

Monitored Party Hangzhou Caishun Stationery Co.,Ltd	amfori ID 156-001266-000	Address 2-2, Building 1, No.368 Tangzhisha Road, Xinjie Subdistrict, Xiaoshan District, 311217 Hangzhou, Zhejiang Sheng, China
Monitoring Activity amfori Social Audit - Manufacturing	Monitoring Type Full Monitoring	Monitoring Partner ALGI HOLDING COMPANY LLC
Monitoring Start Date 22/04/2025	Closing Meeting Finished Date 22/04/2025	Submission Date 28/04/2025
Expiration Date 28/04/2026	Announcement Type Semi Announced	
Site Hangzhou Caishun Stationery Co.,Ltd	Site amfori ID 156-001266-001	

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OVERALL RATING



SECTION RATING

PA1: Social Management System	C	
PA 2: Workers Involvement and Protection	B	
PA 3: The Rights of Freedom of Association and Collective Bargaining	A	
PA 4: No Discrimination, Violence or Harassment	A	
PA 5: Fair Remuneration	B	

PA 6: Decent Working Hours	D	
PA 7: Occupational Health and Safety	A	
PA 8: No Child Labour	A	
PA 9: Special Protection for Young Workers	A	
PA 10: No Precarious Employment	A	
PA 11: No Bonded, Forced Labour or Human Trafficking	A	
PA 12: Protection of the Environment	A	
PA 13: Ethical Business Behaviour	A	

GENERAL DESCRIPTION

Name of lead auditor: Mrs. Stefanie Liu - APSCA registration No.: CSCA 21702102.

Name of Team Auditor: Nil

Name of observer, translators, trainees, advisors/consultants: Nil

Monitoring partner name: ALGI HOLDING COMPANY LLC, APSCA membership number: 11600033

Audit schedule details: The audit (semi-announced full audit) was planned for 1 auditor x 1 onsite day and it was conducted on April 22, 2025.

Business partner information: Hangzhou Caishun Stationery Co.,Ltd (Local Name: 杭州彩顺文具有限公司 Uniform Code of Social Credit: 92330109MA2CG02H0F) is located at 2-2, Building 1, No.368 Tangzhisha Road, Xinjie Subdistrict, Xiaoshan District, Hangzhou, Zhejiang, China. The factory was established in 2018. It specializes in the manufacturing of kids drawing toy, dot marker, bingo marker, paint container, invisible UV marker, gift highlighter, promotional ball pens, eraser, OEM stationery and other toy and with the main production activities including injection, ink filling, label pasting, assembling, inspection and packing. No production process was sub-contracted.

Audited location information: The factory rented the 2F of one 3-storey production building used as warehouse, workshop and office from the owner. The factory did not provide kitchen, canteen or dormitory. The construction area rented by audited factory was about 3000 square meters. There were another two factories in the production building that the audited factory used. Based on onsite observation and interview, the audited factory did not share equipment, workforce, and materials with the other factories. The factory provided relevant document (lease agreements and business license of owner). The rest parts in the campus were not covered by the audit scope. According to onsite observation, interview, and document review, the floor details of the production building was listed below:

1F of the production building: rented by the Hangzhou Fuxin Construction Machinery Glass Trading Company.

3F of the production building: rented by the Hangzhou Xunyin Science and Technology Ltd.

Operating shifts and hours: The regular working hours were 8:00 to 17:00 with 1 hour lunch break from 12:00 to 13:00.

Normal working days were from Monday to Friday. The workers generally worked overtime voluntarily up to 2 hours per day on weekdays and up to 8 hours per day on Saturdays.

Time recording system: The factory used electronic attendance system to record employees working hours.

Salary payment details: All employees were paid by hourly rate. The wages for the preceding month were paid by cash on the middle of each month. During the current audit, payroll records from April 2024 to March 2025 and attendance records from April 2024 to April 22, 2025 were provided for review. The auditor randomly selected 7 samples from each of March 2025 (last paid month), April 2024 (random month) and August 2024 (random month) for verification.

Worker number information: On the audit day, there were total 48 employees, including 15 non-production employees and 33 production employees. Of the 33 production employees, 8 were males and 25 were females. There were totally 37 domestic migrant employees but no other special group workers (such as interns, apprentices, contractor workers) were noted during this audit.

Good practices: No Good practice was noted in the audit.

Worker organization details: No labor union was available. And no worker committee was established in the factory. Two worker representatives were elected by workers.

Circumstances: Mr. Li Qi /General Manager and Mr. Zhou Guangjie /Worker representative participated in the opening & closing meeting. The opening meeting started at 08:00 of April 22, 2025 and the closing meeting ended at 17:00 of April 22, 2025. The auditor communicated the findings in detail to them and allowed them to raise questions and make any needed clarifications. Finally, they agreed on the findings and signed the on-site audit findings report.

The special circumstances can be classified as followed: No special circumstances were noted during this audit.

Summary of findings:

PA1:

1.1 The social management system was proved to be not effective.

1.4 The factory established procedure on workforce planning, but it was not running effectively, which led to excessive overtime hours.

PA 2:

2.2 Long-term goals were untraceable without time frame toward sustainable improvement.

2.4 The effectiveness of the training did not meet expectations.

PA 5:

5.4 The factory had enough awareness of basic living wage but they did not calculate it.

5.5 Insufficient coverage of social insurance.

PA 6:

6.2 Monthly overtime working hours exceeded 36 hours.

PA 7:

7.1 Non-compliances with Health and Safety local law and regulations and part of the materials/semi-product/finished goods were stored against the walls.

7.7 Insufficient management on chemicals.

7.9 PPE warning sign was not posted onsite.

Living wage calculation: The local legal minimum wage standard was raised to CNY 2490 per month (or equivalent to CNY 14.31 per hour) since January 1, 2024.

#LivingWage: [The audited factory was located in Hangzhou City, which cannot be found on the GLWC website. So the auditor used the basic living wage CNY5047, which was manually collected and calculated by the auditor through Anker's methodology. The Living wage calculation technique used by the auditor is to be inquired the resident consumption parameters published on the local government's public website and yearbook. Afterwards, there are calculated the relevant data of local living wage according to the proportion of Anker methodology of the key parameters. Relevant data comes from the website or yearbook data published by the local government. BLW calculation manually collected by the auditor is uploaded as part of the report attachments].

Remark:

1. The government waiver, agency labor contract and collective bargaining agreement were not available for the factory on the audit day, which made those documents not applicable.
2. Some uploaded attachments (such as wage records and time records) involve employees' personal information, which is protected. This is to comply with the requirements of the Personal Information Protection Law of the People's Republic of China, the requirements of amfori BSCI and GDPR.
3. The address description in the fire protection acceptance and building completion acceptance report was different from business license but it was same to the actual location of the factory. And the title of the fire protection acceptance and building completion acceptance report was the landlord of the plant area. The audited factory has not changed the building structure or building fire risk rating, so these certificates are acceptable by local law.

SITE DETAILS

Site	Site amfori ID
Hangzhou Caishun Stationery Co.,Ltd	156-001266-001

GICS Classification

Sector	Industry Group	Industry
Consumer Discretionary	Consumer Durables & Apparel	Leisure Products
Sub Industry		
Leisure Products		

amfori Process Classifications

N.A.

GS1 Classifications

N.A.

NACE Classification

N.A.

Water Stress Situation

This site is not located in a water stressed region

METRICS

Key Metrics

Total workforce	48	Workers
Legal minimum wage in local currency	2,490	Monthly
Lowest wage paid for regular work at the site	5,090	Monthly
Calculated living wage in local currency	5,047	Monthly
Total sample	7	Workers

Other Metrics

Male workers	10	Workers
Female workers	38	Workers
Non-binary workers	0	Workers
Permanent workers - Male	10	Workers
Permanent workers - Female	38	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	2	Workers
Management - Female	13	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	0	Workers
Workers with night shift - Female	0	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	7	Workers
Domestic migrant workers - Female	30	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	10	Workers
Workers hired directly - Female	38	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	0	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	3	Workers
Sample - Female	4	Workers
Sample - Non-binary	0	Workers

FINDINGS



PA1: Social Management System

Site: Hangzhou Caishun Stationery Co.,Ltd | Site amfori ID: 156-001266-001

Question: 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>Based on the onsite observation, management/workers interview and document review, it was noted that the Amfori BSCI management system was established at the factory and internal social compliance assessment according to the Amfori BSCI code was conducted in the factory to check the effectiveness of this management system and most PAs were in compliance with amfori BSCI requirement, but the factory did not conduct the effective root cause analysis which resulted in some non-conformances were detected in performance areas of Social Management System and Cascade Effect, Workers Involvement and Protection, Fair Remuneration, Decent Working Hours and Occupational Health and Safety during this audit. (Please refer to Performance Area 1, 2, 5, 6 and 7 respectively for details). The management representative declared they did not inspect and review management system enough and failed to identify problems in a timely manner. The question is rated as partially because the factory had set up management system to comply with amfori BSCI Code of Conduct but not implemented effectively in some performance areas. This is partially in compliance with requirements of BSCI CoC.</p>	<p>根据审核当天的现场审核、管理层和员工访谈及文件审核，发现工厂有建立Amfori BSCI管理体系并依据Amfori BSCI行为守则要求进行社会责任内审评估该管理体系实施的有效性，并且大部分绩效区域是符合Amfori BSCI行为守则要求的，但是工厂未能进行有效的根本原因分析导致本次审核中在管理体系有效性，员工参与及保护，公平报酬，工作时间，职业健康安全几个绩效区域中有相关问题点出现（具体内容请查看绩效区域1、2、5、6、7）。管理者代表表示工厂对管理体系检查和评审不足，未能及时发现问题。该问题被评为局部符合，因为工厂有建立社会责任管理体系以符合amfori BSCI行为准则，但由于管理体系不够完善以至于工厂在部分绩效领域存在缺失。这仅部分符合BSCI CoC。</p>

Question: 1.4 Is there satisfactory evidence that the auditee's workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>Based on documents review, management interview and worker interviews, the factory developed the procedures about production capacity planning & cost accounting, the production capacity could satisfy the customer needs and all the goods could be delivered to the clients on time,</p>	<p>根据文件查看，管理层交谈和工人访谈，工厂建立了产能评估和成本计算程序，生产能力能够满足客户需求且所有货物均能被准时交付给客户，但发现工厂未能根据客户交货期要求，充分地评估生产能力、人员和设备情况，以避免出现月加班超时的现象，导致工人的月加班时间有超出法规要求（对于</p>

Finding

but it was noted that the factory could not adequately evaluate the production capacity, human resources and equipment status against the delivery requirements to avoid the undue monthly overtime working, so that the workers' monthly overtime hours exceeded the law limit (For details, please refer to PA6.2). Management stated that the factory had taken the action (e.g. optimizing production efficiency) to control the workers' overtime hours. The checkpoint was rated as partially because management staffs were clear of the production rate, date of delivery and regulatory working hour's requirements, the factory made the detailed production plan for each order to arrange the production activities. This was partially in compliance with the requirements of PRC Labor Law, Article 41

细节，请参考PA6.2)。管理层表示工厂已经采取行动措施（比如提升生产效率）以控制工人的加班时间。该检查点被评为部分符合，因为管理人员清楚生产效率、交货期以及法规对工作时间的要求，且工厂为每个订单制定了详细的生产计划，以安排生产活动。部分符合《中华人民共和国劳动法》第41条的要求。

PA 2: Workers Involvement and Protection

Site: Hangzhou Caishun Stationery Co.,Ltd | Site amfori ID: 156-001266-001

Question: 2.2 Is there satisfactory evidence that the auditee defines long-term goals for protecting workers in line with the aspirations of the amfori BSCI Code of Conduct?

ENGLISH

LOCAL LANGUAGE

Finding

Based on the onsite observation, management/workers interview and document review, it was noted that the factory had defined long term goals for protecting workers, but the regular assessment was not conducted for the long-term goals achievement. The management representative declared they would collect the related data to complete the regular assessment. This question was rated as partially, as the long term goals for protecting workers had been defined in the factory. This is partially in compliance with requirements of BSCI CoC.

根据审核当天的现场审核、管理层和员工访谈及文件审核发现被审核工厂已定义保护员工的长期目标，但未对目标的达成情况实施定期评估，管理者代表表示他们将尽快收集相应数据以完成评估。这个问题被评为局部符合，因为保护员工的长期目标已建立。这仅部分符合BSCI CoC的要求。

Question: 2.4 Is there satisfactory evidence that the auditee builds sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation?

ENGLISH

LOCAL LANGUAGE

Finding

Based on the onsite observation, management/ workers interview and document review, it was noted that the Amfori BSCI Code of Conduct was posted in the factory and the related training was regularly provided for the employees but based on the workers interview on the audit day, two out of the seven sampled workers and workers representatives still did not know the related content and requirement of the Amfori BSCI Code of Conduct. The factory management declared that they would increase the staff training and publicity as soon as possible to meet the requirements of BSCI CoC. The question is rated as partially because the related training was regularly provided for the employees and the posters were also placed inside the factory. This is partially in compliance with requirements of BSCI CoC.

根据审核当天的现场审核、管理层和员工访谈及文件审核，发现工厂内有张贴Amfori BSCI行为准则，并有为员工定期提供相应的培训，但审核当天员工访谈发现，7名抽样访谈员工及员工代表中仍有2名不了解Amfori BSCI行为准则的相关内容及要求。工厂代表表示他们将尽快增加员工培训及宣传，以满足BSCI CoC的要求。这个问题被评为局部符合，因为工厂已为员工提供过定期培训并在厂区内进行了张贴宣传。这仅部分符合BSCI CoC的要求。

PA 5: Fair Remuneration

Site: Hangzhou Caishun Stationery Co.,Ltd | Site amfori ID: 156-001266-001

Question: 5.4 Is there satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living?

ENGLISH

LOCAL LANGUAGE

Finding

Based on the management/ workers interview and document review, it was noted that the factory had established the procedure of basic living wage and the management was aware of this. The management is aware about the basic living wage range for the region through the local government publicity and other ways and did consider it during the calculation of the remuneration of the employees, but the factory itself did not perform the basic living wage calculation. The management representative declared the data collected by the factory was not enough to make an accurate calculation of the basic living wage at present. The question is rated as partially because the management is aware about the basic living wage and all sampled workers' regular wages of the factory were more than the basic living wage CNY 5047 which was calculated by the auditor through Anker's methodology based on the data from the local government, but due to insufficient data collection, accurate calculation could not be

根据审核当天的管理层及员工访谈及文件审核，发现工厂有建立员工基本生活工资的程序，并且工厂管理层具备相应的意识，有通过当地政府宣传等方式了解了该地区的员工基本生活工资范围，在计算员工薪酬时也有考虑了这个范围，但工厂本身并没有进行员工基本生活工资的计算。管理者代表表示工厂目前工厂收集的数据不够充分导致其无法进行准确的员工基本生活工资计算。这个问题被评为局部符合，因为工厂管理层具备相应的意识并且工厂所有抽样工人的工资均高于审核员计算的基本生活工资人民币5047元，但由于数据收集不够充分导致工厂无法完成准确计算。这仅部分符合BSCI CoC的要求。

Finding	
completed by the factory. This is partially in compliance with requirements of BSCI CoC.	

Question: 5.5 Is there satisfactory evidence that the auditee provides workers with the social benefits that are legally granted without negative impact on their pay, level of seniority, position, or promotion prospects?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>Based on the management/ workers interview and document review, it was noted that there were totally 48 employees based on the social insurance payment day in March 2025 (no retirees, temporary, dispatched or newly joined worker), the factory had provided 16 eligible employees (around 33.3%) with five kinds of social insurances. And factory provided a group commercial injury insurance for all the other employees, which was valid from October 15, 2024 to October 14, 2025. There was no social insurance waiver available. The management representative stated that some of the workers were not willing to buy the social insurance in the audited factory because they would get less pension from local government since their registered permanent residence were at hometown. This question was rated as no because the participation ratio of social insurance was less than 80%. This is not in compliance with requirements of 72 and 73 of the Labor Law of the People's Republic of China (2009 Amendment).</p>	<p>根据审核当天的管理层及员工访谈和文件审核，发现在2025年3月社保缴费日全厂人数为48人（无退休年龄员工、临时工、派遣工和新入职员工），工厂为其中的16名员工(约33.3%)购买了五种社保。另外工厂有为其他所有员工提供了团体商业意外险，有效期从2024年10月15日至2025年10月14日。工厂没有取得社保证明。管理者代表表示由于部分员工户口在老家，退休后获得的社保金额较少，故不愿在被审核工厂参保。该问题被评为不符合，因为工厂的社保参保率低于80%。这不符合《中华人民共和国劳动法》（2009修正）第72、73条。</p>

PA 6: Decent Working Hours

Site: Hangzhou Caishun Stationery Co.,Ltd | Site amfori ID: 156-001266-001

Question: 6.2 CRUCIAL: Is there satisfactory evidence that the auditee request of overtime is in line with the requirements of the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>Based on management/ worker interviews, onsite observation and sampling review of workers' attendance records from April 2024 to the audit day, it was noted that the monthly overtime hours of all 7 sampled workers were 80 hours in March 2025 (last paid month), the monthly overtime hours</p>	<p>根据审核当天管理层及员工访谈，现场观察和抽样查看员工自2024年4月至审核当天的考勤显示，所有7名抽样员工在2025年3月（最近支付月）的月加班时间为80小时，所有7名抽样员工在2024年4月（随机月）的月加班时间为74小时，所有7名抽样员工在2024年8月（随机月）的月加班时间为84小时，加</p>

Finding

of all 7 sampled workers were 74 hours in April 2024 (random month) and the monthly overtime hours of all 7 sampled workers were 84 hours in August 2024 (random month) which exceeded 36 hours and the maximum was up to 84 hours in August 2024 including 44 overtime hours on weekdays, 40 overtime hours on Saturdays. The factory management declared that the factory did not establish a contingency plan in case something slows down or interrupts production at present. The question is rated as no because workers' overtime exceeded legal limits systematically. This is not in compliance with requirements of the PRC Labor Law article 41.
Remark : The workers' overtime work was voluntary.

班时间均超过了36小时，最高的在2024年8月的84小时，其中正班加班44小时，周六加班40小时。工厂管理人员表示工厂目前没有建立应对减缓或干扰生产时的应急计划。该问题被评为不符合，因为员工的加班时间系统性超过法规要求。这不符合《中华人民共和国劳动法》第41条的要求。
备注：员工均为自愿加班。

PA 7: Occupational Health and Safety

Site: Hangzhou Caishun Stationery Co.,Ltd | Site amfori ID: 156-001266-001

Question: 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?

ENGLISH

LOCAL LANGUAGE

Finding

Based on the onsite observation, management/workers interview and document review, it was noted that the factory had established the complete management system on health and safety, including identifying and awareness of related legal regulation, health and safety check, training and etc. However, a). The actual practice throughout the factory was not fully in compliance with requirements of local law regarding the material placement, safety of chemicals and warning sign. This is partially in compliance with requirements of relevant local health and safety laws (Please refer to question point PA7.1, PA7.7, PA7.9). b). Around 10% of the raw materials, semi-products and finished products in the storage area were stored against wall on the audit day. The factory representative said they would take measure as soon as possible to meet requirements of all local laws. This is partially in compliance with requirements of the Rules Concerning Warehouse Safety and Fire Control article 18. This question was rated as partially, as most of questions in this

根据审核当天的现场审核、管理层和员工访谈和文件审核，发现被审核工厂已建立完整的健康安全管理体系，包括相关法规的识别与了解，健康安全检查和培训等，但在审核当天工厂在健康安全方面仍有违反当地法规的问题出现，例如物料存放，化学品安全，警示标识。这部分遵循了当地健康安全方面的法规（具体健康安全条款请参阅PA7.1，PA7.7，PA7.9）。另外，审核当天工厂物料存放区内约10%的原材料、半成品及成品靠墙放置。工厂代表表示他们将尽快采取措施，以满足当地所有法律的要求。这仅部分符合《仓库防火安全管理规划》第18条。这个问题被评为局部符合，因为该PA中的大多数问题都符合法律要求。

Finding	
PA was in compliance with legal requirements.	

Question: 7.7 Is there satisfactory evidence that the auditee implements engineering and administrative control measures to avoid or minimise the release of hazardous substances into the work environment, keeping the level of exposure below internationally established or recognised limits?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>Based on the onsite observation, management/ workers interview and document review, it was noted that there was no proper safety label posted for 1 barrel out of the 10 sampled chemicals in the temporary chemical storage area of the factory on the audit day. The factory representative said the label was fallen off and they would post the safety label for the chemicals as soon as possible and gradually improve the regular inspection content. This question was rated as partially, as most of the chemicals were properly managed in the factory. This is partially in compliance with requirements of Regulations on Safety Use of Chemicals in Workplaces (1996), Article 12.</p>	<p>根据审核当天的现场审核、管理层和员工访谈及文件审核，发现审核当天工厂化学品暂存区10桶抽样化学品中的1桶没有张贴合适的安全标签。工厂代表表示部分化学品标签脱落，他们将尽快为相应化学品张贴标识，并逐步完善定期检查内容。这个问题被评为局部符合，因为工厂大部分化学品均有有效管理。这仅部分符合工作场所安全使用化学品规定（1996）第十二条。</p>

Question: 7.9 Is there satisfactory evidence that the auditee makes visible potential hazards to the workers and visitors through signs and warnings?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>Based on the onsite observation, management/ workers interview and document review, it was noted that no PPE warning sign posted for the crushing workshop on the audit day. The factory representative said they would post the warning sign as soon as possible to remind the related employees to use the PPE during working. This question was rated as partially, as most of the PPE warning signs were properly posted in the factory. This is partially in compliance with requirements of Employing Unit Occupational Disease Hazard Notification and Warning Sign Supervision Regulations, Article 13.</p>	<p>根据审核当天的现场审核、及管理层和员工访谈及文件审核，发现审核当天工厂没有在碎料车间张贴劳保用品使用标识。工厂代表表示他们将尽快在相应位置张贴标识，以提醒员工佩戴劳保用品。这个问题被评为局部符合，因为工厂大部分岗位的劳保用品警示标识均有合理张贴。这仅部分符合《用人单位职业病危害告知与警示标识管理规范》第十三条。</p>