
Auditee :	Guangxi Honghui Household Technology Co., Ltd
Audit Date From :	27/09/2019
Audit Date To :	27/09/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV SUD
Auditor's Name(s) :	Jack Zheng(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</p> <p style="text-align: center;">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</p> <p style="text-align: center;">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</p> <p style="text-align: center;">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																													
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C	C	C	C	C	C	C	C	C	C	C	D	D																													
<p style="text-align: center;">D</p> <p style="text-align: center;">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</p> <p style="text-align: center;">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 :	Guangxi Honghui Household Technology Co., Ltd		
DBID number :	382199		
Audit ID :	163606		
Address :	A1-9, Second Phase Of Standard Workshop, Henan Industrial Zone Laibin		
Province :	Guangxi Zhuangzu Zizhiqu	Country :	China
Management Representative :	Mr. Zang Xi/Factory Manager		
Contact person:	Xi Zang	Sector :	Non-Food
Industry Type :	Plastic Industry	Product group :	Plastic and articles thereof
Product Type :	Macromolecule mat and rubber & plastics products		

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 : 27/09/2020	

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	B	D	A	A	A	A	A	C	A

Executive summary of audit report

[Location and size]:

The audited factory of Guangxi Honghui Household Technology Co., Ltd. (business no.: 91451300MA5N3KM165) started their operation since 2018, it was located at A1-9, Second Phase Of Standard Workshop, Henan Industrial Zone, Laibin City, Guangxi Zhuangzu Zizhiqu, China. The company was established on March 29, 2018. The size of workshops and office is 8,825 square meters in total.

[Structure of facility]:

Within the premises, the audited factory occupied one 4-storey production building. No dormitory or canteen is provided for employees' use. The main products were macromolecule mat and rubber & plastics products. The productive operation includes plastic extrusion, cutting, inspection and packing etc.

[Employee analysis]:

Currently 25 employees were working in the company. Among them 15 are production employees and 10 are non-production employees. All employees were permanent employees, 2 employees were migrant employees. And there were total 11 female employees.

[Summary of working hour]:

The auditee uses finger print attendance system to record workers' working hours. As per managements & workers interview, there is no obvious peak or non-peak season in the factory. Attendance records from September 2018 to the audit date are provided for review. 7 workers' attendance records of December 2018 (random), April 2019 (random) and August 2019 (current paid month) are sampled for review. One shift is arranged for all employees: 8:00-12:00, 13:30-17:30. The normal work time is 8 hours per day and 40 hours per week. 2 hours overtime on some working days, 8 hours overtime was arranged on Saturday regularly. The maximum working time was 10 hours per day, 52 hours per week. The maximum weekly overtime hours are 12 hours, the maximum monthly overtime hours are 56 hours. No overtime work is arranged on Sunday and Public holiday. All workers can have at least one day off per week. There is no security guard hired or used by the factory.

[Summary of compensation]:

The factory has provided the payrolls from September 2018 to August 2019 for review. Local legal minimum wage was RMB1450 per month (equal to 1450 / 21.75 / 8 = 8.33 / hour) since February 1, 2018 and all employees are paid over the local minimum wage standard. Wages are paid in cash on 15th of each month which meets legal requirement. Pay slip is distributed to each employee when wage is issued. All employees are paid per their work position and working hours etc., and equal salary is paid for equal work. As per the provided payrolls, the lowest normal wage (excluded overtime premium) for workers was RMB14.37/hour, which is above the local minimum wage rate of RMB1450 per month (equal to 1450 / 21.75 / 8 = 8.33 / hour) since February 1, 2018. The overtime was paid as 150% and 200% of normal rate for the overtime on weekdays and Saturday respectively. No inconsistencies were found during this audit.

[Summary of interview]:

Worker interviews were conducted by individual and in group. Randomly selected 7 employees, no complaint was raised.

[Special scene during on site observed]:

There is no contractor or labor agency used by the factory, also no waiver was obtained. Therefore, no document of contractor license/permit, agency labor contract or government waivers were attached. There are also no inconsistencies between time records and production records, therefore no such record was attached. There is no collective bargaining agreement in place, therefore no photo of such document is taken.
Auditor: Jack Zheng; APSCA number: 21703745.

Ratings Summary



Auditee's background information			
Auditee's name :	Guangxi Honghui Household Technology Co., Ltd	Legal status :	Limited Company
Local Name :	广西洪辉家居科技有限公司 (91451300MA5N3KM165)	Year in which the auditee was founded :	2018
Address :	A1-9, Second Phase Of Standard Workshop, Henan Industrial Zone	Contact person (please select) :	Xi Zang
Province :	Guangxi Zhuangzu Zizhiqu	Contact's Email :	916280066@qq.com
City :	Laibin	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°42'23", E109°11'10"	Total turnover (in Euros) :	1000000.00
Sector :	Non-Food	Of which exports % :	50.00
Industry :	Plastic Industry	Of which domestic market % :	50.00
If other, please specify :		Production volume :	1800 tons per year
Product Group :	Plastic and articles thereof	Production cost calculation :	No
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Macromolecule mat and rubber & plastics products		

Auditee's employment structure at the time of the audit			
Total number of workers :	25	Total number of workers in the production unit to be monitored (if applicable) :	0
		MALE WORKERS	FEMALE WORKERS
Permanent workers	14		11
Temporary workers	0		0
In management positions	6		4
Apprentices	0		0
On probation	0		0
With disabilities	0		0
Migrants (national citizens)	1		1
Migrants (foreign citizens)	0		0
Workers on the permanent payroll	14		11
Production based workers	0		0
With shifts at night	0		0
Unionised	0		0
Pregnant	-		0
On maternity leave	-		0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: D

Deadline date:26/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee has established a management system to practice the BSCI Code of Conduct. The CSR organization structure has been established, and Mr. Hu Ben Hui/ General Manager is appointed as the management representative to implement BSCI Code of Conduct in factory's operation. Per interview, the management representative has a good understanding on BSCI COC and TOI, a good overview of the supply chain management, and well knows the importance of main business partners and expectations from stakeholders, and also has got decision making authorization and allocates budget to execute the follow-up of BSCI social performance. There are total 2 management manuals, 40 social policies and major procedures established as per BSCI values and principles in place for review. The auditee builds a system to select and monitor the social compliance performance of their significant business partners, which includes communicates BSCI COC & TOI to them to sign and conducting internal social responsibility audits regularly, and the latest internal social audit for main business partner was conducted on March 8, 2019. However, gap is identified in implementation:

被审核方建立了一套管理系统去执行BSCI行为守则。被审核方建立了社会责任组织架构且任命了高阶管理人员胡本辉先生(总经理)负责BSCI的价值和条款的执行。通过访谈确认,管理者代表能很好的理解BSCI行为准则和实施条款以及供应链、主要商业合作伙伴的重要性和利益相关方的期望,以及具有决策权和分配预算以便成功跟进BSCI社会绩效表现。工厂共建立了2本管理手册、40个社会责任政策以及主要的程序文件供查阅。工厂建立了系统去选择和监控其重要的商业合作伙伴的社会责任表现,包括传递BSCI的COC和TOI给他们签署并实施定期的内部社会责任审核。工厂最近1次对其重要的商业合作伙伴进行的社会责任定期评估是在2019年3月8号。但是在实际执行中存在以下差距:

- 1.1 - The factory has established BSCI management system, however they do not have practical measure to ensure the internal procedures to integrate the BSCI Code into day to day business operations. For example, overtime hours exceed legal overtime limit etc. The management states that the auditee has established and ran the BSCI management procedure, however it is subject to personnel and economic conditions of business operations, without effective monitoring measures, the factory needs to make continuous improvement and evaluation of the cost of improvement.

工厂建立了BSCI体系,但没有采取切实可行的措施确保BSCI行为守则的要求落实到公司的日常运作中。例如工人的月加班时间超过法律要求等。管理人员解释说被审核方已经建立并且运行了BSCI管理制度,但在日常管理中受人员和经济条件限制,没有有效的监控措施,企业需要持续改善,评估改善成本。

- 1.4 - Employees' overtime work exceeds legal limit in all selected months, the reason is that the factory does not have an effective production capacity planning that the costs of production and delivery time are not calculated realistically etc.

员工在全部抽样月份,加班超过了法律标准限制,是由于工厂没有有效的产能计划,因为没有生产成本核算,也没有符合实际的交付时间的计算等。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: B

Deadline date:26/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee builds the grievance system and appointed Mr. Hu Ben Hui/ General Manager as responsible person. The communication system has been established to involve workers and workers' representative. Long term targets are set base on legal law requirement, BSCI COC and clients' requirement to protect workers. BSCI Code of Conduct are posted in proper places in the factory. The trainings on factory's policies and procedures are provided to management and workers regularly. The latest regular training on grievance mechanism is provided on September 9, 2019. Based on employees' interviews, documents and records review, worker's representative is elected by workers freely without any interference from factory management, and there is total 1 worker representative who has been elected by workers on September 2, 2019. The workers can express their complaints through worker representative or suggestion boxes or directly to their management. However, gap is identified in implementation:

受审核方已经建立了申诉机制并任命了胡本辉先生(总经理)作为申诉机制的负责人。工厂建立了沟通架构来确保员工及其代表的参与。工厂已基于法律要求, BSCI行为准则以及客户要求定义了长期目标来保护工人。BSCI行为准则也被张贴在工厂的合适位置。工厂定期给管理层和员工安排了关于工厂政策和程序的培训。最近1次关于申诉机制的定期培训进行于2019年9月9号。通过员工访谈和文件与记录查阅, 员工代表由员工自由选举而不受管理层干涉, 且工人于2019年9月2日共选出了1名员工代表。员工可以通过员工代表或意见箱或直接对管理人员提出申诉。在实际执行中存在以下差距:

2.4 - Trainings regarding to BSCI code of conduct and TOI are provided to workers' representative and managers, however, no training effectiveness evaluation is implemented, the interviewed worker representative is not clear about the basic definition or requirements on BSCI code of conduct and TOI.

工厂对员工代表和管理层进行了BSCI行为守则和商业伙伴实施条款的培训, 但工厂没有做培训效果评估, 受访的员工代表都不清楚基本的概念及BSCI行为守则和商业伙伴实施条款。

2.5 - The grievance system has been established. However, there is no any grievance record received in the past 1 year, the factory does not implement regular survey for the grievance system.

申诉系统已被建立, 然而, 在过去1个年并没有收到任何申诉的记录, 工厂未执行申诉机制程序的定期调查评审。

Remarks from Auditee:

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

Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee builds procedures to ensure the right of employees to establish or join organizations freely is respected. There is no Trade Union founded in the factory, 1 worker representative is freely elected by workers on September 2, 2019. Worker representative can perform his duties in the factory without any restriction. Worker representative is allowed to have negotiation with factory management regarding the issues of benefit, health and safety, and work condition etc.

被审核方制定了相应的程序文件来确保员工自由成立或者参与各种组织的权利被尊重。工厂里没有成立工会, 但工人于2019年9月2号自由选出了1名工人代表。工人代表可以在厂内行使他的职责而不会有任何限制。工人代表也可以与管理层就员工福利, 健康安全及工作条件等方面进行谈判。

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The auditee builds procedure and implements trainings for management and workers to avoid any possible kind of discrimination in the factory. The latest training on non-discrimination is conducted on September 9, 2019. As per documents review, interviews with workers and management, the factory does not use health condition for discrimination, such as medical test, virginity test, use of contraception or equivalent. The factory does not discriminate any worker based on union membership, political affiliation, religion, age, gender, national origin, race, marital status or color etc. All employees have equal access to work hours, work position, overtime chance, training chance, promotion and grievance etc.</p> <p>被审核方已经制定了程序并给管理层和工人执行了培训来避免厂内的任何可能存在的歧视。关于不歧视的最近1次定期培训进行于2019年9月9日。根据查阅的文件以及与管理层和员工的访谈，工厂不以身体条件，如医学体检，贞操检查，避孕节育等类似手段来设置歧视条款。工厂不会根据工会会员、政治倾向、宗教、年龄、性别、国籍、种族、婚姻状况、肤色身份等而歧视员工。所有员工在工作时间、工作岗位、加班机会、培训、晋升和申述等方面都有平等的机会。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: B	Deadline date:26/09/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The factory has provided the payrolls from September 2018 to August 2019 for review. Local legal minimum wage was RMB1450 per month (equal to 1450 / 21.75 / 8 = 8.33 / hour) since February 1, 2018 and all employees are paid over the local minimum wage standard. Wages are paid in cash on 15th of each month which meets legal requirement. Pay slip is distributed to each employee when wage is issued. All employees are paid per their work position and working hours etc., and equal salary is paid for equal work. As per the provided payrolls, the lowest normal wage (excluded overtime premium) for workers was RMB14.37/hour, which is above the local minimum wage rate of RMB1450 per month (equal to 1450 / 21.75 / 8 = 8.33 / hour) since February 1, 2018. The auditee has provided paid annual leave, maternity leave and statutory holidays etc. for workers per legal requirements. There is no illegal or unreasonable deduction found as per document review or reported by the interviewed workers. However, gap is identified in implementation.</p> <p>工厂提供了2018年9月至2019年8月的工资册供查阅。2018年2月1日后当地法定最低工资标准是1450元/月(等于 1450/ 21.75 / 8 = 8.33 / 小时)。所有员工的基本工资都高于当地最低工资标准。每月工资15号以现金形式发放，符合法规要求。在工资发放时给员工发放了工资条。所有员工根据他们的岗位和工作时间等支付工资，并实行同工同酬。根据工厂提供的工资记录，支付给工人的最低的正常工资(不计加班费)为14.37元/小时，超过了2018年2月1日后当地法定最低工资标准1450元/月(等于 1450/ 21.75 / 8 = 8.33 / 小时)。被审核方依据法定要求为员工提供了带薪年假、产假和法定假等。通过员工访谈及记录查阅未发现任何形式的不合理扣款。在实际执行中存在以下差距。</p> <p>5.4 - The actual paid wages reach to the level of decent living wage. But the factory does not have the awareness that they shall collect data for living wage.</p> <p>工厂支付工人的工资均达到体面工资水平，然而工厂没有意识到他们应该收集有关体面工资的数据。</p> <p>5.5 - As per records of August 2019, there are total 24 employees in the factory (no retired worker and no newly joined worker in the facility within recent one month (August 2019). No temporary/dispatched employee), per the social insurance receipts of August 2019, the factory provides 5 types of insurance (injury insurance, unemployment insurance, retirement insurance, maternity insurance and medical insurance) for all 24 employees, the coverage rate is 100%. No commercial insurance is provided to employees. However, the factory only provides social insurances to employee 3 months after they join the factory and pass the probation. Social Insurance Law of the People's Republic of China Article 58.</p> <p>根据2019年8月份的记录，工厂一共有24人。(有0个退休员工，2019年8月份没有新进厂员工。无临时工/派遣工)，2019年8月社保收据显示工厂全部24名员工提供了5种保险(工伤保险，养老保险，失业保险，生育保险和医疗保险)，参保率100%。没有给员工提供商业保险。然而，工厂仅在员工加入工厂3个月通过试用期后才提供社保。</p>	
Remarks from Auditee:	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: D	Deadline date:26/09/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The auditee uses finger print attendance system to record workers' working hours. As per management & workers interview, there is no obvious peak or non-peak season in the factory. Attendance records from September 2018 to the audit date are provided for review. 7 workers' attendance records of December 2018 (random), April 2019 (random) and August 2019 (current paid month) are sampled for review. One shift is arranged for all employees: 8:00-12:00, 13:30-17:30. The normal working time is 8 hours per day and 40 hours per week. 2 hours overtime on some working days, 8 hours overtime was arranged on Saturday regularly. The maximum working time was 10 hours per day, 52 hours per week. The maximum weekly overtime hours are 12 hours, the maximum monthly overtime hours are 56 hours. No overtime work is arranged on Sunday and Public holiday. All workers can have at least one day off per week. There are no security guards hired or used by the factory. However, gaps had been identified in this PA.</p> <p>工厂用指纹感应考勤系统记录工人的工作时间。根据管理层以及工人访谈, 没有明显的生产淡旺季。工厂提供了从2018年9月至审核当天的考勤记录, 审核员抽样查看了7名工人2018年12月(随机), 2019年4月(随机)和2019年8月(当前付薪月)的考勤记录。所有员工工作在一个班次:8:00-12:00, 13:30-17:30。工厂正常的工作时间是每天8小时, 每周40小时。一般工作天加班2小时, 周六加班8小时。最多每天的上班时间为10小时, 最多周上班时间是52小时。最高的周加班时间是12小时。最高月加班时间是56小时。没有在周日和法定假日里加班。所有工人都可以在每周里最少休息一天。工厂没有招聘或使用保安。但是在该执行领域仍存在部分差距。</p> <p>6.2 - 7 workers' attendance records and payroll records of December 2018 (random), April 2019 (random) and August 2019 (current paid month) are sampled, it is noted that all of the 7 workers' monthly overtime hours are 56 hours in December 2018, 48 hours in April 2019 and 54 hours in August 2019, which exceed legal law limit of 36 hours per month. Labor Law of the People's Republic of China (1994), Article 41.</p> <p>抽取了7名员工2018年12月(随机), 2019年4月(随机)和2019年8月(当前发薪月)的考勤及工资记录, 发现全部7个员工2018年12月加班时间为56小时, 2019年4月加班时间为48小时, 2019年8月加班时间为54小时, 超过了法律限定的月36小时。</p>	
Remarks from Auditee:	

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A

Deadline date:26/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee has built management system such as policies and procedures on occupational health and safety based on BSCI standards and local law requirements. Health and safety trainings are provided to employees regularly, for example, machine safety, work place safety, PPE usage, chemical safety, fire evacuation, fire-fighting and etc. The latest training provided to employees on health & safety is conducted on September 9, 2019. Chemical management procedures are established and properly followed. Written accident and emergency procedures have been established and well implemented. No accident happened in the past 12 months. Occupational Health & Safety procedures stated workers' right to remove workers themselves from any imminent danger and the right have been well-communicated to workers by trainings and meetings. Fire-fighting equipment such as spraying system, fire hydrants, fire extinguishers, fire alarms are available and well maintained in the workshops. Escape routes, aisles and emergency exits are fully unblocked and unlocked. Exit signs and evacuation indicating signs have been properly installed inside factory building and well-functional. Written emergency procedures have been established and communicated to employees, and 2 qualified first aiders and first aid boxes are available in the factory. Clean drinking water & washing facilities, and sufficient restrooms are always accessible without any restriction. The temperature, humidity, space, sanitation and illumination are adequate for the health and safety of workers. However, gaps have been identified in the performance area. 7.21 No kitchen or canteen was provided. 7.23 No transportation was provided. 7.24 No dormitory was provided.

工厂基于BSCI标准和当地法规对于职业健康和安全的标准建立了管理体系如政策和程序。在机器安全、工作场所安全、劳保用品适用、化学品安全、消防疏散及防火安全等方面为工人提供了定期的职业健康培训给员工。最近的一次给员工提供的健康安全培训在2019年9月9号。工厂建立了化学品管理程序并按照规定适当管理化学品。建立并良好地执行了事故应急程序。过去12个月内未发生过工伤事故。职业健康安全程序中声明了工厂尊重工人在迫切危险发生时可无需批准离开权利，并将该权利通过培训和会议的方式传达给了工人。消防器材如喷淋系统、消防栓、灭火器警铃安装适当，并对其进行了有效维护。工厂的逃生路线和走廊及紧急出口未被堵塞、未被上锁。安全出口指示及疏散指示适当安装在厂房内，且运行良好。工厂建立了书面的急救程序并将之传达给了员工，经培训合格的名2急救人员以及充足的急救药品。干净的饮用水及洗漱设施和充足的卫生间不受任何限制的提供。工作场所的温度、湿度、空间、卫生、照明足以确保工人的健康和安全的。但是，在该执行领域仍然存在差距。7.21 工厂未提供餐厅和厨房。7.23 工厂未提供交通。7.24 工厂未提供住宿。

- 7.1 - The occupational health and safety system such as policies and procedures as per local legal law and customers' requirements were built and ran. However, the factory did not fully comply with applicable occupational health and safety law or regulations, for health and safety findings were observed.

工厂基于当地法规和客户要求对于职业健康和安全的标准建立了系统包括政策和程序。但是由于在健康安全方面存在发现点，因此工厂没有完全遵守所用的法律法规。

- 7.3 - The auditee conducted health and safety risk assessment in the factory based on work positions. However, 1. It was noted that workers involved in operation exposed to occupational disease hazards, for example, positions exposing to hazardous air, dust and noise, however the factory did not arrange occupational health check for them in the past one year. PRC Law on Prevention and Control of Occupational Diseases (2002) Amendment (2017), Article 35; 2. The process of plastic extrusion had hazardous occupational factors of noise, dust and hazardous air emitted, but the factory did not monitor its indoor air quality or noise. Regulation on Supervision and Control of Occupational Health in Workplaces (2012), Article 20.

工厂针对工作岗位执行了风险评估，1. 有从事职业病危害作业的工人，如暴露于有害气体，粉尘和噪声岗位的工人，但工厂在过去一年没有安排职业健康检查给这些工人。2. 塑化挤出工序会产生噪声，粉尘和有害的气体，但工厂未监测其室内空气质量以及噪声。

- 7.9 - Most potential hazards are marked with warning signs. But warning signs are missing from 4 sampling electrical boxes. Warning Sign in the Guidelines for Safety Signs and Usage GB 2894-2008, Article 2-7

大部分的潜在危害因素有警告标识，但是4个抽样的配电箱没有警告标识。

- 7.11 - It is noted that fire service inspection and acceptance check certificate and the construction acceptance check certificate for production building have been provided. However, the company name on the fire service inspection and acceptance check certificate is "Guangxi Lai Bin City Industrial Investment Co. Ltd" not the auditee name, and there is also no valid rental contract between "Guangxi Lai Bin City Industrial Investment Co. Ltd" and the auditee provided. Reference law: PRC Fire Prevention Law article 11 and Article 13.

工厂提供了消防部门出具的厂房的消防检查验收合格证书和厂房的竣工验收合格证书。然而，在厂房的消防检查验收合格证书上显示的公司名字为“广西来宾市工业投资有限责任公司”，不是被审企业的名字，另外企业没有提供“广西来宾市工业投资有限责任公司”和被审核企业之间有效的租赁合同。

- 7.17 - Safety guards are equipped for most machines in the workshop and the factory management claims that regular inspection has been conducted to the machinery. However, 1. There is no anti-falling equipment installed on 1 ladder beside the plastic extrusion machines which is about 0.5 meters in height. (Article 7.1.2 of Safety of machinery - Permanent means of access to machines and industrial plants - Part 3); 2. There is no valid inspection report for 1 elevator for review during the audit. (PRC Special Equipment Safety Law (2014), Article 33); 3. There is no valid qualification certificate for elevator operator can be provided for review during this audit. (PRC Special Equipment Safety Law (2014), Article 14).

车间大部分机器上安装了安全护罩，管理层称会定期对机器进行检查。但是 1. 一个0.5米左右的塑化挤出机旁边的梯子没有安装防跌落装置。2. 工厂1个电梯没有年检报告提供审阅；3. 工厂没有提供电梯操作人员的操作证书供审阅。

- 7.22 - Toilets are sufficient and clean, however, no toilet paper is available.

工厂提供了足够以及卫生的洗手间, 但没有提供卫生纸。
Remarks from Auditee:
Performance Area 8 : No Child Labour
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A Deadline date:
GOOD PRACTICES: None
AREAS OF IMPROVEMENT: The auditee defines and practices employment procedure to prevent hiring child labor. The original ID documents of employees are cross checked at the time of recruitment and any people who is below 16 years old will not be hired. The ID copies have been kept in the personnel files for reference. The factory establishes remediation plan in case child worker is found in the factory. There is no child labor or historical child worker identified per document review, workshops tour and worker interviews. The youngest employee in the factory is 21 years old. 被审核方已定义并执行了招聘程序去预防雇佣童工。在招聘时会交叉检查员工的身份证件, 且任何低于16周岁的人员将不会被录用。身份证复印件被保存在人事档案中供参考。工厂还制定了童工补救措施以防万一发现童工后的应对措施。在文件查阅, 车间走访和员工访谈中, 未发现工厂有使用过童工或历史性童工。工厂里最小员工的年龄21岁。
Remarks from Auditee:
Performance Area 9 : Special protection for young workers
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A Deadline date:
GOOD PRACTICES: None
AREAS OF IMPROVEMENT: The auditee has established procedure for young workers management as per BSCI Code of Conduct and legal requirements. The management system includes risk assessment is established and implemented to prevent, identify and mitigate potential harm to young workers. Employees can express their grievances through grievance system if any young worker has not been identified or not protected. N/A note: There is no young worker in this factory. The youngest employee is 21 years old. 被审核方按照BSCI行为守则和法规要求建立了针对未成年劳工管理的程序文件。管理机制包括风险评估被制定和实施, 用以识别未成年工并防止或减少对于未成年工的潜在伤害。员工可以通过申诉机制向工厂反映未被识别的未成年工或未成年工权益受到伤害的情况。备注: 工厂无未成年工。最小员工的年龄为21岁。
Remarks from Auditee:
Performance Area 10 : No Precarious Employment
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A Deadline date:26/09/2020
GOOD PRACTICES: None
AREAS OF IMPROVEMENT: The factory establishes employees' handbook which has stipulated the standard of recruitment, remuneration, promotion, disciplinary measures, hours of work, social insurance, trainings and termination of employment. The factory signs labor contracts with newly joined employees within one month. Labor contracts have been concluded between the auditee and employees. The contract statements include the description of work hours, rest time, training and leave etc. The factory provides copy of contracts to employees. No temporary worker, dispatching worker, intern is used by factory. However, gaps still have been identified in implementation: 工厂建立了员工手册, 涵盖了人员招聘、薪资、晋升、奖惩、工时、社保、培训和解除合同等内容。工厂会在一个月内与新进员工签订劳动合同。工厂和每个员工均签订了劳动合同, 劳动合同的内容包括工时、休息时间、培训和假期等。工厂也向工人提供了一份劳动合同的副本。工厂未使用临时工, 派遣工或实习生。但在执行过程中还存在以下差距: 10.1 - The factory signs labor contracts with all employees, and the copy of labor contract has been provided to each employee, however employees are not provided with social insurances in time as per law requirement, the factory only provides social insurances to employee 3 months after they join the factory and pass the probation. 工厂和所有的员工均签订了劳动合同, 劳动合同的副本提供给了每个员工, 但员工没有按照法律要求及时参加社保, 工厂仅在员工加入工厂3个月通过试用期后才提供社保。
Remarks from Auditee:

Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The auditee builds procedure to prevent use of forced labor. The latest regular training on "no forced labor" is provided on September 9, 2019. The original ID documents are kept by employees themselves and the factory does not collect any deposit upon hiring. The employees can access to clean drink water and toilet without any restriction and workers are free to leave factory at the end of work time. Overtime work is arranged on a voluntary basis. The disciplinary measures include warning, demerit or dismissal if any violation against the factory rules. No disciplinary fine has been used as a disciplinary practice. Based on management & workers interview, the management well know the procedure regarding anti-bonded labour. Workers are not subject to verbal abuse, corporal punishment, inhumane or degrading treatment, mental or physical coercion as per workers interview.</p> <p>工厂已建立了针对禁止非自愿劳动政策和程序。最近1次关于非自愿劳动的培训于2019年9月9日举行。员工自己保管身份证原件，且工厂未收取任何形式的押金。员工在上班期间可自由使用干净的饮用水和卫生间，下班后可自由离开工厂。工作是在员工自愿的基础上进行安排。纪律措施包括警告、记过和开除。无任何纪律性罚款行为存在。通过管理层和工人访谈，管理层知晓反强迫劳工的相关管理规定。受访员工表示未受到任何语言辱骂、体罚、非人道待遇、精神及身体虐待等。</p>	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: C	Deadline date:26/09/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The auditee has obtained relevant environmental permits and licenses such as the report form of environmental impact report and approval, also has built environmental policy and environmental protection procedures. No waste was found to be dumped to natural environments or burned in open fires. The factory has built local environmental law list. However, gaps have been identified in implementation.</p> <p>审核方取得了一些相关的环保证照如环境影响报告以及批复，并且建立了环境方针和环境保护程序。未发现工厂直接倾倒废物或焚烧废物。工厂已经取得了当地环境法规清单。但是，在执行的过程中还是有差距。</p> <p>12.1 - The factory has identified the significant impacts and conducted environmental risk assessment to it activities. However, the factory does not supervise its waste air emission on periodic basis. Law of the People's Republic of China on the Prevention and Control of air Pollution (2000), Amendment (2015), Article 24.</p> <p>工厂就其活动识别了重要环境因素识别并执行了环境风险评估。然而，工厂未监测其废气的排放，以确保其达标排放。</p> <p>12.3 - The factory has obtained approval of environmental impact appraisal document from government. However, the factory has not obtained Environmental Protection Check and Acceptance for Completed Construction Project. The Regulations on Environmental Protection Check and Acceptance for Completed Construction Project, Article 17.</p> <p>工厂取得政府颁发的环境影响评价批复。然而，工厂没有取得建设项目竣工环境保护验收。</p> <p>12.4 - There is no observed pollution to the community during site tour. However, the factory does not transfer the hazardous wastes (such as waste chemical containers and etc.) to the licensed vendor for disposing. Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes (2013) Article 57.</p> <p>经过工厂走访，没有发现工厂对社区造成污染。然而，工厂未将其产生的危险废弃物(如废化学品空桶等)转移给有资质公司处理。</p>	
Remarks from Auditee:	

Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 163606] Audit Date: 27/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The factory has built policy and procedure for ethical business. The factory has identified the risk and provided trainings for employees, the provided information of factory is in line with their activities. Per site tour, interview & document review, there is no corruption behavior found. 工厂建立了商业道德的政策和程序, 鉴别了主要风险, 给员工提供相关培训, 所提供的信息与实际运作一致。基于现场走访, 访谈和文件审核, 没有发现腐败行为。	
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	27/09/2019	163606	D	B	A	A	B	D	A	A	A	A	A	C	A	C

Producer Photos

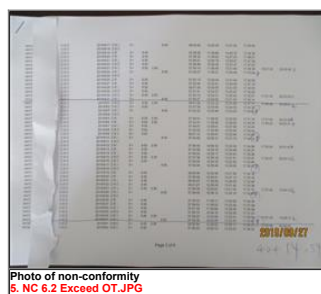




Photo of fire safety equipment
4. Evacuation plan.JPG



Photo of non-conformity
5. NC 7.9 No warning sign.JPG

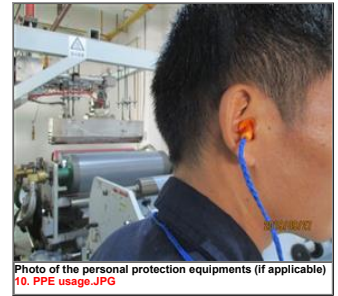


Photo of the personal protection equipments (if applicable)
10. PPE usage.JPG



Photo of fire safety equipment
4. Fire alarm.JPG

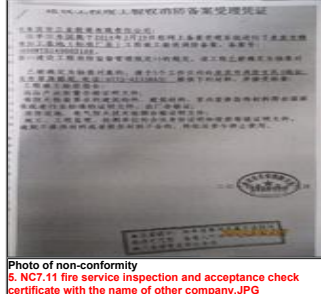


Photo of non-conformity
5. NC7.11 fire service inspection and acceptance check certificate with the name of other company.JPG



Photo of the sanitary facilities
13. Drinking water.JPG



Photo of fire safety equipment
4. Fire extinguisher.JPG



Photo of non-conformity
5. NC7.17 no anti-falling equipment.JPG



Photo of the sanitary facilities
13. Hand washing facilities.JPG



Photo of fire safety equipment
4. Fire hydrant.JPG



Photo of the code of conduct on display
7. BSCI Poster.JPG



Photo of the sanitary facilities
13. Toilet.JPG