was agreed upon with the factory representatives</i></p>
Nil	

Summary of Findings

Issue <i>(please click on the issue title to go direct to the appropriate audit results by clause)</i>	Area of Non-Conformity		Number of issues			Findings
	ETI	Local Law	NC	Obs	GE	
0A - Universal rights covering UNGP			0	0	0	
0B - Management systems and code implementation			0	0	0	
1 - Freely chosen employment			0	0	0	
2 - Freedom of association and right to collective bargaining are respected			0	0	0	
3 - Working conditions are safe and hygienic	3.1	§1	0	3	0	Obs - ZAF600170591 Obs - ZAF600170592 Obs - ZAF600182968
4 - Child labour shall not be used			0	0	0	
5 - Living wages are paid			0	0	0	
6 - Working hours are not excessive			0	0	0	
7 - No discrimination is practiced			0	0	0	
8 - Regular employment is provided			0	0	0	
8A - Subcontracting and homeworking			0	0	0	
9 - No harsh or inhumane treatment is allowed			0	0	0	
10A - Entitlement to work and immigration			0	0	0	
10B2 - Environment 2-pillar			0	0	0	
10B4 - Environment 4-pillar			0	0	0	
10C - Business ethics 4-pillar			0	0	0	

Local Law Issues

Issue	Description
§1	The Ministerial Regulation on the Prescribing of Standard for Administration and Management of Occupational Safety, Health and Environment in Relation to Hazardous Chemical B.E.2556 (2013) Clause 11 for the chemical working area, the employer shall provide the workplace and equipment to have at least the following requirements in order to protect and prevent health and safety of employees; (1) Chemical wash station which the employees can use immediately for the emergency case; at least chemical eye wash station and body shower station. (2) Washing hands and washing face not less than one place per fifteen employees and the number shall be proportionately increased of employees, the excess of seven persons shall be deemed fifteen persons. (3) Not less than one bath room for washing the body per fifteen employees and increasing the number according to the proportion of employees. The excess of seven persons shall be regarded as fifteen persons. Enough purification of harmful chemicals from the body and use it at all times. (4) Equipment and medical supplies necessary for first aid to an employee who has been harmed by hazardous chemicals. (5) Fire extinguishing equipment suitable for each type of hazardous chemical and sufficient for initial firefighting. (6) Work clothes specifically for employees who work with hazardous chemicals and the storage of such used work clothes to be suitable for that category of hazardous chemicals

Site Details

Site Details		
Company Name	ELF Co Ltd	
Site Name	ELF Co Ltd	
GPS location (if available)	GPS Address:	GPS Address: 75 Moo 10 Tambol BangKru, Aumphur Phrapradaeng, Samutprakarn 10130 75 หมู่ 10 ตำบลบางครุ อำเภोधุมพรประแดง จังหวัดสมุทรปราการ 10130
	Coordinates:	Latitude: 13.63389, Longitude: 100.52741
Applicable business and other legally required licence numbers and documents, for example, business license number, liability insurance, any other required government inspections	Business license number: 0105545062504 (18 June 2002), Factory license number: 20111300525590 (3-84(1)-5/59), 20110900525604 (3-84(1)-5/60)	
Products/Activities at site, for example, garment manufacture, electricals, toys, grower, cutting, sewing, packing etc	Manufacturing of Silver Jewellery	
Site description: (Include size, location, and age of site. Also, include structure and number of buildings)	<p>E.L.F. Co., Ltd. was located in address 75 Moo 10 Tambol BangKru, Aumphur Phrapradaeng, Samutprakarn 10130, Thailand. There was 2 main facility buildings which occupied approximately 5,195 square meters. The facility has established since 18 June 2002 (21 years) as per the business license. For the scope of activities, the facility manufacturing was specialized of Silver Jewelry. The main production processes performed in the facility were included wax injection, casting, filing, tumbling, welding, setting, polishing, laser, cleaning, gluing, plating, QC, packing and shipping. The production capacity was approximately 1,000,000 pieces per month. The facility hired 524 employees to work at the facility including 16 management staff (4 females and 12 males), 68 office/admin staff (19 females and 49 males), 432 production employees (46 females and 383 males), and 11 direct cleaners (11 females). They were hiring as non-fixed term permanent employment contract. No temporary employee was hired in the workplace. For office the regular working hour was operated from Monday to Friday for only one shift started from 09:00-18:00 with one hour rest/meal start from 12:00-13:00. For production employees the regular working hour was operated from Monday to Friday for only one shift started from 09:00 -19:00 with one hour rest/meal start from 13:00-14:00. Saturday and Sunday was provided as a rest day. There was another 20 minutes overtime break provided before overtime work operation All employees were paid as monthly rate basis. Monthly rate was issued for one time a month in every 30th /31st (Pay period from 26th –25th). The last full payment of monthly rate basis was issued since August 31st, 2023. Wages were paid by bank transfer. The facility currently utilized a finger scanning system to record work attendance for all employees.</p>	

Structure and number of buildings	Building Name:		Production Building 1
	Floor	Description	Remark
	1	Office, Meeting room, Welding, Epoxy, Put stone, QC, Packing, Polishing, Cleaning, Export, Laser, Dining, Hazardous waste storage	Nil
	Building Name:		Production Building 2
	Floor	Description	Remark
	1	Wire knitting, Sample, Plating, Wastewater	Nil
Visible structural integrity issues (large cracks) observed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: There was no visible large crack during the site observation.		
Does the site have a structural engineer evaluation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: The facility conducted the structural building evaluation annually. The recent structural evaluation was conducted on 26 June 2023.		
Site function	<input type="checkbox"/> Agent <input checked="" type="checkbox"/> Factory Processing/Manufacturer <input type="checkbox"/> Finished Product Supplier <input type="checkbox"/> Grower <input type="checkbox"/> Homeworker <input type="checkbox"/> Labour Provider <input type="checkbox"/> Pack house <input type="checkbox"/> Primary Producer <input type="checkbox"/> Service Provider <input type="checkbox"/> Sub-contractor		
Months of peak season	September to January		
Process overview	The facility manufacturing was specialized of Silver Jewelry. The main production processes performed in the facility were included wax injection, casting, filing, tumbling, welding, setting, polishing, laser, cleaning, gluing, plating, QC, packing and shipping. The production capacity was approximately 1,000,000 pieces per month. The main machines and equipment were Laser machine, Welding machine, Ultrasonic cleaning machine, polishing machine, Plating machine, Stamping machine, stone setting machine, Epoxy machine, oven, etc.		
What form of worker representation is there on site?	<input type="checkbox"/> Union <input checked="" type="checkbox"/> Worker Committee <input type="checkbox"/> Other <input type="checkbox"/> None		
Please give details:	The Welfare Committee		
Is there any night production work at the site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Are there any on site provided worker accommodation buildings	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details:		

Are there any off site provided worker accommodation buildings	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details:
Were all site provided accommodation buildings included in this audit	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details:

Audit Parameters				
Time in and time out	Day 1		Day 2	
	In	09:40	In	09:00
	Out	17:00	Out	14:00
Audit type:	PERIODIC			
Was the audit announced?	SEMI_ANNOUNCED			
Was the Sedex SAQ available for review?	No			
Any conflicting information SAQ/Pre-Audit Info to Audit findings?	No			
Who signed and agreed CAPR	Mr. Roy Medvedi / Production Manager			
Is further information available	No			

Audit attendance	Management	Worker Representatives	
	Senior management	Worker Committee representatives	Union representatives
A: Present at the opening meeting?	Yes	Yes	No
B: Present at the audit?	Yes	Yes	No
C: Present at the closing meeting?	Yes	Yes	No
<i>Reason for absence at the opening meeting</i>	There was no Trade Union established at the facility and it was not required by local law.		
<i>Reason for absence during the audit</i>	There was no Trade Union established at the facility and it was not required by local law.		
<i>Reason for absence at the closing meeting</i>	There was no Trade Union established at the facility and it was not required by local law.		

Worker Analysis

The term "migrant worker" refers to a person who is engaged or has been engaged in a remunerated activity in a country of which they are not a national or permanent resident or has purposely migrated on a temporary basis to another in-country region to seek and engage in a remunerated activity.

Worker Analysis								
	Local			Migrant*			Home workers	Total
	Permanent	Temporary	Agency	Permanent	Temporary	Agency		
Worker numbers – male	57	0	0	0	0	0	0	57
Worker numbers – female	383	0	0	0	0	0	0	383
Total	440	0	0	0	0	0	0	440
Number of Workers interviewed – male	5	0	0	0	0	0	0	5
Number of Workers interviewed – female	37	0	0	0	0	0	0	37
Total – interviewed sample size	42	0	0	0	0	0	0	42

Nationalities Structure	
Nationality of Management	Thai
Please list the nationalities of all workers, with the three most common nationalities listed first.	Nationality 1: THAI approx %: 100%
Was this list completed during peak season?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details:
Worker remuneration	Workers on piece rate: 0%
	Paid hourly: 0%
	Salaried: 100%
Payment cycle	Paid daily: 0%
	Paid weekly: 0%
	Paid monthly: 100%
	Other: 0%
	Details for other: N/A

Worker Interview Summary	
Were workers aware of the audit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Were workers aware of the code?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of group interviews:	6 groups of 5
Number of individual interviews:	Male: 5 Female: 7
All groups of workers are included in the scope of this audit such as; Direct employees, Casual and agency workers, Workers employed by service providers such as security and catering staff as well as workers supplied by other contractors.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details:
Interviews were done in private and the confidentiality of the interview process was communicated to the workers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
In general, what was the attitude of the workers towards their workplace?	<input checked="" type="checkbox"/> Favorable <input type="checkbox"/> Non-favourable <input type="checkbox"/> Indifferent
What was the most common worker complaint?	Neither negative comments nor complaints were noted.
What did the workers like the most about working at this site?	Working Environment and Benefits.
Any additional comment(s) regarding interviews:	Nil
Attitude of workers to hours worked:	The general attitude of sampled employees was in positive side and favourable. They were pleasure with compensation, benefits and workplace environment.
Is there any worker survey information available?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details:

Attitude of workers:
Sampled employees were randomly selected for employee interviews from different sources. The general attitude of them was in positive side and favourable. Neither negative comment nor complaint was noted. Most employees have been working in the facility for years and confirmed that the facility management was friendly and treated them well. They could freely express their opinions and comments directly to supervisor or management. They were pleasure with compensation, benefits and workplace environment.
Attitude of worker's committee/union reps:
The general attitude of Welfare Committee was in positive side and favourable. Neither negative comment nor complaint was noted. They conducted the regular meeting with facility management for every month. They were not disturbed or interfered by the facility management. The employees were freely and comfortable to express their comments to them.
Attitude of managers:
The facility management was professional, positive and cooperative during the audit day. Auditors were permitted in full access to all required information, document review, employee interview, and facility observation. At the closing meeting, auditors explained strengths and weaknesses as well as all non-compliance issues found in the facility. They confirmed to implement and take appropriate corrective action to be in compliance with the ETI requirement and local law in a long term condition.

0A - Universal Rights covering UNGP
[Summary of Findings]

0A: Compliance Requirements

0.A.1 Businesses should have a policy, endorsed at the highest level, covering human rights impacts and issues, and ensure it is communicated to all appropriate parties, including its own suppliers.

0.A.2 Businesses should have a designated person responsible for implementing standards concerning Human rights

0.A.3 Businesses shall identify their stakeholders and salient issues.

0.A.4 Businesses shall measure their direct, indirect, and potential impacts on stakeholders (rights holders) human rights.

0.A.5 Where businesses have an adverse impact on human rights within any of their stakeholders, they shall address these issues and enable effective remediation.

0.A.6 Businesses shall have a transparent system in place for confidentially reporting, and dealing with human rights impacts without fear of reprisals towards the reporter. Note for auditors and readers. This is not a full Human Rights Assessment, but instead a check on the business's implementation of processes to meet their Universal rights covering UNGP responsibilities.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The facility established the written policies and procedures covered human rights impacts, forced labour, harassment & abuse and communicated to all appropriate parties and suppliers. The transparent system was also in place for confidential reporting and dealing with human rights impacts without fear of reprisals towards the reporter. They were aware of Universal right covering UNGP. The responsible person for implementing standards concerning Human rights was designated.

Evidence examined:

Factory rules and regulations, Company Policy and Procedure, Code of Conduct, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Policy statement that expresses commitment to respect human rights?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: The facility established the written policies and procedures covered human rights impacts, forced labour, harassment & abuse and communicated to all appropriate parties and suppliers.
Are the policies included in workers' manuals?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: The human rights policies were included in the workers' manual.
Does the business have a designated person responsible for implementing standards concerning Human Rights?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: Name: Ms. Nareewan Cheejaiarn, Job title: HR Manager

<p>Does the business have a transparent system in place for confidentially reporting, and dealing with human rights impacts without fear of reprisals towards the reporter?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility established a transparent system in place for confidentially reporting and dealing with human rights impacts without fear of reprisals towards the reporter to its own employees and suppliers.</p>				
<p>Does the grievance mechanism meet UNGP expectations? (Legitimate, Accessible, Predictable, Equitable, Transparent, Rights-compatible, a source of continuous learning and based on stakeholder engagement)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>				
<p>Does the business demonstrate effective data privacy procedures for workers' information, which is implemented?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility clearly demonstrated effective data privacy procedure for employees' information, which was implemented.</p>				
<p>Measuring Workplace Impact</p>					
<p>Annual worker turnover(Number of workers leaving in last 12 months as a % of average total number of workers on site over the year (annual worker turnover))</p>	<table border="0"> <tr> <td>Last year</td> <td style="text-align: right;">26.31%</td> </tr> <tr> <td>This year</td> <td style="text-align: right;">30.06%</td> </tr> </table>	Last year	26.31%	This year	30.06%
Last year	26.31%				
This year	30.06%				
<p>Current % quarterly (90 days) turnover(Number of workers leaving from the first of the 90 day period through to the last day of the 90 day period / [(number of employees on the 1st day of 90 day period + number of employees on the last day of the 90 day period) / 2])</p>	<p>12.42%</p>				
<p>Annual % absenteeism(Number of days lost through job absence in the year / [(number of employees on 1st day of the year + number employees on the last day of the year) / 2] * number available workdays in the year)</p>	<table border="0"> <tr> <td>Last year</td> <td style="text-align: right;">22.6%</td> </tr> <tr> <td>This year</td> <td style="text-align: right;">27.15%</td> </tr> </table>	Last year	22.6%	This year	27.15%
Last year	22.6%				
This year	27.15%				
<p>Quarterly (90 days) % absenteeism(Number of days lost through job absence in the period / [(Number of employees on 1st of the period + Number of employees on the last day of the period) / 2] * Number of available workdays in the month)</p>	<p>12.42%</p>				
<p>Are accidents recorded?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility established the accident record. The recent accident case happened on 28 August 2023 from the chemical spilling the employees's eyes.</p>				
<p>Annual Number of work related accidents and injuries per 100 workers((Number of work related accidents and injuries * 100) / Number of total workers)</p>	<table border="0"> <tr> <td>Last year</td> <td style="text-align: right;">1.03%</td> </tr> <tr> <td>This year</td> <td style="text-align: right;">0.92%</td> </tr> </table>	Last year	1.03%	This year	0.92%
Last year	1.03%				
This year	0.92%				

Quarterly (90 days) number of work related accidents and injuries per 100 workers((Number of work related accidents and injuries * 100) / Number of total workers)	0.35%	
Lost day work cases per 100 workers([(Number of lost days due to work accidents and work related injuries * 100) / Number of total workers)	Last year	0.43%
	This year	0.18%
% of workers that work on average more than 48 standard hours / week in the last 6 / 12 months	6 month	0.0%
	12 month	0.0%
% of workers that work on average more than 60 total hours / week in the last 6 / 12 months	6 month	0.0%
	12 month	0.0%

0B - Management Systems and code Implementation
[Summary of Findings]

0B: Compliance Requirements

- 0.B.1 Suppliers are expected to implement and maintain systems for delivering compliance to this Code.
- 0.B.2 Suppliers shall appoint a senior member of management who shall be responsible for compliance with the Code.
- 0.B.3 Suppliers are expected to communicate this Code to all employees.
- 0.B.4 Suppliers are expected to be operating legally in premises with the correct business licenses and permissions and to have systems to ensure that all relevant land rights have been complied with.
- 0.B.5 Suppliers should communicate this code to their own suppliers and, where reasonably practicable, extend the principles of this Ethical Code through their supply chain.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The facility has provided a responsible team to implement the company regulations for operating the facility and train to the employees accordingly. The Code of Conduct and facility's rules and regulations were visible posted and communicated to employees. During this audit, auditor was accessible to required document review, facility observation and employee interview including required payroll and time attendance records. Auditor crosschecked both required payroll and time attendance records provided by facility management with production and other relevant records and employees interviewed.

Evidence examined:

Business License, Factory license, Export license, Factory rules and regulations, Code of Conduct, Training records, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Management Systems

In the last 12 months, has the site been subject to any fines/prosecutions for non-compliance to any regulations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: During the audit, there was no evidence to present that facility was subject to any fines/prosecutions for non-compliance to any regulations.
Do policies and/or procedures exist that reduce the risk of forced labour, child labour, discrimination, harassment & abuse?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: The facility established the policies and procedures to reduce the risk of forced labour, child labour, discrimination, harassment & abuse.
If Yes, is there evidence (an indication) of effective implementation? Please give details.	Through documents reviewed and employees interviewed, the written policies and procedures (No forced labour, No child labour, Non-discrimination, Anti-harassment and abuse) were communicated to employees via notification board and training.

<p>Have managers and workers received training in the standards for forced labour, child labour, discrimination, harassment & abuse?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>Managers, supervisors and employees were communicated the written standards for forced labour, child labour, discrimination, harassment & abuse by notification board and training.</p>
<p>If Yes, is there evidence (an indication) that training has been effective e.g. training records etc.? Please give details</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility arranged training to reduce the risk of forced labour, child labour, discrimination, harassment & abuse for mid-level management & workers via orientation training.</p>
<p>Does the site have any internationally recognised system certifications e.g. ISO 9000, 14000, OHSAS 18000, SA8000 (or other social audits)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>ISO 9001:2015, Certification No. SCU006898Q, Issued 04 September 2023 valid until 03 September 2026.</p>
<p>Is there a Human Resources manager/department?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Name: Ms. Nareewan Cheejaiarn Job title: HR Manager</p>
<p>Is there a senior person /manager responsible for implementation of the code?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>Name: Mr. Roy Medvedi, Job title: Production Manager</p>
<p>Is there a policy to ensure all worker information is confidential?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility established the policies and procedures that all documentation and data relating to employees were surely kept confidential. The responsible person was designated.</p>
<p>Is there an effective procedure to ensure confidential information is kept confidential?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility established the policies and procedures that all documentation and data relating to employees were surely kept confidential. The responsible person was designated.</p>
<p>Are risk assessments conducted to evaluate policy and procedure effectiveness?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility annually evaluated an effectiveness of policies and procedures and revised as required.</p>
<p>Does the facility have a process to address issues found when conducting risk assessments, including implementation of controls to reduce identified risks?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>Risk assessments were regularly conducted by a responsible team to address issues and implement the corrective action plan to be taken within the timeline in order to control or/and reduce identified risks in the workplace.</p>

<p>Does the facility have a policy/code which require labour standards of its own suppliers?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility have written policy/code which required labour standards of its own suppliers and it was effectiveness of management system to monitor and evaluate its own suppliers regarding the compliance status of labour standards.</p>
<p>Land Rights</p>	
<p>Does the site have all required land rights licenses and permissions (see SMETA Measurement Criteria)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility hold the ownership and rights over the whole facility building and land as per agreement sublease (Contract period every 3 years between 1 Mar 2022 - 28 Feb 2025).</p>
<p>Does the site have systems in place to conduct legal due diligence to recognize and apply national laws and practices relating to land title?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility designated an authorized person to recognize and apply national laws and practices relating to land title.</p>
<p>Does the site have a written policy and procedures specific to land rights?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility has established a written policy and procedure to specific land right based on legal requirement and include legal land acquirement and free, prior and informed consent (FPIC).</p>
<p>Is there evidence that facility/site compensated the owner/lessor for the land prior to the facility being built or expanded?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility hold the ownership and rights over the whole facility building and land as per agreement sublease (under agreement sublease with lessor).</p>
<p>Does the facility demonstrate that alternatives to a specific land acquisition were considered to avoid or minimize adverse impacts?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility has obtained all licenses as legally required and properly maintained.</p>
<p>Is there any evidence of illegal appropriation of land for facility building or expansion of footprint?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please give details:</p> <p>There was no any evidence of illegal appropriation of land for facility building or expansion of footprint.</p>

1 - Freely chosen Employment
[Summary of Findings]

1: Compliance Requirements
 1.1 There is no forced, bonded or involuntary prison labour.
 1.2 Workers are not required to lodge “deposits” or their identity papers with their employer and are free to leave their employer after reasonable notice.

Current Systems and Evidence Examined

To complete ‘current systems’ Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The facility established written policies and procedures to prohibit for forced, bonded or involuntary labour. Employees were not required to lodge “deposit” or their original identity personal documents (ID card, Passport, Work permit, etc.) with their employers. The employees have a freedom to leave the facility during lunch break and working shift ended. They can access into toilet and drinking water during working hours without any freedom of movement restriction. All employees found working voluntarily during audit in the facility.

Evidence examined:

Facility policies and procedures, Facility rules and regulations, Employees’ personnel files, Training records, Recruitment Notification, Employment Agreement, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Is there any evidence of retention of original documents, e.g. passports/ID’ (If yes, please give details and category of workers affected)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details:
Is there any evidence of a loan scheme in operation (If yes, please give details and category of workers affected)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details:
Is there any evidence of retention of wages / deposits (If yes, please give details and category of workers affected)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details:
Are there any restrictions on workers’ freedom to terminate employment?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: There was no solid evidence that the facility restricted the movement of employee upon the rights to terminate the contract.
If any part of the business is UK based or registered there & has a turnover over £36m, is there a published a ‘modern day slavery statement?’	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable Please give details: N/A

<p>Is there evidence of any restrictions on workers' freedoms to leave the site at the end of the work day?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>During the audit date, auditors could observed that employees were able to freely leave the work stations.</p>
<p>Does the site understand the risks of forced / trafficked / bonded labour in its supply chain</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable</p> <p>Please give details:</p> <p>Based on written policies and procedures review and facility management interview, the facility have awareness of the risk of forced / trafficked / bonded labour in its supply chain. The risk assessment was regularly conducted in the facility.</p>
<p>Is the site taking any steps taking to reduce the risk of forced / trafficked labour?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>N/A</p>

2 - Freedom of Association and Right to Collective Bargaining are Respected
[Summary of Findings]

2: Compliance Requirements

- 2.1 Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
- 2.2 The employer adopts an open attitude towards the activities of trade unions and their organisational activities.
- 2.3 Workers' representatives are not discriminated against and have access to carry out their representative functions in the workplace.
- 2.4 Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates, and does not hinder, the development of parallel means for independent and free association and bargaining.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

Based on document reviewed and facility management interviewed, it was noted that all employees would freely raise any comments or complaints to supervisor or facility management. During employees interviewed, sampled employees stated that they were comfortable to express their viewpoints to their supervisor and management. Suggestion box was placed in the common area as a grievance channel. The Welfare Committee was democratically elected by all employees which was not disturbed or interfered by the facility management and they legally conducted the regular meeting with facility management for every 3 months.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Grievance records, Minute of meeting records, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

What form of worker representation/union is there on site? (Please add the name of the union or committee in the textbox)	<input type="checkbox"/> Union	<input checked="" type="checkbox"/> Worker Committee
	<input type="checkbox"/> Other	<input type="checkbox"/> None
Other details:	Welfare Committee	
Is it a legal requirement to have a union?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Is it a legal requirement to have a worker's committee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Is there any other form of effective worker/management communication channel? (Other than union/worker committee e.g. H&S, sexual harassment)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: Suggestion box, Opened-Door Policy etc.	
Is there evidence of free elections?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Does the supplier provide adequate facilities to allow the Union or committee to conduct related business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: The Worker Welfare Committee freely conducted the regular meeting at the meeting room. They were not interfered or disturbed by facility management.
Name of union and union representative, if applicable:	N/A
Is there evidence of free elections?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
If there is no union, is there a parallel means of consultation with workers e.g. worker committees?	Welfare Committee
Is there evidence of free elections?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
Are all workers aware of who their representatives are?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please give details: The employees were aware of their Welfare Committee representatives.
Were worker representatives freely elected?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date of last election:	2022-01-21
Do workers know what topics can be raised with their representatives?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Were worker representatives/union representatives interviewed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please state how many:	1.0
Please describe any evidence that union/worker's committee is effective? Specify date of last meeting; topics covered; how minutes were communicated etc.	Welfare committee regularly conducted the meeting for every month. The minutes of meeting records were properly documented and maintained and communicated via the public notification board. The latest meeting was conducted on 31 August 2023. The topics were covered canteen cleaning, pest control, and the new uniform replacement.
Are any workers covered by Collective Bargaining Agreement (CBA)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

3 - Working Conditions are Safe and Hygienic
[Summary of Findings]

3: Compliance Requirements

- 3.1 A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.
- 3.2 Workers shall receive regular and recorded Health & Safety training, and such training shall be repeated for new or reassigned workers.
- 3.3 Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.
- 3.4 Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers.
- 3.5 The company observing the code shall assign responsibility for Health & Safety to a senior management representative.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The health and safety conditions of the facility were favourable. The facility properly maintained a comfortable temperature and environment throughout the workplace. The first aid supplies and first aid room were provided during the regular working hours. Potable water was freely available in all areas and regularly inspected. Sufficient toilets segregated by gender were available at all times to employees. Fire-fighting equipment was monthly inspected by assigned safety officer and external certified third party. Employees were regularly obtained with the annual fire evacuation drill and fire-fighting equipment training for at least once time a year which conducted by the local authority as legally required. Chemical containers were labelled and stored with secondary containments at where chemicals were used and stored. Material Safety Data Sheets (MSDS), PPE & safety warning signs were posted in native languages that understood by all employees.

Evidence examined:

Factory policies and procedures, Training records, Certificates, Fire equipment maintenance records, Machine maintenance records, Production flow chart, Fire evacuation drill records, Government licenses, Working Environmental inspection records, Accident records, MSDS, Chemical list, Electricity inspection etc.

Details:

- Facility Observation
- Document review
- Employee interview Management interview

Any other comments:

Nil

Does the facility have general and occupational Health & Safety policies and procedures that are fit for purpose and are these communicated to workers?

Yes No

Please give details:



The facility established the written policies and procedures based on occupational Health & Safety practices in place covering both for the workplace and employees. They were communicated to employees via training and notification board in native languages that understood by all employees.

<p>Are the policies included in workers' manuals?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The occupational Health & Safety policies and procedures were included in the employee's manual book in native languages that understood by all employees.</p>
<p>Are there any structural additions without required permits/inspections (e.g. floors added)?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please give details:</p> <p>There were no any structural additions during the audit date.</p>
<p>Are visitors to the site informed on H&S and provided with personal protective equipment?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility established policies and procedures for visitors to be informed on the relevant Health & Safety information and provided PPE before visiting the site.</p>
<p>Is a medical room or medical facility provided for workers?(This section is to list evidence to support system description (Documents examined & relevant comments. Include renewal/expiry date where appropriate))</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>One medical room, necessary medicines and one certified technical nurse were provided in the facility during working hours as legally required.</p>
<p>Is there a doctor or nurse on site or there is easy access to first aider/ trained medical aid?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>One medical room, necessary medicines and one certified technical nurse were provided in the facility during working hours as legally required.</p> <p>The first aid team was periodically obtained the first aid training by the certified third party since with the recent training on 5 September 2023.</p>
<p>Where the facility provides worker transport – is it fit for purpose, safe, maintained and operated by competent persons e.g. buses and other vehicles?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility provide the daily transportation for employees far from the facility and the transportation condition was fit for the employees.</p>
<p>Is secure personal storage space provided for workers in their living space and is fit for purpose?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility properly provided personal storage and space with locking devices for employees in the workplace and accommodation.</p>
<p>Are H&S Risk assessments are conducted (including evaluating the arrangements for workers doing overtime e.g. driving after a long shift) and are there controls to reduce identified risk?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The health and safety risk assessments were regularly conducted at least once a year to develop and maintain an action plan and ensure that all identified risks were controlled, prevented and remediated.</p>

<p>Is the site meeting its legal obligations on environmental requirements including required permits for use and disposal of natural resources?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility obtained the environmental protection permits from the local authority for the current period which were covered the use and disposal of any natural resources. The occupational health and safety committee monthly conducted the meeting as legally required.</p>
<p>Is the site meeting its customer requirements on environmental standards, including the use of banned chemicals?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility obtained the environmental protection permits from the local authority for the current period which were covered the use and disposal of any natural resources. The occupational health and safety committee monthly conducted the meeting as legally required.</p>

Observation		Evidence
[Back to findings summary]		
Observation		
Status	CLOSED	
Reference	ZAF600170591	
Clause	3 - Working Conditions are Safe and Hygienic	
Issue Title	209 - Not all emergency exits are properly marked and lighted	
Subcategory	Fire Safety - Fire exits	
New or carried over?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Carried Over	
Raised by audit	ZAA421442770	
Resolved by audit	ZAA600026243	
Root cause	<input type="checkbox"/> Training <input type="checkbox"/> System <input type="checkbox"/> Costs <input type="checkbox"/> Lack of workers <input checked="" type="checkbox"/> Other	
Root cause - Other	N/A	
Explanation to the observation	It was noted that fire exit signs were not illuminated installed at dining area (building name A4 A5).	
Actions	N/A	
Additional comments	The facility appropriately addressed the issue by fixing the exit signs to be illuminated. The policy and procedure were established to prevent the incident to happen in the future. The facility appropriately addressed the issue.	

Observation		Evidence
[Back to findings summary]		
Observation		
Status	CLOSED	
Reference	ZAF600170592	
Clause	3 - Working Conditions are Safe and Hygienic	
Issue Title	214 - No evacuation plan or designated emergency exit route	
Subcategory	Fire Safety - Fire alarms & Evacuation	
New or carried over?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Carried Over	
Raised by audit	ZAA421442770	
Resolved by audit	ZAA600026243	
Root cause	<input type="checkbox"/> Training <input type="checkbox"/> System <input type="checkbox"/> Costs <input type="checkbox"/> Lack of workers <input checked="" type="checkbox"/> Other	
Root cause - Other	N/A	
Explanation to the observation	It was noted that no evacuation plan was posted at dining area (building name A4 A5).	
Actions	N/A	
Additional comments	The facility appropriately addressed the issue by posting the evacuation maps all over the canteen area. The policy and procedure were established for this issue to prevent the incident to happen in the future. The facility appropriately addressed the issue.	

Observation		Evidence
[Back to findings summary]		
Observation		
Status	OPEN	
Reference	ZAF600182968	
Clause	3 - Working Conditions are Safe and Hygienic	
Issue Title	242 - No / inadequate eye wash / shower station in hazardous environments including chemical areas	
Subcategory	Chemicals	
New or carried over?	<input checked="" type="checkbox"/> New <input type="checkbox"/> Carried Over	
Root cause	<input type="checkbox"/> Training <input type="checkbox"/> System <input type="checkbox"/> Costs <input type="checkbox"/> Lack of workers <input checked="" type="checkbox"/> Other	
Root cause - Other	Lack of Monitoring	
Local law issue	The Ministerial Regulation on the Prescribing of Standard for Administration and Management of Occupational Safety, Health and Environment in Relation to Hazardous Chemical B.E.2556 (2013) Clause 11 for the chemical working area, the employer shall provide the workplace and equipment to have at least the following requirements in order to protect and prevent health and safety of employees; (1)Chemical wash station which the employees can use immediately for the emergency case; at least chemical eye wash station and body shower station. (2)Washing hands and washing face not less than one place per fifteen employees and the number shall be proportionately increased of employees, the excess of seven persons shall be deemed fifteen persons. (3)Not less than one bath room for washing the body per fifteen employees and increasing the number according to the proportion of employees. The excess of seven persons shall be regarded as fifteen persons. Enough purification of harmful chemicals from the body and use it at all times. (4)Equipment and medical supplies necessary for first aid to an employee who has been harmed by hazardous chemicals. (5)Fire extinguishing equipment suitable for each type of hazardous chemical and sufficient for initial firefighting. (6)Work clothes specifically for employees who work with hazardous chemicals and the storage of such used work clothes to be suitable for that category of hazardous chemicals	 <p><u>Low Pressure Eyewash Station.JPG</u></p>  <p><u>Eyewash Station Water Pressure Fixed.JPG</u></p>
ETI code	3.1 - A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment.	

<p>Explanation to the observation</p>	<p>Description of Non-Compliance: It was noted that the 1 out of 1 eyewash station at the Put Stone-Ferido section could not function properly (low pressure of water on the left side). ประเด็นความไม่สอดคล้อง: จากการตรวจสอบพบว่าอ่างล้างตา 1 จาก 1 อ่าง ในห้อง Put Stone-Ferido ไม่สามารถใช้งานได้อย่างเต็มประสิทธิภาพ (แรงดันน้ำไม่เท่ากัน ข้างซ้ายแรงดันน้ำอ่อน) Remark: The facility fixed the issue before the end of the audit date. หมายเหตุ: ทางโรงงานได้ทำการแก้ไขหน่วยงานให้ระดับน้ำของอ่างล้างตาเท่ากัน ก่อนสิ้นสุดวันตรวจประเมิน</p>	
<p>Actions</p>	<p>Recommended Corrective Action: It is recommended that the facility shall ensure that the water pressure of all eye wash station could function properly and equally on both sides. แนวทางการแก้ไข: ขอแนะนำให้ทางโรงงานทำให้อ่างล้างตาทั้งหมดยกเว้นใจได้ว่าระดับน้ำของอ่างล้างตาทั้งหมดสามารถมีความเท่ากันทั้งสองข้าง</p>	

4 - Child Labour Shall Not Be Used
[Summary of Findings]

- 4: Compliance Requirements
 4.1 There shall be no new recruitment of child labour.
 4.2 Companies shall develop or participate in and contribute to policies and programmes which provide for the transition of any child found to be performing child labour to enable her or him to attend and remain in quality education until no longer a child.
 4.3 Children and young persons under 18 shall not be employed at night or in hazardous conditions.
 4.4 These policies and procedures shall conform to the provisions of the relevant ILO Standards.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

Based on the written policies and procedures, the facility did not recruit the applicants who were below 18 years old which were above the legal minimum age of 15 years old. The applicants were required to proof age by providing the original ID card, House registration during the recruitment process. All copies of these documents were appropriate kept on personal employee files. Based on facility observation, nobody in production floor looked like child or young labour. The auditor also checked and verified the sampled employee personal files to ensure that the age of them was permitted by local law; The minimum age of employees was 18 years which was complied with the local law. Children were not either authorized to access into the facility perimeter. No child labour was noted.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Employee name list, Employee' personnel files (Medical certificate, Job application, Age documentation, Employment contract), etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Legal age of employment:	15
Age of youngest worker found:	19
Are there children present on the work floor but not working at the time of audit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Percentage of under 18's at this site (of total workers)	0.0%
Are workers under 18 subject to hazardous work assignments?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: N/A

5 - Living Wages are Paid
[Summary of Findings]

5: Compliance Requirements

5.1 Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event wages should always be enough to meet basic needs and to provide some discretionary income.

5.2 All workers shall be provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

5.3 Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The legal minimum wage of Samutprakarn which was the facility's location was officially announced to be THB 353 per day (For a daily rate basis) / THB 10,590 per month (For a monthly rate basis) from October 1, 2022 onwards as a new legal minimum wage.

All employees were paid as monthly rate basis. Monthly rate was issued for one time a month in every 30th /31st (Pay period from 26th –25th). The last full payment of monthly rate basis was issued since 31 August 2023. Wages were paid by bank transfer. The facility currently utilized a finger scanning system to record work attendance for all employees.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Employee name list, Employee' personnel files, Employment contract, Payroll records, Pay slips, Time records, Leave records, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Summary Information

Criteria	Local Law	Actual at the Site	Is this part of a Collective Bargaining Agreement?
Standard/Contracted work hours: (Maximum legal and actual required working hours excluding overtime, please state if possible per day, week, and month)	Legal Maximum Per Day: 8.0 Per Week: 48.0 Per Month: null	Actual Per Day: 8.0 Per Week: 45.0 Per Month: 198.0	NO
Overtime hours: (Maximum legal and actual overtime hours, please state if possible per day, week, and month)	Legal Maximum Per Day: null Per Week: 36.0 Per Month: null	Actual Per Day: 0.0 Per Week: 0.0 Per Month: 0.0	NO

Wage for standard/contracted hours: (Minimum legal and actual minimum wage at site, please state if possible per hr, day, week, and month)	Legal Maximum Per Day: 353.0 Per Week: null Per Month: 10590.0	Actual Per Day: 353.0 Per Week: 2471.0 Per Month: 10590.0	NO
Overtime wage: (Minimum legal and actual minimum overtime wage at site, please state if possible per hr, day, week, and month)	Legal Maximum Per Day: 66.18 Per Week: null Per Month: null	Actual Per Day: 66.18 Per Week: 0.0 Per Month: 0.0	NO
Wages Analysis:			
Were accurate records shown at the first request?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Sample Size Checked (State number of worker records checked and from which weeks/months – should be current, peak, and random/low. Please see SMETA Best Practice Guidance and Measurement Criteria)	42 sample records of employees in August 2023 (recent month) 42 sample records of employees in May 2023 (low month) 42 sample records of employees in December 2022 (peak month)		
Are there different legal minimum wage grades? If Yes, please specify all.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If there are different legal minimum grades, are all workers graded and paid correctly?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable Please give details:		
For the lowest paid production workers, are wages paid for standard/contracted hours (excluding overtime) below or above the legal minimum?	<input type="checkbox"/> Below legal min <input type="checkbox"/> Meet <input checked="" type="checkbox"/> Above		
Lowest actual wages found: Note: full time employees and please state hour / week / month etc.	The sample employees were compensated above the minimum wage to 11,000 THB/month for the salary excluded other benefits such as 500 THB diligent allowance and 1,900 THB incentive allowance.		
Please indicate the breakdown of workforce per earnings	0.0% of workforce earning under minimum wage 0.0% of workforce earning minimum wage 100.0% of workforce earning above minimum wage		
Bonus Scheme found: Please specify details:	Bonus Scheme found:N/A Note: type of employee (e.g. full time, temp, etc.) and please state which units e.g. /hour /week /month etc.		
What deductions are required by law e.g. social insurance? Please state all types:	5% of basic wage excluded overtime wage and other incomes were legally required to be deducted to Social Security Fund.		
Have these deductions been made?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Please list all deductions that have been made.	Social Security Fund		
Please list all deductions that have not been made.	None		
Were appropriate records available to verify hours of work and wages?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Were any inconsistencies found? (if yes describe nature)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

<p>Do records reflect all time worked? (For instance, are workers asked to attend meetings before or after work but not paid for their time)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility provided payroll & time attendance records to auditors for review, they were clearly indicated in and out time.</p>
<p>Is there a defined living wage: This is not normally minimum legal wage. If answered yes, please state amount and source of info: Please see SMETA Best Practice Guidance and Measurement Criteria.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please give details:</p>
<p>If yes, what was the calculation method used.</p>	<p><input type="checkbox"/> ISEAL/Anker Benchmarks <input type="checkbox"/> Asia Floor Wage</p> <p><input type="checkbox"/> Figures provided by Unions <input type="checkbox"/> Living Wage Foundation UK</p> <p><input type="checkbox"/> Fair Wear Wage Ladder <input type="checkbox"/> Fairtrade Foundation</p> <p><input type="checkbox"/> Other – please give details:</p>
<p>Are there periodic reviews of wages? If Yes give details (include whether there is consideration to basic needs of workers plus discretionary income).</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>The facility annually made the periodic review of wages for consideration to basic needs of employees plus discretionary incomes.</p>
<p>Are workers paid in a timely manner in line with local law?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Is there evidence that equal rates are being paid for equal work:</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p> <p>Based on the facility policies and procedures and payroll records review and employee interview, it was noted that equal rates were paid based on equal work. The promoting was based on individual skills and experiences.</p>
<p>How are workers paid:</p>	<p><input type="checkbox"/> Cash <input type="checkbox"/> Cheque</p> <p><input checked="" type="checkbox"/> Bank Transfer <input type="checkbox"/> Other</p>

6 - Working Hours are not Excessive
[Summary of Findings]

6: Compliance Requirements

- 6.1 Working hours must comply with national laws, collective agreements, and the provisions of 6.2 to 6.6 below, whichever affords the greater protection for workers. Sub-clauses 6.2 to 6.6 are based on international labour standards.
- 6.2 Working hours, excluding overtime, shall be defined by contract, and shall not exceed 48 hours per week.
- 6.3 All overtime shall be voluntary. Overtime shall be used responsibly, taking into account all the following: the extent, frequency and hours worked by individual workers and the workforce as a whole. It shall not be used to replace regular employment. Overtime shall always be compensated at a premium rate, which is recommended to be not less than 125% of the regular rate of pay.
- 6.4 The total hours worked in any 7-day period shall not exceed 60 hours, except where covered by clause 6.5 below.
- 6.5 Working hours may exceed 60 hours in any 7-day period only in exceptional circumstances where all of the following are met:
- 6.6 Workers shall be provided with at least one day off in every 7-day period or, where allowed by national law, 2 days off in every 14-day period.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

For office the regular working hour was operated from Monday to Friday for only one shift started from 09:00-18:00 with one hour rest/meal start from 12:00-13:00. For production employees the regular working hour was operated from Monday to Friday for only one shift started from 09:00 -19:00 with one hour rest/meal start from 13:00-14:00. Saturday and Sunday was provided as a rest day.

There was another 20 minutes overtime break provided before overtime work operation

The facility currently utilized an employee finger scanning system to record work attendance for all employees.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Employee name list, Employee' personnel files, Employment contract, Payroll records, Pay slips, Time records, Leave records, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Working hours' analysis

Systems & Processes

What timekeeping systems are used?	Finger Scanning System
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Is sample size same as in wages section?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Please give details:

Are standard/contracted working hours defined in all contracts/employment agreements? (If no, please give details including % and which type of workers do NOT have standard hours defined in contracts/employment agreements.)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there any other types of contracts/employment agreements used?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Do any standard/contracted working hours defined in contracts/employment agreements exceed 48 hours per week? (If yes, please detail hours, %, types of workers affected and frequency.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are workers provided with at least 1 day off in every 7-day-period, or 2 in 14-day-period?	<input checked="" type="checkbox"/> 1 in 7 days <input type="checkbox"/> 2 in 14 days <input type="checkbox"/> No (please explain)
Is this allowed by local law?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Maximum number of days worked without a day off (in sample):	5
Standard/Contracted Hours worked	
Were standard working hours over 48 hours per week found? (If yes, % of workers & frequency)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No % of workers: null% Frequency:
Any local waivers/local law or permissions which allow averaging/annualised hours for this site? (If yes, please give details.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Overtime Hours worked	
Actual overtime hours worked in sample (State per day/week/month)	August 2023 (recent month) no overtime working was identified. May 2023 (low month) no overtime working was identified. December 2022 (peak month) no overtime working was identified.
Combined hours (standard or contracted + overtime hours = total) over 60 found?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: N/A
Approximate percentage of total workers on highest overtime hours:	0.0%
Is overtime voluntary? (Please detail evidence e.g. Wording of contract / employment agreement / handbook / worker interviews / refusal arrangements)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Conflicting Information Please give details: Overtime policies and procedures, employee interview, etc.
Overtime premium	

<p>Are the correct legal overtime premiums paid? (Please give details of normal day overtime premium as a % of standard wages)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A – there is no legal requirement to OT premium</p> <p>Please give details: Legal overtime premium rate for weekly day: 150% of hourly basic wage for weekly day; Legal overtime premium rate for rest day/public holiday: 100% of hourly basic wage for regular working hour on rest day/public holiday and; 300% of hourly basic wage for overtime working hour on rest day/public holiday.</p>
<p>Is overtime paid at a premium?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>100% of production employees were properly compensated for overtime at a premium rate as the following details; 150% of hourly basic wage for weekly day. 100% of hourly basic wage for regular working hour on rest day/public holiday and; 300% of hourly basic wage for overtime working hour on rest day/public holiday. As per written overtime policies and procedures.</p>
<p>If the site pays less than 125% OT premium and this is allowed under local law, are there other considerations? Please complete the boxes where relevant.</p>	<p><input type="checkbox"/> No <input type="checkbox"/> Consolidated pay <input type="checkbox"/> Collective Bargaining agreements</p> <p><input checked="" type="checkbox"/> Other</p>
<p>Please give details</p>	<p>N/A</p>
<p>If more than 60 total hours per week and this is legally allowed, are there other considerations? Please complete the boxes where relevant. (Please explain any checked boxes above e.g. detail of consolidated pay / CBA or Other)</p>	<p><input checked="" type="checkbox"/> Overtime is voluntary <input type="checkbox"/> Onsite Collective bargaining allows 60+ hours/week is voluntary <input type="checkbox"/> Safeguards are in place to protect worker's health and safety</p> <p><input type="checkbox"/> Site can demonstrate exceptional circumstances <input type="checkbox"/> Other reasons (please specify)</p>
<p>Please explain any checked boxes above e.g. detail of consolidated pay / CBA or other</p>	<p>N/A</p>
<p>Is there evidence that overtime hours are being used for extended periods to make up for labour shortages or increased order volumes?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>If sufficient workers cannot be hired, are new working time arrangements explored to ensure that overtime is the exception rather than the rule?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

7 - No Discrimination is Practiced
[Summary of Findings]

7: Compliance Requirements

7.1 There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

Based written policies and procedures, the discrimination issue regarding hiring, compensation, access to training, promotion, termination or retirement shall not be occurred in the workplace. The facility provided the equal compensation and benefit to all employees based on skills and working experiences no matter how different they were of race, social background, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation, etc. Discrimination policies and procedures has been established in workplace, so did in the employment contracts. No employee was required to do the testing of pregnancy, virginity and HIV.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Employee' personnel files, Employment contract, Payroll records, Pay slips, Leave records, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Gender breakdown of Management + Supervisors (Include as one combined group)	Male: 33.33%	Female: 66.67%
Number of women who are in skilled or technical roles (e.g. where specific qualifications are needed i.e. machine engineer / laboratory analyst)	None	
Is there any evidence of discrimination based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation?	<input type="checkbox"/> Hiring <input type="checkbox"/> Promotion	<input type="checkbox"/> Compensation <input type="checkbox"/> Termination or retirement <input checked="" type="checkbox"/> No evidence of discrimination found
Please give details	N/A	
Professional Development		
What type of training and development are available for workers?	Skill development Training, Occupational health and safety training, Primary fire-fighting training, First aid training, PPE training, Chemical handling training, etc.	
Are HR decisions e.g. promotion, training, compensation based on objective, transparent criteria? (If no, please provide details)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

8 - Regular Employment Is Provided
[Summary of Findings]

8: Compliance Requirements
 8.1 To every extent possible work performed must be on the basis of recognised employment relationship established through national law and practice.
 8.2 Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub-contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.
 Additional Elements: Responsible Recruitment
 8.3 Suppliers have full understanding of the entire recruitment process and assess all labour recruiters and intermediaries against legal and/or ethical requirements.
 8.4 There are effective management systems in place to identify and monitor the hiring and management of all migrant workers, contract workers, agency workers, temporary or casual labour. The supplier shall implement processes to enable adequate control over agencies with regards the above points and related legislation.
 8.5 Employment agencies must only supply workers registered with them.
 8.6 Workers pay no recruitment fee at any stage of the recruitment process.
 8.7 Worker contracts accurately reflect the agreed payment and terms in the recruitment process and are understood and signed by workers.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

Work performed was on the basis of recognized employment relationship established through national law and practice. The facility provided the written labour contract for employees in native language that understood by employees. Both facility and employees keep one copy of signed labour contracts. All production employees were directly recruited by the facility. No security guard and no home employee was identified by auditor.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Employee' personnel files, Employment contract, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Responsible Recruitment

All Workers

Were all workers presented with terms of employment at the time of recruitment, did they understand them and are they same as current conditions?	<input checked="" type="checkbox"/> Terms & Conditions presented	<input checked="" type="checkbox"/> Understood by workers
	<input checked="" type="checkbox"/> Same as actual conditions	
Did workers pay any fees, taxes, deposits or bonds for the purpose of recruitment/placement? (If yes, please describe details and specific category(ies) of workers affected)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Migrant Workers

Type of work undertaken by migrant workers:	No migrant workers at the facility.
Please give details about recruitment agencies for migrant workers:	Number of (in country) recruitment agencies used: 0 Number of (outside of local country) recruitment agencies used: 0
Are migrant workers' voluntary deductions (such as for remittances) confirmed in writing by the worker and is evidence of the transaction supplied by the facility to the worker?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: No migrant workers at the facility.
Is there any observation on this finding?	N/A
Are any migrant workers in skilled, technical or management roles? (This should include all migrant workers including permanent workers, temporary and/or seasonal workers)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Non-employee workers	
Recruitment Fees	
Are there any fees?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Agency Workers (if applicable) (Workers sourced from a local agent who are not directly paid by the site, but paid by the agency. Usually the agencies are paid by the site and the wages of the individual workers are paid by the agency.)	
Number of agencies used (average):	0
Please provide the names of agencies if applicable	N/A
Were agency workers' age / pay / hours included within the scope of this audit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Were sufficient documents for agency workers available for review?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is there a legal contract agreement with all agencies?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: N/A
Does the site have a system for checking labour standards of agencies?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: N/A
Contractors (Contractors in this context are generally individuals who supply several workers to a site. Usually the contractors are paid by the site and the wages of the workers are paid by the contractor. Common terms include, gang bosses, labor provider.)	
Any contractors on site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: No contractors working onsite.
Do all contractor workers understand their terms of employment?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please give details: N/A

8A - Sub-Contracting and Homeworking
[Summary of Findings]

8A: Compliance Requirements

8.A.1 There should be no sub-contracting unless previously agreed with the main client.
8.A.2 Systems and processes should be in place to manage sub-contracting, homeworking and external processing.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The facility did not use any sub-contractors for production processes. All production processes were operated by the audited facility. No homeworking was found onsite.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

Summary of sub-contracting – if applicable

Is there any sub-contracting at this site? Yes No

Summary of homeworking – if applicable

Is homeworking used at this site? Yes No

<p>Are there any open disputes?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please give details:</p>
<p>Does the site encourage its business partners (e.g. suppliers) to provide individuals and communities with access to effective grievance mechanisms (e.g. helplines or whistle blowing mechanism)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p>
<p>Is there a published and transparent disciplinary procedure?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p>
<p>If yes, are workers aware of these the disciplinary procedure?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please give details:</p>
<p>Does the disciplinary procedure allow for deductions from wages (fines) for disciplinary purposes (see wages section)?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please give details:</p>

10A - Entitlement to Work and Immigration
[Summary of Findings]

10A: Compliance Requirements

10.A.1 Only workers with a legal right to work shall be employed or used by the supplier.

10.A.2 All workers, including employment agency staff, must be validated by the supplier for their legal right to work by reviewing original documentation.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

Employees were reserved with a legal right to work in the workplace. They were also validated by the supplier for their legal right to work by reviewing original documentation.

Evidence examined:

Company policies and procedures, Company rules and regulations, Employee' personnel files, Employment contract, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil

10B2 - Environment 2-Pillar
[Summary of Findings]

10B2: Compliance Requirements

10.B2.1 Suppliers must comply with the requirements of local and international laws and regulations including having necessary permits.

10.B2.2 The supplier should be aware of and comply with their end clients' environmental requirements.

Note for auditors and readers, this is not a full environmental assessment but a check on basic systems and management approach.

Current Systems and Evidence Examined

To complete 'current systems' Auditors examine policies and written procedures in conjunction with relevant managers, to understand, and record what controls and processes are currently in place e.g. record what policies are in place, what relevant procedures are carried out, who is /are responsible for the management of this item of the code. Evidence checked should detail any documentary or verbal evidence shown to support the systems.

Current Systems:

The facility established the policies and procedures regarding the environment management. All wastes were properly segregated and store in restrict area and entry is limited to authorize personnel only.

Evidence examined:

Factory policies and procedures, Factory rules and regulations, Environment Policy, etc.

Details:

- Document review
- Employee interview
- Management interview

Any other comments:

Nil



Polishing.JPG



Plating Section.JPG



Wire Knitting.JPG



Fire Alarm.JPG



Put Stone Ferido Section.JPG



Assembly Point.JPG



Fire Hose.JPG



Facility Signage.JPG



Onsite Clinic.JPG



Patient Bed.JPG



Finished Goods Storage & Loading Area.JPG



Finger Scanning System.JPG



Locker Area.JPG



Parking Area.JPG



Final Packing Area.JPG



Eye Wash Station.JPG



Fire Extinguisher.JPG



Water Treatment Plant.JPG



Drinking Water.JPG



Fire Exit.JPG



Emergency Light.JPG



First Aid Box.JPG



Emergency Light Testing.JPG



Fire Alarm Control Panel.JPG



General Waste Storage Area.JPG



MSDS Posted.JPG



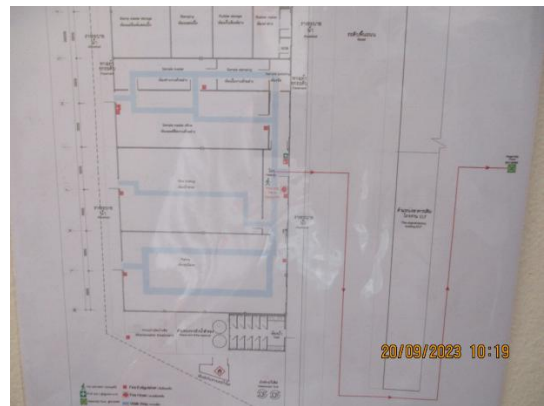
Emergency Stoppage.JPG



Hazardous Waste Storage Area.JPG



Canteen Area.JPG



Evacuation Map.JPG



Electrical Panel.JPG



Chemical Storage Area.JPG



Eye Wash Station Testing.JPG



Fire Pump.JPG



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