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Auditee :	<b>ZHEJIANG CHICHENG INDUSTRY AND TRADE CO.,LTD</b>
Audit Date From :	<b>16/12/2019</b>
Audit Date To :	<b>18/12/2019</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>TUEV Rheinland</b>
Auditor's Name(s) :	<b>Kiki Wang(Lead)</b>
Auditing Branch (if applicable) :	<b>TUV Rheinland China</b>

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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;"><b>A</b> <b>Very Good</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated A</li> <li>• No Performance Areas rated C, D or E</li> </ul> <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>B</b> <b>Good</b></p>	<ul style="list-style-type: none"> <li>• Maximum 3 Performance Areas rated C</li> <li>• No Performance Areas rated D or E</li> </ul> <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>
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 style="text-align: center;"><b>C</b> <b>Acceptable</b></p>	<ul style="list-style-type: none"> <li>• Maximum 2 Performance Areas rated D</li> <li>• No Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	D	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
A	A	A	A	A	A	A	A	A	C	C	C	C																													
A	A	A	A	A	B	B	B	B	C	C	C	D																													
C	C	C	C	C	C	C	C	C	C	C	D	D																													
<p style="text-align: center;"><b>D</b> <b>Insufficient</b></p>	<ul style="list-style-type: none"> <li>• Maximum 6 Performance Areas rated E</li> </ul> <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>
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 style="text-align: center;"><b>E</b> <b>Unacceptable</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated E</li> </ul> <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;"><b>Zero Tolerance</b></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 :	<b>ZHEJIANG CHICHENG INDUSTRY AND TRADE CO.,LTD</b>		
DBID number :	<b>396556</b>		
Audit ID :	<b>170526</b>		
Address :	<b>6 Buildings in the North of Longqian Road and the East of Linjiang Street, Wucheng District Jinhua</b>		
Province :	<b>Zhejiang</b>	Country :	<b>China</b>
Management Representative :	<b>Mr. Tao Liu</b>		
Contact person:	<b>Tao Liu</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Accessories</b>	Product group :	<b>bathroom and kitchen utensiles</b>
Product Type :	<b>Stainless steel cookware/Stainless steel circle</b>		

**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 : 18/12/2020

Rating per Performance Area (PA)												
PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
D	A	A	A	A	D	A	A	A	A	A	A	A

**Executive summary of audit report**

The factory was located at 6 Buildings in the North of Longqian Road and the East of Linjiang Street, Wucheng District, Jinhua City, Zhejiang Province(浙江省金华市婺城区临江大街以东、龙乾大道以北6幢). There were two 1-storey buildings(No.1 and No.2) and one 2-storey building in the boundary, which belonged to the auditee. The buildings were used as follows:  
 No.1 building(covered about 30770m2): used as production and warehouse;  
 No.2 building(covered about 220m2): used as kitchen and canteen;  
 No.3 building(covered about 1084.6m2): used as office building.  
 No dormitory was provided in the factory.  
 The factory mainly produced Stainless steel cookware and Stainless steel circle. The production processes were as follows: Cutting, Combining, Punching, Extruding, deburring, Polishing, Cleaning, assembly and package. Confirmed by management interview, the spraying process was subcontracted to other company.  
 Total 245 employees(including 161 production employees and 84 management and supporting) were in the factory. All workers are hired directly, no any dispatching agency used.  
 The grievance mechanism was established by the auditee and communicated with all employees. The workers knew how to reflect their ideas or complaints.  
 Two workers were appointed as worker representatives by the management in Mar, 2019. The auditee conducted communication meeting with the workers.  
 No discrimination and no forced labor was occurred in the factory.  
 No child labor and no young worker were used in the factory.  
 The labor contracts were signed between the workers and the auditee, and one copy was kept for the worker.  
 The auditee had established Anti-bribery and anti-corruption Procedure, and they had given training to employees for this issue.  
 Remark:  
 1. The audit started at 08:00am Dec 16, 2019, which was later than the working hours of the auditee. The auditor spent 0.5 hour in lunch break to review documents without management. The whole audit time was enough.  
 2. The following documents were not applicable for the auditee: A. Contractor license/permit-No contractor was used in the factory; B. Agency labor contract- No agency was used in the factory; C. Government waivers-No waiver was obtained by the auditee; D. Collective bargaining agreement- No collective bargaining agreement was signed.  
 The following documents were not available for the auditee:  
 The building structure certificate and fire safety certificate-The factory did not obtain the certificates.  
 3. The auditor's APSCA Membership Number: 21701864.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>ZHEJIANG CHICHENG INDUSTRY AND TRADE CO.,LTD</b>	Legal status :	<b>Limited Co.</b>
Local Name :	<b>浙江赤诚工贸有限公司(91330702307537435J)</b>	Year in which the auditee was founded :	<b>2014</b>
Address :	<b>6 Buildings in the North of Longqian Road and the East of Linjiang Street, Wucheng District</b>	Contact person (please select) :	<b>Tao Liu</b>
Province :	<b>Zhejiang</b>	Contact's Email :	<b>Cissy_yunzi@qq.com</b>
City :	<b>Jinhua</b>	Auditee's official language(s) for written communications :	<b>Chinese</b>
Region :	<b>North East Asia</b>	Other relevant languages for the auditee :	<b>None</b>
Country :	<b>China</b>	Website of auditee (if applicable) :	<b>None</b>
GPS coordinates :	<b>N29°6'54",E129°32'16"</b>	Total turnover (in Euros) :	<b>37000000.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>25.00</b>
Industry :	<b>Accessories</b>	Of which domestic market % :	<b>75.00</b>
If other, please specify :		Production volume :	<b>2400000 pcs per year</b>
Product Group :	<b>bathroom and kitchen utensiles</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :		Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>Stainless steel cookware/Stainless steel circle</b>		

<b>Auditee's employment structure at the time of the audit</b>		
Total number of workers :	<b>245</b>	Total number of workers in the production unit to be monitored (if applicable) :
		<b>0</b>
	<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>
Permanent workers	<b>128</b>	<b>117</b>
Temporary workers	<b>0</b>	<b>0</b>
In management positions	<b>5</b>	<b>2</b>
Apprentices	<b>0</b>	<b>0</b>
On probation	<b>0</b>	<b>0</b>
With disabilities	<b>0</b>	<b>0</b>
Migrants (national citizens)	<b>100</b>	<b>86</b>
Migrants (foreign citizens)	<b>0</b>	<b>0</b>
Workers on the permanent payroll	<b>128</b>	<b>117</b>
Production based workers	<b>0</b>	<b>0</b>
With shifts at night	<b>2</b>	<b>0</b>
Unionised	<b>0</b>	<b>0</b>
Pregnant	<b>-</b>	<b>0</b>
On maternity leave	<b>-</b>	<b>0</b>

**Finding Report**



**Performance Area 1 : Social Management System and Cascade Effect**

Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: D

Deadline date:30/06/2020

**GOOD PRACTICES:**

None/无

**AREAS OF IMPROVEMENT:**

The factory established procedures and regulation about social accountability, which covered child labor, forced labor, working time, fair remuneration, health and safety etc. Mr. Tao Liu/Vice GM was appointed as management representative to be in charge of the system implementation. The management was clear about the amfori BSCI Code and provided the training about the code for all employees. The auditee had established the self-assessment procedure(such as internal social audit and management review). The factory conducted social internal audit and management review timely to check the problem of the implementation. The last internal social audit and management review were conducted on Aug 20, 2018 and Sep 26, 2019. The business partner management procedure was established. The factory also conducted audit on social accountability to its significant suppliers. The significant business partners signed the amfori BSCI COC and TOI. The main materials used in the factory were Stainless steel coils and aluminum coils. The spraying process was subcontracted to other company.

工厂建立了社会责任的程序和管理规定,覆盖了童工、强迫劳工、工作时间,公平报酬,健康安全等。刘涛/副总被任命为管理者代表负责体系的运行。管理层了解amfori BSCI行为准则,且给所有员工提供了关于此行为准则的培训。被审核方建立了自我评估的程序(如社会责任内审和管理评审)。工厂定期通过内审和管理评审去发现体系运行中存在的问题。最近一次内审和管理评审分别于2019年8月20日和2019年9月26日。工厂建立商业合作伙伴管理程序,并对其重要供应商进行了社会责任审核。商业伙伴均签署amfori BSCI行为守则和商业伙伴专用实施条款。工厂使用的原料主要是不锈钢卷和铝卷。喷涂工序外包给其他工厂。

- 1.1 -** The factory had established written procedure regarding amfori BSCI such as social responsibility management manual and procedures, but did not implement it effectively. For example, 1)the sampled workers monthly OT working hours exceeded 36 hours. 2) The H&S issues such as no protective cover was installed for partial machines and no occupational examination was provided for the workers in hazardous positions. The management reflected that they accessed to the amfori BSCI Code about several months, and the factory could not completely meet the amfori BSCI Code in short time.

工厂已经建立了关于amfori BSCI的书面程序,如社会责任管理手册和程序文件,但未有效的实施。例如:1) 抽样工人的月加班时间超过36小时;2) 健康安全如部分设备没有防护罩及没有给危害岗位的员工提供职业病体检。管理层表示他们接触amfori BSCI行为准则才几个月,且工厂在短期内不能完全的符合amfori BSCI行为准则。

- 1.4 -** The factory had established cost accounting and work capacity control procedure. However, the overtime arrangement depended on the order quantity, no any overtime control was done by factory and no tracking on overtime working was conducted, and led to workers had excessive overtime work in past 12 months.

工厂建立了产能规划流程和产品成本核算程序,但是工厂是根据定单的需要安排加班的,工厂并没有对加班进行管控,也没有对加班进行跟踪,以致于员工在过去12个月中有存在超时加班。

**Remarks from Auditee:**

Nil/?

**Performance Area 2 : Workers Involvement and Protection**

Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A

Deadline date:31/03/2020

**GOOD PRACTICES:**

None/无

**AREAS OF IMPROVEMENT:**

- 2.4 -** The interviewees were not clear about the amfori BSCI Code. According to documents review and management interview, the factory provided amfori BSCI code training for all employees on Nov 26, 2019. Meanwhile, the amfori BSCI Code was posted at workshop. Confirmed by workers interview, 60% employees were not clear about the value and content of amfori BSCI Code, such as no precarious employment. The management reflected that the workers were just focus on their job.

受访员工不清楚amfori BSCI行为准则的内容及愿景。基于文件审核和管理层访谈,工厂于2019年11月26日给所有工人提供了关于amfori BSCI行为准则的培训。同时,工厂将amfori BSCI行为准则张贴在车间内。基于员工访谈,60%的员工并不清楚amfori BSCI的愿景及内容,如禁止无保障就业。管理层反映工人只是关注他们的工作。

**Remarks from Auditee:**

Nil/?

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

Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A

Deadline date:31/03/2020

**GOOD PRACTICES:**

None/无

**AREAS OF IMPROVEMENT:**

- 3.1 -** Confirmed by workers interview and documents review, the worker representatives were appointed by the management not elected by all employees. Meanwhile, the interviewees were not clear about the role of worker representative.

基于管理层访谈和文件审核,员工代表是由管理层任命而不是员工选举产生的。并且,被访谈员工并不清楚员工代表的职责。

**Remarks from Auditee:**

Nil/?



<b>Performance Area 4 : No Discrimination</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> No finding. 无发现点。	
<b>Remarks from Auditee:</b> Nil/?	
<b>Performance Area 5 : Fair Remuneration</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:30/06/2020
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> The factory established salary and benefit policy according to amfori BSCI Code and local law. The local minimum standard set at RMB1800 per month equivalent to RMB 10.34 per hour (1800/21.75/8) Since 1 Dec. 2017. During the audit day, the factory provided payroll records from Nov, 2018 to Oct, 2018 for review. According the payroll records, management interview and workers interview, the salary and benefits of the factory was as follows: 1)The wage was made up of the basic wage and OT compensation. The payment cycle was natural month. Wage was paid before 30th of the following month by cash. 2)The workers were paid hourly rate, at least RMB12/hour. 3)No deduction was used for disciplinary measure from the total wage.4) The factory provided statutory holidays, annual leave, sick leave, marriage leave to workers. 工厂依据amfori BSCI行为准则和当地法规建立了工资福利制度。当地最低工资标准在2017年12月1日开始为RMB1800每月相当于RMB10.34每小时（1800/21.75/8）。审核期间，工厂提供了2018年11月至2019年10月的工资记录供审核。基于工厂提供的工资记录，员工访谈及管理层访谈，工厂的薪资待遇如下：1）工资由基本工资及加班费组成。工资的支付周期是自然月。工厂每月的30日前以现金的方式发放工资。2）工人的工资实行计时制，最低工资为RMB12/小时。3）工资中没有作为惩罚措施的扣款。4）工厂提供了法定假期、年假、病假、婚假等。 <b>5.5 -</b> Social insurance was not covered for all employees. Total 245 employees were in the factory, including 14 retirees and 5 new employees. So 226 out of 245 employees should participate social insurance. However, the factory did not provide the retirement, medical and unemployment insurance for 58 out of 226 employees. During the audit date, the factory provided the payment voucher of social insurance from Dec, 2018 to Nov, 2019 for review. It was noted that the factory provided retirement, medical and unemployment insurance for 168 out of 226 employees, the maternity and work-related injury insurance for the 226 employees in recently one month. The management reflected that partial employees had participated the new rural social pension insurance in their hometown. So they did not want to purchase the social insurance here. The auditee provided the social insurance according to the workers' willingness. Reference law: Labor Law of P.R.C, Article 72&73 Remark: 1) 14 retirees were in the factory; 2)Five new employees were in the factory during the audit date. 社保未覆盖到所有员工。工厂共有245名员工，包括14名退休返聘员工及5名新进员工。因此245名员工中的226名员工应当参加社保。但是，工厂未给226名员工中的58名员工提供养老，医疗及失业保险。审核期间，工厂提供了2018年12月至2019年11月的社保缴费凭证供审核。工厂于最近一个月给226名工人中的168名工人提供养老，医疗及失业保险，给这226名员工提供了生育及工伤保险。管理层反映部分员工在他们的家乡已经参加了新农保。因此他们不愿意在这里购买社保。被审核方根据工人的意愿提供社保。参考法律法规：《中华人民共和国劳动法》第72条及第73条备注：1）工厂有14名退休返聘员工； 2）审核期间有5名新进员工。	
<b>Remarks from Auditee:</b> Nil/?	

**Performance Area 6 : Decent Working Hours**

Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: D

Deadline date:30/06/2020

**GOOD PRACTICES:**

None/无

**AREAS OF IMPROVEMENT:**

Working hour management procedure was established in the facility. Factory used fingerprinting system to record workers attendance. Confirmed by management interview, the factory had no obvious peak and low season. The normal working hours was 8 hours(07:30~11:30, 12:30~16:30) per week, 5 days per week. When urgent order, the workers had 2 OT working hours on weekdays(18:00~20:00). They usually had 8 OT working hours on Saturdays. All employees had rested on each Sunday. Time records of 19 samples from Nov, 2018 to audit date were reviewed randomly. Maximum overtime work 2 OT working hours per day, 18 hours per week, 84 hours per month and guarantee at least one day rest per week. 150%, 200% and 300% of normal rate would be compensated for overtime on normal working days, Saturday and holidays.

工厂建立了工作时间管理程序。工厂使用指纹记录工人的考勤。基于管理层访谈，工厂没有明显的淡旺季。正常工作时间为8小时每天（07:30~11:30, 12:30~16:30），每周5天。如需要，加班从18:00至20:00。周六通常安排加班8小时，周日均休息。随机抽取了19名工人从2018年11月至审核期间的考勤记录。每天最大加班2小时，每周最多加班18小时，每月最多加班84小时，一周能有一天休息。平时，周末及节假日加班的加班费分别按照正常工作日的150%，200%及300%费用支付。

**6.2 -** The workers monthly OT working hours exceeded 36 hours. The factory did not have effective system to control workers OT working hours. The reasons were as follows: 1. According to documents review, the auditee had established the working time management procedure. But the procedure did not stipulate that the monthly OT working hours should not be exceeded 36 hours. Confirmed by management interview, the auditee did not obtain the comprehensive time permit either. 2. The management reflected that the production workers needed to overtime work or not, which was depended on the production orders. The production department also did not control workers monthly OT working during daily operation. 3. The admin department reflected that the auditee did not recruit enough manpower, which could reduce the labour cost. 4. Confirmed by workers interview, overtime was voluntary. And they expected more overtime, which could increase total wages. The factory provided one day off per week. 5. Confirmed by worker attendance records from Nov, 2018 to audit date, the workers monthly OT working hours exceeded 36 hours. The details were as follows: 1) 13 out of 18 sampled workers monthly OT working hours was 60 hours in May, 2019; 2) 15 out of 18 sampled workers monthly OT working hours was 84 hours in Aug, 2019; 3) 16 out of 18 sampled workers monthly OT working hours was 54 hours in Oct, 2019; 4) 16 out of 18 sampled workers monthly OT working hours was 60 hours in Nov, 2019; Reference laws: Labor Law of the P.R.C. Article 41 Remark: 18 sampled workers monthly OT working hours was 22 hours in Dec, 2019(from Dec 1, 2019 to audit date) respectively.

工人的月加班时间超出36小时。工厂未建立有效的系统来监控工人的月加班时间。原因如下：1. 基于文件审核，被审核方建立了工作时间管理程序。但是程序未规定月加班时间不能超过36小时。基于管理访谈，被审核方也没有获得综合计时批文。2. 管理层反映生产工人是否加班，取决于生产订单。生产部门在日常运营中也没有控制工人的月加班时间。3. 行政部反映被审核方没有招聘足够的人力，这样可以减少人力成本。4. 基于员工访谈，加班是自愿的。他们期望有更多的加班，这样可以增加收入。工厂保证了工人每周休息一天。5. 基于工厂提供的2018年11月至审核期间的考勤记录，工人的月加班超出36小时。详细如下：1) 18名抽样工人中的13名员工在2019年5月的月加班时间为60小时；2) 18名抽样工人中的15名员工在2019年8月的月加班时间为84小时；3) 18名抽样工人中的16名员工在2019年10月的月加班时间为54小时；4) 18名抽样工人中的16名员工在2019年11月的月加班时间为60小时；参考法律法规：《中华人民共和国劳动法》第41条 备注：18名抽样工人在2019年12月（2019年12月1日至审核当日）的月加班时间为22小时。

**Remarks from Auditee:**

Nii/?



<b>Performance Area 7 : Occupational Health and Safety</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:30/06/2020
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The Factory established OHS management system which includes health and safety and working conditions, such as risk assessment procedure, machine operation procedure, accident and emergency procedure. Mr. Tao Liu/Vice GM was in charge of the H&amp;S issue. The EHS committee was established in the factory. The risk assessment of working condition was conducted by the EHS committee. There was obvious noise in the punching and polishing area. The auditee conducted occupational hazards factors assessment for the hazardous positions in Dec, 2019. The occupational hazardous notification card and sign of wearing PPE were posted at the noise positions. The factory provided the earplugs and masks for workers free of charge. The production building was covered about 30770m2. Sufficient emergency exits were available for the production building and marked clearly. Fire equipment(such as fire extinguishers and fire hydrants) were installed for the production building and checked per month. The water pressure of fire hydrant was enough during the audit date. Two forklifts and four cranes were used in the factory, but the auditee only obtained the annual inspection report for the four cranes. Four first aiders were available for the factory. The first aid kit was installed for each workshop. Meanwhile, the auditee signed the medical aid agreement with nearby hospital. Cleaning water was available for the workshop, and workers could access easily. (Remark: No dormitory/transportation was provided at the facility).</p> <p>工厂建立了职业健康安全的管理体系,包括关于健康、安全和工作条件等方面,比如建立风险评估程序,机器操作程序,事故应急程序。刘涛/副总负责健康安全事宜。工厂成立了环境健康委员会,对厂内的工作条件进行了风险评估。冲压及抛光车间存在明显的噪音。被审核方于2019年12月对这些危害岗位进行了职业危害因素评价。职业危害告知卡及佩戴劳保用品标识已张贴在噪音岗位。工厂给员工免费提供了耳塞及口罩。生产楼的建筑面积约30770m2。生产楼设置了足够的安全出口,且标识清晰。消防设施(如灭火器和消防栓)已配备在生产楼内且每月检查。审核期间测试消防水压足够。工厂使用了两台叉车和四台行车,但是工厂只获得了4台行车的年检报告。工厂配备了4名急救员。每个车间均设置了急救药箱。同时,工厂与附近的医院签署了医疗救助协议。工厂在车间内提供了干净的饮用水,员工可以自由的饮用。(备注:工厂未提供宿舍/交通工具)。</p>	
7.1 -	<p>Confirmed by documents review, the occupational hazards factor testing report showed that the noise level in polishing workshop and punching area exceeded 85Db. However, the auditee could not provide pre-job, on-service and post-service occupational diseases examination report for workers in polishing and punching position. Reference law: Law of the People's Republic of China on Prevention and Control of Occupational Diseases, Article 35</p> <p>基于文件审核,职业危害因素检测报告显示抛光车间和冲压区域的噪音值超过85分贝。但是,被审核方未能提供在抛光及冲压岗位的员工岗前,在岗及离岗体检报告。参考法律法规:中华人民共和国职业病防治法第三十五条</p>
7.2 -	<p>It was noted that the auditee did not provide commercial insurance for the 14 retirees.</p> <p>评估中发现被审核方未给14名退休返聘员工提供商业保险。</p>
7.11 -	<p>It was noted that the auditee did not obtain the building structure certificate and fire safety certificate for the office building(covered about 1084.6M2) and production building(covered about 30770M2m2), and both buildings were completed in 2007. Reference law: Fire Prevention Law of The People's Republic of China Article 13 and Construction Law of The People's Republic of China Article 61</p> <p>评估中发现被审核方未能提供办公楼(面积约1084.6m2)和生产楼(面积约30770m2)的消防验收证明和竣工验收报告,两栋楼均竣工于2007年。参考法规:中华人民共和国消防法第13条和中华人民共和国建筑法第61条。</p>
7.13 -	<p>Confirmed by factory tour, it was noted that at least four power switches in production building missed safe cover, and the power switches were installed on the wooden boards(flammable materials). Reference law: Safety Code of Electric Power Industry-Part 1: Thermal and Machine, 3.5.5</p> <p>基于现场查看,生产楼内至少有四处电源开关没有保护盖,且这些开关被安装在木板上(易燃材料)。参考法律法规:电业安全工作规程,第一部分 热力和机械 3.5.5</p>
7.17 -	<p>1.Confirmed by factory tour, it was noted that the belts of the four deburring machines missed safe cover. Reference Law: General rules of design on health and safety of production facility (GB5083-1999) article 6.1.2. 2.It was noted that the annual inspection reports of two forklifts expired in Nov, 2019. Confirmed by management interview, the factory had applied annual inspection in Oct, 2019. Reference law: Special Equipment Safety Law of the People's Republic of China, Article 40. 3.It was noted that one ladder of the combining machine missed handrail, which was about 1.5m above the floor and the width was about 0.8m. Reference law: Safety requirements for fixed steel ladders and platform - Part 2: Industrial guardrails and steel platform GB 4053.2-2009, Article 5.6.1</p> <p>1.基于现场查看,四台平口机的皮带轮没有防护罩。参考法律法规:生产设备安全卫生设计总则(GB5083-1999)第6.1.2条 2.评估中发现两台叉车的年检报告于2019年11月过期。管理层表示,工厂于2019年10月已经申请了年检。参考法规:中华人民共和国特种设备安全法 第四十条 3.评估中发现复合设备的一个扶梯未安装防护栏,其离地面的高度约1.5米,宽度约0.8米。参考法规:《固定式钢梯及平台安全要求 第2部分:工业防护栏杆及钢平台》GB 4053.2-2009, 第5.6.1条</p>
7.21 -	<p>1.It was noted that the auditee did not obtain the food business license for the kitchen. Reference law: Food Safety Law of the People's Republic of China, Article 35. 2.It was noted that the health certificate of the three cooks expired at Mar 21, 2019. Reference law: Food Safety Law of the People's Republic of China, Article 45.</p> <p>评估中发现被审核方未获得食堂的食品经营许可证。参考法律法规:中华人民共和国食品安全法第三十五条 评估中发现三名厨师的健康证于2019年3月21日过期。参考法律法规:中华人民共和国食品安全法 第四十五条</p>
7.22 -	<p>It was noted that no private door was installed for the toilet.</p> <p>评估中发现厕所未安装隐私门。</p>
<b>Remarks from Auditee:</b> Nil/?	
<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> No finding. 无发现点。	
<b>Remarks from Auditee:</b> Nil/?	

<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> No finding. 无发现点。	
<b>Remarks from Auditee:</b> Nil/?	
<b>Performance Area 10 : No Precarious Employment</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> No finding. 无发现点。	
<b>Remarks from Auditee:</b> Nil/?	
<b>Performance Area 11 : No Bonded Labour</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> No finding. 无发现点。	
<b>Remarks from Auditee:</b> Nil/?	
<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:31/03/2020
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> <p>The main processes in the factory were cutting, combining, punching, extruding, deburring, Cleaning, Polishing, assembly and package. Confirmed by factory tour, the waste gas was mainly generated from the polishing process. The boundary noise was generated from the punching and polishing process. The auditee had conducted EIA Report and obtained the EIA Approval. The auditee also conducted acceptance of environmental protection facilities in Feb, 2018. The solid hazards waste(such as lubricating oil) was transferred to qualified vendor. Remark: The factory did not need to obtain the pollutant discharge permit.</p> <p>工厂的主要工序为为分切, 复合, 冲压, 拉伸, 平口, 清洗, 抛光, 组装及包装。基于现场查看, 废气主要产生于抛光工序。厂界噪音主要来源于冲压和抛光工序。被审核方进行了环评并取得了环评批复。被审核也于2018年2月进行环保设施的验收。固体危险废物(如润滑油)转移给有资质的处理商。备注: 工厂不需要获得排污许可证。</p> <p><b>12.4 -</b> It was noted that the factory did not monitor the noise level of the boundary. Reference law: Law of the People's Republic of China on Prevention and Control of Pollution from Environmental Noise, Article 23 It was noted that the auditee did not monitor the waste gas which was generated from the polishing process. Reference law: Measures for the Administration of Environmental Surveillance, Article 21</p> <p>评估中发现工厂未监测厂界的噪音值。参考法律法规: 中华人民共和国环境噪声污染防治法 第23条 评估中发现被审核方未监测抛光工序产生的废气。参考法律法规: 环境监测管理办法 第21条</p>	
<b>Remarks from Auditee:</b> Nil/?	

<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 170526] Audit Date: 16/12/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None/无	
<b>AREAS OF IMPROVEMENT:</b> No finding. 无发现点。	
<b>Remarks from Auditee:</b> Nil/?	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	16/12/2019	170526	D	A	A	A	A	D	A	A	A	A	A	A	A	C

**Producer Photos**



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



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



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



Photo first aid facilities  
First aid kit.JPG

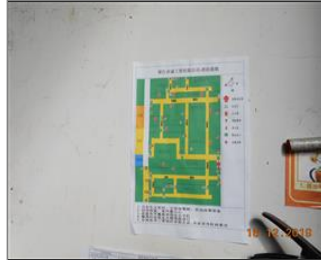


Photo of fire safety equipment  
Evacuation plan.JPG



Photo of fire safety equipment  
Fire alarm Emergency lamp and Exit sign.JPG



Photo of fire safety equipment  
Fire hydrant and Fire extinguishers.JPG



Photo of fire safety equipment  
Fire hydrant testing.JPG



Photo of non-conformity  
NC 5.5 Social insurance was not covered for all employees.JPG



Photo of non-conformity  
NC 6.2 The workers monthly OT working hours exceeded 36hours.JPG



Photo of non-conformity  
NC7.13 The power switch was exposed and installed on the wooden board.JPG



Photo of non-conformity  
NC7.17 No handrail was installed for the ladder.JPG



Photo of non-conformity  
NC7.17 No safe guard was installed for the belt of the machine.JPG



Photo of non-conformity  
NC7.21 The health certificates were expired.JPG



Photo of non-conformity  
NC7.22 No private door was installed for the toilet.JPG





Photo of the code of conduct on display  
amfori BSCI Code.jpg



Photo of the canteen (if applicable)  
Canteen.JPG



Photo of the canteen (if applicable)  
Kitchen.JPG



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



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



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



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



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



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



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



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



Photo of the inside of the main production hall  
Raw material area.JPG



Photo of the personal protection equipments (if applicable)  
Sign of wearing PPE.JPG



Photo of the personal protection equipments (if applicable)  
The worker wore earplugs during operation.JPG



Photo of the sanitary facilities  
Drinking water.JPG





Photo of the sanitary facilities  
Toilet.JPG