

---

Auditee :	Ningbo chinaclean household appliances manufacture co.,ltd
Audit Date From :	12/12/2019
Audit Date To :	12/12/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	BureauVeritas
Auditor's Name(s) :	Luna Hu(Lead)
Auditing Branch (if applicable) :	

---



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.  
Access [www.bsciplatform.org](http://www.bsciplatform.org), for entitled users only.

All rights reserved. No part of this publication may be reproduced, translated, stored in a retrieval system, or transmitted, in any form or by any means electronic, mechanical, photocopying, recording or otherwise, be lent, re-sold, hired out or otherwise circulated without the amfori consent.

This is an extract of the amfori BSCI Audit Report, which is available in the amfori BSCI Platform. © amfori, 2018 - The English version is the legally binding One.

## Rating Definitions



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

**Main Auditee Information**



Name of producer :	Ningbo chinaclean household appliances manufacture co.,ltd		
DBID number :	396835		
Audit ID :	170186		
Address :	Fengbei Division, Yangming Science and Technology Park, Yuyao City, Zhejiang Province Yuyao		
Province :	Zhejiang	Country :	China
Management Representative :	Ms. Ye Wenjing		
Contact person:	Wenjing Ye	Sector :	Non-Food
Industry Type :	Mechanical and electrical engineering	Product group :	Home appliances
Product Type :	vacuum cleaner		

## 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 :	12/12/2020

## 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	B	D	C	A	A	A	A	B	A

## Executive summary of audit report

Factory name: Ningbo Chinaclean Household Appliances Manufacture Co., Ltd 宁波中洁家电制造有限公司  
 Factory address: Fengbei Division, Yangming Science and Technology Park, Yuyao City, Zhejiang Province 浙江省余姚市阳明科技园区丰北园区  
 Business license number: 913302815705446249(1/1)  
 The factory was established on April 14, 2011 and specialized in the manufacture of Vacuum Cleaner. The main production activities in the factory included assembly, inspection and packing.  
 The factory occupied one flat production building, one flat canteen building and one 2-storey office building (only used second floor). The production building had a total construction area of 9000 square meters.

The auditee rented the buildings from Yuyao Qinghua Plastic Co., Ltd. The other floors were used by other companies. There was no any business relationship with other companies. Based on site observation, the 1st floor of office building was used by Yuyao Jibang Plastic Co., Ltd. Based on management review and worker interview, these companies were operated in independent business license and there was no mixture of workers.

There were totally 48 employees in the factory, including 10 non-production employees and 38 production employees. There were 14 male employees and 34 female employees. The youngest employee working in the factory was 20 years old. Per factory management, the peak season was not obvious.

Production workers' working hours were recorded by finger print attendance machine with detailed time in and time out information. The normal working time for production workers was from 8:00 to 16:30 with break time from 11:30 to 12:00 from Monday to Friday. Production workers were paid at monthly rate on 10th of the following month in cash.

According to the payroll and attendance records of 5 sample employees from most recent pay month November 2019, 5 sample employees from August 2019, 5 sample employees from February 2019, it was noted that the regular wages of all sample employee at least RMB2200 per month, which was not less than the local minimum wage RMB1800 per month since December 1, 2017. All sample employees were paid 150% and 200% of regular wages for their work on weekday and rest days, which was not less than the statutory requirement. And the sample employees' maximum over time hours were 2 hours a weekday, 8 hours a rest day, 0 hour a holiday, 18 hours a week and 84 hours a month in the testing months. The maximal weekly working hours were 58 hours. The longest consecutively working days was 6 days in the testing periods.

According to the social insurance payment receipt provided by factory management, only 25 out of 48 employees (52.08%) were provided with pension, maternity, medical, unemployment and accident insurances in October 2019.

The attendance records were cross-checked against production records and confidential interviews were conducted with 5 employees from different departments. No inconsistency regarding working hours was found.

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. Ye Wenjing, Vice General Manager agreed with the findings and signed the corrective action plan.

Opening meeting factory representatives (name and titles)  
 Ms. Ye Wenjing, Vice General Manager  
 Ms. Zhou Weilan, Worker Representative

### Remark:

1. There was no contractor used by the auditee, which makes the contractor license/permit not applicable.
2. There was no agency used by the auditee, which makes the agency labour contract not applicable.
3. The Government waivers were not applicable in the auditee.
4. The Collective bargaining agreements were not applicable in the auditee.
5. The structural license were not obtained because that all buildings in the factory were completed in 1997.
6. Audit Company: Bureau Veritas Consumer Products Service  
 Audit Company APSCA Number: 11600002  
 Lead Auditor Name: Luna Hu

APSCA Auditor Registered Number: 21701139

## Ratings Summary



Auditee's background information			
Auditee's name :	Ningbo chinaclean household appliances manufacture co.,ltd	Legal status :	Co., Ltd
Local Name :	宁波中洁家电制造有限公司	Year in which the auditee was founded :	2011
Address :	Fengbei Division, Yangming Science and Technology Park, Yuyao City, Zhejiang Province	Contact person (please select) :	Wenjing Ye
Province :	Zhejiang	Contact's Email :	chinaclean@china-clean.com.cn
City :	Yuyao	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	None
Country :	China	Website of auditee (if applicable) :	www.chinaclean-elec.com
GPS coordinates :	N30.0507;E121.0722	Total turnover (in Euros) :	7000000.00
Sector :	Non-Food	Of which exports % :	95.00
Industry :	Mechanical and electrical engineering	Of which domestic market % :	5.00
If other, please specify :		Production volume :	650,000 pieces
Product Group :	Home appliances	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	vacuum cleaner		

Auditee's employment structure at the time of the audit		
Total number of workers :	48	Total number of workers in the production unit to be monitored (if applicable) :
	MALE WORKERS	FEMALE WORKERS
Permanent workers	14	34
Temporary workers	0	0
In management positions	4	6
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	4	7
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	14	34
Production based workers	0	0
With shifts at night	0	0
Unionised	0	0
Pregnant	-	0
On maternity leave	-	0

## Finding Report



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

Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: B

Deadline date:12/03/2020

#### GOOD PRACTICES:

None

#### AREAS OF IMPROVEMENT:

The overall observation showed that the auditee partially respects the requirement of this performance area. The auditee established an effective management to implement the BSCI Code of Conduct as requirement, and to ensure daily operations work in line with BSCI. Furthermore, the auditee established the policy of selection of business partners, try their best to ask business partners understand and have their own social responsibility, etc. However, on the audit day, the auditee was found that there were still some issues should be improved.

整体观察表明, 受审核方部分尊重这个执行领域的要求。被审核方已经参照BSCI要求建立了有效的管理体系, 并且确保每日的运营遵照BSCI规定。同时被审核方建立了商业伙伴挑选程序, 尽量要求商业伙伴能了解, 并且自有社会责任等。但是, 在审核当天, 被审核方被发现还存在一些需要改进的问题。

- 1.4 -** The factory had established the production capacity assessment procedure, but they had not assessed production capacity. In accordance with the requirement of Performance Area 1.4, the auditee shall organize its workforce capacity to meet the expectations of the delivery order and/or contracts. Factory management agreed with the issue and would take corrective action as soon as possible.

工厂已建立生产能力评估程序, 但还未进行生产能力评估。根据执行领域1.4, 被审核方(生产商)应组织其劳工来达成交付订单和/或合同预期和要求。工厂同意该问题并表示尽快改善。

#### Remarks from Auditee:

None

### Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: B

Deadline date:12/03/2020

#### GOOD PRACTICES:

None

#### AREAS OF IMPROVEMENT:

The overall observation showed that the auditee partially respects the requirement of this performance area. 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. However, on the audit day, the auditee was found that there were still some issues should be improved.

整体观察表明, 受审核方部分尊重这个执行领域的要求。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。但是, 在审核当天, 被审核方被发现还存在一些需要改进的问题。

- 2.4 -** It was noted that the factory provided the records of communication about requirements of social responsibility between the management and workers. However, all interviewed workers did not know the requirements of social responsibility or the BSCI Code. In accordance with the requirement of Performance Area 2.4 Per employee interview, all interviewed workers did not know social responsibility or BSCI requirement. The factory shall ensure all employees in the factory shall know the requirements of social responsibility or the BSCI Code. Factory management agreed with the issue and would take corrective action as soon as possible.

工厂有提供进行管理层与员工之间关于社会责任的沟通的记录, 但是访谈员工并不知道社会责任的要求和BSCI的要求。根据执行领域2: 工人参与和保护2.4.改善。根据员工访谈, 访谈员工不清楚社会责任及BSCI的要求。工厂应该保证所有员工知道社会责任及BSCI的要求。工厂同意该问题并表示尽快改善。

- 2.5 -** It was noted that the established grievance mechanism was not including all interested parties, only for internal part. In accordance with the requirement of Performance Area 2.5, the auditee establishes or participates in an effective grievance mechanism for individuals and communities. Factory management agreed with the issue and would take corrective action as soon as possible.

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2.5, 被审核方(生产商)建立或参与了有效的个人和团体申诉机制。工厂同意该问题并表示尽快改善。

#### Remarks from Auditee:

None

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

Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A

Deadline date:

#### GOOD PRACTICES:

None

#### AREAS OF IMPROVEMENT:

The overall observation showed that the auditee fully respects the requirement of this performance area. The factory didn't restrict the rights of free association and bargaining. There was no trade union in the factory. The workers didn't sign collective bargaining agreement with the factory. Worker representatives were elected by workers.

整体观察表明, 受审核方完全尊重这个执行领域的要求。工厂不限制工人自由结社和集体谈判的权利, 工厂里没有建立工会, 工人们也没有和工厂签订集体合同, 但是工人们选举出了员工代表。

#### Remarks from Auditee:

None



Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The overall observation showed that the auditee fully respects the requirement of this performance area. Based on management interview and document review, any kinds of discrimination was strictly prohibited in the factory . Based on worker interview and site observation , the factory provided relevant training to each worker, and let workers knew what is discrimination, how to face, solve and report, etc. And the management also told the workers do not worry about any retaliation for reporting discrimination issue. There was no obvious discrimination accrued in the factory. The employment, salary and position arrangement of workers were not based on sex, age, region, nation, religion etc.</p> <p>整体观察表明, 受审核方完全尊重这个执行领域的要求。基于管理层访谈和文件查阅, 任何形式的歧视在工厂都是被严令禁止的。基于员工访谈和现场观察, 工厂给每一名员工提供了相关的培训, 让员工知道什么是歧视, 如何面对、解决以及举报等, 工厂管理层也告诉员工不要担心因为举报歧视时间而受到报复。工厂没有明显的歧视现象发生, 员工的雇佣、收入和岗位的安排并不基于性别、年龄、地域、民族、宗教信仰等。</p>	
<b>Remarks from Auditee:</b> None	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: B	Deadline date:12/03/2020
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The overall observation showed that the auditee partially respects the requirement of this performance area. The auditee respect workers right of get fair remuneration. All employees are guaranteed with minimum wage and legally mandated benefits. All employees are paid timely. No disciplinary deduction is made. However, on the audit day, the auditee was found that there were still some issues should be improved.</p> <p>整体观察表明, 受审核方部分尊重这个执行领域的要求。工厂尊重员工获得公平报酬的权利。所有员工都支付了足够的最低工资以及法律要求的社会福利。员工工资都会及时获得, 没有任何纪律性罚款出现。但是, 在审核当天, 被审核方被发现还存在一些需要改进的问题。</p> <p><b>5.5 -</b> It was noted that the factory's social insurance coverage was insufficient. According to the social insurance payment receipt provided by factory management, only 25 out of 48 employees (52.08%)were provided with pension, maternity, medical, unemployment and accident insurances in October 2019. 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. Factory management agreed with the issue and would take corrective action as soon as possible.</p> <p>工厂的社会保险覆盖不足。根据厂方提供的2019年10月社会保险缴费单据显示工厂仅为当时48名员工中的25名(52.08%)提供了养老保险、医疗、生育、失业、工伤保险。根据《中华人民共和国劳动法》第73条。根据工厂管理层访谈, 社保覆盖不足是由于部分员工不愿意缴纳社保。根据员工访谈, 员工自愿缴纳社保。工厂同意该问题并表示尽快改善。</p>	
<b>Remarks from Auditee:</b> None	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: D	Deadline date:12/03/2020
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The overall observation showed that the auditee partially respects the requirement of this performance area. The factory established policy and procedure for working hours. The factory recorded workers' working time by finger print system, the regular working time was in line with legal requirement, the overtime premium were paid as per legal requirement, proper breaking was provided on every working day, the 7th day rest was provided for workers. However, on the audit day, the auditee was found that there were still some issues should be improved.</p> <p>整体观察表明, 受审核方部分尊重这个执行领域的要求。工厂建立了工作时间的政策和程序, 工厂用指纹考勤记录员工工作时间, 正班时间, 加班费符合当地法律要求。工作日有合理的休息时间, 保证员工每周休息一天。但是, 在审核当天, 被审核方被发现还存在一些需要改进的问题。</p> <p><b>6.2 -</b> According to the attendance records of 5 sample employees from most recent pay month November 2019, 5 sample employees from August 2019, 5 sample employees from February 2019, it was noted that 5 out of 5 sample employees worked in excess of 36 overtime hours per month (i.e. 82 hours) in November 2019, 5 out of 5 sample employees worked in excess of 36 overtime hours per month (i.e. 84 hours) in August 2019, which was not in compliance with the legal requirement. In accordance with 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. Factory management agreed with the issue and would take corrective action as soon as possible.</p> <p>抽样2019年11月5名员工, 2019年8月5名员工, 2019年2月5名员工的考勤记录, 显示5/5名员工在2019年11月加班82小时, 5/5名员工在2019年8月加班84小时, 超过每月加班时间不能超过36小时的法律规定。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。工厂同意该问题并表示尽快改善。</p>	
<b>Remarks from Auditee:</b> None	



## Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: C

Deadline date:12/02/2020

### GOOD PRACTICES:

None

### AREAS OF IMPROVEMENT:

The overall observation showed that the auditee partially respects the requirement of this performance area. The auditee basically complied with occupational health and safety (OHS) regulations. The auditee established fire safety policy, the emergency evacuation plan, and also regularly carried out risk assessment for safe, healthy and hygienic working condition, provided PPE to employees, and regularly conducted fire drills for employees and provided safety training to employees. However, on the audit day, the auditee was found that there were still some issues should be improved.

整体观察表明,受审核方部分尊重这个执行领域的要求。被审核方基本遵守了适合其业务活动的职业健康与安全法规。被审核方建立了消防程序文件,应急预案等,并定期执行了有关安全、健康和卫生工作条件的风险评估,为员工提供了足够的劳保用品,定期组织员工进行消防演习,定期对员工进行安全培训等。但是,在审核当天,被审核方被发现还存在一些需要改进的问题。

- 7.2 -** It was noted that 25 out of all workers (48) were not provided with accident insurance. In accordance with Article 72 of the Labor Law of the People's Republic of China The commercial accident insurance was not provided for all employees by the factory. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂没有为全部员工(48)中的25名员工购买工伤保险。根据《中华人民共和国劳动法》第72条 工厂没有为所有员工提供商业意外险。工厂同意该问题并表示尽快改善。
- 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 include regular monitoring and testing. In accordance with the requirement of Performance Area 7.3, the auditee shall regularly carry out risk assessments for safe, healthy and hygienic working conditions. The risk assessment included workshop, warehouses, processes, machines, etc. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂为车间岗位进行风险评估不充分。风险评估没有包括没有包括定期监控和检测。根据执行领域7.3,被审核方(生产商)应定期执行安全、健康和卫生工作条件的风险评估。工厂风险评估包含了车间,仓库,工序,机器设备等。工厂同意该问题并表示尽快改善。
- 7.4 -** The risk assessment of factory was conducted, but as per worker and worker representative interview and document review, worker and worker representatives were not involved in health and safety risk assessment. In accordance with the requirement of Performance Area 7.4. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂进行了厂内的风险评估,但是根据员工和员工代表访谈和文件审核,员工及员工代表没有参与健康与安全的风险评估。根据执行领域7.4.工厂同意该问题并表示尽快改善。
- 7.5 -** It was noted that the factory did not provide regular occupational health checks to employees in gluing employees in the handwork workshop who were in contact with contact with glues (benzene). Per factory tour, it was noted that workers in the gluing area in contact with glues (containing benzene), which might cause occupational diseases to employee in this workshop. In accordance with Article 35 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases. Per document review, no occupational health checks was provided. The factory shall ensure that regular occupational health checks are provided to all employees working in the hazardous environment. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂没有为手工作间刷胶员工提供职业病体检。根据现场查看,工厂刷胶工人接触胶水(苯),可能导致员工得职业病。根据《中华人民共和国职业病防治法》第35条。根据文件审核,没有提供职业病体检给员工。工厂应给接触职业危害的员工提供定期体检。工厂同意该问题并表示尽快改善。
- 7.6 -** Per factory tour, it was noted that 1/2 testing employee in the production workshop was not wearing the antistatic wrist strap. In accordance with Article 42 of Law of the People's Republic of China on Production Safety. The factory provided the PPE for workers in workshop, PPE using training was also provided. Factory management agreed with the issue and would take corrective action as soon as possible.  
现场查看,工厂生产车间1/2名测试工人没有佩戴静电手环。根据《中华人民共和国安全生产法》第42条改善。工厂为车间员工提供了个人防护用品,并为员工提供了防护用品使用培训。工厂同意该问题并表示尽快改善。
- 7.7 -** It was noted that 2 bottles of glue containers in the packing section were not posted with safety labels. In accordance with Article 14 of the Regulation For Chemical Usage Safety in Work Place. In accordance with the requirement of BSCI Performance Area 7.7, the auditee shall implement engineering and administrative control measures to avoid or minimize the release of hazardous substances into the work environment. It keeps the level of exposure below internationally established or recognized limits. Chemical safety training was provided for employees and the factory had instruction for chemical handling. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂包装车间2瓶胶水没有张贴安全标签。根据《工作场所安全使用化学品规定》第14条。根据执行领域7.7,被审核方(生产商)执行工程和行政控制措施,以防或尽量减少向工作环境中释放有害物质。保持接触水平低于国际设立或认可的限值。工厂为员工提供了化学品安全培训,并有化工产品操作程序给到员工参考。工厂同意该问题并表示尽快改善。
- 7.9 -** 1.It was noted that no warning sign was marked on 1 area switch box in the workshop. In accordance with Article 2-7 of Warning Sign in the Guidelines for Safety Signs and Usage GB 2894-2008. The factory director conducted electrical equipment safety check every month. Factory management agreed with the issue and would take corrective action as soon as possible. 2.It was noted that combustible materials (e.g. carton) were stored in 1 out of 2 stairwells on the 1st floor of the production Building. This violated Article 6.4.1 of the Code for design of building fire protection and prevention (GB50016-2014) The factory did not establish a procedure to ensure no combustible material could be stored in the stairwell. The factory did not this requirement. The factory shall ensure that combustible materials are removed from the stairwell. Factory management agreed with the issue and would take corrective action as soon as possible.  
1.工厂生产车间有1个电箱没有安装警示标志。根据《安全标志及使用导则(GB 2894-2008)》警示标志2-7。工厂车间主任有对电器安全按进行每月检查。工厂同意该问题并表示尽快改善。2.审核员发现生产楼1楼1/2个楼梯间存放了易燃物品(纸箱)。根据《建筑设计防火规范(GB50016-2014)》第6.4.1条 工厂没有建立程序确保没有易燃材料存放在楼梯间。工厂不清楚这项要求。工厂应确保易燃材料从楼梯间移开。工厂同意该问题并表示尽快改善。
- 7.10 -** It was noted that the factory did not provide occupational hazard factor test for workstation. In accordance with Article 20 of Provisions on the Supervision and Administration of Occupational Health at Work Sites Factory management said they would arrange occupational hazard factor test. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂没有为车间做职业危害因素检测。根据《工作场所职业卫生监督管理规定》第20条 工厂管理层表示今后会安排职业危害因素检测。工厂同意该问题并表示尽快改善。
- 7.11 -** It was noted that factory management was unable to provide the fire acceptance check for one flat production building, one flat canteen building and one 2-storey office building. The production building had a total construction area of 9000 square meters. In accordance with Article 13 of the Construction Project Fire Safety Supervision and Management Regulation. The factory had installed fire extinguishers, fire hydrant and fire alarms in factory building. Factory management agreed with the issue and would take corrective action as soon as possible.  
工厂未能提供1栋1层的生产楼,1栋1层的食堂楼,1栋2层的办公楼的消防验收合格证明。厂房的建筑面积为9000平方米。根据《建设工程消防监督管理规定》第13条。工厂在厂房安装了灭火器,消防警铃,消防栓。工厂同意该问题并表示尽快改善。
- 7.13 -** It was noted that 1 area switch box in the workshop was fully blocked by the flammable material . Legal Requirement: In accordance with Article 6.5 of the General Guide for Safety of Electric User (GB/T13869-2008) The workshop director conducted electrical equipment safety check every

	<p>month. Factory management agreed with the issue and would take corrective action as soon as possible.            审核员发现生产车间的1个电箱被易燃物料完全堵塞。根据《用电安全导则GB/T13869-2008》第6.5条 工厂车间主任对电器安全按进行每月检查。工厂同意该问题并表示尽快改善。</p>
7.21 -	<p>It was noted that management had not obtained the food catering license or food business license for the employee canteen. In accordance with Article 35 of the Law of the PRC on the Food Safety The factory management shall ensure that a valid food catering license for the canteen is obtained. Factory management agreed with the issue and would take corrective action as soon as possible.            审核员发现工厂食堂没有取得餐饮服务许可证或食品经营许可证。根据《中华人民共和国食品安全法》第三十五条 工厂管理层应确保获得有效的餐饮服务许可证。工厂同意该问题并表示尽快改善。</p>
7.22 -	<p>No soap and toilet paper was available in the toilet. It was noted that stalls in the toilet located at the production workshop were not equipped with doors. In accordance with Performance Area 7: Occupational Health and Safety 7.22. Per management interview, they did not know this requirement. No procedure provided to prove that the factory had established mechanism to make sure that the supplies provided in the rest room were sufficient and adequate. Factory management agreed with the issue and would take corrective action as soon as possible.            审核员发现工厂厕所没有配备肥皂和厕纸。审核发现工厂厕所位置未安装隔断隐私门。根据执行领域7：职业健康和安全 7.22. 通过访谈，工厂不清楚这项要求。没有提供文件以证明工厂建立了相关程序以确保在洗手间等区域提供完整齐全的设施。工厂同意该问题并表示尽快改善。</p>
7.23 -	<p>No transportation was noted in the factory.</p>
<b>Remarks from Auditee:</b>	
None	
<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A	
Deadline date:	
<b>GOOD PRACTICES:</b>	
None	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The overall observation showed that the auditee fully respects the requirement of this performance area. The auditee established its child labor forbidden policy. HR and related officer had to check the ID and age during the hiring process strictly. Through management interview, worker representative interview and employee interview, they all knew the child labor forbidden policy and confirmed no child labor in the factory.            整体观察表明，受审核方完全尊重这个执行领域的要求。被审核方建立了禁止童工政策。负责招聘的相关HR人员知道他们必须严格核实新近员工的年龄。通过员工面谈，员工代表面谈和管理层面谈都证实清楚的知晓禁止童工政策并且确定工厂没有童工。</p>	
<b>Remarks from Auditee:</b>	
None	
<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A	
Deadline date:	
<b>GOOD PRACTICES:</b>	
None	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The overall observation showed that the auditee fully respects the requirement of this performance area. The auditee had established completed policies to protect young workers, including provided free regular health check for young workers, reasonable working hours and position, forbade to arrange overtime work and contact with hazardous materials to young workers. Through employee interview, worker representative interview, management interview and factor tour, the youngest employee was 20 years old.            整体观察表明，受审核方完全尊重这个执行领域的要求。受审核方建立了完整的未成年工保护政策，包括给未成年工提供定期免费体检，合理的工作时间和工作岗位，禁止未成年工加班和接触有毒化学品等。通过员工面谈，员工代表面谈和管理层面谈，文件审核，工厂最小的工人年龄为20岁。</p>	
<b>Remarks from Auditee:</b>	
None	

Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A	Deadline date:12/03/2020
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The overall observation showed that the auditee partially respects the requirement of this performance area. To work against precariousness employment, the auditee ensured fair recruitment, hours of work, disciplinary measures, promotions, trainings, probationary periods and employment conduction. The auditee made workers understand employment conditions to workers before initiating the employment relationship. The work relation between the auditee and its workers was established in compliance with local laws and regulations by means of employment contracts. Employment contracts for all workers were kept for review. The auditee also maintained recruitment and dismissal procedures and records. However, on the audit day, the auditee was found that there were still some issues should be improved.</p> <p>整体观察表明, 受审核方部分尊重这个执行领域的要求。为防止缺乏保障就业, 被审核方确保公平的报酬、工时、惩戒措施、晋升、培训、试用期和雇佣条件。在开始建立雇佣关系前, 被审核方使工人理解雇佣条件。被审核方遵照当地法律法规通过劳动合同与其工人确立雇佣关系。被审核方保存了所有工人的劳动合同, 还有雇用和解雇程序和记录。但是, 在审核当天, 被审核方被发现还存在一些需要改进的问题。</p> <p><b>10.3 -</b> It was noted that occupational disease might result in the work process of some employees in the factory. However, the facts, harmful effects, consequences, protective measures and necessary treatment of occupational diseases were neither communicated to relevant employees nor indicated in their employment contracts. In accordance with Article 33 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases Factory management agreed with the issue and would take corrective action as soon as possible.</p> <p>工厂的一些工作过程有可能产生职业病。但是工厂并没有与员工沟通可能会产生职业病的危害及其后果、职业病防护措施和待遇等, 也没有在劳动合同中写明。根据《中华人民共和国职业病防治法》第33条 工厂同意该问题并表示尽快改善。</p>	
<b>Remarks from Auditee:</b> None	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The overall observation showed that the auditee fully respects the requirement of this performance area. The factory established the policy on anti-forced labor. The management understood well the scope of forced labor. And according to onsite observation and interview statement of workers, workers confirmed that there was no evidence showed in the factory, for example, they could resign according to legal requirement and they could leave the factory freely without being searched. No inhumane or degrading treatment was found during the audit and according to interview with workers. The discipline policy was also in line with legal requirement.</p> <p>整体观察表明, 受审核方完全尊重这个执行领域的要求。工厂制定了反强迫劳动的政策, 工厂负责人理解哪些方式是属于强迫劳动的范畴。依据现场观察和员工访谈, 员工也很清晰地表明工厂内无强迫劳动的现象, 例如员工可以依照法规要求提出辞工而不会被克扣工资, 并且可以自由离开工厂。员工也未遇到任何被侮辱或非人道的待遇。工厂的惩戒政策也是符合法律法规要求。</p>	
<b>Remarks from Auditee:</b> None	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: B	Deadline date:12/03/2020
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The overall observation showed that the auditee partially respects the requirement of this performance area. The facility has set up procedures to improve the environmental and work condition according to BSCI code of conduct. However, on the audit day, the auditee was found that there were still some issues should be improved.</p> <p>整体观察表明, 受审核方部分尊重这个执行领域的要求。工厂根据BSCI行为准则制定了改进环境和工作条件的规定。但是, 在审核当天, 被审核方被发现还存在一些需要改进的问题。</p> <p><b>12.4 -</b> It was noted that the waste glue containers (HW49) were generated in the factory. However, the factory management was unable to provide the hazardous waste entrust disposal contract and relevant transfer manifest of these hazardous wastes for review. In accordance with Article 57 of Law of the People's Republic of China on Prevention and Control of Solid Waste Pollution Factory management agreed with the issue and would take corrective action as soon as possible.</p> <p>审核员发现工厂有废胶桶(HW49)产生,但工厂不能提供相关的合法处置文件(与有资质回收商的合同与危废转移联单)。根据《中华人民共和国固体废物污染环境防治法》第57条 工厂同意该问题并表示尽快改善。</p>	
<b>Remarks from Auditee:</b> None	

**Performance Area 13 : Ethical Business Behaviour**

Full Audit [Audit Id - 170186] Audit Date: 12/12/2019 PA Score: A

Deadline date:12/03/2020

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

The overall observation showed that the auditee partially respects the requirement of this performance area. In order to verify that provided wage records were accurate and complete a variety of production / administrative and other records were crosschecked for consistency. No inconsistency could be detected with provided records. However, on the audit day, the auditee was found that there were still some issues should be improved.

整体观察表明，受审核方部分尊重这个执行领域的要求。为了验证提供文件的准确性和完整性，对生产资料和其他文件进行了交叉验证。没有发现不一致的情况。但是，在审核当天，被审核方被发现还存在一些需要改进的问题。

- 13.4 -** It was noted that the factory did not establish procedures on privacy protection, also, no training on this part was provided to employees. In accordance with Performance Area 13: Ethical Behaviour-13.4 Factory management agreed with the issue and would take corrective action as soon as possible.

工厂没有建立有关保护个人隐私的程序并且未进行相关培训。执行领域 13: 道德的商业行为-13.4 工厂同意该问题并表示尽快改善。

**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	12/12/2019	170186	B	B	A	A	B	D	C	A	A	A	A	B	A	C



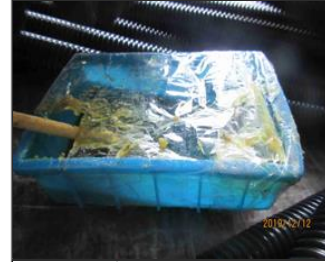
**Producer Photos**



External photo(s) of the production unit(s)  
7-22 Without privacy door.jpg



External photo(s) of the production unit(s)  
7-6 Did not wear antistatic wrist strap.jpg



External photo(s) of the production unit(s)  
7-7 Without safety label.jpg



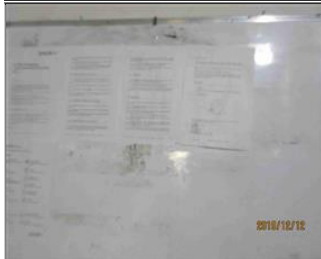
External photo(s) of the production unit(s)  
7-9 and 7-13 Without warning sign and Full blocked electric box.jpg



External photo(s) of the production unit(s)  
7-9 Materials in the stairwell.jpg



External photo(s) of the production unit(s)  
Assembly section.jpg



External photo(s) of the production unit(s)  
Client COC.jpg



External photo(s) of the production unit(s)  
Drinkable water.jpg



External photo(s) of the production unit(s)  
Employees lockers.jpg



External photo(s) of the production unit(s)  
Evacuation map.jpg



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



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



External photo(s) of the production unit(s)  
Factory overview.jpg



External photo(s) of the production unit(s)  
Finished products warehouse.jpg



External photo(s) of the production unit(s)  
Fire alarm button.jpg



External photo(s) of the production unit(s)  
Fire alarm.jpg



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



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



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



External photo(s) of the production unit(s)  
Gluing section.jpg



External photo(s) of the production unit(s)  
No smoking sign.jpg



External photo(s) of the production unit(s)  
Packing section.jpg



External photo(s) of the production unit(s)  
Production and warehouse building.jpg



External photo(s) of the production unit(s)  
Raw materials warehouse.jpg



External photo(s) of the production unit(s)  
Safety exit sign and emergency light.jpg



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



External photo(s) of the production unit(s)  
Test emergency light.jpg



External photo(s) of the production unit(s)  
Test fire alarm.jpg



External photo(s) of the production unit(s)  
Test fire hydrant.jpg



External photo(s) of the production unit(s)  
Time record facility.jpg