
Auditee :	TAIZHOU HUANGYAN XUTAI ARTS & CRAFTS CO.,LTD
Audit Date From :	01/04/2019
Audit Date To :	01/04/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV Rheinland
Auditor's Name(s) :	Gary Lu(Lead)
Auditing Branch (if applicable) :	TUV Rheinland China



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.
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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence																																							
A Very Good	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated A• No Performance Areas rated C, D or E 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 Good	<ul style="list-style-type: none">• Maximum 3 Performance Areas rated C• No Performance Areas rated D or E 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																													
C Acceptable	<ul style="list-style-type: none">• Maximum 2 Performance Areas rated D• No Performance Areas rated E 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																													
D Insufficient	<ul style="list-style-type: none">• Maximum 6 Performance Areas rated E 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>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr></table>	A	A	A	A	A	A	A	A	A	A	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	E	D	D	D	D	D	D	D	E	E	E	E	E	E	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	E	E	E	E	E	E																													
E Unacceptable	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated E 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																													
Zero Tolerance	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 :	TAIZHOU HUANGYAN XUTAI ARTS & CRAFTS CO.,LTD		
DBID number :	388406		
Audit ID :	147243		
Address :	No. 28, Yumin Street, Xinqian Street, Huangyan District Taizhou		
Province :	Zhejiang	Country :	China
Management Representative :	Mr. Yu Zhang		
Contact person:	Yu Zhang	Sector :	Non-Food
Industry Type :	Accessories	Product group :	Arts, crafts and needlework
Product Type :	Wooden Crafts		

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 :	01/04/2020

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

Executive summary of audit report

TAIZHOU HUANGYAN XUTAI ARTS & CRAFTS CO.,LTD was located at No. 28, Yumin Street, Xinqian Street, Huangyan District, Taizhou, Zhejiang, China / 中国浙江省台州市黄岩区新前街道裕民街28号

There was one 4-storey production building and one 2-storey building within the boundary; the auditee rented the 4th floor of the 4-storey building from the building owner used as workshop, warehouse and office. The rest parts rented to 5 factories who produced moulding and plastic products. According to document review, management interview, workers interview and factory observation, the renters and the audited factory belonged to different owners, and they had independent business license, management and workers. There was no business between the audited factory and the renters, and the building owner was no production activities in the boundary.

Total building area used by the auditee was 1072 square meters

The auditee did not provide transportation, canteen and dormitory to workers.

The auditee was specialized in manufacture of Wooden Crafts, the main production process included silk-screen, printing, drawing, assembling and packing.

All workers of the auditee was recruited by the factory directly. The door keeper belongs to the building owner.

As per claimed by management and document review, normally, the peak season in the factory from May to September.

The management representative was co-operative throughout this audit, and they stated that they would correct the findings as soon as possible.

Remark:

- As per confirmed with factory management onsite, the factory name as address need to updated as below:
FactoryName in English: from TAIZHOU HUANGYAN TAI XU ARTS & CRAFTS CO.,LTD to TAIZHOU HUANGYAN XUTAI ARTS & CRAFTS CO.,LTD
Factory Address in English: from No. 41, Kaiming Road, Xinqian Street, Huangyan Districts, Taizhou, Zhejiang, China. to No. 28, Yumin Street, Xinqian Street, Huangyan District, Taizhou, Zhejiang, China.
- For factory address, as per claimed by factory management and worker interview, and provided production building rental contract, the factory was moved to current place No. 28, Yumin Street, Xinqian Street, Huangyan District, Taizhou, Zhejiang, China / 浙江省台州市黄岩区新前街道裕民街28号 since September 2018, but the address of business license still shows the old location: 浙江省台州市黄岩区新前街道开明路41号, as per previous location tour, there auditee was no production activities at previous location, and it was rented to other factories (moulding factories), the auditee did not conduct amfori BSCI audit at old location.
- The factory was updated their address from Jianshan Village, Xinqian Street, Huangyan, Taizhou / 台州市黄岩新前街道剑山村 to No. 41, Kaiming Road, Xinqian Street, Huangyan Districts, Taizhou, Zhejiang/浙江省台州市黄岩区新前街道开明路41号 on 25 July 2018, the management claimed due to the buildings at Jianshan Village, Xinqian Street, Huangyan, Taizhou was disassembled, so they moved to No. 41, Kaiming Road, Xinqian Street, Huangyan Districts, Taizhou, Zhejiang, but the workshops at No. 41, Kaiming Road, Xinqian Street, Huangyan Districts, Taizhou not enough for production, so they moved to current place.
- Follow documents were not available during the audit.
A. There was no Collective Bargaining agreements in the factory, which makes the Collective Bargaining agreements not applicable;
B. There was no contractor used by the auditee, which makes the Contractor license not applicable;
C. The factory did not obtain the Government Waivers in past one year, which makes the Government Waivers not applicable;
D. There was no agencies used by the auditee, which makes the agency labor contract not applicable.
E. Based on site observation, documents review and confirmed with the management, there was no significant waste during current production processes, and the auditee had no need to obtained Waste Discharge Permit or certificates.

Ratings Summary



Auditee's background information			
Auditee's name :	TAIZHOU HUANGYAN XUTAI ARTS & CRAFTS CO.,LTD	Legal status :	Limited Co.,
Local Name :	台州市黄岩旭泰工艺品有限公司 (913310037639254905)	Year in which the auditee was founded :	2004
Address :	No. 28, Yumin Street, Xinqian Street, Huangyan District	Contact person (please select) :	Yu Zhang
Province :	Zhejiang	Contact's Email :	965435863@qq.com
City :	Taizhou	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	N/A
Country :	China	Website of auditee (if applicable) :	N/A
GPS coordinates :	N28°39'29.27" E121°13'24.25"	Total turnover (in Euros) :	650000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Accessories	Of which domestic market % :	0.00
If other, please specify :		Production volume :	700,000 sets per year
Product Group :	Arts, crafts and needlework	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Wooden Crafts		

Auditee's employment structure at the time of the audit		
Total number of workers :	18	Total number of workers in the production unit to be monitored (if applicable) :
		0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	0	0
Temporary workers	10	8
In management positions	2	1
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	4	3
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	10	8
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 - 147243] Audit Date: 01/04/2019 PA Score: D

Deadline date:01/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The factory had set up a series of procedures and policies that states their mission, vision and objectives to match the amfori BSCI Code of Conduct and their dedication to comply with social responsibilities. The factory established procedures and policies included the overall social responsibility policies which consist of anti-discrimination, freedom of association, no child labor, protection for young workers, wages and benefits, working hours, occupational health and safety, environment protection, anti-corruption and etc. The factory had nominated one senior manager who was aware of amfori BSCI COC, for the establishment, implementation and maintenance of the amfori BSCI system. The factory established management procedures regarding monitoring the social performance of the suppliers, and the supplier's social performance monitor records were documented.

工厂建立了表明其使命、愿景和目标的且符合amfori BSCI行为准则和社会责任需要的程序和政策。工厂建立的程序和政策包括总体的社会责任政策比如反歧视、自由结社、禁用童工、未成年工保护、工资和福利、工作时间、职业健康安全、环境保护、反腐败等，工厂指定了一名对amfori BSCI要求有了解的经理来负责amfori BSCI系统的建立、施行和维护。工厂已经建立供应商的社会责任管理程序，供应商的社会责任监控记录形成了文件。

- 1.1 -** The factory established a management system to implement the amfori BSCI Code of Conduct, but the factory did not implement system effectively caused there still has gap to respect this principle, as per documents review, the factory established procedures, such as working hour management, wage and benefit management, protection of environment etc. onsite, during the actual implement, partial requirements did not implement as according the procedure and amfori BSCI requirement completely, such as excessive overtime and social insurance issues, and findings in occupational health and safety, protection of environment performance area. As per management interview, the management claimed that it was the 1st time they conducted amfori audit, so they were not experienced for amfori BSCI audit, and they did not familiar with the standard, but they would correct the findings soon; as per worker interview, the interviewed workers stated for overtime time issue, the workers worked overtime were voluntary in the factory, and for social insurance issue, participate social insurance was based on workers' willing.

工厂有建立管理系统去执行amfori BSCI的行为准则，但是对体系未能有效的执行导致遵守本条原则仍然有差距。根据文件查阅，他们建立了程序文件，如工时管理，工资和福利管理，环境保护程序等去执行amfori BSCI的要求，在实际执行中，有部分还没有完全按照程序和amfori BSCI的要求执行，如过多的加班时间和社保问题，职业健康安全，以及环境保护章节问题。根据管理层访谈，管理层表示这是他们第一次进行amfori BSCI的评估，所以他们没有经历过amfori BSCI的评估，对标准的要求不熟悉，但是他们会尽快改善所发现的问题；根据员工访谈，被访谈的员工表示，对于加班，员工在工厂里加班是自愿的，对于社保事宜，参加社保是基于员工的意愿的。

- 1.4 -** As per management interview, the management was aware of the workforce planning and cost accounting and the overtime required by local law, and the factory establish the workforce planning and cost accounting procedure, but factory did not control the monthly overtime effectively lead to the monthly overtime exceeded the law required.

根据管理层访谈，管理层有了解产能规划和成本核算，以及当地法规对月加班的要求，工厂没有建立产能规划和成本核算程序，但是工厂没有有效的控制加班导致员工的月加班时间超出法律的要求。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

One worker representative was freely elected by the workers in January 2019, and they met the management regularly. Communication meetings between management and worker representative were held quarterly. Factory provided training on labor law, factory rules, grievance mechanism etc. to all workers to make them be aware of their right and responsibilities.

工厂在2019年1月由员工选举了1名员工代表，代表定期和管理层见面。管理层与员工代表之间的沟通会议每季度召开一次。工厂提供了关于劳动法规、工厂规定，申诉机制等的培训给员工，已确保他们知道他们的权利和义务。

Remarks from Auditee:

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

Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Based on document review, workers interview and worker representative interview, the workers' right to form unions in a free and democratic way and right to bargain collectively were respected in the factory. The workers of the auditee had elected their worker representatives. Based on worker representative interview, it was noted that the auditee did not discriminate against worker representative and the worker representatives could open and freely contact and interact with workers in the workplace.

根据文件审核，员工访谈及员工代表访谈，工人以自由和民主的方式结社的权利以及集体谈判权在工厂里是受到尊重的。工厂的工人已经选举了工人代表。根据员工代表访谈，工厂没有对员工代表的歧视行为，工人代表在工作场所可以自由开放的联系或接触工人。

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>No discrimination was noted in the factory, the auditee had established Non-discrimination policy and procedure. Workers came from different provinces of China. During worker interviews, it was found that there was no unequal, abuse, unusual disciplinary practices, and there were no preference on the religion, origin, political affiliation or age, gender or social background.</p> <p>工厂未发现歧视, 工厂建立了禁止歧视政策和管理程序, 工人来自中国的不同的省份。访谈中员工反映在工厂里没有不平等, 虐待, 不寻常的纪律处分, 且没有对宗教, 出身, 政治派别或年龄, 性别或社会背景有偏见。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: B	Deadline date:01/03/2020
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The factory established wage management procedure, which stated the factory would pay the wage and benefit for workers according to local law. The local Legal minimum wage document was collected by the auditee and updated regularly, Legal minimum wage was RMB1800/month since 01 December 2017. The factory provided payrolls from March 2018 to February 2019 for review; as per interview and the payrolls of 6 randomly selected workers from different workstations. The factory provided the same pay to male/female employees in the same job, all workers were treated equally. Wage was calculated at monthly rate. The lowest wage paid by the factory for worker was RMB2200/month, which was higher than the legal minimum wage. Wage was calculated by calendar month. Overtime work was compensated according to the law, the factory paid 150%, 200% and 300% of normal rate to workers for overtime on weekdays, rest days and holidays respectively. No deduction from wage was used for disciplinary measure. Wages were paid by cash at 15th of following month.</p> <p>工厂建立了工资管理程序, 其陈述工厂按照当地的法规给员工支付工资和福利。工厂收集和更新了当地法定最低工资文件, 当地法定最低工资在2017年12月1日后为人民币1800元/月。工厂提供了2018年3月到2019年2月的工资记录; 根据访谈和6个不同岗位的员工工资样本的查阅, 工厂对男/女员工在工作岗位的员工提供相同的报酬, 所有员工均同等对待。工厂给工人支付的工资按月计算。工厂给员工支付的最低工资为2200元/月, 其已高于当地法定最低工资要求。工资是按照自然月进行计算的。员工的加班工资按照法规进行补偿, 工厂按150%, 200%和300%的比率支付工人在正常工作日、休息日和法定假日的加班工资; 评估中未发现有任何从工资里扣减用于惩戒目的的行为。工资在次月的15号以现金形式支付给工人。</p>	
<p>5.5 - The social insurance did not cover all workers. As per review social insurance receipts of past 12 months, and based on the last receipt in February 2019 and current social insurance system situation during the audit, the factory did not purchase endowment insurance, injury insurance, child-birth insurance, unemployment insurance and medical insurance for 3 out of 13 workers (Remark: Total 18 workers in the factory, 4 retired worker, No Casual Worker and dispatching worker in the factory, the newest one worker joined factory in February 2019); as per interview, the interviewed workers stated that partial workers were unwilling to participate in social insurance, because it was difficult to transfer to hometown when worker left factory; and the management claimed that partial workers were purchased new rural social pension insurance at their hometown, but the management could not provide evidence to proof it. Reference law, PRC Labor Law article 72 and Social Insurance Law of the People Republic of China, Article 10, 23, 33, 44 and 53.</p> <p>社保没有覆盖所有的员工。根据查阅过去12个月的社保凭证, 基于2019年2月的社保凭证和评估日工厂社保系统的显示情况, 工厂没有给13位员工中的3名员工提供养老保险, 工伤保险, 生育保险, 失业保险和医疗保险; (备注: 工厂总共有18个员工, 4个退休员工, 没有临时工和派遣, 最新的一个员工在2019年2月有入厂); 根据访谈, 被访谈的员工都表示有部分员工不愿意购买社保, 因为当他们离开工厂回家乡时社保很难转移回去。管理层表示部分有在家乡购买新农保, 但是他们未能提供相应的证据。参考法律: 《中华人民共和国劳动法》第72条和《中华人民共和国社会保险法》第10条, 第23条, 第33条, 第44条和第53条。</p>	
Remarks from Auditee:	

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: D

Deadline date:01/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The working hours was regulated the working hours in the worker's manual. Normal working hour was 8 hours per day and 5 days per week. The factory used IC card to record worker's attendance time. Only one shift was arranged in the factory: 07:30-11:30; 13:00-17:00; and if need, overtime from 18:00 to 20:00; Time records from March 2018 the audit day of 6 sampled workers from different workshop were randomly selected for review. As per attendance records review and worker interview, the worker maximum overtime 2 hours per day, maximum 16 hours overtime per week, maximum 72 hours overtime per month, workers had 1 day off after 6 days consecutive working days. The workers overtime were voluntary in the factory as per worker interview.

工厂员工手册里规定了工作时间。工厂正常工作时间为每天8小时，每星期上班5天。工厂用IC卡来记录员工的考勤。工厂只安排了一个班次：07:30-11:30; 13:00-17:00; 如果需要，加班从18:00到20:00; 评估中随机抽查了6名不同车间的工人从2018年3月评估当日的考勤记录进行查阅。根据考勤记录的查阅和员工访谈，员工每天最多加班2小时，每周最多加班16小时，每月最多加班72小时，员工6天连续工作后有休息1天。员工访谈中员工表示在工厂里加班是自愿的。

- 6.2 -** As per management interview, the management was aware of the overtime required by the local law, but they did not control monthly overtime effectively led to the overtime exceeded the law required. As per random selected attendance records of 3 months sample from March 2018 to March 2019 (6 sampled workers for each sampled month) for review, the overtime details as: the monthly overtime of 6 sampled workers were 54 hours in May 2018; the monthly overtime of 6 sampled workers were 72 hours in September 2018; the monthly overtime of 6 sampled workers were 16 hours in February 2019; As per worker interview, the interviewees stated that the maximum overtime at normal working day was 2 hours, and overtime was voluntary in the factory. Laws and Regulations: Labor Law of the P.R.C, Article 41. Remark: Till the audit on 1 April 2019, there was no overtime record in April 2019.

根据管理层访谈，管理层有了解当地法规对加班的要求，但是他们没有有效的控制月加班导致月加班超出法规的要求。根据从2018年3月到2019年3月随机抽取的3个月的考勤样本（每个抽样月抽取6个员工样本）进行查阅，加班的细节如下：6个员工样本的月加班在2018年5月都为54小时；6个员工样本的月加班在2018年9月都为72小时；6个员工样本的月加班在2019年2月都为16小时；根据员工访谈，被访谈的员工表示每天最多加班2小时，加班是自愿的。参考法律法规：《中华人民共和国劳动法》第41条。备注：到2019年4月1日评估当日，抽样员工在2019年4月没有加班记录。

Remarks from Auditee:

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A

Deadline date:01/06/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Overall observation, the factory buildings were maintained in good condition, the fire safety was checked regularly and maintained in good condition; As per site observation, the factory was installed sufficient fire facilities in the workshop, warehouse and office, such as fire extinguishers and fire hydrants; Emergency lights and safety exit signs were installed for safety exit properly; as per onsite test, the water pressure of fire hydrant was sufficient. All evacuation routes were unblocked. The factory was conducted fire drills regularly, and fire drill records were provided for review during the audit. There were 2 trained first aiders with valid qualification in the factory. First aid kits boxes were provided in the workshop. Training on PPE use was provided for workers regularly, PPEs were provided for worker and free of charge. Fire inspection reports, construction completion and acceptance reports were provided for review. The factory record all working injury cases in the records which happened in the factory, as per the injury record review and worker interview, there was no any working injury occurred in the workshop in the past year. Drinking water was provided for workers and the valid drinking water test report was provided for review. The auditee did not provide transportation, canteen with kitchen, and dormitory to workers.

整体观察, 观察的厂房维护在良好的状态, 消防安全定期检查和维护在良好的状态。根据现场观察, 工厂在车间, 仓库和办公室安装了足够的消防设施, 如灭火器, 消防栓; 安全出口也安装了合适的应急灯和出口标志; 根据现场测试, 消防栓有足够的水压。评估中所有的逃生通道畅通。工厂定期举行了消防演习, 消防演习的记录在评估中提供查阅。工厂有2个培训过的有资质的急救员, 车间里提供了急救箱。工厂定期给员工提供了劳保用品的培训, 工厂给员工提供了免费的劳保用品。工厂提供了建筑的消防验收报告和建筑工程竣工验收报告供评估。根据记录了所有工厂里的工伤事故, 根据记录查阅和访谈, 车间里在过去一年里没有发生工伤事故。工厂给员工提供了饮用水, 其有效的测试报告也提供查阅。工厂未给员工提供交通工具, 带有厨房的食堂和宿舍。

- 7.1 -** 1. The auditee could not provide the pre-service, in-service and job leaving occupational health examination reports of silk-screen and printing workers who contacting chemical (such as painting and ink) for review, as per worker interview, both management and interviewees stated that the factory did not provide occupational health examination for worker yet. Reference law: PRC Law of Prevention and Control of Occupational Diseases article 35. 2. As per site observation, there were occupational hazards factors produced in silk-screen and printing processes, but factory did not provide the occupational hazards factors (such as air quality) test report of crushing and soldering workshop for review, management claimed that they did not conduct test yet. Laws and Regulations: Provisions on the Supervision and Administration of Workplace Occupational Health, Article 20.
1. 工厂不能提供接触化学品(如油漆和油墨)的丝印和打印作业工人的岗前、在岗期间和离岗时的职业病体检报告供评估, 根据员工访谈, 管理层和被访谈的员工均陈述工厂未提供职业病体检。参考法律:《中华人民共和国职业病防治法》第35条。2. 根据现场观察, 工厂的丝印和打印过程产生职业危害因素, 但是评估中工厂未提供丝印和打印车间的职业危害因素(如空气质量)检测报告供查阅, 管理层说他们还未进行检测。参考法律法规:《工作场所职业卫生监督管理规定》第20条。
- 7.2 -** The injury insurance did not cover all workers, the factory did not purchase injury insurance, child-birth insurance for 3 out of 13 workers (Remark: Total 18 workers in the factory, 4 retired worker, No Casual Worker and dispatching worker in the factory, the newest one worker joined factory in February 2019, No commercial insurance provide to workers). The factory established relative injury accident prevention procedure, and there was injury accident record for each month, as per injury accident record review, there was no any injury accident case in the past one year. Meanwhile, the risk assessment on workstation was conducted by factory. Reference law, PRC Labor Law article 72 and Social Insurance Law of the People's Republic of China, Article 33.
- 工伤保险没有包括所有员工。根据查阅2019年2月的社保凭证和评估日工厂社保系统的显示情况, 工厂没有给13位员工中的3名员工提供工伤保险(备注:工厂总共有18个员工, 4个退休员工, 没有临时工和派遣, 最新的一个员工在2019年2月有入厂, 工厂未给员工提供商业保险); 工厂建立了相关的以防工伤事故的程序, 工厂每月对工伤事故进行记录, 根据记录查阅, 过去一年没有工伤事故的情况。同时, 工厂对工作岗位进行了风险评估。参考法律:《中华人民共和国劳动法》第72条和《中华人民共和国社会保险法》第33条。
- 7.17 -** 1. It was noted that factory could not provide inspection report of one cargo for reivew, the management claimed that the building owner could not provide it so far. Reference Law, Special Appliance Quality Safety Monitoring Regulation article 28. 2. The worker manage the cargo did not have relevant management certificate (there only one cargo lift used by the factory), the management claimed that they would apply the training soon. Reference to Special Appliance Quality Safety Monitoring Regulation article 38.
1. 评估中工厂未能提供一部电梯的检验报告给查阅, 管理层表示目前房东还未能提供检验报告给他们。参考法律法规:《特种设备安全监察条例》第28条。2. 评估中发现工厂的电梯管理员未获得相应的管理员证书(工厂只使用了一部电梯), 管理层表示他们会尽快申请培训。参考法规《特种设备安全监察条例》第38条。

Remarks from Auditee:

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The auditee established age-verification mechanisms as part of recruitment process. The auditee established remedial policies and procedures to provide for further protection in case children are found to be working. The auditee management representatives knew clearly about the policy. No child labour or history child labour found during the audit.

工厂已经建立了年龄识别机制作为员工招聘的流程。工厂已经建立了童工补救政策和程序应对一旦童工出现需采取应对方案。被审核方管理层清楚该政策。评估中没有发现童工或历史童工。

Remarks from Auditee:

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: <p>The auditee established written young worker protection procedures targeted to prevent and mitigate harm to young workers, which included health and safety training to young workers and young worker grievance etc. The risk assessment were covered the special requirements of young workers in the health and safety. There was no young worker identified during the audit.</p> <p>被审方建立了保护未成年工的程序以防止和减缓对未成年工伤害, 其包含了对未成年工的培训以及未成年工申诉机制。风险包含了未成年工的健康安全的特殊需求。评估中没有发现未成年工。</p>	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: <p>The factory was signed Labor contracts with all workers. The contracts statement included the description of working hours, training, rest time and leave etc. which were in accordance with legal requirement and ILO. Meanwhile, the factory provide one labor contract to every worker. As per interview, the interviewed workers were aware content of labor contract.</p> <p>工厂和每个员工均签订了劳动合同, 劳动合同的内容包括工时, 培训, 休息时间和假期, 报酬和支付条件, 这些内容均符合法规以及国际标准。同时工厂提供了一份劳动合同给员工。根据员工访谈, 被访谈的员工了解劳动合同内容。</p>	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: <p>The factory established the policy on anti-forced labor. And according to onsite observation and interview statement of workers, workers confirmed that there were no evidence of bonded labor showed in the factory, for example, worker could resign according to legal requirement and they could leave the factory freely, and factory does not limit worker ask for leave if worker need. 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>工厂制定了反强迫劳动的政策, 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, 如有需要, 工人也请假也不受限制的。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>	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A	Deadline date:01/06/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: <p>The factory collected local environmental laws regularly. The factory established the environment protection management procedure and policy and the documents were provided for review. The factory established the management procedures on saving the natural resources and energy, such as the electricity and water. Remark: Based on site observation and confirmed with the management, there was no significant waste during current production processes, and the auditee had no need to obtained Waste Discharge Permit or certificates.</p> <p>工厂定期收集当地的环境法规。工厂建立了环境保护管理程序和方针, 其文件在评估中已提供查阅。工厂已建立了节约自然资源和能源如水, 电的管理程序。备注: 根据管理层确认和现场观察, 工厂目前的生产过程没有严重的废物排放, 工厂不需要获得排污许可或证书。</p> <p>12.1 - As per confirmed with factory management, the factory did not conduct Environmental Impact Assessment. Laws and Regulations: Environmental Impact Assessment Law of P.R.C, Article 16.</p> <p>根据和工厂管理层确认, 工厂没有进行环境影响评估。参考法律法规:《中华人民共和国环境影响评价法》第16条。</p>	
Remarks from Auditee:	

Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 147243] Audit Date: 01/04/2019 PA Score: A

Deadline date:01/06/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The factory established the procedure on Ethical Business Behaviour which based on amfori BSCI COC and local legal law. There procedure stated the factory how to prevent any corruption or bribery during the business activities; and factory provided the training on anti-corruption or anti-bribery to workers; the anti-corruption or anti-bribery policy were communicated to the suppliers and business partners. As per site observation and interview, there was no any corruption found during the audit.

工厂基于amfori BSCI行为准则和当地的法规建立了反腐败和反贿赂的程序。程序陈述工厂在其商业活动中如何防止腐败和贿赂。工厂给员工进行了反腐败和反贿赂的培训；反腐败和反贿赂也传达给供应商和商业伙伴。根据现场观察和访谈，未发现有腐败的现象。

- 13.2 -** The address of business license did not update in time. As per claimed by factory management and worker interview, and provided production building rental contract, the factory was moved to current place No. 28, Yumin Street, Xinqian Street, Huangyan District, Taizhou, Zhejiang, China. since September 2018, but the address of business license still shows the old location: No. 41, Kaiming Road, Xinqian Street, Huangyan District, Taizhou, Zhejiang, China. Reference law: Regulations of the people's Republic of China on the registration and administration of the company, article 29.

工厂的营业执照地址没有及时更新。根据管理层和员工的访谈以及房屋租赁合同，工厂在2018年9月搬到目前的地址：浙江省台州市黄岩区新前街道裕民街28号，但工厂的营业执照地址仍然是老的地址：浙江省台州市黄岩区新前街道开明路41号。参考法规：《中华人民共和国公司登记管理条例》第29条。

Remarks from Auditee:

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	01/04/2019	147243	D	A	A	A	B	D	A	A	A	A	A	A	A	C

Producer Photos



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



Photo of fire safety equipment
3. Fire hydrant.JPG



Photo of the inside of the main production hall
6. Suggestion box.JPG



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



Photo of fire safety equipment
4. Fire hydrant test.JPG



Photo of the inside of the main production hall
7. Attendance machine.JPG



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



Photo of fire safety equipment
5. Fire extinguisher.JPG



Photo of the sanitary facilities
Drinking water.JPG



External photo(s) of the production unit(s)
4. Address.JPG



Photo of the inside of the main production hall
1. silkscreen.JPG



Photo of the sanitary facilities
Toilet.JPG



Photo first aid facilities
Eye wash station.JPG



Photo of the inside of the main production hall
2. printing.JPG

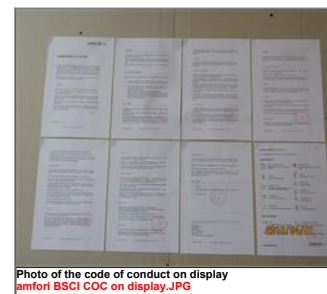


Photo of the code of conduct on display
amfori BSCI COC on display.JPG



Photo first aid facilities
First aid kit.JPG



Photo of the inside of the main production hall
3. drawing, assembling and packing.JPG



Photo of the personal protection equipments (if applicable)
PPE reminder.JPG



Photo of fire safety equipment
1. Fire evacuation plan.JPG



Photo of the inside of the main production hall
4. Incoming goods.JPG



Photo of non-conformity
NC 5.5 and 7.2 Insufficient social insurance.JPG



Photo of fire safety equipment
2. Emergency Light, Safety Exit Sign, Fire alarm.JPG



Photo of the inside of the main production hall
5. Finished goods storage.JPG

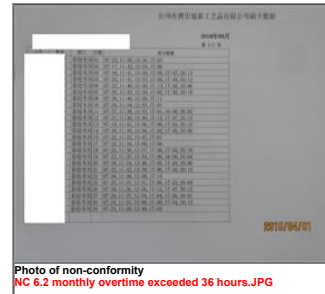


Photo of non-conformity
NC 6.2 monthly overtime exceeded 36 hours.JPG