
Auditee :	Huizhou Zhongxin Lighting Co., Ltd
Audit Date From :	17/08/2018
Audit Date To :	17/08/2018
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	BureauVeritas
Auditor's Name(s) :	Twinkle Tan(Lead)
Auditing Branch (if applicable) :	



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>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>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>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>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>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>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 :	Huizhou Zhongxin Lighting Co., Ltd		
DBID number :	382712		
Audit ID :	131591		
Address :	Da'er Village, Xiaojinkou Town, Huicheng District, Huizhou City Huizhou		
Province :	Guangdong	Country :	China
Management Representative :	Amy Yu		
Contact person:	Amy Yu	Sector :	Non-Food
Industry Type :	Mechanical and electrical engineering	Product group :	Electrical supplies
Product Type :	Decorative Lighting		

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 : 17/08/2019	

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
C	A	A	A	B	D	A	A	A	A	A	A	B

Executive summary of audit report

At the beginning of the audit, Amy Yu /Manager, Mr. Yu Hongchen/ Production Supervisor, Mr. Jack Wang/ Sales, Ms. Nong Yanzhen/ worker Representative attended the opening meeting.

The factory was established on June 11, 2009 and specialized in the manufacture of light. Business license number was 914413026904521936. Factory name in English was Huizhou Zhongxin Lighting Co., Ltd. Factory local name was “惠州市众鑫灯饰有限公司”. Factory address in English was Da'er Village, Xiaojinkou Town, Huicheng District, Huizhou City, Guangdong, China. Factory local address was “惠州市惠城区小金口街道办大二村”. The factory consisted of one 2-storey production building, two 2-storey and one 1-storey warehouse buildings, one 2-storey dormitory building (canteen located on the 1st floor). Total construction area was approximately 6370 square meters.

The main production processes in the factory included assembly, inspection and packing. There were a total of 48 employees with 32 production workers and 16 non-production staffs in the factory. The youngest employee noted during this audit was 22 years old. According to factory management representation, peak season in the factory was not obvious.

The facility used IC attendance system to record employees' working hours. There was only one shift for all production workshops and the regularly working hour was: 8:00-12:00, 14:00-18:00 in summer season and 8:00-12:00, 13:30-17:30 in winter season. There were two working shifts for 4 security guards in the factory and the working hour was 08:00-20:00 and 20:00-08:00. The normal working hours in the facility was 8 hours per day from Monday to Friday.

All workers were paid by hourly rate. Wages of this month would be paid by cash at the end of the following month. Pay stubs were issued to employees and the employees signed on the payroll records as confirmation.

During the audit, 21 employees' time records and payrolls were sampled as follows for working hour and wage testing: 7 samples from current paid month of June 2018, 7 samples from auditor choice month March 2018 and 7 samples from auditor choice month December 2017. Besides, auditor selected 5 samples from the most time completed month July 2018. It was noted that all sampled employees were paid at least RMB 7.875 per hour, which was in compliance with the local minimum wage of RMB7.76 per hour or R RMB1350 per month since May 1, 2015. All sampled employees were paid 150%, 200% and 300% of their normal wages for working overtime on weekdays, rest days and statutory holidays respectively in accordance with legal requirement. Per provided time records, the maximum overtime hours were 4 hours a weekday and 152 hours per month. The longest consecutive work period was 6 days.

According to the social insurance payment receipt provided by factory management, it was noted that only 29 out of 48 employees were provided with pension, medical (including maternity insurance), unemployment and accident insurance in August 2018. Besides, the factory has provided a commercial accident insurance with a valid period from June 25, 2018 to June 24, 2019 for 32 employees.

Further, 7 employees were selected for private interviews from different workshops. No negative comment was issued during employee interviews. Interviewed employees were satisfied with the working environment, compensation, working hour and management team in the factory.

During the closing meeting, auditor provided the factory representatives with a general overview and explained all of the findings to them. Amy Yu /Manager, Ms. Nong Yanzhen/ worker Representative signed the onsite CAP and agreed to take corrective action.

Ratings Summary



Auditee's background information			
Auditee's name :	Huizhou Zhongxin Lighting Co., Ltd	Legal status :	Limited Company
Local Name :	惠州市众鑫灯饰有限公司	Year in which the auditee was founded :	2009
Address :	Da'er Village, Xiaojinkou Town, Huicheng District, Huizhou City	Contact person (please select) :	Amy Yu
Province :	Guangdong	Contact's Email :	Amy.Yu@kingfortressltd.com
City :	Huizhou	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	None
Country :	China	Website of auditee (if applicable) :	Not applicable.
GPS coordinates :	N 23°12'5? E114°23'34?	Total turnover (in Euros) :	7000000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Mechanical and electrical engineering	Of which domestic market % :	0.00
If other, please specify :		Production volume :	1800000-2000000 sets per year
Product Group :	Electrical supplies	Production cost calculation :	No
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	Decorative Lighting		

Auditee's employment structure at the time of the audit		
Total number of workers :	48	Total number of workers in the production unit to be monitored (if applicable) :
	MALE WORKERS	FEMALE WORKERS
Permanent workers	24	24
Temporary workers	0	0
In management positions	3	5
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	13	14
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	24	24
Production based workers	0	0
With shifts at night	2	2
Unionised	0	0
Pregnant	-	0
On maternity leave	-	0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: C

Deadline date:17/12/2018

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The main auditee partially respects this principle because: The auditee had established a management manual and procedures according to the BSCI Code of Conduct. The executives and management staffs were aware of the legal rights and duties under labor legislation. Coherent relevant documents with the statements were provided for review. The latest training against BSCI Code and Terms of Implementation were held in 2018 in the factory. The BSCI Code of Conduct was posted at the place available by all employees. A senior management who has sufficient skills was appointed for the responsibilities of implementing BSCI in the business culture, following up with the grievance mechanism, HR and ensuring that workers receive training relevant to the BSCI requirement and OHS issues. However, gap was still noted in the aspects of capacity management.

被审核方部分尊重BSCI的本条原则,原因是:被审核方已经根据BSCI行为守则要求建立了管理手册和程序文件。管理层员工了解劳工权益和劳动法规要求。工厂提供了描述一致的相关文件参考。最近一次是在2018年举行BSCI生产商实施条款培训。工厂在员工可见处张贴BSCI行为守则。工厂指定有适当能力高级管理人员,负责BSCI的实施,跟进投诉申诉机制,人事资源管理,确保员工接受BSCI行为准则培训;职业健康安全事项。但是,产能规划方面依然存在差距。

1.4 - The factory did not recruit enough employees or organize its workforce capacity to meet the expectations of the delivery order and/or contracts, so that employees' overtime hours exceeded legal limit. BSCI Code of Conduct: The auditee should organize its workforce capacity to meet the expectations of the delivery order and/or contracts. Employees could refuse to work for overtime freely, without penalty. Employees were compensated with overtime wage in accordance with legal requirement. Factory management represented that they would take corrective action as soon as possible.

审核发现工厂没有足够的员工或者进行良好的生产组织来达到交付订单和/或合同预期,以至于员工月加班超出法律规定。BSCI行为守则:被审核方(生产商)组织其劳工来达到交付订单和/或合同预期和要求。员工可以自由地拒绝加班工作,没有被处罚。工厂按照法规要求支付了加班费。工厂表示会尽快做出整改。

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A

Deadline date:17/09/2018

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The main auditee partially respects this principle because: The auditee had updated worker complaint management procedure and worker representative election procedure in 2018, and worker representatives were selected by the workers in 2018, communication meeting between management and worker representatives meeting was conducted regularly. According to interview with worker representative and workers, they were familiar with workplace-related issues, their labor right e.g. the law, work contracts, job description, working rules, the factory also provided on-board training on workers' right to workers. It had been noted that the auditee had an effective grievance mechanism: the mechanism consisted of using suggestion boxes, worker representatives and an open door policy on coming up with suggestion directly to workers' supervisor. It was confirmed through review the documentation and interview with workers. However, minor gap was identified in implementation.

被审核方部分尊重BSCI的本条原则,原因是:工厂已建立了员工投诉管理程序和员工代表选举程序,工人在2018年选举了员工代表,管理层和员工代表定期举行沟通会议,根据工会代表及员工的访谈信息,员工代表以及员工都很清楚工厂场所相关信息,以及员工的劳工权利,例如劳动法,劳动合同,工作描述以及厂纪厂规等。同时工厂会给员工提供关于员工权利的入职培训。审核过程发现,工厂已建立了申诉系统,员工可通过意见箱,员工代表或直接向主管进行沟通等方式提供投诉。所有这些过程均通过文件以及访谈来核实。但工厂在BSCI体系执行上仍存在较小差距。

2.5 - It was noted that the factory had established or participated in an effective grievance mechanism for individuals, the grievance mechanism allowed worker to lodge suggestions or complaints related to the workers' rights, and individuals had alternative ways for lodging a complaint, such as through suggestion box, worker representative or directly to the management. However, the factory had not set up a channel for local communities' coming up with its suggestions or complaints to management for improvement. BSCI Code of Conduct: The auditee establishes or participates in an effective grievance mechanism for individuals and communities. Factory management represented that they would take corrective action as soon as possible.

审核员发现工厂建立和参与了有效的个人申诉机制,申诉机制赋予了工人提出建议,投诉的权利,并且开放了可替代的投诉方式,例如通过意见箱,工人代表或直接向管理层投诉。但是,工厂尚未创建给当地社区提供申诉的渠道。BSCI行为守则:被审核方(生产商)建立或参与了有效的个人和团体申诉机制。工厂表示会尽快做出整改。

Remarks from Auditee:

None

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: Written policy on freedom of association and collective bargaining was established, and communicated to all workers by training. The worker representatives were selected by workers. The interviewed workers confirmed that the auditee respected their right to freely elect their representatives. Right of association or collective bargaining was not restricted. 被审核方完全尊重BSCI的本条原则,原因是:被审核方建立了自由结社及集体谈判的书面政策,通过培训的方式传达给了所有员工。被访谈的员工确认工厂尊重员工自由选举了员工代表的权利。自由结社和集体谈判的权利未受到限制。	
Remarks from Auditee:	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: No discrimination was noted in the factory, the auditee had established Non-discrimination policy and procedure. During worker interviews, it was found that there was no unequal, abuse, unusual disciplinary practices, and there were no preference on the religion, origin, political affiliation or age, gender or social background. 被审核方完全尊重BSCI的本条原则,原因是:工厂未发现歧视,被审核方已建立了禁止歧视政策和管理程序。访谈中员工反映在被审核方工厂里,没有不平等,虐待,不寻常的纪律处分,且没有对宗教,出身,政治派别或年龄,性别或社会背景有偏见。	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: B	Deadline date:18/03/2019
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee partially respects this principle because: The factory set up wages and benefit paying system, which included paid statutory holidays, sick leave, annual leave, marriage leave and maternity leave etc. Based on the wages provided by the factory, the minimum wage paid by the factory was RMB7.875 per hour, which was no less than local legal requirement; besides, all employees were properly compensated with overtime wage in accordance with legal requirement. 被审核方部分尊重BSCI的本条原则,原因是:工厂制定了工资支付政策和福利政策,福利政策包括给员工提供法定节假日,病假,婚假,产假等假期。根据工厂提供的工资记录显示,工厂给员工支付最低7.875元/小时的正常工资,不低于当地最低工资标准,并且,按照法律要求支付了加班费。 5.4 - It was noted that regular wages for 5 out of 7 sampled employees in the factory was paid at RMB1523 per month, which was less than the living wage estimated (RMB1821.91 per month). BSCI Code of Conduct: The auditee provides sufficient remuneration that allows workers to meet a decent living standard. Sampled employees were paid no less than local minimum wage standard. Factory management represented that they would take corrective action as soon as possible. 审核员发现5/7抽样员工正常工作时间工资为1523元,低于当地的基本生活工资(每月人民币1821.91元)。BSCI行为守则:被审核方(生产商)提供让工人达到体面生活标准的足够报酬。抽样员工正常工作时间工资不低于当地最低工资标准。工厂表示会尽快做出整改。 5.5 - According to the social insurance payment receipt provided by factory management, it was noted that only 29 out of 48 employees were provided with pension, medical (including maternity insurance), unemployment and accident insurance in August 2018. In accordance with Article 73 of the Labor Law of the People's Republic of China The factory has provided a commercial accident insurance with a valid period from June 25, 2018 to June 24, 2019 for 32 employees. The factory did not obtain any insurance waiver. Besides, no evidence proof that the insufficient coverage of social insurance was caused by the employees' unwillingness to participate in the program. Local government department did not mandatorily require factory provided all five types of social insurance to all employees. Factory management represented that they would take corrective action as soon as possible. 审核员发现工厂的社会保险覆盖不足。根据厂方提供的2018年8月社会保险缴费单据显示工厂29/48名员工购买了养老,医疗(含生育保险),失业和工伤保险。根据《中华人民共和国劳动法》第73条,工厂为32名员工提供了有效期从2018年6月25日至2019年6月24日的团体意外保险。工厂没有获得任何社保证明。没有记录显示员工不愿意购买社保。当地政府部门没有强制要求工厂为所有员工购买所有五种保险。工厂表示会尽快做出整改。	
Remarks from Auditee: None	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: D	Deadline date:17/12/2018
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee partially respects this principle because: The factory made a policy of working hour system and controlled working hours. According to the policy and implementation records, workers worked 8 hours per day, 5 days per week. The factory arranged workers working on normal day extension and Saturdays, workers had right to choose working overtime or not. The factory ensured workers had one day off per seven days. All this processes and implementation can be verified by interview and document review. Factory admitted that they were unable to control the overtime hours within local law limit, but they granted workers the right to resting breaks in every working day, and meanwhile they had clearly communicated working hour policy to all employees through employee handbook. Interviewed employees confirmed that they could choose to OT or not.</p> <p>被审核方部分尊重BSCI的本条原则,原因是:工厂制定了工时政策,依照政策以及工厂实际的执行情况,员工每天上班8小时,每周5天。工厂会安排工人在晚上和周六加班,员工可自愿选择是否加班。工厂保证了员工每7天有1天休息。以上均已从员工访谈以及文件信息等方面进行核实。工厂承认目前无法完全做到加班时间控制在法律规定范围内,但是,赋予工人在工作日休息的权利,同时,通过员工手册向员工传达了工厂关于工作时间的政策。面谈的员工证实加班是自愿的。</p> <p>6.2 - It was noted that 15 out of 26 sample population employees worked in excess of the statutory overtime hour limits. A review of 21 sample population employees' time records (7 samples from current paid month of June 2018, 7 samples from auditor choice month March 2018 and 7 samples from auditor choice month December 2017),besides, auditor selected 5 samples from the most time completed month July 2018, yielded the following: a) 5 (selected from various departments) out of 7 sample population employees' monthly overtime in June 2018 reached 40-152 hours, b) 4 (selected from various departments) out of 7 sample population employees' monthly overtime in March 2018 reached 40 hours, c) 6 (selected from various departments) out of 7 sample population employees' monthly overtime in December 2017 reached 78-113 hours, which exceeded the legal limit of 36 hours per month. d)1 (selected from various departments) out of 7 sample population employees worked in excess of 3 overtime hours per day (i.e. 4 hours) for 20 days per month in June 2018, which was not in compliance with the legal requirement. In accordance with Article 41 of the Labor Law of the PRC Employees could refuse to work for overtime freely, without penalty. Employees were compensated with overtime wage in accordance with legal requirement. Factory management represented that they would take corrective action as soon as possible.</p> <p>根据厂方提供的工时记录,审核员发现员工加班时间超出了法定标准。审核员从厂方提供的工资记录中抽取21个样本(从最近工资支付月2018年6月,从2018年3月,从2017年12月各抽取7个样本),另外,从考勤完整工资未发月2018年7月抽取5名,发现共有15名员工加班时间超出了法定标准,具体为:a)5/7名抽样员工在2018年6月的加班时间40-152小时,b)4/7名抽样员工在2018年3月的加班时间为40小时,c)6/7名抽样员工在2017年12月的加班时间为40小时,超过每月加班时间不能超过36小时的法律规定;d)1/7名抽样员工在2018年6月有20天每天的加班时间为4小时,超过每天加班时间不能超过3小时的法律规定。根据《中华人民共和国劳动法》第41条。员工可以自由地拒绝加班工作,没有被处罚。工厂按照法规要求支付了加班费。工厂表示会尽快做出整改。</p>	
Remarks from Auditee: None	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:19/11/2018
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT:	
<p>The main auditee partially respects this principle because: The committee of health and safety was set up by the factory. There was a designated person responsible for the affairs of health and safety. And the factory had assessed the risk of workshop. For fire safety, the factory ensured enough extinguishers, hydrants, emergency light and fire alarm in the workshop. All these facilities of fire safety were checked monthly. According to the interviewee statement, workers understood the risk of mechanism. And the factory also set up emergency procedure and adequate trained first aiders for providing the service of first aid. The first aid kit was also available in the workshop. Clean potable water was also provided, the factory conducted water test regularly. No transportation was provided to workers. However, minor gap was identified in implementation.</p> <p>被审核方部分尊重BSCI的本条原则,原因是:工厂创建了员工的健康安全委员会,由指定人员负责整体的健康与安全。工厂按照车间情况对工厂内部进行了健康安全风险评估。同时工厂给车间配备了足够的消防设施,例如灭火器、消防栓、消防警铃等,并且工厂每月都会进行检查。在急救政策方面,工厂制定了急救政策,工厂给每个车间配备了药箱,而且工厂内有足够急救员。同时,工厂也提供了饮用水给员工,员工可随时喝水,且工厂定期检测饮用水保证了饮用水的安全卫生。工厂未提供交通工具给工人。但工厂在BSCI体系执行上仍存在较小差距。</p>	
7.1 -	<p>The factory had established the Occupational Health and Safety Management Procedure based on OHS regulations. However, the factory did not involve workers and their representatives in drafting and enforcing its internal procedure on occupational health and safety. The auditee observes applicable occupational health and safety (OHS) regulations. Factory management represented that they would take corrective action as soon as possible.</p> <p>工厂基于职业健康安全法规建立了职业技术健康和安全管理程序,但是,工厂未让工人及其代表参与拟定并执行职业技术健康和安全的内部程序。BSCI行为守则:被审核方(生产商)遵守适用的职业健康与安全法规。工厂表示会尽快做出整改。</p>
7.11 -	<p>1) It was noted that no specific full-time or part-time safety production management personnel was assigned in the factory, which with 48 employees for production. In accordance with Article 21 of Law of the People's Republic of China on Production Safety Factory management represented that they would take corrective action as soon as possible. 2) It was noted that factory management was only able to provide the copy fire acceptance check for factory building but not the original one for review. In accordance with Article 13 of the Construction Project Fire Safety Supervision and Management Regulation, and In accordance with Article 24 of the Construction Project Fire Safety Supervision and Management Regulation (Extract), The factory management indicated that the factory building was rented and the landlord was not providing the copy file for them. The lease contract was also provided for review. Per onsite observation, the factory has equipped with sufficient and valid fire-fighting equipment (including fire hydrants, and fire extinguishers etc.). There were at least 2 emergency exits connected to the outsides. Per employees' interview, employees were aware of the location of emergency exits and how to use the fire-fighting equipment. Factory management stated that the original one was kept by landlord.</p> <p>1) 审核员发现工厂的员工人数为48人,并未配备专职或者兼职的安全生产管理人员。根据《中华人民共和国安全生产法》第二十一条 工厂表示会尽快做出整改。2) 厂方仅提供工厂楼房的消防验收合格证明的复印件而非原件供查阅。根据《建设工程消防监督管理规定》第13条,和根据《建设工程消防监督管理规定》第24条(节选)。工厂的楼房是租赁的,房东没有提供给工厂。现场查看,工厂已经配备了足够有效的消防器材,每层至少有2个紧急出口。员工访谈,员工也熟知工厂消防器材的使用以及紧急出口的位置。工厂反映原件由房东保存。</p>
7.13 -	<p>It was noted that no warning sign was posted on 2 out of 2 electricity switch boxes in testing room on the 2nd floor of production building. In accordance with Article 2-7 of Warning Sign in the Guidelines for Safety Signs and Usage GB 2894-2008. It may have electric shock risk due to lack of warning sign on the electricity switch boxes and electricity boxes. Factory management represented that they would take corrective action as soon as possible.</p> <p>审核员在生产楼2楼测试房2/2个电箱开关没有张贴警示标识。根据《安全标志及使用导则(GB 2894-2008)》警示标志2-7 缺失警示标志不能有效提醒员工有触电的风险。工厂表示会尽快做出整改。</p>
7.16 -	<p>It was noted that the number of safety exits marked on 1 out of 1 evacuation floor plan posted on the raw material warehouse was not match the real one (there were two safety exits in fact, but 3 safety exits were marked on the plan). BSCI Code of Conduct: The auditee ensures evacuation plans: Meet legal requirement; are posted in relevant places so workers can see and understand them. It was disadvantage for employees to find the reader's position and choice the most nearest exit to escape due to unclear evacuation floor plan. Factory management represented that they would take corrective action as soon as possible.</p> <p>审核员发现原料仓张贴的1/1张逃生示意图标明的安全出口的数量与实际不符(实际上只设置了2个安全出口,但是图上标注了3个)。BSCI行为守则:被审核方(生产商)确保疏散计划:符合法定要求;在相关地点公告以便工人看见和理解它们。不清晰逃生示意图不利于员工找到自己所在的位置,从而选择最近的出口逃生。工厂表示会尽快做出整改。</p>
7.23 -	No transportation was provided to employees.
Remarks from Auditee: None	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT:	
<p>The main auditee fully respects this principle because: The factory established its child labor forbidden policy. It was noted that the HR related officer had to check the ID and age during the hiring process. Through management interview, worker representative interview and employee interview, all knew the child labor forbidden policy and confirmed no child labor in the factory. The youngest employee noted during this audit was 22 years old.</p> <p>被审核方完全尊重BSCI的本条原则,原因是:工厂建立了禁止童工政策。负责招聘的相关HR人员知道他们必须严格核实新近员工的年龄。员工面谈,员工代表面谈和管理层面谈都证实清楚的知晓禁止童工政策并且确定工厂没有童工。最小年龄为22岁。</p>	
Remarks from Auditee:	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: The factory had established related policies to ensure young workers' working time and not to contact with hazardous materials. Worker representative stated that the factory held training and meetings to take special care for young workers. No young worker was found in the factory. 被审核方完全尊重BSCI的本条原则,原因是:工厂建立了完整的未成年工保护政策,包括工作时间和禁止未成年工接触有毒化学品等等。员工代表还表示,会举行定期的会议,来提醒特别关照未成年工。工厂没有未成年工。	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: The factory had established clear recruit policies to respect local law requirements. Confirmed through employee and employee representative interview, they need to sign standard labor contracts with factory and they kept one labor contract. 被审核方完全尊重BSCI的本条原则,原因是:工厂建立了清楚地招聘程序来遵守当地的法规要求。通过员工和员工代表面谈,确认所有员工进厂时必须签标准的劳动合同,并且他们自己都留有一份合同。	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: Based on site tour, document review and interview, the auditee didn't limit the employees' freedom including resignation or ask for leave from the factory. The inhumane or degrading treatment, corporal punishment, mental or physical coercion and/or verbal abuse never occurred. There was no prison labour or forced labour. No ID card or wage was withheld by factory. It was observed that workers were working without pressure. Disciplinary measures were all reasonable: Verbal warning, warning letter and termination. 被审核方完全尊重BSCI的本条原则,原因是:基于现场走访,文件评估和访谈,被审核方没有限制员工的自由,包括离职或请假。工人从未受到不人道或有辱人格的待遇、体罚、精神或肉体胁迫和/或辱骂。工厂里没有监狱劳工或强迫劳动。工厂没有扣留工人的身份证和工资。员工在工厂里没有压力。处罚措施是合理的,处罚措施包括:口头警告,警告信和解雇。	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects the principles in this section. Per document review, management interview and employees' private interview, it was noted that the auditee continuously identified the significant impacts and environmental implications associated to its activity, and established the proper procedure to ensure integration of local environmental law into the business performance. And the factory has got the related environment document according by law (including the registration form of environmental impacts and the approved of the environment impact assessment registration form). The main hazardous waste generated on the factory was rags with oil that has been exempt disposed by a qualified contractor. The factory did not receive any fines from local environment bureau ever since. 被审核方完全尊重本章节的原则。通过文件查阅、管理层访谈和员工访谈,审核发现被审核方持续识别其商业活动的重大影响及对环境造成的后果,并且建立了合适程序来确保其商业模式中结合了当地环境法规。且按法律要求获得了相关的环保文件(包括环评登记表以及环评批复意见书)。工厂的主要危险废弃物是含油抹布已被豁免按危废处理。工厂从来没有收到过当地环保部门的处罚。	
Remarks from Auditee:	

Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 131591] Audit Date: 17/08/2018 PA Score: B	Deadline date:17/09/2018
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee partially respects this principle because: The auditee had developed policy and procedure against any act of corruption, extortion or bribery in their business. However, minor gap was noted (i.e. didn't establish the policy or procedure for its collecting, using or otherwise processing personal information with reasonable care was found during the audit).</p> <p>被审核方部分尊重BSCI的本条原则,原因是:被审核方建立方针政策反对任何形式的商业贿赂,勒索和腐败。但是,仍存在较小差距(i.e.没有建立关于对于收集个人隐私信息保密政策或程序)。</p> <p>13.4 - Through document review, management, workers representative, it was noted that factory did not established procedure to collect and use personal information of directly hired workers with reasonable care. Moreover, the related training for employees was not provided. Please refer to BSCI PA13.4. The facility management represented that they would take corrective action as soon as possible. 工厂没有建立保护个人隐私的程序且没有给相关人员提供培训。请参看BSCI PA13.4条 工厂管理层表示会尽快改善。</p>	
Remarks from Auditee: None	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	17/08/2018	131591	C	A	A	A	B	D	A	A	A	A	A	A	B	C

Producer Photos



External photo(s) of the production unit(s)
7.13 No warning sign.JPG



External photo(s) of the production unit(s)
Emergency light test.JPG



External photo(s) of the production unit(s)
Fire hydrant.JPG



External photo(s) of the production unit(s)
7.16 Inappropriate evacuation floor plan.JPG



External photo(s) of the production unit(s)
Evacuation floor plan.JPG



External photo(s) of the production unit(s)
First aid kit.JPG



External photo(s) of the production unit(s)
Assembly and packing.JPG



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



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



External photo(s) of the production unit(s)
BSCI COC Posted.JPG



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



External photo(s) of the production unit(s)
Suggestion box.JPG



External photo(s) of the production unit(s)
Canteen.JPG



External photo(s) of the production unit(s)
Fire alarm.JPG



External photo(s) of the production unit(s)
Time record system.JPG



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



External photo(s) of the production unit(s)
Fire extinguishers in good condition.JPG



External photo(s) of the production unit(s)
Toilet.JPG



External photo(s) of the production unit(s)
Dormitory room.JPG



External photo(s) of the production unit(s)
Fire extinguishers.JPG



External photo(s) of the production unit(s)
Warehouse.JPG



External photo(s) of the production unit(s)
Emergency light and exit sign.JPG



External photo(s) of the production unit(s)
Fire hydrant testing.JPG