
Auditee :	ZHEJIANG HENGXIANG TOYS CO., LTD.
Audit Date From :	04/01/2021
Audit Date To :	06/01/2021
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV Rheinland
Auditor's Name(s) :	Lewis Ye(Lead)
Auditing Branch (if applicable) :	TUV Rheinland China



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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: A B B B A A A A A A A B 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.
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: 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.
C Acceptable	<ul style="list-style-type: none"> Maximum 2 Performance Areas rated D No Performance Areas rated E These are three examples: A A A A A A A A C C C C A A A A A B B B C C C D 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.
D Insufficient	<ul style="list-style-type: none"> Maximum 6 Performance Areas rated E These are three examples: 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.
E Unacceptable	<ul style="list-style-type: none"> Minimum 7 Performance Areas rated E These are three examples: A A A A A A E E E E E E E A A B B C D E	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
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 :	ZHEJIANG HENGXIANG TOYS CO., LTD.		
DBID number :	25178		
Audit ID :	202463		
Address :	Xixi Industrial Park, Anren Town, Longquan		
Province :	Zhejiang	Country :	China
Management Representative :	Weiyang XIANG		
Contact person:	Weiyang XIANG	Sector :	Non-Food
Industry Type :	Toys and Games	Product group :	toys
Product Type :	Wooden toys		

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 : 06/01/2022

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	A	D	A	A	A	A	A	A	A

Executive summary of audit report
<p>ZHEJIANG HENGXIANG TOYS CO., LTD. was located at Xixi Industrial Park, Anren Town, Longquan City, Zhejiang Province, China (中国浙江省龙泉市安仁镇溪西工业园区).</p> <p>The auditee located within independent physical boundary, the total land area occupied by the auditee was 8500 square meters. There were total 3 blocks of buildings within the boundary and all buildings were owned by the auditee: one 7-storey building was used as warehouse, technical department, office, sample room and activity room (1F was used as accessories warehouse and chemical warehouse; 2F was used as technical department; 3F was used as sundries warehouse; 4F~5F were used as office; 6F was used as sample room; 7F was used as activity room); one 1-storey building and one 2-storey building were used as raw materials warehouse, finished goods warehouse and production workshops.</p> <p>The auditee was specialized in the manufacturing of wooden toys, the main production activities included cutting, barreling, polishing, sanding, drilling, manual paint-spraying, electrostatic automatic paint-spraying, thermal transfer printing, silk-screen printing, pad printing, assembling, inspection and packing. As claimed by factory management that all production processes were completed in the factory and no process or products were subcontracted or contracted by other factories.</p> <p>No obvious peak season or low season existed in the past year. All employees were directly hired by the auditee, no home worker or dispatched worker was used, and no service provider was used by the auditee.</p> <p>During the audit, the factory management and sampled workers were cooperative. The factory management demonstrated a willingness to gradually improve all issues found during the audit. The workers expressed their positive attitude to the management.</p> <p>Remark: 1. Auditor: Lewis Ye; APSCA registration number: RA 21701875.</p> <p>2. a)No contractor was used by the auditee, which makes the contractor license/permit not applicable; b)No agency was used by the auditee, which makes the agency labour contract not applicable; c)No government waiver such as Comprehensive Working Hours System waiver or social insurance waiver was obtained by the auditee, which makes the government waiver not applicable; d)No collective bargain agreements existed in the factory, which makes the collective bargain agreements not applicable.</p>

Ratings Summary



Auditee's background information			
Auditee's name :	ZHEJIANG HENGXIANG TOYS CO., LTD.	Legal status :	Limited Company
Local Name :	浙江恒祥玩具有限公司 (9133118155177350A)	Year in which the auditee was founded :	2010
Address :	Xixi Industrial Park, Anren Town,	Contact person (please select) :	Weiyang XIANG
Province :	Zhejiang	Contact's Email :	hengxiang08@zjhxts.com
City :	Longquan	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.zjhxts.com
GPS coordinates :	N28°04'15" E119°20'28"	Total turnover (in Euros) :	1000000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Toys and Games	Of which domestic market % :	0.00
If other, please specify :		Production volume :	2000000 sets per year
Product Group :	toys	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Wooden toys		

Auditee's employment structure at the time of the audit			
Total number of workers :	162	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	59	103	
Temporary workers	0	0	
In management positions	2	2	
Apprentices	0	0	
On probation	0	0	
With disabilities	0	0	
Migrants (national citizens)	2	5	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	59	103	
Production based workers	0	0	
With shifts at night	1	0	
Unionised	59	103	
Pregnant	-	0	
On maternity leave	-	0	

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: D

Deadline date:03/01/2022

GOOD PRACTICES:

None无

AREAS OF IMPROVEMENT:

The factory obtained some management systems certificates including ISO9001:2015, OHSAS18001:2017 and ISO14001:2015. The factory established social compliance management policies, procedures and organization structure to implement amfori BSCI management system. Ms. Weying XIANG /Office Director was in charge of implementing amfori BSCI system and integrating the requirements into day-to-day business. The factory management understood the importance and benefits of having an effective management system. The factory conducted internal and external audits for social responsibility annually, the issues in every audits were followed by internal audit team. The factory selected their significant business partners based on amfori BSCI COC and monitored their social performance.

工厂获得了一些管理体系的证书包括ISO9001:2015, OHSAS18001:2017和ISO14001:2015。工厂建立了社会责任管理方针、程序及组织架构来执行amfori BSCI管理体系。办公室主任项伟英女士是amfori BSCI体系执行情况的总负责人, 并将amfori BSCI的要求融入到日常的生产经营中。工厂管理层理解一个有效的管理体系的重要性和好处。工厂每年进行内部及外部的社会责任审核, 并对审核中发现的问题, 由厂内的内审小组进行跟踪。工厂已经基于amfori BSCI行为准则对其主要商业伙伴进行选择以及监控其社会绩效。

1.1 - The factory had set up management procedures to implement amfori BSCI COC, but not all procedures were properly implemented, such as workers' overtime hours systematically exceeded legal requirement without suitable control mechanism. Through management interview, the operation on social responsibility was mainly based on past experiences and learning from local government departments (including Labor Department, Fire Bureau, Safety Bureau, Environmental Protection Agency and etc.), the factory invested fund to maintain social performance such as conducting occupational hazardous factors testing, environmental monitoring and etc., they knew gap existed in overtime hours, but they did not have a good way to reduce overtime hours, if control overtime hours, it would cause delayed delivery. The interviewed workers stated that they preferred to earn more money through taking overtime.

工厂建立了管理程序来执行amfori BSCI行为准则, 但不是所有程序都得以有效实施, 例如员工加班时间系统性超过法规要求而无适当的控制机制。通过管理层访谈, 工厂社会责任的运作主要通过以往经验和向当地政府部门(包括劳动部门、消防局、安监局、环保局等)学习, 工厂在过去一年有投入资金来维护社会绩效, 例如进行职业危害因素检测、环境监测等, 他们知道加班时间存在问题, 但他们没有好的办法来减少加班时间, 如果控制加班, 会引起延期交货。访谈的员工表示他们愿意通过加班赚得更多的钱。

1.4 - As per management interview and documents review, the management was aware of the workforce planning and cost accounting, and the workforce planning and cost accounting procedure was established. But the factory' workforce capacity was not properly organized to meet the expectations of the delivery orders due to workers' overtime hours exceeded legal requirement.

根据管理层访谈及文件审核, 管理层有了解产能规划和成本核算, 且工厂建立了产能规划和成本核算程序。但工厂的人力资源未合适地组织以达到交付订单的预期要求, 因为员工的加班时间超过法规要求。

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A

Deadline date:

GOOD PRACTICES:

None无

AREAS OF IMPROVEMENT:

Workers and worker representative knew how to exchange information on workplace issues with management, they could dialogue and negotiate. Worker representative communicated with the management regularly. The factory provided relevant trainings about rights and responsibilities, H & S and workplace rules etc. to workers. The factory established an effective grievance mechanism which including suggestion box, worker representative and an open door policy.

员工和员工代表知道如何就工作场所的问题和管理层进行交流, 他们可以对话和协商。员工代表与管理层定期沟通。工厂给员工提供了关于权利和义务、健康安全以及厂纪厂规等等的相关培训, 工厂建立了有效的申诉机制, 包括意见箱、员工代表以及门户开放政策。

Remarks from Auditee:

None

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: The factory established formal policy to respect the right of personnel to form, join and organize trade unions of their choice and to bargain collectively on their behalf with the company. There was one union in the factory, all employees were union members. No collective bargain agreement was concluded between the factory and workers in the past year, but the factory did not prevent workers from bargaining for the agreement. Meanwhile, worker representative was elected by all employees including the production employees. They regularly conducted the worker representative meeting about the daily affairs, discussed the matter with management. No discriminate against worker representative was found in the factory, and the worker representative could access to workers in working place during working time. 工厂建立了尊重员工根据自己意愿建立、加入以及组织工会并与企业方进行集体谈判的权利。工厂有一个工会，所有员工都是工会的会员。工厂和员工在过去一年无集体谈判协议，但工厂也未阻止员工有意愿的时候和工厂谈判。同时，工厂通过员工包括生产员工自由选举了员工代表。工厂定期与员工代表举行会议，讨论日常事务及管理。员工代表与员工享有平等的权力，员工代表有权在工作时间和工作场所接触员工。	
Remarks from Auditee: None	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: The factory establishes anti-discrimination procedure and provided relevant training to workers. No obvious discrimination accrued in the factory, the employment, salary and position arrangement of workers were not based on sex, age, region, nation etc. 工厂建立了反歧视的程序文件，并给员工提供了相关的培训。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、民族等。	
Remarks from Auditee: None	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: The local minimum wage standard was RMB1660 per month since 1 October 2018. The factory had collected the laws and regulations related the wages and benefits in local, and a written policy was established according to the laws and regulations. The policy was communicated to all employees. The factory provided the payroll records from December 2019 to November 2020 for review. All workers were paid by monthly rate and at least RMB1800 per month. 150%, 200%, 300% of normal rate would be compensated for overtime on normal working days, Saturday and holidays. Necessary benefits such as the paid annual leaves and public holidays were provided for workers. The whole calendar month was counted as a wage calculation cycle, the wage was paid at the end of next month by cash. Fine was not used when the workers were punished. Social insurance records from December 2019 to November 2020 were reviewed, according to social insurance receipt of November 2020, the factory provided all five kinds of social insurances to the employees who could buy social insurance, and provided commercial accident injury insurance to the retirees hired to work again who could not buy social insurance. 当地最低工资标准自2018年10月1日起为1660元每月。工厂收集了当地在工资福利方面的法律要求并且依据要求制定了明确的工资福利政策并且将此政策传达给了员工。工厂提供了2019年12月至2020年11月的工资记录供审核。所有工人为月薪制工资，最低支付1800元每月。平常加班，周六加班和节假日加班分别以正常工资的150%，200%和300%支付加班费。必要的法定福利如带薪年假和法定假提供了员工。工资计算周期是一个完整自然月，工厂在下个月的月底以现金形式支付工资。工厂不采用罚款的方式处罚员工。审核查看了2019年12月至2020年11月的社保记录，根据2020年11月的社保凭证，工厂给可以买社保的员工提供了所有五种社保，给不能买社保的退休返聘员工提供了商业意外工伤险。	
Remarks from Auditee: None	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: D	Deadline date:03/01/2022
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>The factory established working hour management procedure. Face scanning attendance system was used to record the time in/out. The factory defined from Monday to Sunday as a week. Normal working hour was 8 hours per day and 5 days (from Monday to Friday) per week. Attendance records from 1 December 2019 to 6 January 2021 were reviewed. Two shifts (07:30-15:30/15:30-23:30) were arranged for gate keepers. One shift (07:30-11:30, 13:00-17:00) was arranged for other employees, if overtime work was arranged on weekdays, the overtime period was from 18:00 to 20:00. No obvious peak season or low season existed in the factory. Based on the sample records, maximum 2 hours overtime per day, 18 hours overtime per week, 72 hours overtime per month, 1 day off after 6 days consecutive working days was guaranteed. During the worker interview, workers confirmed that they worked overtime voluntarily. And workers had right to rest in resting breaks in every working day, such as go to toilet, drink water.</p> <p>工厂建立了工时的管理程序。工厂用面部识别考勤系统记录员工考勤。工厂定义周一到周日为一个完整工作周。正常工作时间为每天8小时和每周5天（周一至周五）。审核查看了自2019年12月1日至2021年1月6日的的考勤记录。门卫为2班工作制（07:30-15:30/15:30-23:30）。其他员工均为1班工作制，工作时间是07:30-11:30, 13:00-17:00, 工作日如有安排加班，加班时间段为18:00-20:00。工厂没有明显的淡旺季。所抽取样本考勤中，最大的日加班2小时、周加班18小时，月加班72小时，最长连续工作6天。访谈确认员工加班自愿。同时员工允许在工作时间获得必要的休息，如上洗手间，饮水等。</p> <p>6.2 - Overtime hours exceeded the legal requirement, the factory did not have effective overtime control system. The factory management stated that they had to arrange some overtime to finish production order, but at least one day off per week was provided for employees. The interviewed employees stated that overtime work was voluntary and they could earn more money by working overtime. Based on the attendance records from 1 December 2019 to 6 January 2021, the maximum daily OT were 2 hours, workers' monthly overtime hours exceeded 36 hours from December 2019 to December 2020 except February 2020, which ranged 44~72 ours. Details of sampled 3 months as below: The overtime hours of 16 out of 16 selected employees were 56 hours in April 2020; The overtime hours of 16 out of 16 selected employees were 72 hours in August 2020; The overtime hours of 16 out of 16 selected employees were 68 hours in November 2020. (Reference Law: PRC Labour Law article 41) Remark: the maximum monthly overtime hours of December 2020 were 66 hours, the maximum monthly overtime hours from 1 January 2021 to 5 January 2021 were 12 hours.</p> <p>加班时间超过法规要求，工厂没有有效的系统去控制加班。工厂管理层表示他们必须安排一些加班来完成生产订单，但工厂保证员工每周至少休息一日。访谈的员工表示加班是自愿的，且加班可以增加收入。根据2019年12月1日至2021年1月6日的考勤记录，最大的日加班为2小时，从2019年12月至2020年12月除2020年2月外，员工的月加班都超过36小时，为44至72小时。抽取的3个月的情况如下：16名抽取的员工中有16人在2020年04月的月加班时间为56小时；16名抽取的员工中有16人在2020年08月的月加班时间为72小时；16名抽取的员工中有16人在2020年11月的月加班时间为68小时；（参考法律法规：中华人民共和国劳动法第41条）备注：2020年12月的最大月加班时间是66小时，2021年1月1日至2021年1月5日的最大月加班时间是12小时。</p>	
Remarks from Auditee: None	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:03/08/2021
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>Relevant law and regulations on occupational health and safety for its activities had been collected regularly. The occupational health and safety procedures had been established. The factory established OHS committee. The main occupational hazardous factors in the factory were benzene series, dust and noise, the factory entrusted a qualified unit (Lishui Anjian Testing Technology Co., Ltd.) to conduct the occupational hazardous factors testing for production workshops in November 2020, the testing report showed that the occupational hazardous factors in all workshops did not exceed legal requirement. Pre-job and on-job occupational health check was freely provided to relevant workers. The factory conducted risk assessment on OHS, based on risk assessments, the fire risk and mechanical risk were big risks, prevent actions for the risks were established. For example, enough fire facilities including fire sprinkler, fire extinguishers, fire hydrants, fire alarms, emergency lights and exit signs were installed properly and inspected monthly, by testing onsite, fire hydrant, emergency lights and fire alarm were effective. Evacuation routes were not blocked, all safety exits were kept open during working time. The fire registration records and building structure safety certificates of all buildings were obtained. In the aspect of machinery safety, warning signs were posted on the high risk machines, all production equipment were maintained in good condition. The main chemicals used in the factory were water-based paint, ink, cyclohexanone and etc., MSDS was posted in using area and chemical warehouse, eye washer was installed in workshop. The factory provided series of trainings to increase workers' health and safety awareness, such as fire safety, machinery safety, PPE using, chemical safety, electrical safety and etc. Occupation hazard notification cards, PPE warning signs and risk notification cards were posted in relevant positions. Appropriate PPEs such as gloves, gas masks, dustproof masks and earplugs were freely provided to relevant workers. The factory established first aid program, there were enough trained first aiders in the factory, there was first aid kit in each workshop, basic suppliers such as scissors, tweezers, gauze, medical alcohol, band-aid, burn ointment and so on were provided in the first aid kit, the interviewee stated that they could use the first aid kit freely. Clean drinkable water was available in factory. The factory had systematic management for the validity of inspection report, operator certificate and administrator certificate for the special appliances. The factory established the work-related injury management procedures, the work-related injury record sheet and work-related injury research report were reviewed but no work-related injury happened in the past year. No canteen, dormitory and transportation was provided to workers by the factory.</p> <p>工厂定期地收集了与其活动相关的职业健康与安全方面的法律法规。工厂建立了职业健康与安全的程序。工厂建立了职业健康安全委员会。工厂的主要职业危害因素是苯系物、粉尘和噪音，工厂在2020年11月委托了一个有资质的公司（丽水市安建检测科技有限公司）对生产车间的职业有害因素进行了检测，检测报告显示所有车间的职业危害因素都没有超过法律要求。岗前和在岗职业健康体检免费提供给了相关员工。工厂针对职业健康安全进行了风险评估，从风险评估来看，消防风险和机械风险是工厂最大的风险，工厂针对风险制定了相应的预防政策。例如，足够的消防设施包括喷淋、灭火器、消火栓、警铃、应急灯与安全出口标识合理安装并每月进行检查，通过现场测试，消火栓、应急灯和警铃可正常使用。逃生路线未被堵塞，所有安全出口在上班期间保持打开。所有建筑的消防备案记录和竣工验收报告有取得。在机械安全方面，高风险的机械设备上张贴了警示标识，所有生产设备维护良好。工厂主要使用的化学品是水性油漆、油墨、环己酮等，MSDS张贴在了使用现场和化学品仓库，洗眼器安装在车间。工厂有提供一系列的培训来增加员工的健康安全意识，例如消防安全、机械安全、劳保用品使用、化学品安全、电气安全等。职业危害告知卡、劳保用品警示标识和风险告知卡张贴在相关的岗位。免费的劳保用品例如手套、防毒面具、防尘口罩和耳塞免费提供给了相关员工。工厂建立了急救程序，工厂内有足够的经过培训的急救员，每个车间都有一个急救药箱，急救箱里面提供了基本备品，例如剪刀、镊子、纱布、医用酒精、创可贴、烫伤膏等，访谈人员表示他们可以自由选择药箱。干净的饮用水提供给了员工。工厂对特种设备检验报告及操作员证/管理员证的有效期进行了系统管理。工厂建立了工伤管理程序文件，通过工伤记录表和工伤分析报告，发现在过去一年内没有工伤发生。工厂没有提供食堂、宿舍和交通给员工。</p> <p>7.1 - On-service and pre-job occupational diseases examination was provided for workers exposed to occupational hazards position, but no post-service occupational diseases examination was provided. Reference law: Law of the People's Republic of China on Prevention and Control of Occupational Diseases, Article 35. Remark: about 10 workers exposed to occupational hazardous factors (noise, dust and benzene series) had resigned in the past year. The factory management explained that the workers were not willing to attend the off-job occupational health examination when terminated, although the factory provided the occupational health examinations free of charge.</p> <p>工厂给接触职业危害工种的人员提供了在岗和岗前职业病体检，但工厂没有提供离岗职业病体检。参考法律法规：中华人民共和国职业病防治法第35条。备注：过去一年大约有10名接触职业危害因素（噪音、粉尘和苯系物）离职；工厂管理解释员工离职时不愿意参加离岗的职业健康检查，尽管工厂免费提供职业病体检。</p>	
Remarks from Auditee: None	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>Each worker needed to write entry registration sheet and provided ID card to identify age when entered the factory, the factory set up workers roster and kept workers' personnel documents and records. A child labour remedy procedure was also established to handle child labour issue. No child labour was identified in the factory during this audit.</p> <p>每一名员工在入职时都需要填写入职登记表和提供身份证来核实年龄，工厂建立了员工花名册和保留了员工的档案和记录。工厂同时建立了童工补救措施来处理童工问题。在审核过程中，未发现有任何童工存在。</p>	
Remarks from Auditee: None	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>The factory had set up the social policy and procedure on young workers' protection and also conducted risk assessment for young workers. Although there was no young worker working in the factory currently, but the management had a clear understanding that young workers were more vulnerable than most workers, the factory established a series of protection rules for young workers, such as young workers should be adequately protected against any harmful working condition, should provide effective grievance mechanism to young workers, and should be properly trained on OHS etc.</p> <p>工厂建立了有关未成年工保护的社​​会责任政策和程序，并针对未成年工人做了风险评估。尽管工厂目前没有使用未成年工，但管理层清晰地了解未成年工比大部分员工更易受到伤害，工厂制定了一系列的未成年工保护规定，比如不得安排未成年工从事有毒有害的工作，应该给未成年工提供有效的申诉渠道，应该给未成年工提供有关职业健康安全的培训等。</p>	
Remarks from Auditee: None	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>The factory established human resource management procedure which regulated the standard of recruitment, remuneration, hours of work, disciplinary measures, promotion, trainings, termination of employment and etc. As per interviewed workers, they all stated that they had understandable information of the factory before entering into employment. The factory signed labour contracts with employees within one month of recruitment according to legal requirement. All employees were recruited by the factory directly.</p> <p>工厂建立了人力资源管理程序，涵盖了人员招聘，薪资，工时，奖惩，晋升，培训，解除合同等各方面的规定。根据员工访谈，工人在应聘进入工厂前就对工厂各方面信息有了了解。工厂在员工入职一个月与员工签订了劳动合同。所有的员工都被工厂直接招募。</p>	
Remarks from Auditee: None	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>The factory had set up the social policy and procedure on no bonded labor and special training was provided to management particularly supervisors and those in human resources department. As per factory regulations and worker interviews, it was confirmed that workers chose the factory freely without monetary deposit or original personal documents withheld. The factory only kept copies of workers' identification card for documentation purpose in personnel files. There was no restriction on workers' movement, and workers could access to drinking water or toilet facilities as they desired and left the factory freely when they were off duty. All overtime hours were arranged on workers' voluntary basis, and workers could resign from the factory with a one-month prior notice to the factory management. The factory implemented escalating disciplinary procedures, like verbal warning, written warning and terminations, etc. to discipline workers. No monetary fines were detected in the disciplinary procedures.</p> <p>工厂建立了关于禁止强迫劳动的社​​会责任政策和程序，且为管理人员尤其是主管和人力资源部门的人员提供了专门的培训。通过查看工厂的规章制度以及员工访谈发现，员工都是自主选择在工厂工作，没有交付押金或者个人证件的原件。工厂仅在人事档案中保留了员工身份证的复印件。员工在工厂内的行动自由，喝水或使用洗手间或在下班后自由活动都不受限制。加班是基于员工自愿，如果需要辞职，只需提前一个月通知管理层即可。工厂采用程度逐级提升的惩罚制度，如口头警告、书面警告、终止合同等来惩罚员工。惩处制度中没有发现罚款条款。</p>	
Remarks from Auditee: None	

Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>The factory established environment protection policy and procedure, recognized its environment impact and conducted environment risk assessment. The related environment laws were collected. The energy saving policy was established. The factory had obtained environmental impact report form and approval, and environmental protection facilities inspection and acceptance approval. The factory registered its pollution emission on the website of national discharge permit management information platform (registration number: 91331181551777350A001W, valid form 18 May 2020 to 17 May 2025). The industrial wastewater generated from paint-spraying process was disposed through settling pond and recycled. Dust treatment facility for woodworking process was installed. The factory conducted environmental monitoring, wastewater, waste air and noise discharge conformed to the legal requirement. The hazardous wastes were transferred to a qualified unit for disposing.</p> <p>工厂建立了环境保护政策和程序, 识别了环境影响也开展了环境风险评估。相关的环境法规已经收集。节能政策已经建立。工厂获得了建设项目环境影响报告表和批复, 以及环保设施竣工验收批复。工厂在全国排污许可证管理信息平台网站进行了排污登记 (登记编号: 91331181551777350A001W, 有效期从2020年5月18日至2025年5月17日)。喷漆过程产生的工业废水经过沉淀池处理并循环使用。木工过程的粉尘处理设施已安装。工厂进行了环境监测, 废水、废气和噪音的排放符合法规要求。危险废弃物移给了一家有资质的单位处置。</p>	
Remarks from Auditee: None	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 202463] Audit Date: 04/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: None无	
AREAS OF IMPROVEMENT: <p>The factory had established the business ethics policy, which had included the publicly condemns corruption, extortion and bribery as unacceptable unethical behaviors perpetrated in its business and sphere of influence, and the policy were communicated to employees. Based on workers interview, onsite observation and the provided documents/ records review, the factory provided consistent information for this audit and no non-ethical behavior was observed.</p> <p>工厂建立了商业道德政策包括公开谴责腐败、在其业务和影响范围内的勒索和贿赂是不可接受的和不道德的行为, 工厂对员工做了商业道德政策的培训。根据员工访谈、现场观察和所提供的文件/记录审核, 工厂在审核中提供了一致性的信息, 当前审核没有发现不道德商业行为。</p>	
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	04/01/2021	202463	D	A	A	A	A	D	A	A	A	A	A	A	A	C

Producer Photos



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



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



External photo(s) of the production unit(s)
3.Complex building.JPG



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



Photo of the inside of the main production hall
Accessories warehouse.JPG



Photo of the inside of the main production hall
Assembling.JPG



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



Photo of the inside of the main production hall
Barreling.JPG



Photo of the inside of the main production hall
Cargo lift.JPG



Photo of the inside of the main production hall
Cutting-1.JPG



Photo of the inside of the main production hall
Cutting-2.JPG



Photo of the inside of the main production hall
Drilling.JPG



Photo of the inside of the main production hall
Electrostatic automatic paint-spraying.JPG



Photo of the inside of the main production hall
Finished goods warehouse.JPG



Photo of the inside of the main production hall
Forklift.JPG



Photo of the inside of the main production hall
Manual paint-spraying.JPG



Photo of the inside of the main production hall
Packing.JPG



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



Photo of the inside of the main production hall
Polishing.JPG



Photo of the inside of the main production hall
Raw materials storage area.JPG



Photo of the inside of the main production hall
Sanding.JPG



Photo of the inside of the main production hall
Silk-screen printing.JPG



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



Photo of the inside of the main production hall
Thermal transfer printing.JPG



Photo of the inside of the main production hall
Warning sign.JPG



Photo of fire safety equipment
Emergency light and exit sign.JPG



Photo of fire safety equipment
Evacuation plan.JPG



Photo of fire safety equipment
Fire alarm.JPG



Photo of fire safety equipment
Fire hydrant and fire extinguisher.JPG



Photo of fire safety equipment
Fire hydrant testing.JPG

