

Monitored Party <b>Moonlight Garments Limited</b>	amfori ID <b>050-000310-000</b>	Address <b>530, Kunia Targach, National University, Gazipur, 1704 Gazipur, Dhaka, Bangladesh</b>
Monitoring Activity <b>amfori Social Audit - Manufacturing</b>	Monitoring Type <b>Full Monitoring</b>	Monitoring Partner <b>Intertek</b>
Monitoring Start Date <b>04/03/2024</b>	Closing Meeting Finished Date <b>14/03/2024</b>	Submission Date <b>14/03/2024</b>
Expiration Date <b>14/03/2026</b>	Announcement Type <b>Semi Announced</b>	
Site <b>Moonlight Garments Limited</b>	Site amfori ID <b>050-000310-002</b>	

This is an extract of the online Monitoring Result, generated on 16/03/2024, and is only valid as an acknowledgement of the result. To see all the details, review the full monitoring result, which is available on the [amfori Sustainability Platform](#) - The English version is the legally binding one.






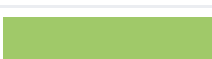
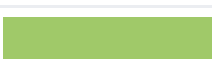
amfori does not assume any liability with regard to the compliance of this extract, or any versions of this extract, with the Regulation (EU) 2016/679 (General Data Protection Regulation).

All rights reserved. No part of this publication may be reproduced, translated, stored in a retrieval system, or transmitted, in any form or by any means electronic, mechanical, photocopying, recording or otherwise, be lent, re-sold, hired out or otherwise circulated without the amfori consent. © amfori, 2021

## OVERALL RATING



## SECTION RATING

PA1: Social Management System	<b>C</b>	
PA 2: Workers Involvement and Protection	<b>B</b>	
PA 3: The Rights of Freedom of Association and Collective Bargaining	<b>A</b>	
PA 4: No Discrimination, Violence or Harassment	<b>C</b>	
PA 5: Fair Remuneration	<b>A</b>	
PA 6: Decent Working Hours	<b>A</b>	
PA 7: Occupational Health and Safety	<b>A</b>	

---

PA 8: No Child Labour	<b>A</b>	
PA 9: Special Protection for Young Workers	<b>A</b>	
PA 10: No Precarious Employment	<b>A</b>	
PA 11: No Bonded, Forced Labour or Human Trafficking	<b>A</b>	
PA 12: Protection of the Environment	<b>A</b>	
PA 13: Ethical Business Behaviour	<b>A</b>	

---

## GENERAL DESCRIPTION

### Lead Auditor:

Akter Hossain; CSCA21700574

### Team Auditor:

Tabassum Umme Hunny; CSCA21705348,

A F M Amin Sharif; ASCA21703440,

Md. Towhid Uddin; ASCA32200533,

Mohammad Salah Uddin; ASCA21701405.

Monitoring Partner: ITS Labtest Bangladesh Ltd.

### Audit Schedule Details:

This Semi Announced full audit was conducted in one day on 04 March 2024. The facility's operation has been assessed and verified against the amfori BSCI COC and local legislation by five auditors during the audit. In this audit, 4.5 man-days were spent on-site, and 0.5 man-days were assigned for offsite report purposes.

### Business Partner Information:

Moonlight Garments Limited is 100% export-oriented Readymade Garments (Woven Tops & Bottom Item) Industry located at 530, Kunia Targach, National University, Gazipur 1704, Bangladesh. Factory License: 33-20-1-003-00010, Category is 'I' and valid up to 30 June 2024. It started operations at this location in 1996. Total area in square feet: Land 65,000; Production 141,452 and Warehouse 10,000. The Main Production Process: Cutting, Embroidery, Sewing, Finishing and Packing.

### Audited Location Information:

There was another sister concern facility at the same premises which were not included in the audited scope except the common areas as per the RSP holder's request. However, the auditor conducted a health and safety tour to the shared areas and interviewed some employees. Employees' identity cards were found separately, and the facility maintains all personal records for them separately. No co-mingling issues were noted on all facilities. Facility management provided full access to the sister concern facility. The premises consists of 04 buildings and 06 sheds. Details are in the attachment section.

The facility building is the property of the owner. No dormitory for employees and it is not mandatory by law. However, canteen and dining were on site.

### Operating Shifts and Hours:

- 01 general shift for all except security section: 08:00am to 05:00pm including 01-hour Interval for rest or meal.
- 03 shifts (06:00am to 02:00pm, 02:00pm to 10:00pm and 10:00pm to 06:00am) in security section with including 01-hour Interval for rest or meal in each shift by rotation.

Weekly Holiday: Friday for general shift and on rotation basis for security section.

Time Recording System: Electronic (card punch).

### Salary Payment Details:

All employees receive wages monthly within 7th working day of the following month. Payment method is in local currency through Financial Banking. Payroll records were reviewed from February 2023 to January 2024. Highest wage was found (in BDT) 18,320; average 13,804 and lowest 12,500 from the sampled employee's wage record.

### Worker Number Information:

Total Worker: 1464 (1268 Production, 10 Management and 186 Others).

The Day of Audit: 1408 (Male 563 & Female 845) due to Leave and Absents.

Production Worker: 1268 (508 male & 760 female).

**Vulnerable Worker:**

Pregnant workers have the same working hours as other workers in their respective sections. No night shifts for women. They have special measures for pregnant workers like non-hazardous or lighter work, etc. 14 pregnant employees were found during audit and 15 women employees were on maternity leave.

No foreign migrant, young (from the sampled employee age of youngest worker found 21 years 02 months and 02 days), seasonal, temporary, disabled, home-based workers is in the facility.

Number of Domestic Migrant Employee: 1328.

**Other Special Group Workers:**

No special group workers like interns, apprentices, contractor workers etc. are in the facility.

Good Practices: Facility provides attendance bonus for all employees as per company policy.

**Worker Organization Details:**

Facility management had an open policy for forming/joining unions independently. Facility did not have labor union/ collective bargaining agreements. They had an effective Participation Committee elected on 29 January 2024. Number of members 18 (12 workers & 06 management). Meeting conducted on regular basis and the last on 06 February 2024.

Circumstances: There was no special circumstance during the audit.

**Summary of findings:**

Improvement areas identified in PA 1, PA 2, PA 4, PA 5, PA 7, PA 10 & PA 12.

No nonconformity was found in PA 3, PA 6, PA 8, PA 9, PA 11 & PA 13.

Details are in respective sections.

**PA 1:**

The auditee partially fulfills the requirements of this PA. The facility has no good overview of the significant business partners and their level of alignment with the amfori COC. The established management system of the facility needs some improvement in a few performance areas.

**PA 2:**

The auditee partially fulfills the requirements of this PA. Did not define long term goals in coherence with amfori BSCI values and principles; Policy on grievance procedure was not in line with amfori requirements.

**PA 4:**

The auditee partially fulfills the requirements of this PA. The auditee did not conduct internal assessment on the most frequent grounds used for discrimination and did not identify the root cause of discriminatory behaviors.

**PA 5:**

The facility has taken some initiative to calculate living wages, but no action plan is in place to fill up the gap between the present local minimum wage and living wage.

**PA 7:**

The auditee partially fulfills the requirements of this PA. Few employees do not use PPE; Few of exit routes were found uneven; Safety guards with few of sewing machines were found displaced condition.

**PA 10:**

The auditee partially fulfills the requirements of this PA. Deficits were in worker's form of declaration and nomination.

**PA 12:**

The facility has a policy for protection of the environment. However, the facility did not have any procedure to prevent water loss or any system to preserve natural water resources to ensure a better environment.

Following areas, no non-conformity was noted:

PA 3:

Facility has a policy and procedure in The Rights of Freedom of Association and Collective Bargaining. They have an Elected Participating Committee, and they sit with the top management at regular intervals on various issues.

PA 6:

Working hours are under legal limits. Daily working hours are 8 hours shift. Rest breaks are also provided as per the law.

PA 8:

The facility has a robust recruitment procedure and polices against No Child Labor. The overall observations show that the factory has established a complete 'Child Labor Policy'.

PA 9:

The facility has a robust recruitment procedure and polices against Special Protection for Young Workers. No young-looking workers were observed on the factory premises.

PA 11:

The facility has a robust recruitment procedure and polices against No Bonded Labour. During the audit, no evidence related to bonded labour was identified.

PA 13:

The facility has comprehensive processes and procedures in a written manual to support the implementation of Ethical Business Behaviour.

Living Wage Calculation: Selected Global Living Wage Calculation (GLWC) website.

Note:

Below documents and photographs have not been uploaded as these were not applicable to this facility:

Documents:

Agency and Contractual Agreement: No agency or contract worker.

Government waivers not applicable.

Collective Bargaining Agreement: No CBA at the facility.

Photographs:

No Dormitory at the facility.

No High-risk health and safety areas.

No Inconsistencies between time and production records.

Note:

Through management, worker interview & site tour, the audit team has cross-checked & informed the facility management initiative's on S4C programme. The management acknowledged and as per their statement, they'll take proper initiative through awareness session and providing flyer & poster within premises with auditee's amfori ID & grievance channel information.

## SITE DETAILS

Site  
**Moonlight Garments Limited**

Site amfori ID  
**050-000310-002**

### GICS Classification

---

Sector <b>Consumer Discretionary</b>	Industry Group <b>Consumer Durables &amp; Apparel</b>	Industry <b>Textiles, Apparel &amp; Luxury Goods</b>
---	--	---

Sub Industry  
**Textiles**

### amfori Process Classifications

---

Cutting

Embroidery (machine)

Sewing / Stitching

### GS1 Classifications

---

Segment	<b>Clothing</b>
Family	<b>Swimwear</b>
Product Class	<b>Swimwear</b>

### NACE Classification

---

N.A.

### Water Stress Situation

---

This site is not located in a water stressed region

# METRICS

## Key Metrics

Total workforce	1,408	Workers
Legal minimum wage in local currency	12,500	Monthly
Lowest wage paid for regular work at the site	12,500	Monthly
Calculated living wage in local currency	21,091	Monthly
Total sample	35	Workers

## Other Metrics

Male workers	563	Workers
Female workers	845	Workers
Non-binary workers	0	Workers
Permanent workers - Male	689	Workers
Permanent workers - Female	775	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	10	Workers
Management - Female	0	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	87	Workers
Workers on probation - Female	132	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	23	Workers
Workers with night shift - Female	0	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	607	Workers
Domestic migrant workers - Female	721	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	689	Workers
Workers hired directly - Female	775	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	14	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	15	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	15	Workers
Sample - Female	20	Workers
Sample - Non-binary	0	Workers

# FINDINGS



## PA1: Social Management System

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

**Question:** 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

### ENGLISH

#### Finding

In accordance with amfori BSCI Code of Conduct PA 1 (Social Management System) Adopt and publicly communicate a written human rights policy statement, in line with the complexity and size of operations, approved at the most senior level. Implement a process- and risk-based due diligence management system in their business practices in line with the UNGPs and adjusted to the business model of the company. The expectations set in this Code of Conduct should be embedded in the system.

Findings: Based on site tour, document review, management & workers interview during the audit it was noted that the established management system of the facility needs some improvement in implementing BSCI Code of Conduct in their business practice in few performance areas.

Note: The facility has other effective systems, policies, and procedures in place to implement the BSCI COC in their business practice, so partial rating is given in this checkpoint.

**Question:** 1.3 Is there satisfactory evidence that the auditee has identified their significant business partners and their level of alignment with the amfori BSCI Code of Conduct?

### ENGLISH

#### Finding

In accordance with amfori BSCI Code of Conduct PA 1 (Social Management System) Require their business partners to cascade the information to the relevant business partners and stakeholders in the supply chain, require and follow-up with their business partners to work towards full observance of the amfori BSCI Code of Conduct within the sphere of their influence, including intermediaries that are involved in the worker recruitment process, such as brokers, recruiters, and recruitment agencies.

Finding: Based on document review and interview during audit It was noted that, the facility management has no good overview of the significant business partners and their level of alignment with the BSCI Code of Conduct due to followings:

- a) The facility management did not identify all significant business partners.
- b) The facility management did not share amfori COC and TOI with 05 of 10 significant business partners.
- c) The facility management did not monitor the social performance of 05 of 10 significant business partners.
- d). No documented procedure found in place to handle the grievance of the business partners.

Note: The facility management has prepared a list of business partners, so issue has been rated as partial.



## PA 2: Workers Involvement and Protection

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

**Question:** 2.2 Is there satisfactory evidence that the auditee defines long-term goals for protecting workers in line with the aspirations of the amfori BSCI Code of Conduct?

**ENGLISH**

**Finding**

In accordance with amfori BSCI Code of Conduct PA 2 (Workers Involvement & Protection) Define longterm goals to protect workers in line with the aspirations of the amfori BSCI Code of Conduct.  
Finding: Based on the document review, management, and workers interview it was noted that the auditee has defined their mission and vision, however, the long-term goal was not in line with amfori expectations as the goal did not reflect a step-by-step approach toward sustainable improvement.  
Note: The facility has other social practices in place, so a partial rating is given at this checkpoint.

**Question:** 2.5 Is there satisfactory evidence that the auditee has established, or participates in, an effective operational-level grievance mechanism for individuals and communities?

**ENGLISH**

**Finding**

In accordance with amfori BSCI Code of Conduct PA 2 (Workers Involvement and Protection): Establish or participate in effective operational-level grievance mechanisms for individuals and communities who may be adversely impacted and maintain accurate records. The operational-level grievance mechanism must be in line with UNGP Article 31. Where relevant (e.g. when a migrant worker population is present), the operational-level grievance mechanism should be accessible in relevant local languages and should allow to address and remedy the issues effectively across jurisdictions through partnerships and coordination.  
Findings: Based on document review and interview during an audit, it was noted that the facility has a policy on grievance procedure for the workers, but the policy was not in line with amfori BSCI requirements as the policy did not define how to deal with “potential conflict of interest” and “timeline to address” etc.  
Note: facility management has already established a grievance procedure, so a partial rating is given at this checkpoint.

**PA 4: No Discrimination, Violence or Harassment**

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

**Question:** 4.1 CRUCIAL: Is there satisfactory evidence that the auditee takes the necessary measures to avoid or eradicate discrimination in the workplace?

**ENGLISH**

**Finding**

In accordance with amfori BSCI Code of Conduct PA 4 (No Discrimination, Violence or Harassment): Understand the possible grounds for discrimination in their specific context, and not discriminate or exclude persons based on sex, gender, age, religion, race, caste, birth, social background, disability, ethnic and national origin, nationality, membership in unions or any other legitimated organizations, political affiliation or opinions, sexual orientation, family responsibilities, marital status, pregnancy, diseases, or any other condition that could give rise to discrimination.

Findings: Based on document review, and management interviews during the audit, it was noted that the

### Finding

auditee did not conduct internal assessment on the most frequent grounds used for discrimination as well as the most common activities through which discrimination may occur. Also did not identify the root cause of discriminatory behaviors.

Note: As the auditee has a discrimination policy, so partial rating is given in this checkpoint

## PA 5: Fair Remuneration

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

**Question:** 5.4 Is there satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living?

### ENGLISH

#### Finding

In accordance with amfori BSCI Code of Conduct, PA 5 (Fair Remuneration) Assess the pay gap accurately and work progressively towards the payment of a living wage that is sufficient to afford a decent standard of living for the workers and their families.

Findings: Based on Document review, management, and worker interviews during audit time, it was noted that the factory management has taken some initiative to calculate living wages, but no action plan is in place to fill up the gap between the present local minimum wage and a living wage. Though they are ensuring minimum wage as per law.

Note: As the facility has calculated living wage, so partial rating is given in this checkpoint.

## PA 7: Occupational Health and Safety

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

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

### ENGLISH

#### Finding

In accordance with Bangladesh Labor Rules-2015, Rule 67 (2): (The concerned manufacturing institute must provide necessary equipment, including safety shoes, helmets, goggles, masks, hand gloves, earmuffs, ear plugs, waist belts, aprons etc. and arrange training programs for the workers in using these materials and ensure their usage.)

Finding:

Based on the facility visit it was noted that required Personal Protective Equipment was not used by the employee during work in building 1 as follows:

a) Required face mask was not used by the randomly checked approximately 10% of employees working

## Finding

with cutting machine (Fabric dust was noted on their head and face from the production process) in cutting section located on 6th floor.

b) Required face mask was not used by the randomly checked approximately 15% of employees working with over lock machine (Fabric dust was noted on their head and face from the production process) in sewing section located on the 2nd and 3rd floors.

c) Randomly checked 10% of long-standing employees in the finishing section were working bare footed located on the 2nd and 3rd floors.

Note:

As other employees were using the required Personal Protective Equipment (PPE) during work, so partial rating was given to this checkpoint.

**Question: 7.9** Is there satisfactory evidence that the auditee makes visible potential hazards to the workers and visitors through signs and warnings?

## ENGLISH

### Finding

In accordance with amfori BSCI Performance Area (Occupational Health and Safety) No. 7.9: (Take effective measures to prevent workers from having accidents, injuries, or illnesses, arising from, associated with, or occurring during work. These measures aim at minimizing, so far as is reasonable, the causes of hazards inherent within the workplace.

Finding: Based on the facility visit it was noted that randomly checked 02 of 10 uneven pathways were found (that is some broken tiles) at sewing and finishing sections located on the 2nd and 3rd floor of building- 01. However, no precautionary measures like caution signs were found posted at respective areas.

Note, as rest of the exit routes found smooth, so partial rating is given in this question.

**Question: 7.17** Is there satisfactory evidence that the auditee ensures adequate safeguards for any machine part, function, or process which may cause injury to workers?

## ENGLISH

### Finding

In accordance with Bangladesh Labour Law 2006, Section 63(1) D: Fencing of machinery. (1) In every establishment the following machinery, while in motion or in use, shall be securely fenced by the safeguards of substantial construction, namely:)

Finding: Based on the facility visit it was noted that machine safety guards were found displaced while employees were working in the below areas.

Randomly checked 20% needle guard of sewing machine, 15% eye guard of overlock & bar tack machine located on the 2nd and 3rd floor of building- 01.

Note, as facility management has ensured safety guard for all the machines to avoid potential injury, so

## Finding

partial rating was given to this checkpoint.

## PA 10: No Precarious Employment

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

**Question:** 10.2 Is there satisfactory evidence that the auditee engages workers based on recognised and documented employment relationships?

### ENGLISH

#### Finding

In accordance with Bangladesh Labor Rules 2015, Rule 118: Following the description of Form-41, every worker must nominate a person who can receive undisbursed payment and other dues in the absence of him/her, at the time of his/her employment in the workforce.

#### Findings:

Based on document review and interviews with management and worker during audit time it was identified that following required information's were not included in the randomly checked 11 out of 35 form of declaration and nomination (Person who can receive undisbursed payment and other dues in the absence of him/her, at the time of his/her employment in the workforce): National ID Number of nominated person; Date of Signature of nominated person, worker and management.

#### Note:

As the facility management has provided Identity Card to all the employees and maintained nomination form in their own way, so partial rating was given to this checkpoint.

## PA 12: Protection of the Environment

Site: Moonlight Garments Limited | Site amfori ID: 050-000310-002

**Question:** 12.5 Is there satisfactory evidence that water is managed in a way that respects the environment, particularly but not limited to preserving local water sources?

### ENGLISH

#### Finding

In accordance with amfori BSCI COC PA12 (Protection of Environment) Identify the environmental impacts of their operations, and implement adequate measures to prevent, mitigate and remediate adverse impacts on the surrounding communities, natural resources, climate, and the overall environment.

Finding: Based on document review, management and worker interview It was noted that facility did not have any procedure to prevent water loss and have a system to preserve natural water resources (recycling practices, preserving rainwater, etc.) to ensure a better environment on the premises.

Note: As the facility has an environmental protection policy, so partial rating is given at this checkpoint.