
Auditee :	SHENZHEN SVAVO INTELLIGENT TECHNOLOGY CO., LTD
Audit Date From :	15/04/2019
Audit Date To :	16/04/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV Rheinland
Auditor's Name(s) :	Denise Wen(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 ANo 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 CNo 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 DNo 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>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr></table>	A	A	A	A	A	A	A	A	A	A	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	E	D	D	D	D	D	D	D	D	E	E	E	E	E	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
A	A	A	A	A	A	A	A	A	A	D	D	D																													
A	A	A	B	B	B	C	C	C	D	D	D	E																													
D	D	D	D	D	D	D	D	E	E	E	E	E																													
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 :	SHENZHEN SVAVO INTELLIGENT TECHNOLOGY CO., LTD		
DBID number :	358107		
Audit ID :	148545		
Address :	No. 4 FTY, XinWu Industrial, ShaBo Community, MaLuan Block, PingShan District, Shenzhen		
Province :	Guangdong	Country :	China
Management Representative :	Qin Luo/HR manager		
Contact person:	Qin Luo	Sector :	Non-Food
Industry Type :	Mechanical and electrical engineering	Product group :	Home appliances
Product Type :	Automatic soap dispenser, soap dispenser, automatic perfume dispenser, automatic sensor faucet, hand dryer, hair dryer, tissue holder		

Audit Details



Audit Range :	<input type="checkbox"/> Full Audit	<input checked="" 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 :	16/04/2020

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

Executive summary of audit report

SHENZHEN SVAVO INTELLIGENT TECHNOLOGY CO., LTD (深圳市瑞沃智能科技有限公司) was established in 2003 and located in No. 4 FTY, XinWu Industrial, ShaBo Community, MaLuan Block, PingShan District, Shenzhen City, Guangdong Province (广东省深圳市坪山区马峦街道沙壆社区新屋工业区4号厂房). The facility had sufficient experience of more than 15 years on producing automatic soap dispenser, soap dispenser, automatic perfume dispenser, automatic sensor faucet, hand dryer, hair dryer, and tissue holder. The main processes were plastics injection, assembly, silk printing, transfer printing, quality check and package. Within the facility fence, there was a 3-floor production building, which used for production, office and warehouse and one 4-floor dormitory building, which was used with the 1st floor used as canteen and kitchen and the left 3 floors as rooms. The total construction area was about 5500 square meters. The auditee rent the building and only the auditee located in the facility fence.

Closing Meeting: At the end of the assessment, a closing meeting was held by the auditor at the facility meeting room with the same management team including Qin Luo/HR manager. During the meeting, the current findings were explained to the management in detail and the corrective action plan was presented accordingly. The facility management was receptive about the findings and corrective action plan, and Qin Luo/HR manager signed the finding report at the end of the meeting.

Remark:

1, The facility did not use contractor, labor agency and did not have government waiver as well as collective bargain agreement, which made the corresponding document not applicable. The facility did not need to obtain pollutant discharge permit or license like this. Transfer printing was not operated during the audit due to there was no order need such a processing recently. Workers of this section worked in other sections.

2, All workers were permanent workers and no seasonal workers, foreign migrant workers, apprentice workers and no temporary workers hired by auditee. No child labor or young worker was found in the facility. 4 subcontracted security guards were used. As per document review and management interview, there was no apparent peak or low season in the recent one year.

3, there had been update for the facility address in Chinese, which was from “广东省深圳市坪山新区坪山沙壆新屋工业区4号厂房” to “广东省深圳市坪山区马峦街道沙壆社区新屋工业区4号厂房”. The address was updated due to the administrative unit where the auditee located upgraded, and after the update, the address was more detailed, which the block where the auditee located was added. Thus, the English address translation was also updated accordingly and from “No. 4 Factory, Xinwu Industrial Estate, Shabo, Pingshan District, Shenzhen City, Guangdong Province” to “No. 4 FTY, XinWu Industrial, ShaBo Community, MaLuan Block, PingShan District, Shenzhen City, Guangdong Province”. The facility did not move or change since last audit.

Ratings Summary



Auditee's background information			
Auditee's name :	SHENZHEN SVAVO INTELLIGENT TECHNOLOGY CO., LTD	Legal status :	Co., Ltd.
Local Name :	深圳市瑞沃智能科技有限公司(统一社会信用代码:91440300746628267B)	Year in which the auditee was founded :	2003
Address :	No. 4 FTY, XinWu Industrial, ShaBo Community, MaLuan Block, PingShan District,	Contact person (please select) :	Qin Luo
Province :	Guangdong	Contact's Email :	admin@svavo.cn
City :	Shenzhen	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.SVAVO.CN
GPS coordinates :	North 22°41'31" East 114°21'45"	Total turnover (in Euros) :	6875000.00
Sector :	Non-Food	Of which exports % :	49.00
Industry :	Mechanical and electrical engineering	Of which domestic market % :	51.00
If other, please specify :		Production volume :	2800000 pcs per year
Product Group :	Home appliances	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Automatic soap dispenser, soap dispenser, automatic perfume dispenser, automatic sensor faucet, hand dryer, hair dryer, tissue holder		

Auditee's employment structure at the time of the audit		
Total number of workers :	220	Total number of workers in the production unit to be monitored (if applicable) : 0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	6	1
Temporary workers	93	120
In management positions	8	4
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	75	97
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	95	121
Production based workers	0	0
With shifts at night	14	6
Unionised	0	0
Pregnant	-	2
On maternity leave	-	1

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: D

Deadline date:15/04/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The factory had already established social compliance management policies, procedures, manuals and organization structure to implement amfori BSCI Code of Conduct. Qin Luo/HR manager had been appointed to amfori BSCI management representative to ensure that the amfori BSCI values and principles were followed in a satisfactory manner. Managements knew quite well about the content of amfori BSCI. Information regarding amfori BSCI issues was shared between management and workers periodically. The amfori BSCI Code of Conduct was posted on the notice board, and the internal audit and management review of social compliance management were conducted in December 27, 2018. The factory had already established supplier management procedure and monitored business partners' social performance regularly. 1.1 and 1.4 was not corrected yet. 1.3 was corrected. According to the salary and attendance record of one sampled security guard, the factory had guaranteed his sufficient rest time, at least one day off per week, and at least 10 hours off per day, and had paid his regular salary, overtime salary and legal leave salary according to the law.

工厂已建立社会责任管理方针、程序、手册及组织架构来执行amforiBSCI行为守则。罗琴/人事经理已被任命为amfori BSCI管理者代表以确保充分遵循amfori BSCI价值和原则要求。管理人员对 amfori BSCI 的内容较为清楚。工厂涉及amforiBSCI事项的交流已在管理层与工人之间定期进行。工厂在公告栏张贴了amfori BSCI行为守则,并在2018年12月27日进行了社会责任管理的内部审核和管理评审。工厂已建立供应商管理程序并定期监控了商业伙伴的社会责任的表现。1.1和1.4尚未改善。1.3已经改善,根据抽样的一名保安的工资考勤记录,工厂保证了其充分的休息时间,每周至少休息一天,每天至少休息10小时,并且按照法律规定支付了他的正班工资,加班工资以及法假工资。

1.1 - The factory established the amfori BSCI management system while there was still gap with system implementation, such as, the monthly OT had exceeded 36 hours, not all employees joined the social insurance and so on. Management stated it was very difficult to solve the problems completely along with increase in cost of labour and decrease of profits of products.

工厂建立了amfori BSCI 管理体系,但是在体系执行上还是有差距的,如月加班都超36小时,没有全员购买社保。管理者说随着用工成本的增加和产品利润的减少,这些问题完全改善比较困难。

1.4 - The factory established production capacity assessment procedure. However, the factory didn't have a good capacity planning to meet the expectations of the delivery order, which led to the monthly overtime hours exceeded legal requirement. Through management interview, they could not ensure workers' overtime hours in accordance with the law requirements when the factory could finish the client's orders on time continually.

工厂制定了生产能力评估程序,然而工厂没有一个完善的产能计划去完成预期的订单交货以致于月加班时间超过法规要求。根据管理人员访谈,工厂在持续能准时交货的同时,无法确保工人的加班时间符合法规要求。

Remarks from Auditee:

Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: D

Deadline date:20/07/2018

Good practices

NONE

Areas of improvement

The overall observation shows that the auditee partially fulfils the requirement of this performance area. The audited has established internal audit and management review procedure and suppliers control procedure on audit conducted at least once per year. Internal audit and supplier audit are conducted with records maintained. The audited appointed the HR manager Ms. Qin Luo as amfori BSCI management representative and based on management interview, she knew amfori BSCI Code. The auditee established workforce and cost control procedure and it has been noted that the workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts. However, gaps have been identified as follows:

整体上生产商部分满足了该部分的要求。工厂制定了内审和管理层评审程序和供应商控制程序要求内审和供应商评审至少每年进行一次。工厂保留了内审和供应商评审的记录。工厂指定了工厂的HR经理罗琴作为BSCI的管理者代表。根据对她的访谈了解,Amfori BSCI管理者代表知道amfori BSCI行为准则。工厂制定了产能和成本控制程序,已组织了合适的劳动力以达到交付订单和/或合同的预期要求。但生产商在以下方面还存在问题。

1.1 - Finding: The main auditee partially respects this principle because the factory established completed amfori BSCI management system including plan-do-check-action cycle, but issues also found during audit, such as the factory did not monitor the sub-contracted security guards effectively as per amfori BSCI requirement.

被审核方(生产商)部分遵循该准则。原因是工厂已建立完整的amfori BSCI管理系统,其中也包括计划-执行-检查-改善循环,但审核过程中仍发现了问题,例如工厂未对外包保安基于amfori BSCI要求进行有效监控。

1.3 - Finding: The main auditee partially respects this principle because the factory established completed supplier social performance management system including establishing supplier management policy on amfori BSCI, selecting the supplier according to the audit result, monitoring the social performance of supplier periodically. There were 4 sub-contracted security guards in factory. Based on provided attendance records and payrolls, the security guards service company only provided 300% of regular wage for overtime working on holiday, but no legal holiday wage paid for them. The security guards did not rest 8 hours per day sometimes when they changed shifts.

被审核方(生产商)部分遵循该准则。原因是工厂已建立完整的供应链社会责任管理系统包括建立供应商管理政策,按照BSCI要求筛选并监控供应商社会责任绩效。工厂使用了4名外包保安,根据工厂提供的考勤工资记录,保安公司只给员工在法定节假日支付了3倍的加班工资,但未支付法定节假日工资。保安有时在倒班过程中,未做到每天休息8小时。

1.4 - Finding: The main auditee partially respects this principle because the factory had realistically calculated the costs of production and delivery times. But calculation basis of production is 8-10 hours per day, 6 days per week, 12 months per year which will lead to the things that monthly overtime exceeds 36 hours required by local law.

被审核方(生产商)部分遵循该准则。原因是工厂了解如何计算生产产能和订单周期。但工厂产能规划的计算基准为每天8-10小时,6天每周,12月每年,这导致工厂按照其方式控制时会有员工月加班时间超过法律规定的36小时。

Remarks from Auditee

Performance Area 2 : Workers Involvement and Protection

1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: B

Deadline date:15/07/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The factory displayed the amfori BSCI Code of Conduct on the notice board and all employees could access it freely. There were 8 worker representatives in the factory. The regular communication between the workers and the management was conducted in the factory and the latest communication was held on March 6, 2019. Suggestion boxes were installed in production area and dormitory area. No grievance case was reported in past one year. The facility had established long termed goals on CSR. The amfori BSCI Code of Conduct training, employee manual training and labour law training were also provided to workers by the factory. 2.4 and 2.5 was not corrected yet.

工厂已在其公告栏张贴amfori BSCI行为守则, 所有员工都可以查阅。工厂有8位工人代表, 工人和管理层之间已有定期的沟通, 最近一次的沟通是在2019年3月6日进行的。工厂已在生产区和宿舍区提供意见箱。在过去一年未有收到申诉。工厂已经制定了社会责任长期目标, 并且工厂定期向工人提供了amfori BSCI行为守则培训、员工手册培训和劳动法规培训。2.4和2.5尚未改善。

- 2.4 -** Although the training on amfori BSCI COC was provided to all employees including newcomers, and amfori BSCI COC was posted on site, according to workers interview statements, about 20% workers were not clear about relevant requirements of amfori BSCI or social accountability, such as fair remuneration and decent working hours. Managers explained that it was difficult to ensure that all employees understood the amfori BSCI because of most of them did not receive good education.

尽管amfori BSCI行为守则的培训提供给了所有员工包括新员工, amfori BSCI行为守则也粘贴在现场, 但根据员工访谈, 大约20%的员工不清楚amfori BSCI或社会责任相关要求, 例如公平报酬和体面工作时间。管理人员解释由于员工普遍受教育程度不高, 很难确保全部员工能理解amfori BSCI的内容。

- 2.5 -** The factory established grievance mechanism for workers, but the factory did not establish grievance mechanism for external stakeholder groups. For example, the factory did not establish grievance policy and there was no channel set for external stakeholder groups. The manager explained that the problem was ongoing and would be resolved soon.

工厂建立了个人的申诉机制, 但工厂未建立针对外部利益相关群体的申诉机制。例如工厂未建立针对外部利益相关群体的申诉政策并未建立针对外部利益相关群体的申诉渠道。管理人员解释正在进行中, 很快会解决该问题。

Remarks from Auditee:

Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: B

Deadline date:20/07/2018

Good practices

NONE

Areas of improvement

The overall observation shows that the auditee partially fulfils the requirement of this performance area. Amfori BSCI code of conduct was posted on-site and were trained to all employees when recruitment. Grievance mechanism for individuals and communities are established. The auditee provided annual training plan and records for review, the long term goals to protect workers were established. However, gaps have been identified as follows:

整体上生产商部分满足了该部分的要求。现场张贴了Amfori BSCI行为守则并给员工在入职时提供了培训。工厂建立了个人申诉机制并给员工提供了培训。工厂提供了每年的培训计划及记录, 制定了保护员工的长期目标, 但生产商在以下方面还存在问题。

- 2.4 -** Finding: The main auditee partially respects this principle. Because the factory provided training on amfori BSCI new Code for managers, workers and workers representatives. But based on worker interview, workers and worker representatives did not know the content of amfori BSCI. 被审核方(生产商)部分遵循该准则。原因是尽管工厂给员工提供了amfori BSCI新行为守则的培训, 但是根据员工访谈, 员工及员工代表不了解amfori BSCI的内容。

- 2.5 -** Finding: The main auditee partially respects this principle. Because the factory established grievance mechanism for workers, but the factory did not establish grievance mechanism communities. For example, the factory did not establish grievance policy and there is no channel set for local communities' coming up with its suggestions or complaints to management for improvement. 被审核方(生产商)部分遵守原则。原因是工厂建立了个人的申诉机制, 但工厂未建立社会的申诉机制。例如工厂未建立申诉政策并且创建给当地社区提供申诉的渠道。

Remarks from Auditee

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES: N/A 不适用	
AREAS OF IMPROVEMENT: This PA was not check in this audit. 此次审核中没有检查这个章节。	
Remarks from Auditee:	
Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A	Deadline date:
<u>Good practices</u>	
NONE	
<u>Areas of improvement</u>	
<p>The overall observation shows that the auditee fulfils the requirement of this performance area. The audited has established Freedom of Association and Collective Bargaining procedure which demonstrated that workers could freely establish or join worker organization and have the right of collective bargaining. 8 worker representatives have been elected by workers who meet the factory management quarterly with meeting covering health & safety, working hours and benefits, etc. It has been noted that the auditee has effective grievance mechanism includes suggestion box, worker representatives and face to face to management or supervisor directly. All these processes are documented under procedure and intergraded into workers trainings.</p> <p>整体上生产商满足了该部分的要求。工厂制定了自由结社和集体谈判的程序, 程序内阐明了员工可以自由组建或加入工人团体并有集体谈判的权利。工人选举了8名员工代表, 他们每季度与管理层举行一次会议, 内容包括健康安全, 工作时间和福利待遇等。工厂拥有有效的申诉渠道, 包含意见箱, 工人代表和面对面直接跟管理层或主管反映。这些过程和方法均在文件程序里体现并融入到员工培训当中。</p>	
<u>Remarks from Auditee</u>	
Performance Area 4 : No Discrimination	
1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES: N/A 不适用	
AREAS OF IMPROVEMENT: This PA was not check in this audit. 此次审核中没有检查这个章节。	
Remarks from Auditee:	
Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A	Deadline date:
<u>Good practices</u>	
NONE	
<u>Areas of improvement</u>	
<p>The overall observation shows that the auditee fulfils the requirement of this performance area. The factory established Anti-discrimination procedure as well as written disciplinary regulations and provided training to management and workers when recruitment and at least annually. No illegal or unreasonable rules were identified in the disciplinary regulations. Workers knew well about the disciplinary regulation according to workers interview. Discrimination risk assessment was conducted in factory. All these processes are documented under procedure and intergraded into workers trainings.</p> <p>整体上生产商满足了该部分的要求。工厂制定了反歧视程序以及书面的惩戒措施并给管理层和员工在入职时和至少每年进行了定期培训。惩戒措施内没有不合法和不合理内容。根据员工访谈确认员工了解惩戒措施的相关内容。生产商进行了歧视的风险评估。这些过程和方法均在文件程序里体现并融入到员工培训当中。</p>	
<u>Remarks from Auditee</u>	

Performance Area 5 : Fair Remuneration

1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A

Deadline date:15/04/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The wages and benefit management procedure had been established to ensure that all workers had been paid the minimum wages for regular working hours, legal required overtime premium for workers' overtime working, statutory holidays, paid annual leave, etc. The local minimum wage requirement was RMB2200 per month (RMB12.64 per hour) since August 1, 2018 and RMB 2130 (RMB 12.24 per hour) before that. The payrolls from April 2018 to March 2019 were provided and 20 sampled workers's payroll registers were reviewed. The wages was calculated by hourly rate. The minimum wages for sampled employees was RMB12.65 per hour since August 1, 2018 and RMB 12.25 before that. It was equal to the local minimum wage requirement. Workers' wages were paid at 7th of each month for previous natural month by cash. Pay slips were provided to workers on the date of wages issue date. Paid annual leave, statutory holiday, sick leave, marriage leave, maternity leave and funeral leave etc. were defined and provided to workers. No any disciplinary deduction from wages or delayed payment was found in the factory. 5.5 was not corrected yet. 5.3 was corrected. The factory provided the document, showing the detailed composition of the overtime allowance, which was mainly composed of the bonus given by the team leader according to personal performance, the production efficiency, bonus and the post subsidy. Interviewees were also clear about the salary composition of this part.

为了确保达到最低工资、法定加班、法定假期、法定年假等的要求，工厂已建立工资和福利管理程序。当地的最低工资要求是2018年8月1日开始为2200元每月（每小时12.64元），2018年8月1日前为2130元每月（每小时12.24元）。2018年4月至2019年3月的工资表已提供，并抽取其中20个员工工资为样本。员工工资是按小时计算的。抽样工人的最低时薪是2018年8月1日开始每小时12.65元，在那之前为每小时12.25元，等同于当地最低工资要求。每月7号以现金形式支付上个自然月的工资。发工资当日，工资条提供给工人。工厂规定并提供了有薪年假、法定节假日、病假、婚假、产假和丧假等给工人。未有任何纪律性扣款或者迟发被发现。5.5尚未改善。5.3已经改善，工厂提供了文件，展示了加班补助津贴的详细组成，这部分工资主要由组长根据个人表现给出的奖金，生产效率奖金以及岗位补贴等组成。受访员工对这部分工资组成也比较清楚。

- 5.5 -** Insufficient social insurance was noted. There were 216 directly hired employees currently and as per records of social insurance system and provided duty paid proof of which from April 2018 to March 2019, 63 employees were not covered by retirement insurance, unemployment insurance, medicine insurance, child bearing insurance and work injury insurance. The employees who were not covered by social insurance included 7 retirees and 4 newly hired employees in March and April 2019. As per management statement, some of these employees participated new rural insurance in their hometown while the facility did not collect evidence to show whether they were covered and did not know the participant number. And the others just did not like to participate. Interviewed employees stated that they had participated rural insurance or just did not want to participate social insurance. Managers stated they had strongly advised employees to participate social insurance, and they would help provide it if they wanted to in the future. Remark: The factory provided commercial accident insurance for all uninsured employees, valid from July 14, 2018 to July 13, 2019. Reference law: Labor Law of the People's Republic of China, Article 72 and 73
- 发现社会保险覆盖不足。工厂目前216名直接招聘的员工，根据2018年4月至2019年3月的社保系统的记录和工厂提供的完税证明，63名员工没有购买养老保险，失业保险，医疗保险，生育保险和工伤保险。这些没有购买养老保险的员工中包含7名退休人员和4名2019年3月及4月新入职员工。根据管理人员陈述，这里面有些员工在家乡买了农村医疗保险，但工厂没有收集证据证明他们购买了，也不知道有多少人购买了。其他的则不愿意购买，管理人员表示他们已经强烈建议了员工参保，如果将来员工愿意，他们会马上帮忙提供。受访员工表示他们在家乡参加农保了或者不愿意购买。备注：工厂给所有未参保的员工提供了商业意外险，有效期从2018年7月14日至2019年7月13日。参考法律法规：中华人民共和国劳动法第72及73条

Remarks from Auditee:

Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: C

Deadline date:20/07/2018

Good practices

NONE

Areas of improvement

The overall observation shows that the auditee partially fulfil the requirement of this performance area. The factory regularly collected the legal minimum wage requirement and updated the minimum wage in line with the local legal requirement at first time. The minimum wage provided to workers was RMB2030 per month before Jun., 2017 and RMB2130 since Jun., 2017, which was in line with the local legal requirement. The factory paid the wages at 7th day of the following month to workers by cash. The factory established remuneration procedure on providing paid annual leave to workers who served over 1 year and paid statutory holidays to all workers and actual the factory provided these benefits to workers. Only social insurance deduction was identified in the payrolls. However, gaps have been identified as follows:

整体上生产商部分满足了该部分的要求。工厂定期收集了当地的最低工资要求并在第一时间更新工厂员工的最低工资以符合法规要求。工厂支付给员工的最低工资为在2017年6月之前是RMB2030/月，自2017年6月之后是RMB2130/月，符合当地要求。工厂每月7号用现金支付员工上月工资。工厂制定了福利程序要求给工作满1年以上的员工支付带薪年假并给所有员工提供带薪年假法定节假日并实际按要求提供了员工。工资表仅有社保扣款。但生产商在以下方面还存在问题。

- 5.3 -** Finding: The main auditee does not respect this principle because one item 'overtime allowance' was showed in payrolls; The amount of money was different for each workers. The scope was from RMB49 to RMB6464. Based on management interview, the post allowance, production reward and performance reward, etc. were included in it. And it was provided by production supervisor. But they did not remain the detail calculation method and data.
- 被审核方(生产商)未遵循该准则。工资表上显示有加班补助津贴一栏，不同的人金额均不相同，金额范围为49元-6464元，根据管理层访谈，此项包含了岗位津贴，生产奖励，表现奖励等，由产线主管提供，但未保留详细的计算方法及数据。
- 5.5 -** Finding: The main auditee does not respect this principle because the main auditee did not provide all kinds of social insurance to all employees as per legal requirement. Such as in Mar., 2018, total 202 employees could receive legal social insurances according to laws, the main auditee provided unemployment, injury, medical, retirement insurance and child-bearing insurances for 156 employees. Remark: The factory provided commercial accident insurance for 218 workers.
- 被审核方因没有依照法规要求为所有员工购买社保而未遵守该原则。根据被审核方提供的社保缴费记录，在2018年3月全厂人数有202人达到了社保购买条件，被审核方只给156名员工提供了失业，工伤，医疗，养老以及生育保险。备注：工厂给218名员工提供了商业意外险。

Remarks from Auditee

Performance Area 6 : Decent Working Hours

1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: D

Deadline date:15/04/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The factory had already established the working hours control procedure and worker manual which indicated the normal working hour was 8 hours per day, 5 days and 40 hours per week. Normal working days were from Monday to Friday. The factory used IC cards to record of all employees' working hours. One shift was arranged for kitchen: 08:00-13:00 and 15:00-18:00. And work shifts for security guards were 08:00-16:00, 16:00-24:00 and 24:00-08:00. There were two shifts for injection sections: 08:00-20:00 and 20:00-08:00 which had include 2 rest hours and 2 overtime hours respectively. It was also only one shift for all other employees, and the normal working hour was 08:00-12:00, 13:30-17:30. Overtime work was voluntarily chosen for workers. There might be 2 hours overtime and 8 to 10 Saturday overtime hours. 150%, 200% and 300% of normal rate would be compensated for overtime on normal working days, rest days and statutory holidays. No OT was arranged on Sundays or statutory holidays during the period covered by this audit. No peak season or non-peak season was observed. There was no any kind of negative repercussions of refusing overtime work. As per reviewed time records of which from April, 2018 to the audit date and worker interview, the maximum overtimes were 2 hours per day, 14 hours per week and 50 hours per month, and at least one day off after 6 days consecutive working days was guaranteed. All these situations were also cross verified during worker interview. 6.2 was not corrected yet.

工厂建立了工作时间控制程序和员工手册, 规定正常工作时间为每天8小时, 每周5天40小时。正常工作天为周一至周五。工厂使用IC卡记录员工考勤。厨房一个班次: 08:00-13:00以及15:00-18:00, 保安工作时间为08:00-16:00, 16:00-24:00以及24:00-08:00, 注塑部两班倒: 08:00-20:00以及20:00-08:00, 各自包含了2小时的休息和2小时的加班, 其余员工均为一班制, 正常工作时间为08:00-12:00, 13:30-17:30, 加班是自愿的, 正常工作日可能会有2小时的加班, 周六可能有8至10小时的加班。工厂按基本工资的1.5倍、2倍及3倍支付工人平时加班、周末加班及法定节假日加班的工资。在审核覆盖期间内未有周日和法定节假日加班的情况。未观察到淡旺季。工人可以拒绝加班而不会有任何负面后果。根据查看的2018年4月至审核当天的考勤和工人访谈发现, 每晚最多加班2小时, 每周最多加班14小时, 每月最多加班50小时, 连续工作6天之后休息1天得到保障。上述信息均通过工人访谈进行交叉验证。6.2尚未改善。

- 6.2 -** The factory established working hour management procedure, but it was not carried out strictly, which led workers monthly overtime working hours systematically exceeded 36 hours in most past months. Management explained due to human resource increasing and decreasing of products' profit, it was unable to control overtime within 36 hours. Employees stated the current overtime was acceptable. Through reviewing attendance records from April 2018 to the first audit date, the monthly overtime hours of most sampled months had exceeded 36 hours. Among these, monthly overtime hours exceeding 36 hours was noted for 18 out 20 random sampled employees in sampled months of June, November 2018 and March 2019 respectively, maximum reaching 50 hours respectively. Remark: the maximum monthly overtime for sampled employees was 8 hours in April 2019 (till the first audit date). Reference law: China Labour Law, article 41

工厂建立了工时管理程序, 没有办法严格实施, 以致于员工加班系统性超时, 管理人员解释由于人工成本上升和产品利润下降, 无法把工时控制在36小时内, 员工表示目前的工时可以接受。通过查阅2018年4月至审核第一天的考勤显示, 过去大部分月份的月加班时间超过36小时, 其中, 抽样月份2018年6月、11月及2019年3月20名随机抽样员工中分别有18名月加班超过36小时, 最大分别达到50小时。备注: 2019年4月至审核第一天抽样员工最大月加班为8小时。参考法律法规:《中华人民共和国劳动法》第41条

Remarks from Auditee:

Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: D

Deadline date:20/07/2018

Good practices

NONE

Areas of improvement

The overall observation shows that the auditee partially fulfil the requirement of this performance area. The factory established working hour schedule with 8 hours per day and 5 days per week as regular working hours. Sub-contracted security guards worked in 3 shifts, injection workers worked in 2 shifts and other workers worked in 1 shift. The factory allowed the workers to overtime worked 2 hours on regular days and 8 hours on Saturday. 1-1.5 hours meal rest was provided. Workers were paid with 150% and 200% of regular pay rate for overtime working on regular days and rest days respectively. All workers rested on Sundays. However, gaps have been identified as follows:

整体上生产商部分满足了该部分的要求。工厂制定了5天8小时的正班工时制度。外包保安3个班次, 注塑员工2个班次, 其他员工1个班次, 员工有1-1.5小时的吃饭时间。工厂一般工作日加班2个小时, 周六加班8小时, 工人在平时和周末会支付平时工资的1.5倍和2倍作为加班费。所有员工周日休息。但生产商在以下方面还存在问题。

- 6.2 -** Finding: The main auditee does not respect this principle because the monthly OT hours exceeded legal requirement. Based on provided attendance records from Apr., 2017 to the audit day, sample workers' monthly OT hours exceeded 36H, the maximum was 52H happened in Jun./Jul., 2017 and Jan., 2018. The average was 36H.
- 被审核方(生产商)因员工月加班超过法规按要而未遵循该准则。根据工厂提供的自2017年4月至审核当天的考勤记录, 抽样员工月加班均超过法规要求的36H, 最大为52小时, 发生在2017年7/8月及2018年1月。平均为36小时。

Remarks from Auditee

Performance Area 7 : Occupational Health and Safety

1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A

Deadline date:15/07/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Yujie Lai/office supervisor was appointed responsible for Health & Safety issues in the factory. The factory provided the Building Structure Safety inspection report and Fire Safety inspection records of all buildings for review, which were issued on October 30, 2008 and March 14, 2006 respectively. The EHS committee was established in the factory, and the factory conducted the fire safety & EHS committee meeting per quarter. The risk assessment was conducted and the main risk included chemicals safety, machine safety, electrical safety, etc.. Regular health and safety training was provided to employees on work station safety, first aid, PPEs use, machine safety, use of chemicals etc.. The factory entrusted a qualified company to conduct occupational hazards test on March 5, 2019 and the report was provided. Sufficient firefighting equipment such as fire extinguisher, fire hydrant were provided. All sampled fire extinguishers and fire hydrants were in good condition. Exit signs and emergency lights were installed at the exit doors, and fire alarms were also installed in factory area. Each workshop had two safety exits at least. Fire drills were conducted twice per year, and the latest fire drill was conducted in April 9, 2019. This fire drill was including production area and dormitory area, and all workers took part in the fire drill. The workers knew how to escape under the emergency case. Employees had the right to remove themselves from imminent danger without seeking permission from the factory. The kinds of PPE such as mask, earplug & glove were provided by factory free of charge. Free and clean drinking water was provided. The factory had 4 trained first aiders and there was also a medical agreement with local hospital. Sufficient first-aid kits stocked with necessary supplies were provided in factory area. Eye wash station was also provided. Sufficient numbers of toilets were provided separately for male and female workers. The canteen, dormitory were provided to workers, but no transportation was provided. The food business license of kitchen was provided for review, which was valid from January 24, 2019 to January 23, 2024. 4 kitchen workers conducted health check regularly with the latest one on February 21, 2019. Dormitory area had sufficient fire equipment and safety exits. 7.1 was corrected. According to onsite observation and document review, no systematic violations of health, safety and hygiene were found in this audit. 7.4 was corrected. According to employee interviews and document review, workers and workers' representatives had participated in the daily activities of the EHS committee, such as participating in environmental health and safety meetings and participating in environmental health and safety risk assessment and so on. 7.6 was partially corrected. The mask provided by the factory to solder workers was still activated carbon mask, but since the main hazard of solder was the chemical of lead, providing activated carbon facemask was appropriate, but there was still a gap. 7.7 was corrected. All the checked chemicals used and stored on site were equipped with secondary containers and provided with chemical labels. The management staff explained that they provided training to the chemical management staff after the last audit to ensure that similar problems would not occur again.

赖玉洁/办公室主管负责厂内的健康安全事宜。工厂提供了所有建筑的建筑安全鉴定报告和消防验收报告查看, 签发日期分别为2008年10月30日和2006年3月14日。工厂成立了EHS委员会, 每季度进行消防安全和EHS委员会会议。工厂进行了风险评估, 主要的风险包括化学品安全、机器安全、电力安全等。工厂已提供定期的健康安全培训给员工, 内容涉及到工位安全、急救、个人防护用品使用、机器安全、化学品使用等。工厂在2019年3月5日委托资质公司进行了职业危害因素检测并提供了报告查看。工厂已配备足够的消防设施, 如灭火器、消防栓等。所有抽样的灭火器和消防栓均处于良好状态。安全出口标志和应急灯已被安装在出口处, 消防警铃也已安装在厂内。每个车间至少有2个安全出口。每年进行二次消防演习, 最近一次的消防演习是在2019年4月9日进行的。此次演习包括了生产区和宿舍区, 所有工人均参加了消防演习。工人知晓在紧急情况下如何疏散。员工有权利在遇到使自己远离即时发生的危及自身安全的严重危险, 而不需要工厂的事前准许。工厂已免费提供各种个人防护用品比如口罩、耳塞和手套等。工厂已提供了干净免费的饮用水。工厂有4名急救人员, 并与附近医院签订了医疗救护协议。工厂已配备有足够用品的急救箱, 也已提供洗眼器。工厂已提供足够数量的男女厕所。工厂已提供餐厅和宿舍, 未提供交通工具。工厂提供了厨房的食品经营许可证查看, 有效期从2019年1月24日至2024年1月23日, 4名厨工也定期接受体检, 最近一次为2019年2月21日。宿舍区域也安装了充足的消防设备, 出口足够。7.1已经改善, 根据现场观察和文件查看, 此次审核没有发现健康安全卫生的系统性违规。7.4已经改善, 根据员工访谈和文件查看, 工人和工人代表参与到了健康安全委员会的日常活动中, 如参加环境健康安全会议, 参与环境健康安全风险评估等。7.6部分改善, 工厂给焊锡员工提供的口罩仍为活性炭口罩, 但由于焊锡的主要危害为化学药品铅, 提供活性炭口罩是恰当的, 但尚存在差距。7.7已经改善, 现场查看到的所有使用和储存的化学药品均具备二次容器和化学品标签, 管理人员解释上次审核后给化学品管理人员提供了培训, 确保不再出现类似问题。

7.6 - Two employees working under the high noise of the injection molding department did not wear the provided earplugs, and one employee who contacted with chemicals did not properly wear the mask, which his nose was not covered. According to documents reviewing, the factory regularly provided employees with training on the use of PPE. According to the on-site observation, reminds of PPE using were posted, and the interviewed employees said that they sometimes forgot to wear them. Law reference: Work Safety Law of the People's Republic of China (2014), article 42

两名注塑部的高噪声下工作的员工没有佩戴提供的耳塞, 一名与化学品有接触的工没有正确佩戴口罩, 没有覆盖住鼻子。文件查阅显示工厂定期给员工提供了劳保用品使用培训, 根据现场观察, 张贴了使用劳保用品的提示, 受访员工表示有时候会忘记佩戴。参考法律:《中华人民共和国安全生产法》(2014)第四十二条

7.21 - Onsite observation showed one kitchen worker did not wear a mask while cooking. He stated that sometimes it's too hot and he did not want to wear.

现场观察, 一名厨工在做饭期间没有佩戴口罩。其表示有时候太热了不想佩戴。

7.22 - Two of the three toilets sampled were not clean, and there were no privacy doors or privacy doors were damaged. 3个抽样厕所中有2个不干净, 同时缺少隐私门或者隐私门损坏。

Remarks from Auditee:

Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A

Deadline date:20/07/2018

Good practices

NONE

Areas of improvement

The overall observation shows that the auditee partially fulfils the requirement of this performance area. The auditee has established health and safety procedure and appointed Mr. Qinggui Chen, the safety officer for EHS operation. Relevant laws and regulation on health and safety are collected and updated yearly. Injury control procedure has established and injury records are maintained including corrective and preventive actions. The auditee established risk assessment procedure on conducted risk assessment on health and safety. The main risks for each workshop in the factory are identified and controlled by regular inspection. E.g. fire facilities and electrical installations are monthly checked to control the high risk of fire. Training program on health and safety are established yearly and training are provided to all workers when recruitment and about once per year. The trainings covering fire drill, PPE training, machine operation and chemicals, etc. LEV, protective guards are equipped for work post and machines in need and PPE are provided to workers with hazardous factor engaged. PPE warning sign and other warning sign are posted on-site to remind workers. Daily inspection is supervised by the workshop supervisor. Chemicals are stored in separated and restricted area with secondary containment, MSDS and safe labels. Fire facilities are kept in good condition. First aid kits are available in each workshop. Trained firs

<p>aiders are available for each workshop and work shift. The safety officer regularly reviewed the valid certificate for the special equipment in the facility and operator certificate for the special operations personnel and supervised to obtain the updated one. However, gaps have been identified as follows:</p> <p>整体上生产商部分满足了该部分的要求。生产商制定了健康安全程序并指定安全主任陈庆贵作为健康安全负责人。工厂每年收集相关的健康安全法律法规。工厂制定了工伤控制程序, 工伤记录包含了纠正预防措施。工厂制定了风险评估程序并进行了风险评估。工厂通过日常的检查来识别和控制工厂的主要风险。如工厂每月对消防设施和电器检查来控制火灾的风险。工厂每年制定年度计划对员工进行健康安全培训, 入职和至少每年一次。培训内容涵盖消防演习, PPE使用, 机械操作和化学品等等。有需要的工序和机械设备上安装了局部抽风设施和防护装置, 有职业危害的岗位配置了PPE。现场张贴了PPE警示标语和其他警示标语提醒员工。工厂车间主管通过日常检查来监督执行。工厂化学品存放在单独和受限制的区域, 配置了二次容器, MSDS并进行了安全标识。工厂的消防设施状态良好。每个车间配置了药箱。每个车间和班次都有培训合格的急救员。安全主任还定期查看特种设备的年检证和特种人员的操作证以监督取得更新的证书。但生产商在以下方面还存在问题。</p>
<p>7.1 - Finding: The main auditee partially respects this principle because the factory had established complete management system on health and safety, included the identify and awareness of related legal regulation, health and safety check, training and etc. But H&S issues were also identified during audit due to management negligence. Such as the factory provided improper masks to soldering workers. 被审核方(生产商)部分遵循该准则。原因是工厂已建立完整的安全管理体系, 包括相关法规的识别与了解, 健康安全培训, 培训等, 但是由于管理疏忽, 仍发现健康安全问题。例如给焊锡工人提供了不合适的口罩。</p>
<p>7.4 - The main auditee partially respects this principle because workers are not active cooperation with management during the risk assessment, the development and implementation of the OHS systems. 被审核方(生产商)只部分遵循该准则因为员工未积极参与到健康安全的风险评估以及建设健康安全体系中。</p>
<p>7.6 - Finding: The main auditee does not respect this principle because the factory provided active carbon masks but not dust proof masks to soldering workers. 被审核方(生产商)因给焊锡员工提供的是活性炭口罩而不是防尘口罩而未遵循该准则。</p>
<p>7.7 - Finding: The main auditee partially respect this principle because one barrel of lubricating oil in moulding workshop missed proper safety label and secondary containment. 被审核方(生产商)部分遵循该准则。原因是工厂工模车间1桶润滑油无有效标示及二次容器。</p>
<p>7.23 - NA, no transportation was provided to workers. 不适用, 工厂未提供交通工具给员工。</p>
<p><u>Remarks from Auditee</u></p>
<p>Performance Area 8 : No Child Labour</p>
<p>1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A Deadline date:</p>
<p>GOOD PRACTICES: N/A 不适用</p>
<p>AREAS OF IMPROVEMENT: This PA was not checked in this audit. 此次审核中没有检查这个章节。</p>
<p><u>Remarks from Auditee:</u></p>
<p>Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A Deadline date:</p>
<p><u>Good practices</u> NONE</p>
<p><u>Areas of improvement</u></p> <p>The overall observation shows that the auditee fulfils the requirement of this performance area. The auditee has established procedure on prohibiting the use of child labour and child labour remediation procedure. Recruitment procedure on how to identify the ID and additional interview for suspicious ID is established and well knew by HR recruitment staff. HR department is main responsible for recruitment and training on procedure has provided to them. No child labor or history child labor is identified during the audit.</p> <p>整体上生产商满足了该部分的要求。工厂制定了禁止使用童工程序和童工补救措施。工厂的招聘程序列明了怎样识别身份证件并对持可疑证件者进行额外的访谈以核实员工的有效年龄。人事部门主要负责招聘工作, 工厂将以上程序给人事部门员工进行了培训, 被访谈的人事招聘人员了解工厂的程序和如何识别身份证件。审核期间没有发现童工和历史性童工。</p>
<p><u>Remarks from Auditee</u></p>

Performance Area 9 : Special protection for young workers	
1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES: N/A 不适用	
AREAS OF IMPROVEMENT: This PA was not check in this audit. 此次审核中没有检查这个章节。	
Remarks from Auditee:	
Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A	Deadline date:
<u>Good practices</u>	
NONE	
<u>Areas of improvement</u>	
<p>The overall observation shows that the auditee fulfils the requirement of this performance area. The auditee has established procedure on protection young workers and conducted risk assessment on young workers. Hazardous work post such as soldering and silk-screen, etc. in the facility were identified not for young workers to work in and total less than 10 hours including transportation and learning per day for young workers are identified. Pre-work and regular health examination are required for young workers stated in the procedure. Currently there was no young worker worked in the factory.</p> <p>整体上生产商满足了该部分的要求。工厂制定了未成年工保护程序并对未成年工进行了风险评估。危险岗位如焊锡和丝印等不适宜未成年工工作, 未成年工一天内包含交通和学习的时间不超过10小时等也进行了有效的识别。程序内要求对未成年工进行岗前和定期体检。当前工厂内没有未成年工。</p>	
Remarks from Auditee	
Performance Area 10 : No Precarious Employment	
1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: The auditee established employment procedure and it included signing labor contract, training, etc. The auditee signed labor contract with employees once they were hired and provided a copy to them. Through reviewing personal profile and labor contract of 20 sampled workers, no unreasonable items was noted. The facility did not use dispatching workers, temporary workers, or student workers. 10.2 was corrected. According to the documents, the factory added the payday in the signed contract, and informed the employees of the payday in the daily training, the interviewed employees all knew the payday. 被审核方建立了雇佣程序, 其中包含规定了签订劳动合同、培训等内容。被审核方在员工一入职就与其签订合同并提供副本给员工。通过查看抽样的20名员工的入职档案和劳动合同, 没有发现不合理条款。被审核方没有使用派遣工, 临时工, 学生工等。10.2已经改善。根据文件查看, 工厂在签订的合同中补充了发薪日期, 且在日常培训中告知了员工发薪日期, 受访员工均清楚发薪日期。	
Remarks from Auditee:	
Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: B	Deadline date:20/07/2018
<u>Good practices</u>	
NONE	
<u>Areas of improvement</u>	
<p>The overall observation shows that the auditee partially fulfils the requirement of this performance area. The HR department of the auditee is main responsible for the labor contract issue. Interviewed HR staff know clearly about legal requirement on signing labor contract and the auditee has signed labor contract with each employee within one month after the employee employed and provided a copy of labor contract to each of them. The items in the labor contract are legal. However, gaps have been identified as follows:</p> <p>整体上生产商部分满足了该部分的要求。工厂的人事部主要负责合同事宜。被访谈的HR人员清楚了解合同签订的法规要求, 工厂在员工入职后1个月内与员工签署劳动合同并提供一份劳动合同副本给员工。劳动合同条款是合法的。但生产商在以下方面还存在问题。</p> <p>10.2 - Finding: The main auditee does not respect this principle because the labor contracts which signed between the factory and workers missed the terms of wage payment date. 被审核方(生产商)因与员工签订的劳动合同中未规定工资支付日期而未遵循该准则。</p>	
Remarks from Auditee	

Performance Area 11 : No Bonded Labour	
1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES: N/A 不适用	
AREAS OF IMPROVEMENT: This PA was not check in this audit. 此次审核中没有检查这个章节。	
Remarks from Auditee:	
Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A	Deadline date:
<u>Good practices</u>	
NONE	
<u>Areas of improvement</u>	
<p>The overall observation shows that the auditee fulfils the requirement of this performance area. The auditee has established prohibition of forced labour procedure which requires no fees or original ID hold, overtime working is voluntary, freely access the working area or dormitory area without approval, etc. All employees in the facility are directly employed by the factory itself. Most of employees are migrant workers came from other provinces and no foreign employees employed. All local and migrant workers signed the same labor contract and a copy of labor contract was provided to each worker. The items in the labor contract are legal. Reasonable factory rules and disciplinary procedures has established in the factory and the factory has explained them to workers when recruit.</p> <p>整体上生产商满足了该部分的要求。生产商制定了禁止强迫劳动程序包含禁止在招聘时收取费用, 扣押身份证件, 加班志愿, 自由出入工作场所和宿舍等。工厂的员工均为工厂自主招聘员工。大部分的员工来自外省, 工厂没有外籍员工。所有的本地和外省员工签署同样的劳动合同并自己保留了一份劳动合同副本。劳动合同条款是合法的。工厂制定了合理的厂规常规和奖惩程序, 工厂在入职的时候通过培训告之这些内容给员工。</p>	
<u>Remarks from Auditee</u>	

Performance Area 12 : Protection of the Environment

1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A

Deadline date:15/07/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The auditee established the policy and procedure of environment protection. The facility had obtained environmental impact assessment report and approval. As per the EIA form and onsite observation, waste chemicals air, waste chemicals such as empty barrels and high noise was generated during the production. The auditee installed waste air disposing equipment as per requirement. There was no need for the facility to obtain pollutant discharge permit or license on this currently. The facility collected and renewed related environment protecting laws regularly. 12.2 had been partially improved, but there was still a gap. This time it has been put into 12.4, and the concern raised in 12.4 last time had been improved. The factory obtained the waste detection report issued on March 27, 2019 and by the qualified company, covering the injection molding waste gas and chemical waste gas, but there was still a gap. The factory had signed a recycling and disposal contract with a qualified company, which was valid from July 26, 2018 to July 25, 2019. The most recent recycling date was August 6, 2018. No improper storage of chemical waste was observed during the audit period.

被审核方已经建立了环境保护的政策和程序。被审核方获得了建设项目环境影响报告表和批复。根据环评和现场观察,生产过程中产生化学品废气,化学品废弃物如空桶和高噪音。被审核方根据要求建设了废气处理设施。目前没有法律要求工厂取得排污许可证或者相关证件。相关环保法规有定期收集和更新。12.2部分改善,但尚存在差距,此次放到了12.4,12.4上次出现的问题已经改善。工厂于2019年3月27日获得了资质公司签发的废弃物检测报告,覆盖了注塑废气和化学品废气,但尚存在差距。工厂与有资质的公司签订了回收处理合同,有效期从2018年7月26日至2019年7月25日,最近一次回收时间为2018年8月6日,审核期间未观察到化学品废弃物不恰当存放。

- 12.4 -** There had been high noise generated during production and there was kitchen used by the auditee. But the factory did not conduct boundary noise test and the waste air test did not cover the kitchen. The manager explained that the HR arranging the test was not familiar with the relevant requirements, and would provide training to the HR to ensure the comprehensive test in the future. Reference law: Technical Guide for Self-Monitoring of Pollution Units HJ 819-2017 5.4 and Environmental Protection Law of the People's Republic of China, article 42
工厂生产过程中会产生高噪声和开设了厨房,但工厂未对厂界噪音检测,废气检测没有覆盖厨房。管理人员解释安排检测的人事对相关要求不熟悉,会给人提供培训,确保以后进行检测。参考法律:《排污单位自行监测技术指南HJ819-2017》5.4及《中华人民共和国环境保护法》第四十二条

Remarks from Auditee:

Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: C

Deadline date:20/07/2018

Good practices

NONE

Areas of improvement

The overall observation shows that the auditee partially fulfils the requirement of this performance area. The auditee has established environment protective procedure on regular control to meet the local legal and client's requirement. Mr. Qinggui Chen, the safety officer is appointed as the responsible personnel for EHS operation. EIA report has been conducted and EIA approval has obtained. Energy-saving and emission reduction programs has established and implemented in the facility. Daily electronic and water consumption is monitored and controlled. However, gaps have been identified as follows:

整体上生产商部分满足了该部分的要求。生产商制定了环境保护程序去定期控制以符合法规和客户要求,并指定安全主任陈庆贵作为主要环境负责人。生产商做了环评报告并取得了环评批复。工厂制定并推行了节能减排计划。工厂对日常的用水用电进行了控制监控。但生产商在以下方面还存在问题。

- 12.2 -** Finding: The main auditee does not respect this principle because the factory did not conduct boundary noise test. The factory only conducted waste gas test for injection workshop, but the waste gas from soldering, silk-screen workshop and kitchen was not tested.
被审核方(生产商)未遵循该准则。原因是工厂未对厂界噪音检测,只对注塑车间的废气进行了检测,未检测焊锡,丝印及厨房的废气。
- 12.4 -** Finding: The main auditee does not respect this principle because hazardous wastes such as empty chemical containers were not transferred to licensed vendor. Based on onsite observation, some empty chemical containers and waste battery were stored in the open air.
被审核方(生产商)因未将危险废弃物,如化学品空桶等转移给有资质单位处理而未遵循该准则。根据现场观察,发现部分化学品空桶及废弃电池露天存放。

Remarks from Auditee

Performance Area 13 : Ethical Business Behaviour	
1- Followup Audit [Audit Id - 148545] Audit Date: 15/04/2019 PA Score: A	Deadline date:
GOOD PRACTICES: N/A 不适用	
AREAS OF IMPROVEMENT: This PA was not check in this audit. 此次审核中没有检查这个章节。	
Remarks from Auditee:	
Full Audit [Audit Id - 121715] Audit Date: 18/04/2018 PA Score: A	Deadline date:
<u>Good practices</u>	
NONE	
<u>Areas of improvement</u>	
<p>The overall observation shows that the auditee fulfils the requirement of this performance area. The auditee has established procedure on anti-corruption. The procedure required each key position staff in the auditee and all business partners to sign Anti-bribery commitment against corruption and actual signed commitments are provided for review during the audit. Training and reporting procedure has been established. Employees are encouraged to report any corruption or bribery case and anyone violated the commitment would be punished as per disciplinary regulation. Satisfactory evidence show that the auditee keeps accurate information regarding its own activities, structure and performance.</p> <p>整体上生产商满足了该部分的要求。生产商制定了反贿赂反腐败控制程序, 程序要求每个生产商的重要岗位人员和生产商的商业合作伙伴签署<反贿赂反腐败承诺书>, 审核过程中生产商也提供了签署过的承诺书供查阅。生产商制定了培训和举报程序并列明了举报电话。生产商鼓励员工检举揭发任何腐败和贿赂行为, 同时对任何违反该程序规定的人员按照惩处规定进行处罚。充分的证据显示生产商保留了与其其活动、架构和绩效的准确信息。</p>	
<u>Remarks from Auditee</u>	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Follow-up Audit	15/04/2019	148545	D	B	A	A	A	D	A	A	A	A	A	A	A	C
Full Audit	18/04/2018	121715	D	B	A	A	C	D	A	A	A	B	A	C	A	C

Producer Photos



External photo(s) of the production unit(s)
facility name.JPG



Photo of the dormitories (if applicable)
dormitory building.JPG



Photo of the personal protection equipments (if applicable)
employee with PPE during working.JPG



External photo(s) of the production unit(s)
facility outlook.JPG



Photo of the dormitories (if applicable)
dormitory room.JPG



Photo of the personal protection equipments (if applicable)
PPE using and hazardous factor remind.JPG



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



Photo of the inside of the main production hall
assembly and package line.JPG

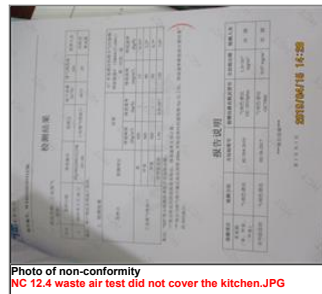


Photo of non-conformity
NC 12.4 waste air test did not cover the kitchen.JPG

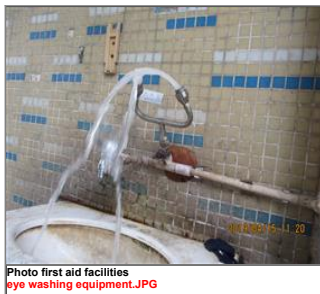


Photo first aid facilities
eye washing equipment.JPG



Photo of the inside of the main production hall
assembly work station.JPG

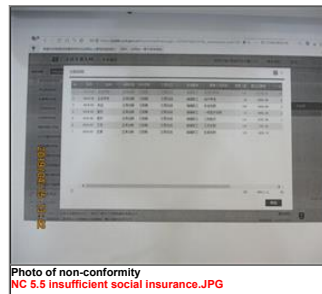


Photo of non-conformity
NC 5.5 insufficient social insurance.JPG



Photo first aid facilities
first aid kit.JPG



Photo of the inside of the main production hall
drinking water provided in work floor.JPG

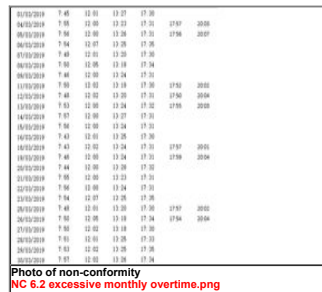


Photo of non-conformity
NC 6.2 excessive monthly overtime.png



Photo of first aid facilities
medicine within valid period.JPG



Photo of the inside of the main production hall
plastics injection work floor.JPG



Photo of non-conformity
NC 7.21 kitchen worker did not wear a mask while cooking.JPG



Photo of fire safety equipment
evacuation plot plan.JPG



Photo of the inside of the main production hall
plastics injection work station.JPG



Photo of non-conformity
NC 7.24 toilets not clean and no privacy doors or privacy doors were broken.JPG



Photo of fire safety equipment
fire alarm and safety exit with sign and lighting.JPG



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



Photo of non-conformity
NC 7.6 employee contacted with chemicals did not properly wear the mask.JPG



Photo of fire safety equipment
fire extinguisher with proper pressure.JPG



Photo of the inside of the main production hall
spot welding.JPG



Photo of non-conformity
NC 7.6 employees working under the high noise did not wear the provided earplugs.JPG



Photo of fire safety equipment
fire hydrant.JPG



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



Photo of the canteen (if applicable)
canteen.JPG



Photo of fire safety equipment
fire hydrant testing.JPG



Photo of the inside of the main production hall
time record machine.JPG



Photo of the canteen (if applicable)
kitchen.JPG



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



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