
Auditee :	Forever Standing Stationery Co., Ltd
Audit Date From :	15/05/2019
Audit Date To :	15/05/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV SUD
Auditor's Name(s) :	Neal Mo(Lead)
Auditing Branch (if applicable) :	TUV SUD 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																																							
<p style="text-align: center;">A Very Good</p>	<ul style="list-style-type: none"> Minimum 7 Performance Areas rated A No Performance Areas rated C, D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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																													
<p style="text-align: center;">B Good</p>	<ul style="list-style-type: none"> Maximum 3 Performance Areas rated C No Performance Areas rated D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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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																													
<p style="text-align: center;">C Acceptable</p>	<ul style="list-style-type: none"> Maximum 2 Performance Areas rated D No Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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																													
<p style="text-align: center;">D Insufficient</p>	<ul style="list-style-type: none"> Maximum 6 Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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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																													
<p style="text-align: center;">E Unacceptable</p>	<ul style="list-style-type: none"> Minimum 7 Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <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	<p>amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.</p>
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																													
<p style="text-align: center;">Zero Tolerance</p>	<p>A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)</p>	<p>Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.</p>																																							

Main Auditee Information

Name of producer :	Forever Standing Stationery Co., Ltd		
DBID number :	369045		
Audit ID :	151395		
Address :	#2 Fuxiang St, Hengjiao Village, Shijie Town Dongguan		
Province :	Guangdong	Country :	China
Management Representative :	Dong He		
Contact person:	Dong He	Sector :	Non-Food
Industry Type :	Accessories	Product group :	Arts, crafts and needlework
Product Type :	Imitation leather wine box, basket and box		

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 : 15/05/2020	

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	B	B	D	A	A	A	B	A	A	A	

Executive summary of audit report

[Location and size]:
 The audited company of Forever Standing Stationery Co., Ltd. is located at #2 Fuxiang St, Hengjiao Village, Shijie Town, Dongguan Guangdong, China. The company was established on November 28, 2006. The business license number is 91441900796237440T. The total land area is about 2500 square meters, with construction area of 5000 square meters.

[Structure of facility]:
 Within the premises, the audited factory occupied the 1st and 2nd floors of one 3-storey production building, one 5-storey office building and the 1st to the 3rd floors of one 4-storey dormitory building, with the canteen at the 1st floor. The productive operation included cutting, gluing, assembly and packing.

[Employee analysis]:
 There were 49 employees working in the factory. Among them 38 were production employees and 11 were non-production employees. 42 were migrant and 7 were local. 27 were male employees and 22 were female employees.

[Summary of working hour]:
 Timecard records from April 2018 to May 2019 were provided for review and those months from January to March 2019 were selected as samples. There was not any peak or non-peak season in the factory. Employees used fingerprint scan system to record their working hour information. Normal weekly working hour was 40. There was 1 shift in the factory except for security guards, from 8:00am-12:00pm, 1:30pm-5:30pm. The shift for kitchen workers was from 9:00am-1:00pm, 3:00pm-7:00pm. There were 3 shifts for security guards. The 1st shift was from 8:00am-4:00pm, the 2nd shift was from 4:00pm to 12:00am and the 3rd shift was from 0:00am-8:00am. 2 hours of weekday overtime per day and 8 hours of rest day overtime per week were conducted. No statutory holiday overtime was conducted. Reasonable rest breaks and the 7th day of rest were guaranteed. The maximum daily working time was 10 hours (8 hours regular+2 hours overtime) per day and maximum weekly working time was 58 hours (40 hours regular time + 18 hours overtime) and maximum monthly overtime was 82 hours. The overtime was paid by 150% and 200% of normal rate for weekday and rest day overtime, respectively.

[Summary of compensation]:
 Payroll records from April 2018 to March 2019 were provided for review and those months from January to March 2019 were selected as samples. Wages were issued at the 30th day of each month by cash. The minimum wage was guaranteed. The lowest basic wages paid for workers were RMB1850 per month, which was higher than local minimum wage of RMB1720 per month. The overtime was paid by 150% and 200% of normal rate for weekday and rest day overtime, respectively. No mandatory holiday overtime was conducted. No illegal deduction was made.

[Summary of interview]:
 Worker interview were conducted by individual and in group. Randomly selected 7 employees, no complaint was reported.

[Special scene during on site observed]:
 1. No agency workers or contractors were used so no agency labor contract or contractor license was available.
 2. No collective bargaining agreement was concluded in the factory so no collective bargaining agreement was available.
 3. No inconsistency regarding working information was detected so no inconsistencies between timecard records and production records were available.
 4. One factory named Dongguan Taite Electronic Co. Ltd. was located on the 3F of the same production building with the audited factory, the electronic factory was specialized at manufacturing electronic products and the audited factory provided its business license copy for review, and cross checked with onsite observation and worker interview, no common workers were found. One factory named "Dongguan Shijie Yinchuan Electronic Factory" was located at one one-level metal building adjoining the three-level production building. It was noted that the factory was producing plastic products, which was different

from the product of the assessed factory. The production records with its own name was also provided for review. The business license was provided, but the address was not referring to current location. The management stated that it was the business license of the parent factory, and did not apply business license for the production at current location. In addition, the factory occupied the 1st to the 3rd floors of one 4-storey dormitory building and the 4th floor was occupied by other factories per management interview and document review.

5. The constructions were rented by the audited factory so the name on the construction approval was not the name of the audited factory.

6. The audited factory changed its location in 2006 and changed its business license accordingly, so the business relationship with some suppliers was established before 2006.

7. Auditor name: Neal Mo, APSCA registration number: 21700750.

Ratings Summary



Auditee's background information			
Auditee's name :	Forever Standing Stationery Co., Ltd	Legal status :	Ltd company
Local Name :	东莞市佛爱娃工艺品有限公司 (91441900796237440T)	Year in which the auditee was founded :	2006
Address :	#2 Fuxiang St, Hengjiao Village, Shijie Town	Contact person (please select) :	Dong He
Province :	Guangdong	Contact's Email :	doc@winepackage.cn
City :	Dongguan	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	English
Country :	China	Website of auditee (if applicable) :	N/A
GPS coordinates :	N23°4'58", E113°45'53"	Total turnover (in Euros) :	2000000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Accessories	Of which domestic market % :	0.00
If other, please specify :		Production volume :	40000 pieces per month
Product Group :	Arts, crafts and needlework	Production cost calculation :	No
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Imitation leather wine box, basket and box		

Auditee's employment structure at the time of the audit		
Total number of workers :	49	Total number of workers in the production unit to be monitored (if applicable) :
		0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	27	22
Temporary workers	0	0
In management positions	1	1
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	22	20
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	27	22
Production based workers	0	0
With shifts at night	3	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 - 151395] Audit Date: 15/05/2019 PA Score: D

Deadline date:05/05/2020

GOOD PRACTICES:

No good practice was observed.

AREAS OF IMPROVEMENT:

The factory had established BSCI social compliance policy and procedures. The system was generally implemented in the factory and its main business partners. The management understood the importance of BSCI requirements to the operation of business and therefore one senior manager, who had general understanding of BSCI standards, was designated for the establishment, implementation and maintenance of the BSCI system. To monitor and evaluate the social compliance performance, internal BSCI audits were conducted in the audited factory and its main business partners. Information regarding BSCI issues were shared between management and workers periodically. However, gaps have been identified in implementation.

当前工厂已经建立起了BSCI社会责任政策和程序。工厂已基本在厂内和其合作伙伴中执行BSCI体系。工厂认识到BSCI要求对于企业经营的重要性并任命了一名对BSCI要求比较了解的高级管理人员来负责BSCI系统的建立、施行和维护。为了监控和检验企业的社会责任表现，工厂与其主要合作伙伴均定期进行内部BSCI审核。涉及BSCI事项的交流也在管理层与员工间定期进行。但是在执行的过程当中还是存在以下差距：

- 1.1 - The factory had established social compliance policy and procedures based on BSCI standards, and conformed to BSCI requirements and relevant local law requirements in some performance areas. However, the factory had the opportunity for improvement of the management system to implement the BSCI Code of Conduct due to some non-compliances were found in the performance areas like PA5, 6, 7, etc. 工厂基于BSCI标准建立起了BSCI社会责任政策和程序，在部分执行领域符合BSCI要求和相关的法规要求。但是，当前审核在几个执行领域，如PA5, 6, 7等发现一些有待完善的地方，工厂推行BSCI标准的管理体系尚有改善空间。
- 1.4 - The factory had conducted basic capacity analysis. However, they did not conduct production cost calculation, and there was no satisfactory evidence that the workforce capacity in the company was sufficiently and properly planned to match delivery order contracts' expectations and excessive overtime was detected too. 工厂有进行简单的生产能力分析。但是，没有进行生产成本计算，也没有关于劳动生产能力分析及生产计划的完善安排。并存在加班超时的情况。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A

Deadline date:31/08/2019

GOOD PRACTICES:

No good practice was observed.

AREAS OF IMPROVEMENT:

The BSCI system had been established in the factory, which covered workers' involvement and protection. The factory held exchange meeting and BSCI training regularly with worker representatives to discuss BSCI issues and to enhance employees' understanding of their labor rights. The grievance mechanism was set up. Employees might raise their grievances through suggestion box, worker representative and directly communication with management. Currently no grievances were raised per the interview and document review. However, gaps have been identified in implementation.

审核中发现，工厂已经建立起了BSCI体系，体系包含了员工参与和员工保护的部分。工厂定期与员工代表举行交流会议和BSCI培训去讨论BSCI相关的事项和增强员工对其自身劳工权利的了解。工厂建立起了申诉机制。员工可以通过意见箱、员工代表和直接与管理沟通的方式去提出申诉。根据访谈和文件查阅，当前并没有收到申诉。但是在执行的过程当中还是存在以下差距：

- 2.2 - The factory had set up long term goals to protect worker. However, only final goals were set but no adequate step-by-step actions were defined. There was also no achievement date for the final goal. 工厂建立了保护员工的长期目标。然而，该目标计划设置了终极目标，但没有制定完善的每阶段的执行计划。也没有明确达成最终目标的时间。

Remarks from Auditee:

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

Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

No good practice was observed.

AREAS OF IMPROVEMENT:

The factory had established procedures to guarantee the rights of freedom of association and collective bargaining. There was 1 worker representative who was elected by workers freely. Workers were not restricted or suffered any unfair treatment by the factory on organizing, joining and voting for a legal worker organization and collective bargaining. Workers and worker representatives might communicate without any restriction and interruption. Currently, no collective bargaining existed in the factory.

工厂已建立起了程序去保障结社自由和集体谈判的权利。厂内有1名由员工自由选举出来的员工代表。工厂不会对员工组织、参加和投票一个合法工人组织和行使集体谈判进行限制或任何的不公对待。员工与员工代表之间的沟通并不会受到限制或破坏。当前厂内没有进行集体谈判事项。

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: B	Deadline date:31/08/2019
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: The factory had established procedures to prevent discrimination from happening. For example, the hiring procedure guaranteed that recruitment was only based on skills but not other conditions. The remuneration policy regulated that workers at the same position were entitle for equal payment, etc. Training for no discrimination was provided to management and workers. Grievance mechanism for reporting discrimination was provided to workers too. Currently no discrimination was reported. However, gaps have been identified in implementation. 工厂已建立政策和程序去防止歧视情况的发生。譬如, 招聘政策确保招聘只基于技能而不是其他的情况; 工资福利政策确保同工同酬原则等。禁止歧视的培训也提供给了管理人员和员工。工厂也向员工提供了举报歧视情况的申诉机制。当前并无员工进行歧视申诉。但是在执行的过程当中还是存在以下差距: 4.3 - The factory had developed legal and reasonable disciplinary measures, management was properly trained for disciplinary practice too. However, workers did not participate during the development of the disciplinary measures. 工厂制定了合理合法的惩戒措施, 管理人员也参加了惩戒行为的培训, 但是员工没有参与到惩戒措施的制定过程中。	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: B	Deadline date:05/05/2020
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: During this audit, it was noted that the factory had established wage system based on BSCI standards and local requirements. Workers were paid by monthly rate. Wages were issued at the 30th day of each month by cash. The minimum wage was guaranteed. The lowest basic wages paid for workers were RMB1850 per month, which was higher than local minimum wage of RMB1720 per month. Wages were issued timely per the payroll records and interview. Pay slips were provided so workers could understand the composition of their wages. No illegal deduction was made. However, gaps have been identified in implementation. 审核发现工厂有基于BSCI标准和当地法规要求建立起了一套薪酬系统。员工以月薪制支付, 工资在每月30号通过现金发放。最低工资受到保障。员工最低月薪为1850元, 高于当地每月1720元的最低工资水平。根据工资记录和访谈, 工资准时发放。工厂提供工资条给员工以使员工明白其工资构成。没有非法扣款的情况。但是在执行的过程当中还是存在以下差距: 5.4 - The actual paid wages had met local decent living wage standard. However, the factory was not very familiar with local decent living standards. 工厂实际支付的工资达到了当地的体面生活工资标准, 但是工厂对体面生活工资标准不甚熟悉。 5.5 - The social insurance receipts from February to April 2019 were sampled to verify. All workers were permanent. 71.8% workers were covered with retirement insurance and unemployment insurance. 79.5% workers were covered with work-related injury insurance, 76.9% workers were covered with medical insurance and 74.4% workers were covered with maternity insurance. Per interview, workers did not join social insurance mainly because they were not willing to. No commercial group accident insurance was provided to workers. This is in violation PRC Labor Law article 72 and article 73. 对2019年2-4月的社保发票进行了抽样查验。所有员工均为正式工。71.8%的员工参加了养老、失业医疗, 79.5%的员工参加了工伤保险, 76.9%的员工参加了医疗保险, 74.4%的员工参加了生育保险。根据访谈, 员工没有参加社保的主要原因是员工没有意愿参加。工厂没有提供商业性质的团体意外险给员工。	
Remarks from Auditee:	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: D	Deadline date:05/05/2020
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: <p>The working hour schedule was set by the factory. Worker used fingerprint scan system to record their working hour information. Normal weekly working hour was 40. There was 1 shift in the factory except for security guards, from 8:00am-12:00pm, 1:30pm-5:30pm. The shift for kitchen workers was from 9:00am-1:00pm, 3:00pm-7:00pm. There were 3 shifts for security guards. The 1st shift was from 8:00am-4:00pm, the 2nd shift was from 4:00pm to 12:00am and the 3rd shift was from 0:00am-8:00am. 2 hours of weekday overtime per day and 8 hours of rest day overtime per week were conducted. No statutory holiday overtime was conducted. Reasonable rest breaks and the 7th day of rest were guaranteed. The maximum daily working time was 10 hours (8 hours regular+2 hours overtime) per day and maximum weekly working time was 58 hours (40 hours regular time + 18 hours overtime). Workers were paid by 150% and 200% of regular rate for weekday and rest day overtime, respectively. Overtime work was conducted voluntarily per the interview. However, gaps have been identified in implementation.</p> <p>工厂建立了工时制度。审核发现, 员工使用刷指纹系统记录工时信息。每周正常工作时间为40小时。除了保安, 其余所有员工只上一个班次, 从上午8点到中午12点, 下午1点半到下午5点半。厨工上班时间是上午9点至下午1点, 下午3点至下午7点。保安为3班。第一班从上午8点到下午4点, 第二班从下午4点到晚上12点, 第三班从凌晨0点到上午8点。员工每天加班2小时, 周末加班8小时。法定节假日没有加班的情况。合理的休息时间和第七天休息均得到保证。日上班时间最长为10小时(8小时正班时间+2小时加班时间), 周上班时间最长为58小时(40小时正班时间+18小时加班时间)。员工平时及周末加班费分别以正常工资的150%及200%支付。根据访谈, 加班是自愿性质。但是在执行的过程当中还是存在以下差距:</p> <p>6.2 - The monthly overtime working hour of 5 out of 7 sampled workers in January and February 2019 and all sampled workers in March 2019 exceeded 36 hours per month. The maximum monthly overtime working hour reached 82 hours in March 2019. 2019年1-2月7名抽样员工中的5名员工以及2019年3月的所有抽样员工的月加班时间均超过了36小时, 最多在2019年3月达到了82小时。</p>	
Remarks from Auditee:	
Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A	Deadline date:31/08/2019
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: <p>The factory had established procedures in accordance with BSCI standards and local law requirements on occupational health and safety and implemented the system properly. Regular external and internal risk assessment was conducted. Regular health and safety training was provided to employees too. Written accident and emergency procedure was set and emergency drills were conducted. Overall fire and safety conditions were acceptable in workshop. Firefighting equipment, such as fire extinguishers, fire hydrants, etc. were functional and sufficiently available in the factory. Sufficient safety exits were provided in workshops. Clear evacuation signs and emergency lights were provided. Evacuation paths were not blocked and wide enough for evacuation. First aid supplies were provided in workshop. Clean drinking water and rest rooms were always accessible without restrictions. The dormitory and canteen were spacious and safe to use. The temperature, humidity and lighting were controlled in satisfactory level in the factory. However, gaps have been identified in implementation. (Remark: No transportation was provided to employees.)</p> <p>工厂基于BSCI标准和当地法规对于职业健康和安全的要求已建立了程序并基本上实施了该体系。工厂进行了定期的内外部风险评估, 同时也提供定期的职业健康安全培训给员工。工厂建立了书面的意外紧急预案并进行了应急演练。工厂整体消防安全状况可以接受。如灭火器消防栓等的消防设施在厂内功能正常、配置足够。车间有足够的安全出口。清晰的逃生标识和应急灯也有提供。逃生通道不受堵、宽度足够逃生。厂内提供了急救用品。干净的饮用水和卫生间不受限制的提供给员工。宿舍和饭堂宽敞安全。厂内温、湿度以及光照均控制在令人满意的水平。但是在执行的过程当中还是存在以下差距:(备注:工厂没有提供交通接送给员工。)</p> <p>7.1 - The factory had generally followed occupational health and safety regulations, but still need improvement on work health and safety. 工厂总体遵守了职业健康安全法规, 但仍需要在工作健康安全方面进行改善。</p> <p>7.2 - The social insurance receipts from February to April 2019 were sampled to verify. Only 79.5% workers were covered with work-related injury insurance and the other workers were not covered with insurance for work injury. 对2019年2-4月的社保发票进行了抽样查验。只有79.5%的员工参加了工伤保险, 其余员工没有参加保险以应对工伤情况。</p> <p>7.3 - Occupational risk assessment was conducted. However, only 2 workers were provided with occupational health check for chemical hazards, while at least 10 workers contacted chemicals in workshops. This is in violation of PRC Occupational Disease Prevention Law article 35. 工厂进行了职业风险评估, 但是只有2名接触化学品危害的员工获得了职业健康体检, 车间至少有10名员工接触化学品。</p> <p>7.6 - All workers contacting chemicals were wearing chemical-proof masks, but they only wear incomplete rubber gloves in workshops. This is in violation of PRC Safety Manufacturing Law article 42. 车间所有接触化学品的员工均佩戴了防化学品口罩, 但是他们佩戴的是不完整的橡胶手套。</p>	
Remarks from Auditee:	

Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A	Deadline date:
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: The factory had established procedure to prevent recruitment of child labor. A remediation procedure was also set up to handle child labor issue. The age verification procedure, including crossing age verification method, was used during hiring process to confirm no hiring of child labor. The factory maintained the copies of all workers' age documents. Grievance mechanism for child labor issue was set up too. Currently the youngest worker in the factory was 16 years old. 审核发现, 工厂建立了程序去防止雇佣到童工。工厂同时建立了童工补救措施去处理童工问题。在招聘中会使用到年龄核实程序, 包括交叉确认等方法去确认不会招聘到童工。工厂保留了所有员工的年龄文件复印件。工厂建立起了童工问题申诉机制。当前工厂最年轻员工为16岁。	
Remarks from Auditee:	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A	Deadline date:
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: The factory had established procedures to protect young workers. Risk assessment for use of young workers was also conducted. Currently there was one young worker in the factory and arranged in packing work position. Occupational training and health check were provided to the young worker before work. 工厂仍建立了程序去保护未成年工。工厂就雇用未成年工在厂工作的情形进行了风险评估。当前厂内有一名未成年工在包装岗位工作。该未成年工在工作前接受了职业培训和体检。	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: B	Deadline date:05/05/2020
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: The factory had established a procedure based on BSCI standards and local law requirements to protect employment relationship. All workers signed labor contracts in one month and a copy of labor contract was provided to each worker. There was no evidence to show the factory tried any unfair employment method to reduce its obligations. However, gaps have been identified in implementation. 工厂已根据BSCI的标准和当地法规要求建立了保护雇佣关系的程序。所有员工都会在工作的一个月内签订劳动合同, 同时工厂会提供一份劳动合同副本给员工。没有任何证据显示工厂是同通过不公平的雇佣方式去减少其义务。但是在执行的过程当中还是存在以下差距: 10.1 - The factory had legal employment relationship with all employees. However, no precarious employment requirement is not adequately fulfilled because not all employees had participated in all types of social insurances. 工厂与所有员工都有合法的雇佣关系。但是, 由于工厂不是所有员工都购买了全部类型的社保, 无不稳定就业的要求没有完全达到。 10.3 - Labor contracts were provided to workers. However, terms such as work content, work conditions and protections were not mentioned on labor contracts. This is in violation of PRC Labor Contract Law (2008) Amendment (2013), Article 17. 工厂提供了劳动合同给员工, 但是合同条款上缺少了工作内容, 工作条件和劳动防护等内容。	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A	Deadline date:
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: The factory had established a procedure based on BSCI standards and local law requirements to prevent bonded labor. Workers might leave the factory freely and no personal documents were withheld by the factory. Training regarding identifying and reporting bonded labor was provided to management and workers periodically. There was no bonded labor detected during the audit. 工厂基于BSCI的标准和当地法规要求建立了防止强迫劳工的政策和程序。工厂能自由离开工厂, 并且工人的个人证件不会被工厂扣押。工厂定期给管理人员和员工提供强迫劳工的识别与报告的培训。在这次审核中没有发现强迫劳工的情况。	
Remarks from Auditee:	

Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A	Deadline date:
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: <p>The factory had established an environment protection policy and procedure based on BSCI standards and local law requirements. The factory had conducted environment impact assessment for its business activities and obtained approval from the environment department. Air emission, wasted water and noise were monitored annually. Training regarding environment protection was provided to workers. Chemical waste was properly recycled by a qualified unit.</p> <p>工厂基于BSCI的标准和当地法规要求建立了环境保护的政策和程序。工厂已就其经营活动进行了环境影响评估并获得了当地环保部门的批准。工厂每年对废气、废水和噪音进行监测。针对环境保护的培训也有提供给员工。化学废品由有资质的单位进行回收。</p>	
Remarks from Auditee:	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 151395] Audit Date: 15/05/2019 PA Score: A	Deadline date:31/08/2019
GOOD PRACTICES: No good practice was observed.	
AREAS OF IMPROVEMENT: <p>The factory had established a procedure to strive for ethical business behavior. Common non-ethical behavior, such as corruption, extortion, bribery, etc. was identified and the factory showed zero tolerance to any of these non-ethical behavior. Based on onsite observation, interview and the provided documents, the factory provided consistent information for this audit and no non-ethical behavior was observed. However, gaps have been identified in implementation.</p> <p>工厂建立了商业道德规范的程序。最常见的一些不道德商业行为，如贪污、勒索、贿赂等被识别出来。工厂对任何这些行为均采取实施零容忍态度。根据现场观察、访谈和所提供的文件，工厂在审核中提供一致性的信息。当前审核没有发现不道德商业行为。但是在执行的过程当中还是存在以下差距：</p> <p>13.1 - The factory had established procedures to regulate ethical business behavior, but only management received relevant training and workers were not.</p> <p>工厂建立了规范道德商业行为的程序，但是只有管理人员参加了相关培训，员工没有参加。</p>	
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	15/05/2019	151395	D	A	A	B	B	D	A	A	A	B	A	A	A	C

Producer Photos



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



Photo of non-conformity
Excessive monthly overtime-a.JPG



Photo of the inside of the main production hall
Assembly section.JPG



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



Photo of non-conformity
Excessive monthly overtime-b.JPG



Photo of the inside of the main production hall
Cutting section.JPG



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

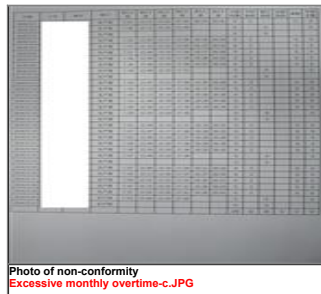


Photo of non-conformity
Excessive monthly overtime-c.JPG



Photo of the inside of the main production hall
Gluing section.JPG

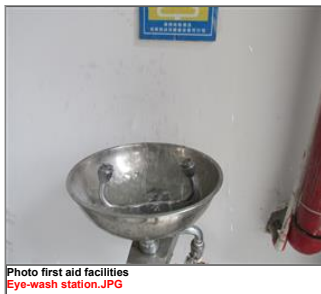


Photo first aid facilities
Eye-wash station.JPG



Photo of non-conformity
Incomplete rubber gloves.JPG



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



Photo first aid facilities
First aid kit.JPG

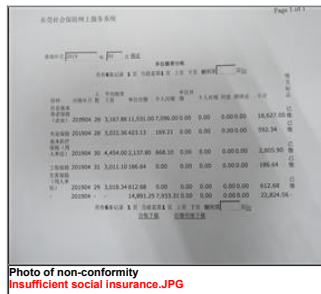


Photo of non-conformity
Insufficient social insurance.JPG



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

