

Monitored Party Dongguan City Hechang Printing Co.,Ltd.	amfori ID 156-058872-000	Address No.19,Changping Jufu Road Changping Town, 523566 Dongguan, Guangdong Sheng, China
Monitoring Activity amfori Social Audit - Manufacturing	Monitoring Type Full Monitoring	Monitoring Partner ELEVATE
Monitoring Start Date 12/11/2024	Closing Meeting Finished Date 19/11/2024	Submission Date 19/11/2024
Expiration Date 19/11/2025	Announcement Type Semi Announced	
Site Dongguan City Hechang Printing Co.,Ltd.	Site amfori ID 156-058872-001	

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OVERALL RATING



SECTION RATING

PA1: Social Management System	C	
PA 2: Workers Involvement and Protection	A	
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: Allan Huang, APSCA membership number: CSCA 21700836.

Monitoring partner name (audit company): ELEVATE.

Audit schedule details: The audit was planned for 1 auditor x 1.0 day. The full audit (Semi-announced) was conducted on November 12, 2024.

Business partner information: Dongguan City Hechang Printing Co.,Ltd. is located at No.19,Changping Jufu Road Changping Town, Dongguan, Guangdong, China. The factory started operation since July 2000. The factory's local name is 东莞市合昌印刷有限公司(91441900734991325Y)".

Audited location information: In view of the factory, it occupied 10000 square meters. The site consists of one 3-storey building used as production workshop, warehouse and office, and one 4-storey building used as dormitories with 1F used as canteen and kitchen.

Operating shifts and hours: Attendance records from October 2023 to audit day and payroll records from October 2023 to September 2024 were reviewed in this audit. By cross check those records, production records and interview with management, workers and worker representative, regular working time was 8 hours per day and 5 days per week; Workers from production-printing section/surface treatment section/die cutting section/mounting section ran in 2-shifts from from 8:00 to 20:00 and 20:00 to 8:00 with 2 overtime hours per shift; kitchen staffs worked in one shift from 10:00-14:00, 15:00-19:00; the other employees ran in one shift from 8:00 to 17:30 with 1.5 hours lunch break from 12:00 to 13:30. Normally workers had 2 hours overtime work a day on weekdays and 8-10 hours overtime work on Saturday. They always rested on Sundays and public holidays.

Time recording system: Factory used finger print combined with facial recognition attendance system for time recording.

Salary payment details: All employees' wages were calculated by hourly rate, the basic wage was RMB 1900 per month equivalent to RMB 10.92/hour which was equal to local legal minimum payment requirement; for overtime wages, 150% and 200% of basic wages were paid to employees for their overtime hours on workdays and rest days respectively, and no overtime was arranged on public holidays. Employees are paid at or before the 30th day of following month by cash. Auditor has reviewed the social insurance records for recent 6 months, as per the record of latest month: October 2024, it was noted that most employees had participated in pension insurance, medical insurance, occupational injury insurance, unemployment insurance and maternity insurance, and all employees were covered by commercial insurance.

Worker number information: There are total 49 employees in the factory, including 36 male employee and 13 female employees currently working in the factory. No children or young workers worked in the factory, and the youngest employee was 27 years old. There were 28 production employees (including printing, cutting, die cutting, gold stamping, lamination, surface treatment, mounting, handwork, packing and warehouse) and 21 non-production employees (including management person and office worker).

Good practices: None

Worker organization details: There was no Trade Union or worker committee available in the factory, but there were two worker's representatives elected by workers.

Circumstances: The factory management and workers were positive for this audit; auditor well communicated all non-compliances to factory already; finally factory signed the onsite CAP, and then auditor left the factory.

Summary of findings: The performance areas which needed improvement were as follows: PA1, PA2, PA5, PA6, PA7.

Living wage calculation: This audit was used Anker Methodology to collect factory's living wage data. Factory calculated the living wage by themselves, and auditor accepted it.

SITE DETAILS

Site

Dongguan City Hechang Printing Co.,Ltd.

Site amfori ID

156-058872-001

GICS Classification

Sector	Industry Group	Industry
Materials	Materials	Containers & Packaging
Sub Industry		
Paper & Plastic Packaging Products & Materials		

amfori Process Classifications

N.A.

NACE Classification

N.A.

GS1 Classifications

N.A.

Water Stress Situation

N.A.

METRICS

Key Metrics

Total workforce	49	Workers
Legal minimum wage in local currency	1,900	Monthly
Lowest wage paid for regular work at the site	1,900	Monthly
Calculated living wage in local currency	2,765	Monthly
Total sample	6	Workers

Other Metrics

Male workers	36	Workers
Female workers	13	Workers
Non-binary workers	0	Workers
Permanent workers - Male	36	Workers
Permanent workers - Female	13	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	9	Workers
Management - Female	4	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	16	Workers
Workers with night shift - Female	1	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	17	Workers
Domestic migrant workers - Female	6	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	36	Workers
Workers hired directly - Female	13	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	4	Workers
Sample - Female	2	Workers
Sample - Non-binary	0	Workers

FINDINGS

PA1: Social Management System

Site: Dongguan City Hechang Printing Co.,Ltd. | Site amfori ID: 156-058872-001

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

Based on documents review, factory tour, management and worker interview, the main auditee partially respected this principle because the main auditee had set some management procedures to implement the BSCI Code of Conduct, but not all policies were properly conducted. For example, some non-compliances were noted in PA2, PA5, PA6 and PA7. (In accordance with amfori BSCI Code of Conduct)

根据文件审阅，现场走访，管理层访谈和工人访谈，在此次审核过程中，工厂部分遵守了此领域要求，建立了确保BSCI有效实施的管理制度，但不是所有制度都能有效实施。比如工厂在PA2, PA5, PA6和PA7领域均有缺失。(根据amfori BSCI Code of Conduct)

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

Based on documents review, factory tour, management and worker interview, the main auditee partially respected this principle because the factory conducted the production capacity evaluation and wages paid to works were in compliance with legal requirement. However, the factory did not organize its workforce capacity properly to meet the expectations of delivery order and contracts, which led workers to work excessive monthly overtime hours in the past one year. (In accordance with amfori BSCI Code of Conduct)

根据文件审阅，现场走访，管理层访谈和工人访谈，在此次审核过程中，工厂部分符合了此项要求，工厂进行了产能评估，并且支付给员工的工资符合法规的要求。但是，工厂没有合理组织其劳动力以满足交付订单和合同的预期，导致员工在过去一年时间中存在月加班超时的情况。(根据amfori BSCI Code of Conduct)

PA 2: Workers Involvement and Protection

Site: Dongguan City Hechang Printing Co.,Ltd. | Site amfori ID: 156-058872-001

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 documents review, management and worker interview, the main auditee partially respected this principle because the factory established long term goals to protect workers according to the amfori BSCI Code of Conduct. But the long-term goals were without step-by-step actions and not known by workers. (In accordance with amfori BSCI Code of Conduct)	根据文件审阅，管理层访谈和工人访谈，工厂部分符合此项要求。工厂根据amfori BSCI行为准则定义了长期目标来保护员工，但长期目标没有制定完善的每阶段的执行计划，而且员工不清楚工厂的长期目标。(根据amfori BSCI Code of Conduct)

PA 5: Fair Remuneration

Site: Dongguan City Hechang Printing Co.,Ltd. | Site amfori ID: 156-058872-001

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	
Based on documents review, management and worker interview, the main auditee did not respect this principle because according to the employee roster in October 2024, it was noted that the factory has a total of 49 employees including 3 retirees, and only 42 out of 46 eligible employees (91.30%) had participated in pension insurance, injury insurance, unemployment insurance, medical insurance and maternity insurance, and 2 retirees had participated in medical insurance. In addition, the factory purchased commercial insurance for all employees. It was valid from January 5, 2024 to January 4, 2025. Based on management & employees interview, workers who had not participated in social insurance stated that they were unwilling to participate in social insurances because they did not want to pay for it. (In accordance with Social Insurance Act of the People's Republic of China, article 2&4)	根据文件审阅，管理层访谈和工人访谈，被审核方没有遵循此项要求，根据工厂2024年10月花名册，工厂有49名员工包括3名退休员工，但是工厂46名有资格的员工中只有42名员工（91.03%）参加了养老保险，工伤保险，失业保险，医疗保险和生育保险，以及2名退休员工参加了医疗保险。另外，工厂给所有员工购买了商业险，有效期为2024年1月5日至2025年1月4日。根据管理层和员工访谈，没有购买社保的员工表示他们不愿参加社会保险因为他们不愿意缴纳社保费用。(根据《中华人民共和国社会保险法》第二条和第四条)

PA 6: Decent Working Hours

Site: Dongguan City Hechang Printing Co.,Ltd. | Site amfori ID: 156-058872-001

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
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Finding

Based on document records review, workers interview and management interview, the main auditee did not respect this principle because the monthly overtime hours of 6 out of 6 randomly selected workers exceeded 36 hours in September 2024 (current month) with the highest of 80 hours; the monthly overtime hours of 6 out of 6 randomly selected workers exceeded 36 hours in June 2024 (random month) with the highest of 88 hours; the monthly overtime hours of 6 out of 6 randomly selected workers exceeded 36 hours in March 2024 (random month) with the highest of 92 hours. (In accordance with PRC Labor Law article 41)

根据资料审阅，员工访谈以及管理人员访谈，工厂没有遵循此项要求，在2024年9月（当前月），随机抽取的6名工人中有6名工人月加班时间超过36小时，最高达到80小时；在2024年6月（随机月），随机抽取的6名工人中有6名工人月加班时间超过36小时，最高达到88小时；2024年3月（随机月），随机抽取的6名工人中有6名工人月加班时间超过36小时，最高达到92小时。（根据《中华人民共和国劳动法》第41条）

PA 7: Occupational Health and Safety

Site: Dongguan City Hechang Printing Co.,Ltd. | Site amfori ID: 156-058872-001

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 documents review, factory tour, management and worker interview, the main auditee partially respected this principle because the factory had established complete management system on health and safety, included the identification and awareness of related legal regulation, health and safety check, training and etc. But H&S issues were identified due to management negligence. (In accordance with amfori BSCI Code of Conduct)

根据文件审阅，现场走访，管理层访谈和工人访谈，工厂部分符合此项要求。原因是：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，培训等，但是由于管理疏忽，导致仍然有健康安全问题存在。（根据amfori BSCI Code of Conduct）

Question: 7.6 Is there satisfactory evidence that the auditee enforces the use of PPE to provide protection to workers alongside other controls and safety systems?

ENGLISH

LOCAL LANGUAGE

Finding

Based on observation during factory tour, management and worker interview, the main auditee partially respect this principle because workers using chemicals in handwork workshop and lamination workshop did not wear carbon activated mask. (In accordance with Law of the

根据现场走访观察，管理层访谈和工人访谈发现，工厂部分符合此项要求，因为手工车间和覆膜车间员工有使用化学品，但是没有佩戴活性炭口罩。（依据《中华人民共和国安全生产法》第45条）

Finding	
PRC on Work Safety article 45)	

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	
Based on factory tour, management and worker interview, the main auditee partially respected this principle because about 20% of total chemicals, such as glue, ink and thinner used and stored in the 3-storey production building were not installed with secondary container. (In accordance with Regulations on the Safety Management of Dangerous Chemicals article 20)	根据现场走访，管理层访谈和工人访谈，工厂部分符合此项要求。工厂在1栋3层的生产车间20%所使用和存储的化学品，如胶水，油墨和稀释剂没有设置二次容器。(根据《危险化学品安全管理条例》第二十条)

Question: 7.22 Is there satisfactory evidence that the auditee provides workers with clean washing facilities, changing rooms and toilets that are also respectful of local customs?

ENGLISH	LOCAL LANGUAGE
Finding	
Based on site tour and workers interview, the main auditee partially respected this principle because no tissue/soap were provided for the toilets in the factory though sufficient clean and hygiene toilets with privacy were provided to employees. (In accordance with amfori BSCI Code of Conduct)	根据现场走访跟员工访谈，工厂部分符合此项要求，审核员发现工厂给员工提供了足够的干净卫生并带有隐私门的洗手间，但是工厂没有提供纸巾和洗手液在洗手间。(根据amfori BSCI Code of Conduct)

Question: 7.24 Is there satisfactory evidence that the auditee has chosen the location of the social facilities or workers housing to ensure occupants are not exposed to natural hazards or affected by the operational impacts of the worksite (for example noise, emissions or dust)?

ENGLISH	LOCAL LANGUAGE
Finding	
Based on factory tour, management and worker interview, the main auditee partially respected this principle because the dormitory provided to workers is safe and clean for workers' use, but no lockable space was provided. In accordance with Code of Design on Dormitory Building JGJ36-2005, Article 4.2.3.	根据现场走访，管理层访谈和工人访谈，工厂部分符合此项要求，因为工厂提供给员工的宿舍安全干净，但是没有提供储物柜给员工使用。(依据《宿舍建筑设计规范》JGJ36-2005第4.2.3条)