
Auditee :	ShenZhen Yameit Acrylic Product Manufacture Co., Ltd.
Audit Date From :	19/12/2016
Audit Date To :	19/12/2016
Expiry Date of the Audit :	Please refer to the producer profile in the BSCI platform
Auditing Company :	ALGI
Auditor's Name(s) :	Jouce Liang(Lead), Daniel Luo
Auditing Branch (if applicable) :	ALGI China



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Rating Definitions



Rating	A combination of ratings per performance area where:	Consequence																																													
<p>A OUTSTANDING</p>	<p>o Minimum 7 performance area rated A o No Performance area rated C, D or E</p> <p><i>These are three examples:</i></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><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>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>A</td><td>B</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	A	A	A	A	B	B	B	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without needing 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	A	A	A	A	B	B	B																																	
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<p>B GOOD</p>	<p>o Maximum 3 performance area rated C o No performance area rated D or E</p> <p><i>These are three examples:</i></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>B</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>A</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></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>B</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	A	B	B	B	B	B	B	B	B	A	A	A	A	A	A	B	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	B	C	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
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B	B	B	B	B	B	B	B	B	B	B	C	C	C	C																																	
<p>C ACCEPTABLE</p>	<p>o Maximum 2 performance areas rated D o No performance area rated E</p> <p><i>These are three examples:</i></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>C</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>C</td><td>D</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>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	D	C	C	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	A	C	C	C	C	C																																	
A	A	A	A	A	B	B	B	B	C	C	C	C	D	D																																	
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<p>D INSUFFICIENT</p>	<p>o Maximum 6 performance area rated E</p> <p><i>These are three examples:</i></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>D</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>D</td><td>E</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>D</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	A	A	A	A	A	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	E	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
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D	D	D	D	D	D	D	D	E	E	E	E	E	E	E																																	
<p>E UNACCEPTABLE</p>	<p>o Minimum 7 performance areas rated E</p> <p><i>These are three examples:</i></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><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><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><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	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	E	E	E	E	<p>BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners</p>
A	A	A	A	A	A	E	E	E	E	E	E	E	E	E																																	
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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 Annex 5)</p>	<p>Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.</p>																																													

Main Auditee Information



Name of producer :	ShenZhen Yameit Acrylic Product Manufacture Co., Ltd.		
DBID number :	364130		
Audit ID :	71975		
Address :	Room 302 (office), No. 51, Huanguan South Road, JunXin community, Guanlan, Longhua New District Shenzhen		
Province :	Guangdong	Country :	China
Management Representative :	Sihua Jiang		
Contact person:	Lan Yao	Sector :	Non-Food
Industry Type :	Accessories	Product group :	other accessories (please specify)
Product Type :	Acrylic products such as: photo frame		

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
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 : 19/12/2017

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	C	A	A	A	A	A	A	A

Executive summary of audit report

Shenzhen Yameit Acrylic Product Manufacture Co., Ltd. (Local Name: 深圳市亚美特有机玻璃制品有限公司, Enterprise Registration number: 440306104619387) is located at Room 302 (office), No. 51, Huanguan South Road, JunXin community, Guanlan, Longhua New District, Shenzhen City, Guangdong Province, China. The factory was established in 2005 and specializes in the manufacturing of acrylic products (such as: photo frame). Main production activities include cutting, engraving, hot-bending, polishing, inspection and packing. No production process is sub-contracted.

The factory only rents the 3rd and 4th floors of one 5-storey building used as office and production site from another factory named Shenzhen Shangganlin Drinking Co., Ltd. Relevant rental agreement and independent business license are provided for verification. No dormitory, kitchen or canteen is provided in the factory. The total land area occupied is about 3,200 square meters and the total construction area is 3,200 square meters. On the audit day, there were total 74 employees in the factory, of which 68 employees were production workers. As per management interview, peak season in the factory is not obvious per year.

Based on documents review and management interview, it was noted that all employees are paid by hourly rate. Wages are paid in cash on 7th date of each month for the preceding month. The factory uses face recognition system to keep record of all employees' working hours. All employees work in one shift and the regular working hours are from 8:00 to 17:30 with lunch break from 12:00 to 13:30 (normally 8 hours per day). Normal working days are from Monday to Friday. 8 hours a day is arranged on Saturdays if needed.

During the current audit, payroll records from December 2015 to November 2016 and attendance records from December 1, 2015 to audit date were provided for review. The auditor randomly selected 12 samples from November 2016 (current month), 5 samples from June 2016 (random month) and 5 samples from January 2016 (random month) for verification.

Remark: The local legal minimum wage standard has been raised from RMB 1808 per month or equivalent to RMB 10.39 per hour to RMB 2030 per month or equivalent to RMB 11.67 per hour since March 1, 2015.

Ratings Summary



Auditee's background information			
Auditee's name :	ShenZhen Yameit Acrylic Product Manufacture Co., Ltd.	Legal status :	Limited Company
Local Name :	深圳市亚美特有机玻璃制品有限公司	Year in which the auditee was founded :	2005
Address :	Room 302 (office), No. 51, Huanguan South Road, JunXin community, Guanlan, Longhua New District	Contact person (please select) :	Lan Yao
Province :	Guangdong	Contact's Email :	sales@yameit.com
City :	Shenzhen	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) :	N/A
GPS coordinates :	None	Total turnover (in Euros) :	1000000.00
Sector :	Non-Food	Of which exports % :	80.00
Industry :	Accessories	Of which domestic market % :	20.00
If other, please specify :	N/A	Production volume :	250,000 piece per year
Product Group :	other accessories (please specify)	Production cost calculation :	No
If other, please specify :	Acrylic products	Lost time injury calculation cost :	No
Product Type :	Acrylic products such as: photo frame		

Auditee's employment structure at the time of the audit			
Total number of workers :	74	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	43	31	
Temporary workers	0	0	
In management positions	3	2	
Apprentices	0	0	
On probation	0	0	
With disabilities	0	0	
Migrants (national citizens)	36	25	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	43	31	
Production based workers	43	31	
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 - 71975] Audit Date: 19/12/2016 PA Score: D

Deadline date:17/03/2017

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The overall observation showed that the factory partially fulfilled the requirement of this performance area. The factory had set up a series of procedures and policies that states their mission, vision and objectives to match the BSCI Code of Conduct and their dedication to comply with social responsibilities. The established procedures and records had included the overall social responsibility policies which consist of anti-discrimination, freedom of association, no child labor, protection for young workers, wages and benefits, working hours, occupational health and safety, environment protection, anti-corruption and etc.; appointment documents for BSCI affair and various of training records such as legal requirements training, health and safety training and etc. The factory had nominated one senior management, Sihua Jiang/ Manager, who had some understanding of BSCI standards, for the establishment, implementation and maintenance of the BSCI system. However, gaps had been identified in implementation: 1.1 and 1.4.

整体观察显示, 工厂目前部分履行对该区域的要求。工厂建立了表明其使命、愿景和目标的且符合BSCI行为准则和社会责任需要的程序和政策。建立的程序和政策包括总体的社会责任政策比如反歧视、自由结社、未成年工保护、工资和福利、工作时间、职业健康安全、环境保护、反腐败等, 以及BSCI事宜任命书, 以及各种培训记录比如法规培训、健康安全培训等。工厂指定了一名对BSCI要求有所了解的高级管理人员(蒋思华/经理)来负责BSCI系统的建立、施行和维护。然而, 在实际执行过程中仍然存在问题: 1.1和1.4。

1.1 - The social management system was proved to be not that effective since some non-compliance issues were detected regarding Workers Involvement and Protection, Fair Remuneration, Decent Working Hours, Occupational Health and Safety and Protection of the Environment. Details please refer to Performance Areas 2, 5, 6, 7 and 12. This violated BSCI Code of Conduct 1.1.

工厂的社会责任管理体系尚待完善, 因为在此次审核中, 发现了关于工人参与和保护、公平报酬、体面劳动时间, 职业健康与安全 and 保护环境方面的问题。具体请参见区域2, 5, 6, 7 和 12。这违反了BSCI行为准则1.1。

1.4 - The workforce capacity in the factory was not assessed and properly planned to match delivery order contracts' expectations. This violated BSCI Code of Conduct 1.4.

工厂没有对现有员工产能是否可以按时完成客户订单数量进行评估。这违反了BSCI原则1.4。

Remarks from Auditee:

Nil

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: B

Deadline date:17/03/2017

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The overall observation showed that the factory partially fulfilled the requirement of this performance area. There were workers' representatives in the factory and relevant election procedures and records were provided for review. BSCI Code of Conduct was displayed on the notice board in the production area. All interviewed workers had a good understanding of their rights and responsibilities. Provided documents indicated that the factory provided regular training to workers on their rights and responsibilities and to management staffs as well as workers' representatives on BSCI requirements and other specific requirements like human resources, OHS and the grievance mechanism. The factory periodically conducted internal communication meetings with workers and workers' representatives regarding workplace-related issues, and also had set up grievance mechanism which allowed workers to use the mechanism via suggestion box, workers' representatives or senior management directly. Satisfactory evidences had shown that workers knew the channels of reflecting their grievances. However, gaps had been identified in implementation: 2.4.

整体观察显示, 工厂目前部分履行对该区域的要求。工厂选举了员工代表, 并提供了相关的选举程序和记录。BSCI行为准则张贴在生产区域的公告栏内。通过员工访谈, 发现所有被访谈员工很清楚自己的权利和义务。所提供的文件资料显示工厂有定期给员工提供关于其权利和义务的培训, 定期给管理人员及员工代表提供关于BSCI要求以及其他具体诸如人力资源、职业健康安全和投诉机制等的培训。工厂定期安排管理层代表和员工以及员工代表就工作场所相关的问题进行内部沟通; 同时, 建立了员工申诉机制, 允许员工通过意见箱、员工代表或者直接找管理者代表反映问题或者意见。充分证据表明员工知道申诉的渠道。然而, 在实际执行过程中仍然存在问题: 2.4。

2.4 - The interviewed workers and worker representatives did not have a good understanding of BSCI Code of Conduct. This violated BSCI Code of Conduct 2.4.

受访的工人以及工人代表对BSCI的要求没有良好的理解。这违反BSCI行为准则2.4。

Remarks from Auditee:

Nil

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirements of this performance area. The factory had set up the social policy regarding freedom of association and collective bargaining, which allowed workers to participate associations on their own will if legally permitted and prohibited discriminating those workers for any identity. Workers' representatives were not discriminated but had free access to workers and were encouraged to communicate with workers regarding anything about workers' rights and obligations. The factory facilitated meetings between workers and workers' representatives like the arrangement of meeting time and places. 无不符合项发现。 整体观察显示, 工厂目前满足该评估区域的要求。工厂建立了有关自由结社和集体谈判的社会责任政策, 尊重员工自由参加法律允许的团体或组织的自由和权利, 而且禁止对这些员工有任何歧视的行为。员工代表没有受到歧视, 而是可以自由地接近员工并被鼓励积极与员工沟通有关其权利和义务的任何问题。工厂积极促进员工与员工代表的会议比如安排会议时间、提供会议场地等。	
Remarks from Auditee: N/A	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirement of this performance area. The factory had set up the social policy of no discrimination which prohibited discriminating workers for any identity, sex, age, background and etc. Workers had equal opportunities to work overtime, get promotion and receive training. The factory trained human resources department and supervisors that disciplinary measures or dismissals cannot occur based on workers' complaints and workers had no fear of reprisals to submit complaints about infringements of their rights. Disciplinary policy and measures were established within legal frames. 无不符合项发现。 整体观察显示, 工厂目前满足该评估区域的要求。工厂建立了反歧视的社会责任政策, 禁止对员工的身份、性别、年龄、背景等进行任何形式的歧视行为。员工有平等加班、晋升和接受培训的机会。工厂有给人力资源部门及各部门主管培训, 强调不能因员工申诉而处罚员工, 员工也表示不担心因为申诉而被报复。工厂的奖惩政策和措施符合法律要求。	
Remarks from Auditee: N/A	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: B	Deadline date:17/03/2017
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The overall observation showed that the factory partially fulfilled the requirement of this performance area. The factory had made its own regulations and rules on wages and benefits based on the legal requirements and BSCI Code of Conduct. As per sampled payroll and attendance records, the factory paid 150% and 200% of regular wage rate for overtime hours on weekdays and rest days to workers, which were in compliance with legal requirements. The factory paid wages on time at the 7th of each month for the preceding month and payslips were also provided to workers each month. No monetary fines or other illegal deductions were detected in payroll records. Meanwhile, the factory provided required benefits such as paid annual leave and commercial injury or injury insurance to all eligible workers. However, the gaps have been identified in implementation: 5.4 and 5.5. 整体观察表明, 工厂部分履行对该区域要求。工厂基于法律规定和规则以及BSCI行为守则制定了工资和福利制度。根据所抽样员工的工资和考勤记录发现, 工厂在工作日加班和周末加班会支付正常工资的150%和200%作为加班费。工厂每月7日准时发放工资且有工资条提供。在工资表中没有发现罚款或者其他非法扣款。同时, 工厂为所有符合条件的员工提供了带薪年假以及商业工伤或者工伤保险。然而, 在实施过程中仍有差距: 5.4和5.5。 5.4 - 12 out of 12 sampled workers in November 2016 and 5 out of 5 sampled workers in June 2016 were paid lower than the Living Wage of the city. The Living Wage of Shenzhen City is RMB 3129.4 per month. This violated BSCI Code of Conduct 5.4. 2016年11月抽样的12名员工和2016年6月抽样的5名员工的工资均没有达到当地基本生活需求工资的要求。深圳市的基本生活需求工资为每个月3129.4元。这违反了BSCI行为准则5.4。 5.5 - Through reviewing the social insurance payment receipts of November 2016, it was noted that 72 out of 74 employees had participated in child-bearing, injury, medical and unemployment insurances. 11 out of 74 employees had participated in retirement insurance. Moreover, there was no valid written waiver obtained from the local social insurance bureau. The factory provided commercial injury insurance for 15 workers. This violated Articles 72 and 73 of the Labor Law of the People's Republic of China and BSCI Code of Conduct 5.5. 通过查看工厂提供的2016年11月的社保缴费收据, 发现工厂74名员工中, 只有72人参加了生育、工伤、医疗和失业保险, 11人参加养老保险。工厂没有获得当地有效的社保部门的书面批文。工厂有提供商业工伤保险给到15人的员工。这违反了《中华人民共和国劳动法》第72、73条和BSCI行为准则5.5。	
Remarks from Auditee: Nil	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: C	Deadline date:17/03/2017
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The overall observation showed that the factory partially fulfilled the requirement of this performance area. The factory had made its own working hour regulations and rules based on the legal requirements and BSCI Code of Conduct. As per on site observation and documents review, the factory used face recognition system to record all workers' working hours including overtime hours. As per sampled payroll and attendance records, it was found that all workers worked for 8 hours a day and for 5 days a week as regular working hours. Overtime working was arranged for no more than 8 hours a day on Saturdays. One rest day in every 7-day period was guaranteed. And the factory also provided orientation training to new hired workers about the rules on working hours and etc. However, gaps had been identified in implementation:6.2.</p> <p>整体观察显示,工厂目前部分履行对该区域的要求。工厂根据法律要求以及BSCI要求建立了工作时间规章制度。工厂采用脸部识别系统记录员工的工作时间包括加班时间。根据所抽样员工的工资和考勤记录发现,所有员工的正常工作时间为每天8小时,每周工作五天。加班通常在周六不超过八小时,且能确保连续工作六天后休息一天。同时工厂给新进的员工入职培训有包括关于工作时间的规定。然而,在实际执行过程中仍然存在问题:6.2。</p> <p>6.2 - The overtime working hours exceeded the upper limit 36 hours per month. The monthly overtime hours of 12 out of 12 randomly selected employees had reached 76 hours in November, 2016(current month), 5 out of 5 had reached 74 hours in June 2016 (random month) and 5 out of 5 ranged had reached 72 hours in Jan 2016 (random month). This violated the PRC Labor Law article 41 and BSCI Code of Conduct 6.2. 工厂月加班工时超过36小时。2016年11月,12名被抽查员工的月加班工时均为76小时;2016年6月,5名被抽查员工的月加班工时达到74小时;2016年1月,5名被抽查员工的月加班工时达到72小时;这违反了《中华人民共和国劳动法》第41条和BSCI行为准则6.2。</p>	
Remarks from Auditee: Nil	
Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:17/03/2017
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The overall observation showed that the factory partially fulfilled the requirement of this performance area. The factory had made its own health and safety regulations and rules based on the legal requirements and BSCI Code of Conduct and also established OHS committee. The factory had appointed specialized management staff to take charge of the OHS affairs and provided periodical health and safety training to workers regarding such as medical emergency treatment, PPE usage, chemical safety, machine operation, fire drill exercises and etc. Furthermore, the factory provided a safe and comfortable working environment to workers: installing sufficient fire equipment, inspecting the fire equipment and facilities on a monthly basis, providing sufficient toilets, first aid kits, and qualified drinking water, and etc. However, gaps had been identified in implementation:7.1, 7.6, 7.11, 7.13 and 7.17.</p> <p>Remark: 7.21: No catering service was provided in the factory. 7.23: No transportation was provided by the factory.</p> <p>整体观察显示,工厂目前部分履行对该区域的要求。工厂根据法律要求以及BSCI的要求建立了健康安全规定和守则,同时也建立了环境健康安全委员会。工厂委任专门的管理层代表负责健康安全事宜并定期给员工举行关于健康安全的培训,比如医疗救护培训、个人防护用品培训、化学品安全培训、机器设备操作培训、消防演习等。另外,工厂给员工提供了安全的工作环境,比如提供了足够的消防设备、对消防设备和器材等每月进行检查、提供了足够的洗手间、急救药箱、合格的饮用水等。然而,在实际执行过程中仍然存在问题:7.1, 7.6, 7.11, 7.13 和 7.17。</p> <p>备注: 7.21:工厂没有提供餐饮服务。 7.23:工厂没有提供交通工具。</p> <p>7.1 - Some materials in raw material warehouse on 3F were stored against wall. This violated the Rules Concerning Warehouse Safety and Fire Control article 18 and BSCI code of conduct 7.1. 3楼原料仓库部分物料靠墙放置。这违反了《仓库防火安全管理规划》第18条和BSCI行为准则7.1。</p> <p>7.6 - The factory provided active carbon masks instead of dust-proof masks to all workers who exposed to dust in cutting & polishing workshops. Besides, 20% workers contacted with glue and detergent in gluing and packing workshops did not wear with the provided rubber gloves. This violated the Law of the PRC on Work Safety article 42 and code of conduct 7.6. 工厂提供给所有开料和抛光车间接触粉尘的工人配备的是活性炭口罩而非防尘口罩。此外,粘贴和包装车间20%的接触胶水和白电油的工人没有佩戴工厂提供的橡胶手套。这违反了《中华人民共和国安全生产法》第42条和BSCI行为准则7.6。</p> <p>7.11 - The factory did not have the fire inspection certificate or record for the production building.This violated the PRC Fire Prevention Law article 11 and BSCI code of conduct 7.11. 工厂没有获得厂房的消防验收合格证书或备案记录。这违反了《中华人民共和国消防法》第十一条和BSCI行为守则7.11。</p> <p>7.13 - 10% electricity distribution boxes were not equipped with outer cover. This violated Safety code of electric power industry—Part1: Thermal and machine Article 3.5.5 and BSCI code of conduct 7.13. 厂房的10%电箱没有安装外盖。这违反了《电业安全工作规程第1部分:热力和机械》第3.5.5条和BSCI行为准则7.13。</p> <p>7.17 - One cargo lift operator in the factory did not have a valid operation license. This violated the Regulations on Safety Supervision of Special Appliance article 38 and BSCI Code of Conduct 7.17. 工厂没有合格的电梯操作工。这违反了《特种设备安全监察条例》第38条和BSCI行为准则7.17。</p>	
Remarks from Auditee: Nil	

Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirement of this performance area. The factory had set up the social policy and procedures on no child labor, recruitment procedures and remedial procedures in case children were found. And the factory maintained the personnel files including workers' profiles and copies of age documents for all workers. Through documents review, factory walk-through and worker interviews, no children were found working in the factory currently. 无不符合项发现。 整体观察显示, 工厂目前履行对该区域的要求。工厂建立了有关禁止使用童工的社会责任政策和程序、招聘程序以及童工补救政策等。同时工厂也保留了所有员工的人事档案以及年龄文件的复印件等。通过文件审核、现场走访以及员工访谈, 没有发现工厂有使用童工。	
Remarks from Auditee: N/A	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirement of this performance area. The factory had set up the social policy and procedures on young workers' protection. Although there was no young worker working in the factory currently, the factory had a clear understanding that young workers were more vulnerable than most workers and stipulated a series of protection rules for young workers, such as, young workers should be adequately protected against any harmful working condition, should not be engaged in night shifts, should have access to effective grievance mechanism, and should be properly trained on OHS, etc. 无不符合项发现。 整体观察显示, 工厂目前履行对该区域的要求。工厂建立了有关未成年工保护的社会责任政策和程序。尽管工厂目前没有使用未成年工, 但对于未成年工的保护仍有充分的认知, 且制定了一系列的未成年工保护规定, 比如: 不得安排未成年工从事有毒有害的工作, 不得安排未成年工上晚班, 需要给未成年工提供有效的申诉渠道, 需要给未成年工提供有关健康安全的培训, 等等。	
Remarks from Auditee: N/A	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirement of this performance area. The factory had set up hiring procedures and provided orientation training to workers about their legal rights and responsibilities regarding such as wages and benefits, working hours, occupational health and safety, disciplinary measures, and etc. As per documents review, on-site observation and worker interviews, it was noted that there were no temporary workers, home workers or students at school ages hired by the factory and the factory also did not use dispatched workers. At the same time, the factory signed labor contracts with all workers and also provided copies of the labor contracts to all workers. 无不符合项发现。 整体观察显示, 工厂目前履行对该区域的要求。工厂建立了招聘程序并给新进员工提供了关于合法权利与义务的入职培训, 比如有关工资福利、工作时间、职业健康安全、惩戒措施等。通过文件审核, 现场审核以及员工访谈, 发现工厂没有使用临时员工、家庭工人以及学生工, 所有员工都是工厂直接招聘, 没有使用劳务派遣工。同时, 工厂和所有员工都签订了劳动合同并给员工提供了一份劳动合同副本。	
Remarks from Auditee: N/A	

Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirement of this performance area. The factory had set up the social policy and procedures on no bonded labor and special training was provided to management particularly supervisors and those in human resources department. As per factory regulations and worker interviews, it was confirmed that workers chose the factory freely without monetary deposit or original personal documents withheld. The factory only kept copies of workers' identification card for documentation purpose in personnel files. There was no restriction on workers' movement, and workers could access to drinking water or toilet facilities as they desired and left the factory freely when they were off duty. All overtime hours were arranged on workers' voluntary basis, and workers could resign from the factory with a one-month prior notice to the factory management. Through on-site observation and worker interviews, no corporal punishment, mental or physical coercion or verbal abuse was found. 无不符合项发现。 整体观察显示, 工厂目前履行对该区域的要求。工厂建立了关于禁止强迫劳动的社会责任政策和程序, 且为管理人员尤其是主管和人力资源部门的人员提供了专门的培训。通过查看工厂的规章制度以及员工访谈发现, 员工都是自主选择在工厂工作, 没有交付押金或者个人证件的原件。工厂仅在人事档案中保留了员工身份证的复印件。员工在工厂内的行动自由, 喝水或使用洗手间或在下班后自由活动都不受限制。加班也是基于员工自愿。如果需要辞职, 只需提前一个月通知管理层即可。通过现场观察和员工访谈, 没有发现体罚、精神或身体胁迫或口头虐待等存在。	
Remarks from Auditee: N/A	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:17/03/2017
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The overall observation showed that the factory partially fulfilled the requirement of this performance area. Policies and procedures were established to incorporate relevant environmental laws and there was a designated staff responsible for collecting and updating relevant regulations and laws. The factory had signed an agreement with a qualified contractor and hazardous waste was disposed in a way that did not lead to the pollution of the environment. However, gaps had been identified in implementation: 12.3. 整体观察显示, 工厂目前部分履行对该区域的要求。根据其所适用的环境法规, 建立了相关的政策和程序文件并指定了专门的负责人负责相关环境法规的收集和更新。工厂与一个合格的危废处理商签订了协议, 确保危废的安全、合法处理。然而, 在实际执行过程中仍然存在问题: 12.3。 12.3 - The provided Environmental Impact Report did not include the production workshops on the 4th floor of the production building. This violated the PRC Environmental Impact Assessment Law Article 16 and BSCI code of conduct 12.3. 工厂提供的环境影响报告书没有包含4楼的生产车间。这违反了《中华人民共和国环境影响评价法》第16条和BSCI行为准则12.3。	
Remarks from Auditee: Nil	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 71975] Audit Date: 19/12/2016 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: None observed. The overall observation showed that the factory currently fulfilled the requirement of this performance area. The factory had identified the situations and activities where act of corruption, extortion and embezzlement were most likely to occur. During the audit process, all required documents were provided timely and as per cross checking, no inconsistent or falsified information was detected. The factory also established a set of procedures to avoid, investigate and discipline any fraud, falsification and misrepresentation in the supply chain. Further, the factory collected and processed workers' personal data with respect for privacy. 无不符合项发现。 整体观察显示, 工厂目前履行对该区域的要求。工厂识别了各种可能存在贪污、勒索和侵占的情形及行为。在审核过程中, 工厂及时提供了所要求的所有文件和信息且在交叉核对时没有发现不一致或者伪造的信息。同时, 工厂建立了一系列程序以避免、调查和惩罚任何欺骗、伪造及虚假陈述的行为。此外, 在收集和处理工员的个人信息时, 工厂确保了对个人隐私的保护。	
Remarks from Auditee: N/A	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	19/12/2016	71975	D	B	A	A	B	C	A	A	A	A	A	A	A	C

Producer Photos



External photo(s) of the production unit(s)
factory gate and production building.JPG



Photo of fire safety equipment
fire hydrant and fire alarm.JPG



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



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



Photo of fire safety equipment
safety exit.JPG



Photo of the inside of the main production hall
finished product warehouse.JPG



Photo first aid facilities
first aid kit.JPG



Photo of non-conformity
NC Materials stored against the wall.JPG



Photo of the inside of the main production hall
hot bending.JPG



Photo of chemical storage room (if applicable)
chemical room and MSDS.JPG



Photo of non-conformity
NC No cover.JPG



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



Photo of chemical storage room (if applicable)
chemical storage.JPG



Photo of non-conformity
NC Not wearing with anti dust masks.JPG



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



Photo of chemical storage room (if applicable) eye washing.JPG



Photo of non-conformity NC Not wearing with rubber gloves in gluing workshop.JPG



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



Photo of fire safety equipment annual inspection for fire extinguishers.JPG



Photo of non-conformity NC Not wearing with rubber gloves in packing workshop.JPG



Photo of the inside of the main production hall suggestion box.JPG



Photo of fire safety equipment evacuation ailes.JPG



Photo of the code of conduct on display BSCI coc Posted.JPG



Photo of the inside of the main production hall time recording facility.JPG



Photo of fire safety equipment evacuation plan.JPG



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



Photo of the personal protection equipments (if applicable) PPE wearing in packing workshop.JPG



Photo of fire safety equipment evacuation sign.JPG



Photo of the inside of the main production hall drinking water.JPG



Photo of the sanitary facilities toilets.JPG



Photo of fire safety equipment
fire extinguishers.JPG