
Auditee :	ANJI GUYOU FURNITURE CO., LTD.
Audit Date From :	28/01/2021
Audit Date To :	28/01/2021
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	SGS
Auditor's Name(s) :	Shirley Shi(Lead)
Auditing Branch (if applicable) :	SGS CHINA



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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence
A Very Good	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated A • No Performance Areas rated C, D or E These are three examples: A B B B A A A A A A A B B B B B B B	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
B Good	<ul style="list-style-type: none"> • Maximum 3 Performance Areas rated C • No Performance Areas rated D or E These are three examples: 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	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
C Acceptable	<ul style="list-style-type: none"> • Maximum 2 Performance Areas rated D • No Performance Areas rated E These are three examples: 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 D D	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
D Insufficient	<ul style="list-style-type: none"> • Maximum 6 Performance Areas rated E These are three examples: 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	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
E Unacceptable	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated E These are three examples: A A A A A A E E E E E E E A A B B C D E	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
Zero Tolerance	A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)	Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.

Main Auditee Information

Name of producer :	ANJI GUYOU FURNITURE CO., LTD.		
DBID number :	388644		
Audit ID :	204170		
Address :	Baishuiwan Industry Zone, Tianhuangping Town, Anji County, Huzhou		
Province :	Zhejiang	Country :	China
Management Representative :	Lele Hu		
Contact person:	Lele Hu	Sector :	Non-Food
Industry Type :	Construction	Product group :	Furnitures
Product Type :	Office Chair, Game Chair		

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 : 28/01/2022	

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

Executive summary of audit report

ANJI GUYOU FURNITURE CO., LTD. was located at Baishuiwan Industry Zone, Tianhuangping Town, Anji County, Huzhou, Zhejiang, China. The number of factory business license was 9133052305011302XE, it was founded on Jul.5, 2012. There were totally 38 workers in the factory. The factory specialized in manufacturing of office chair, game chair, etc. The main production activities were woodworking, adhesive spraying, cutting, sewing, assembling, inspection and packing, etc.

The factory management were actively cooperated with the audit. The main auditee had established the written procedures to implement the requirement of Amfori BSCI. Responsible person on implementation of Amfori BSCI requirement, health & safety, regulation assessment were appointed by top management. The non compliances were observed in below performance areas: Social Management System and Cascade Effect, Workers Involvement and Protection, Fair Remuneration, Decent Working Hours, Occupational Health and Safety. The HR manager and worker's representative attended the opening meeting and closing meeting. The onsite CAP was signed by HR manager and worker's representative. In addition, the factory management stated that they would establish the improvement plan and improve the non-compliances issued in the audit as soon as possible.

The auditee provided the attendance records from Jan.1, 2020 to Jan.27, 2021 for review. Based on attendance records review for 5 sample checked workers, it was noted that workers regular worked from Monday to Friday, 8 hours per day (In the winter time from October to April, workers worked from 8:00-11:30, 12:30-17:00. In the summer time from May to September, workers worked from 7:30-11:30, 13:00-17:00) , 40 hours per week, OT 0-2 hours on weekdays and worked 0-8 overtime hours on Saturday occasionally; Workers had rest every Sunday. The maximum amount of daily/monthly overtime hours were 2 hours /64 hours and the max. weekly working hours were 54 hours for production workers.

Based on the payrolls review for 5 sample checked workers from Jan. 2020 to Dec. 2020, it was noted that workers' wage were paid by hourly rate and workers' minimum wage was RMB 16.8 per hour which was more than the legal minimum wage requirement. Paid annual leaves, etc. were provided to them. Workers' wage was paid by cash on 18th of each following month.

Remark:

1. Based on document review, management interview and on-site observation, the auditee rented one 4-storey production building from Anji Chunfeng Bamboo Products Factory Co., Ltd and used as workshops, warehouse and office. The lease contract and the copy of business license of the landlord were provided for review. The audit scope was just focused on the rented area of the auditee.
2. The factory failed to provide the Fire-fighting acceptance certificate for review which made this document was unable to be uploaded to the Amfori BSCI online system.
3. There was no comprehensive time approval used by the auditee which made this document was unable to be uploaded to the Amfori BSCI online system.
4. The audit was only conducted by LA Shirley Shi (APSCA number was: RA21702087).

Ratings Summary



Auditee's background information			
Auditee's name :	ANJI GUYOU FURNITURE CO., LTD.	Legal status :	Limited Company
Local Name :	安吉顾友家具有限公司(Business licence registration number: 9133052305011302XE)	Year in which the auditee was founded :	2012
Address :	Baishuiwan Industry Zone, Tianhuangping Town, Anji County,	Contact person (please select) :	Lele Hu
Province :	Zhejiang	Contact's Email :	guyoubsci@163.com
City :	Huzhou	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	Nil
Country :	China	Website of auditee (if applicable) :	www.chairoem.com
GPS coordinates :	30°33' 39"N, 119°38'30"E	Total turnover (in Euros) :	5000000.00
Sector :	Non-Food	Of which exports % :	90.00
Industry :	Construction	Of which domestic market % :	10.00
If other, please specify :		Production volume :	150000 PCS per year
Product Group :	Furnitures	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	Office Chair, Game Chair		

Auditee's employment structure at the time of the audit		
Total number of workers :	38	Total number of workers in the production unit to be monitored (if applicable) :
		0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	19	19
Temporary workers	0	0
In management positions	3	1
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	10	12
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	19	19
Production based workers	0	0
With shifts at night	0	0
Unionised	0	0
Pregnant	-	0
On maternity leave	-	0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: D	Deadline date:27/04/2021
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory had established relevant documented policy and procedures on social accountability on Mar.21, 2018, such as the procedures on hiring, subcontracting, dealing with grievances, training workers, promoting ethical behaviour were established by the factory. And the factory preformed internal audit and management review for CSR system once per year and also performed assessment for main suppliers on CSR system once per year. The last social responsibility internal audit was conducted on Oct.17, 2020. 工厂已于2018年3月21日建立了书面的社会责任政策和程序,如程序中包括招聘,分包,申诉系统,员工培训,反腐败等内容。工厂每年定期进行社会责任体系的内审和管理评审以及主要供应商的年度评审。最近一次社会责任内审的时间为2020年10月17日。</p> <p>1.1 - The main auditee partially respected this principle because the factory did not establish an effective management system to implement the amfori BSCI Code of Conduct and ensure that the amfori BSCI values and principles were followed in a satisfactory manner for all performance areas. The performance areas needed improvements were as follows: PA1-2, PA5-7. 主要被审核方部分遵循该准则。因为工厂没有建立有效的管理体系去实施amfori BSCI行为准则以及确保amfori BSCI的价值和所有准则能被满意的体现,本次审核需改善的PA有PA1-2, PA5-7。</p> <p>1.4 - The main auditee partially respected this principle because the factory had realistically calculated the costs of production and delivery times. But the factory did not provide the related document and records on capacity planning for review. In addition, based on electric attendance records review, workers' monthly OT hours exceeded the legal requirement. The max. monthly OT hours were 64 hours. 主要被审核方部分遵守该准则。原因是工厂了解如何计算生产产能和订单周期,但无任何计算方法和记录保留。另外根据工厂提供的考勤记录显示,员工的月加班时间超法规要求,最大月加班时间为64小时。</p>	
Remarks from Auditee:	
Performance Area 2 : Workers Involvement and Protection	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: C	Deadline date:27/04/2021
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory had established relevant documented policy and procedures on social accountability on Mar.21, 2018. The training on Amfori BSCI Code of Conduct and workers rights and so on were provided to the workers, workers representative and management, Amfori BSCI Code of Conduct and Poster was posted for learning. In addition, one worker representative was elected by workers freely on Oct.20, 2020. According to interview statement with workers representative and workers, they were familiar with workplace-related issues, their labour right e.g. the law, work contracts, job description, working rules. It was noted that the main auditee had an effective grievance mechanism: the mechanism consisted of using suggestion boxes, worker representative and an open door policy on coming up with suggestion directly to workers' supervisor. 工厂已于2018年3月21日建立了工人参与与保护相关政策及程序文件,提供了管理人员,工人和工人代表关于Amfori BSCI行为准则和工人权利等方面培训,Amfori BSCI行为准则和海报均张贴在现场。此外,工厂员工在2020年10月20日自由选举了1名员工代表。根据员工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。审核过程发现,工厂已建立了申诉系统,员工可通过意见箱,员工代表或直接和主管进行沟通等方式提供投诉。</p> <p>2.2 - The main auditee did not respect this principle because the main auditee had not defined effective long-term goals for protecting workers. 主要被审核方未遵守该准则。原因是被审核工厂没有制定有效的保护工人的长期目标。</p> <p>2.5 - The main auditee did not respect this principle because based on workers interview, 40% interviewed workers did not clearly know the responsibility of the workers representative. 主要被审核方未遵循该准则。原因是根据员工访谈了解,访谈的40%员工对员工代表的职责不是很清楚了解。</p>	
Remarks from Auditee:	
Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Refer to PA 2, one worker representative was elected by workers freely on Oct.20, 2020. No collective bargain agreement was conducted between the factory and workers, but the factory did not prevent workers from bargaining for the agreement. Besides, based on workers interview with the worker representative, he was not discriminated by the factory and he could access to workers and workplace freely. 依照PA2的描述,1名员工代表为员工在2020年10月20日自由选举产生。审核过程中,工厂和员工无集体谈判协议,但工厂也未阻止员工有意愿的时候和工厂谈判。此外,根据员工代表的访谈,员工代表不会被歧视并且可以随时进入车间和员工沟通。</p>	
Remarks from Auditee:	

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory had established the policy and procedure on anti-discrimination on Mar.21, 2018. The policy defined that the factory would not discriminate workers by race, gender and ages etc. Based on workers interview, there was no any discrimination existed in the factory. All interviewees said that all workers had equal opportunity on OT and leaving. In addition, all workers could use suggestion boxes, worker representative or telling to workers' supervisor directly once workers' right was infringed.</p> <p>工厂已于2018年3月21日制定了反歧视的政策及程序文件，反歧视政策中表明工厂不会因为种族，性别，年龄等原因对员工区别对待。每位员工的加班机会和下班时间均一样。根据员工访谈了解，工厂内没有歧视现象存在，且若员工的权利受到任何侵害，员工可通过意见箱，员工代表或直接和主管进行沟通等方式提供投诉。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: B	Deadline date:27/04/2021
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory had set up wages and benefit paying policy and procedure on Mar.21, 2018, which included paid statutory holidays, sick leave, marriage leave and maternity leave etc. Based on the wages from Jan. 2020 to Dec. 2020 provided by the factory, the minimum wage paid by the factory was RMB16.8 per hour by cash on 18th of each following month, which was more than the legal minimum wage requirement.</p> <p>工厂已于2018年3月21日制定了工资支付和福利的政策和程序文件，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2020年1月至2020年12月的工资记录显示，工厂在每月18日以现金的方式支付员工上一个月的工资，员工的最低工资为16.8元每小时，高于当地法规要求的最低工资要求。</p> <p>5.5 - The main auditee did not respect this principle because the factory did not provide social insurance to workers as per legal requirement. There were total 38 workers worked in the factory. 4 workers had been retired and no new employee who was hired within one month. Therefore, 34 workers should be provided with social insurance. Based on social insurance payment records review, the factory only provided 31 out of total 34 workers with medical, retirement, maternity, unemployment and accident insurance. Besides, 8 workers had been provided with commercial accident insurance. The period of validity was from Nov.1, 2020 to Oct.31, 2021. There was no other social insurance provided for workers. Interviewed workers who were not provided with social insurance claimed they abandoned social insurance voluntarily, since they had purchased rural insurance before entry. However, they could not provide relevant receipt for review during the audit.</p> <p>主要被审核方未遵守该准则。因为工厂未按照法规要求给所有人员提供所有险种社保。工厂总人数38名，退休员工4名，无一个月内新入职的员工。工厂应该给34名员工提供社保。根据工厂提供的社会保险缴费记录显示，工厂仅给34名员工中的31名员工提供了养老，医疗，生育，失业和工伤保险，给8名员工提供了商业意外险，有效期为2020年11月1日至2021年10月31日，剩余员工没有参加其他任何保险。访谈中未参保的工人们确认他们自愿放弃社保，因为他们入职前已经购买了农保，但审核中他们无法提供相关的凭证以供审核。</p>	
Remarks from Auditee:	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: D	Deadline date:27/04/2021
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT:	
<p>The factory had established the policy of working hours control on Mar.21, 2018. And workers' attendance records were recorded by fingerprint attendance record machine. Based on attendance records review from Jan.1, 2020 to Jan.27, 2021, workers worked 8 hours per day (In the winter time from October to April, workers worked from 8:00-11:30, 12:30-17:00. In the summer time from May to September, workers worked from 7:30-11:30, 13:00-17:00) , 5 days per week. Workers regular worked from Mon. to Fri., OT 0-2 hours on weekdays, 0~3 times per week and OT 0-8 hours on Saturday usually. All workers enjoyed one day off per seven days and the production season in the factory was not obvious. Besides, based on attendance records review, it was noted that the workers' max. monthly OT hours were 64 hours and the max. weekly working hours were 54 hours. The workers had right to choose overtime or not. Overtime wages were paid at 150%/200% on weekdays/rest days respectively. And no worker had overtime work on statutory holiday. Besides, all employees were free to rest for a few minutes if they felt tired during the working hours.</p> <p>工厂已于2018年3月21日制定了工时控制政策, 并采用指纹考勤机记录员工的上班时。根据员工2020年1月1日-2021年1月27日的考勤记录显示, 员工每天上班8小时(10月至4月为冬令时, 员工的工作时间为8:00-11:30, 12:30-17:00。5至9月为夏令时, 员工的工作时间为7:30-11:30, 13:00-17:00), 每周5天, 正常工作日为周一至周五。工厂平时也会根据生产订单安排晚上加班0-2小时,0~3次每周, 周六工厂通常会依据生产订单进行加班0-8小时, 工厂保证了所有员工享受7休一, 工厂无明显的生产淡旺季。此外, 根据考勤记录显示, 员工的最大月加班时间为64小时, 最大周工时为54小时。员工可自愿选择是否加班, 平时晚上加班的加班费为正常工资的1.5倍, 周末加班的加班费为正常工资的2倍。此外, 工厂从未安排员工法定假日期间加班。员工在工间如果觉得疲惫, 可自由选择休息几分钟。</p> <p>6.2 - The main auditee did not respect this principle because the main auditee did not ensure the overtimes of workers in accordance with the legal requirement. All workers' attendance records were recorded by electronic attendance machine. And based on the attendance record provided from Jan.1, 2020 to Jan.27, 2021, it was noted that workers' max. daily OT hours were 2 hours. The max. weekly working hours were 54 hours. But all sample checked workers' maximum monthly overtime working hours had exceed 36 hours except Jan. 2020 and Feb. 2020. The maximum worker's monthly overtime working hours were 64 hours including 24 weekday overtime hours and 40 weekend overtime hours (such as happened in May 2020 and Aug. 2020).</p> <p>主要被审核方未遵守该准则因为工厂未确保员工加班时间符合法规要求。所有员工的考勤通过电子考勤机记录。根据工厂提供的2020年1月1日-2021年1月27日考勤供查看, 员工的最大日加班时间为2小时, 最大周工时为54小时。但所有抽样工人月加班时间均超36小时,除了2020年1月和2月, 最大月加班时间为64小时, 包括24小时工作日加班及40小时周末加班(如2020年5月, 8月)。</p>	
Remarks from Auditee:	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: B	Deadline date:27/04/2021
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory had established the HS procedures on Mar.21, 2018. The HS Committee was organized to inspect the HS in the workplaces regularly and reduce HS accidents. The regular meeting on HS Committee was held and the meeting records were saved. The injury accident records were saved and showed that no any injury case occurred in the factory. The EHS training such as operational safety and fire drills were provided to the workers and management, parts of workers were aware of HS risks. And the latest fire drill was conducted on Oct.22, 2020. Based on onsite check, the sufficient fire extinguishers, fire hydrants and fire alarms were equipped at all areas and would inspect per month, the inspection records were saved. The drinking water and first aid kits, etc. were provided to the worker for using free of charge. Based on workers, management interview and on-site observation, there was no transportation, canteen or dormitory provided for workers.</p> <p>工厂已于2018年3月21日建立了健康安全政策。工厂成立了健康安全委员会，定期检查现场的健康安全，减少健康安全事故。健康安全委员会定期组织会议并保留了会议记录。保留了工伤记录，显示无工伤案例发生。关于健康安全培训如安全操作和消防演习提供给工人和管理人员，部分工人有安全意识。最近一次的消防演习时间为2020年10月22日。所有区域安装了足够的灭火器，消防栓和警铃，工厂每月进行检查并保留了检查记录。饮用水和急救药箱等免费给工人使用。根据员工访谈，管理层访谈和现场审核，工厂未提供交通工具，食堂和宿舍给员工。</p> <p>7.1 - The main auditee partially respected this principle because the factory had established complete management system on health and safety, included the identify and awareness of related legal regulation, health and safety check, training, etc. But there were still some health and safety issues were identified during the audit day due to management negligence, such as the inadequate management of equipment safety protection, etc. 主要被审核方部分遵循该准则，因为工厂已建立完整的健康安全管理体系，包括相关法规的识别与了解，健康安全检查，培训等，但是由于管理疏忽，审核当天还是发现了部分健康安全方面的问题点，如设备防护等方面的管理不足等。</p> <p>7.3 - The main auditee did not respect this principle because the factory did not carry out regular risk assessment for safe, healthy and hygienic working conditions. Besides, the factory did not provide No pre-job, on-service and post-service occupational diseases examination for workers who engaged in work with hazardous working condition, such as workers in the nailing, adhesive spraying, woodworking workshops, etc. 主要被审核方未遵循该准则。原因是工厂没有针对安全，健康和卫生工作条件进行定期的风险评估，且工厂没有为接触职业病危害岗位的员工提供岗前，在岗和离岗的职业病健康体检，如枪钉，喷胶，木工等车间的员工等。</p> <p>7.7 - The main auditee did not respect this principle because 4 barrels of machines oil were not identified with safety labels and equipped with secondary containments. Besides, the MSDS was not available on-site. 主要被审核方未遵循该原则，因为4桶润滑油无安全标识，无二次容器且无MSDS。</p> <p>7.11 - The main auditee partially respected this principle because the factory had provided the Building acceptance certificate for review. But the factory failed to provide the Fire-fighting acceptance certificate for review. 主要被审核方部分遵循该原则，因为工厂提供了竣工验收报告但未提供消防验收报告。</p> <p>7.17 - The main auditee did not respect this principle because all sewing machines had been installed with finger guards. But the finger guards were installed too high which were installed ineffectively. Besides, the pedal plate of 3 nailing machines were not installed with protective covers. And one nailing machines' pulley guards were not installed completely. 主要被审核方未遵循该原则，因为所有平车已安装护指环，但护指环安装过高导致安装无效。此外3台打钉机无脚踏板防护罩，一台打钉机皮带轮防护罩防护不全。</p>	
Remarks from Auditee:	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The policy of recruiting had been set up by the factory on Mar.21, 2018. And it regulated that the factory would not recruit workers under 16. Besides, the factory would check workers' ID during recruiting and HR specialist knew the skills of asking workers' experience and ages when she had any doubt of workers' ID card or age. Meanwhile, the factory established remediation measure of child labor in order to set up measure of recruiting child labor incidentally. After checking all personnel files of workers, no child labor was identified in the factory. Based on roster review, the youngest worker in the factory was 24 years old.</p> <p>工厂已于2018年3月21日制定了合适的招聘政策，政策规定工厂不招16岁以下的员工。此外，员工入职时工厂均会查看员工的身份证并且当人事专员对员工年龄有怀疑时，会通过有技巧地面谈以核实员工情况。同时工厂制定了童工补救措施以防万一发现童工的应对措施。在审核过程中，通过查阅所有员工的人事资料，未发现有任何童工存在。根据花名册显示，最小员工为24岁。</p>	
Remarks from Auditee:	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The policy of young worker protection had been made by the factory on Mar.21, 2018. The factory management understood the legal requirement of young workers according to interview with management. Based on roster review, there was no any young worker identified in the factory. Besides, the youngest worker was 24 years old. 工厂已于2018年3月21日制定了未成年工的保护政策, 根据管理层访谈了解, 工厂管理层了解如何依照法规要求保护未成年工。根据花名册显示, 工厂内无未成年工。此外, 工厂内最小员工为24岁。	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The factory had established the recruitment procedure on Mar.21, 2018. Based on workers interview, it was noted that the factory would sign labor contract with each employee when the employee entered into the factory. The workers' labor contracts would be renewed by once per three years and one copy of labor contract would be provided for each worker. Based on document review, the contracts statement included the description of working hours, training, rest time and leave, remuneration, terms of payment, etc. 工厂已于2018年3月21日制定了招聘程序文件。根据员工访谈了解, 工厂会在员工入厂时和每位员工均签订劳动合同, 并且所有员工会得到一份劳动合同副本。此外, 所有员工的合同会每3年续签一次。根据文件审核, 劳动合同内容会包括工时, 培训, 休息时间和假期, 报酬和支付条件等。	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The factory had established the policy on anti-forced labor on Mar.21, 2018. The management understood well the scope of forced labor. And according to onsite observation and interview statement of workers, workers confirmed that there was no any force labor existed in the factory, for example, they could resign according to legal requirement and they could leave the factory freely without being searched, etc. In addition, no inhumane or degrading treatment was found during the audit and according to interview with workers. 工厂已于2018年3月21日制定了反强迫劳动的政策, 工厂负责人理解哪些方式是属于强迫劳动的范畴。依据现场观察和员工访谈, 员工也很清晰地表明工厂内无任何强迫劳动的现象, 例如员工可以依照法规要求提出辞工而不会被克扣工资, 可以自由离开工厂等。而且, 员工也未遇到任何被侮辱或非人道的待遇。	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: Factory had established energy saving policy and environmental protection procedure on Mar.21, 2018, and relevant training were provided to workers. The land belonged to the factory was industrial land and water used by the factory was come from municipal water. 工厂已于2018年3月21日制定了节能减排政策及环境保护相关的程序文件, 并且给员工提供了相关环保和节约能源方面的培训, 工厂主要使用当地市政提供的自来水, 并且工厂用地属于工业用地。	
Remarks from Auditee:	

Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 204170] Audit Date: 28/01/2021 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The factory had established the procedures on ethics and integrity on Mar.21, 2018, and the factory provided training on ethics and integrity to management and workers regularly. The factory knew the importance of ethics and integrity for long-term development. Entrepreneurship Manager would supervise the key employees. 工厂已于2018年3月21日制定了商业道德诚信政策，并定期给工人和管理人员提供了相关的培训。工厂知道商业诚信对公司长远发展的重要性,企管部经理将实施监督关键人员。	
Remarks from Auditee:	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	28/01/2021	204170	D	C	A	A	B	D	B	A	A	A	A	A	A	C

Producer Photos



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



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



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



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



Photo first aid facilities
Eyewash equipment.JPG



Photo first aid facilities
First aid kit.JPG



Photo of fire safety equipment
Emergency exit sign and escape evacuation plan.JPG



Photo of fire safety equipment
Emergency lighting test.JPG



Photo of fire safety equipment
Fire alarm test.JPG



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



Photo of fire safety equipment
Fire hydrant test.JPG



Photo of fire safety equipment
Light indicating evacuation sign.JPG

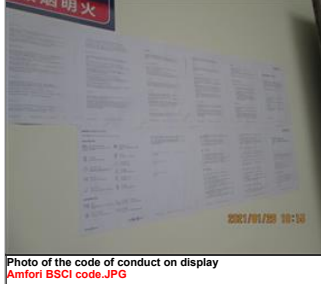


Photo of the code of conduct on display
Amfori BSCI code.JPG



Photo of the inside of the main production hall
Accessories warehouse.JPG



Photo of the inside of the main production hall
Adhesive spraying.JPG



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



Photo of the inside of the main production hall
Attendance record machine test.JPG



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



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



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



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



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



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



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



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



Photo of the personal protection equipments (if applicable)
Steel-mesh gloves.JPG



Photo of the sanitary facilities
Toilet.JPG



Photo of the sanitary facilities
Wash basin.JPG



Photo of non-conformity
NC Finger guard was installed ineffectively.JPG

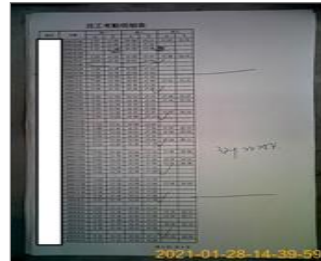


Photo of non-conformity
NC Monthly OT hours exceeded 36 hours 1.jpg

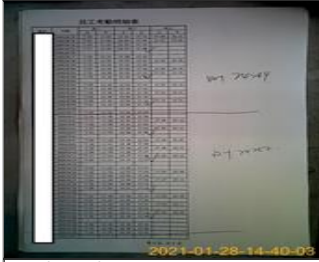


Photo of non-conformity
NC Monthly OT hours exceeded 36 hours 2.jpg



Photo of non-conformity
NC No protective cover.JPG



Photo of non-conformity
NC No secondary containment and no MSDS and no safety labels.JPG



Photo of non-conformity
NC Not all workers were provided with social insurance.jpg



Photo of non-conformity
NC Pulley guard was not installed completely.JPG