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Auditee :	<b>Wenzhou Yazhou Glasses Co.,Ltd</b>
Audit Date From :	<b>21/08/2019</b>
Audit Date To :	<b>22/08/2019</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>TUEV SUD</b>
Auditor's Name(s) :	<b>Michael Gao(Lead)</b>
Auditing Branch (if applicable) :	<b>TUV SUD 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																																							
<b>A</b> <b>Very Good</b>	<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> These are three examples: <table><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	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
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																													
<b>B</b> <b>Good</b>	<ul style="list-style-type: none"><li>• Maximum 3 Performance Areas rated C</li><li>• No Performance Areas rated D or E</li></ul> These are three examples: <table><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	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
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																													
<b>C</b> <b>Acceptable</b>	<ul style="list-style-type: none"><li>• Maximum 2 Performance Areas rated D</li><li>• No Performance Areas rated E</li></ul> These are three examples: <table><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	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
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																													
<b>D</b> <b>Insufficient</b>	<ul style="list-style-type: none"><li>• Maximum 6 Performance Areas rated E</li></ul> These are three examples: <table><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>D</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	D	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.
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	D	E	E	E	E	E																													
<b>E</b> <b>Unacceptable</b>	<ul style="list-style-type: none"><li>• Minimum 7 Performance Areas rated E</li></ul> These are three examples: <table><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	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
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																													
<b>Zero Tolerance</b>	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 :	Wenzhou Yazhou Glasses Co.,Ltd		
DBID number :	393525		
Audit ID :	160511		
Address :	(East Wing Of 3F) No.1 Panqiao Hengyu Road, Ouhai District Wenzhou		
Province :	Zhejiang	Country :	China
Management Representative :	Mr. Dong Jicheng / Business Manager		
Contact person:	Jicheng Dong	Sector :	Non-Food
Industry Type :	Accessories	Product group :	Glassware (eyewear)
Product Type :	Sunglasses and optical glasses		

**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 :	22/08/2020

**Rating per Performance Area (PA)**

PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
D	B	A	A	B	D	A	A	A	A	A	C	A

**Executive summary of audit report**
**[Location and size]:**

The factory was established since August 4, 2014, the business license number: 91330304313505595A, the valid period was from August 4, 2014 - long term, the factory address was (East Wing Of 3F) No.1 Panqiao Hengyu Road, Ouhai District, Wenzhou, Zhejiang, China. The area was about 3,011.5 square meters.

**[Structure of facility]:**

Within the premises, the audited factory used partial 3F of one 5-storey building as office area, workshops and warehouses. No canteen or dormitory was provided to workers.

The main products were sunglasses and optical glasses.

The production processes included incoming materials inspection, cutting, CNC processing, polishing, welding, nailing, printing and packing.

**[Employee analysis]:**

Currently 83 employees are working in the company. Among them 68 are production employees and 15 are non-production employees. Out of 83 employees, 51 are males and 32 are females. All employees are permanent employees. 81 employees are migrant employees from other provinces in China.

**[Summary of working hour]:**

The factory used fingerprint attendance machine to record workers' working time.

The factory provided the attendance records from July 1, 2018 to the audit date, and 11 sampled employees' attendance records of April 2019, May 2019 and June 2019 were reviewed. All employees worked for 5 days (from Monday to Friday) in a week. All employees worked in 1 shift: 7:30-11:30; 13:30-17:30. 2 hours overtime was arranged on working days and 2-3 times per week, 8 hours overtime was arranged on Saturday regularly. No overtime on Sundays or statutory holidays. No obvious peak season was available in the factory. No inconsistency was observed between attendance records and production records.

The maximum working time was 10 hours (8 hours regular time + 2 hours overtime) per day, 54 hours (40 hours regular time + 14 hours overtime) per week.

The maximum weekly overtime hours were 14 hours, the maximum monthly overtime hours were 58 hours.

**[Summary of compensation]:**

The factory provided payroll records from July 2018 to June 2019, and 11 sampled employees' payroll records of April 2019, May 2019 and June 2019 were reviewed, wages were issued no later than 31th of following month by cash. The lowest basic wage paid to employees was RMB14.4 per hour, which was higher than the local legal minimum wage standards: RMB2,010 per month, RMB11.55 per hour since December 1, 2017. The overtime was paid as 150% and 200% of normal rate for the overtime on weekdays and Saturday respectively. No deduction and withholding were made from wages.

**[Summary of interview]:**

Worker interview were conducted by individual and in group.

Randomly selected 11 employees, no complaint was raised.

**[Special scene during on site observed]:**

1. There were 7 buildings in the audited location and all the buildings belonged to Wenzhou Jiayun Garment Co Ltd, Wenzhou Yazhou Glasses Co Ltd only rented partial 3F of one 5-storey building with business license and lease contract provided, so this audit only covered the areas used by Wenzhou Yazhou Glasses Co Ltd. The other areas and buildings were used by other factories with independent business licenses, no any management or worker exchanging was observed.

2. No contractor or agency was used by the factory, which made the contractor license and agency labor contract not applicable.

3. No government waiver was obtained by the factory, which made the government waiver not applicable.

4. No collective bargaining agreement was available in the factory, which made the collective bargaining agreement not applicable.

5. The factory did not obtain approval document of environmental impact assessment and environmental protection acceptance checks report for completed construction project, so no environmental license could be uploaded.
6. No construction completion acceptance report of factory building was provided, so no construction completion acceptance report could be uploaded.
7. Both of the 2 local employees were finance management, so no local employee was sampled for interview.
8. There were total 83 employees in the factory during this audit. The social insurance receipts of July 2019 indicated that the factory provided injury insurance to 84 employees, there were 84 employees in the factory in July 2019 and 1 of them resigned from the factory at the end of July 2019.
9. Auditor: Michael Gao, APSCA number: 21700825.

**Ratings Summary**


Auditee's background information			
Auditee's name :	Wenzhou Yazhou Glasses Co.,Ltd	Legal status :	Ltd company
Local Name :	温州市雅洲眼镜有限公司 (91330304313505595A)	Year in which the auditee was founded :	2014
Address :	(East Wing Of 3F) No.1 Panqiao Hengyu Road, Ouhai District	Contact person (please select) :	Jicheng Dong
Province :	Zhejiang	Contact's Email :	andy@iazo.com.cn
City :	Wenzhou	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	English
Country :	China	Website of auditee (if applicable) :	None
GPS coordinates :	N 27°56'6" E 120°35'17"	Total turnover (in Euros) :	1430000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Accessories	Of which domestic market % :	0.00
If other, please specify :		Production volume :	120,000 pairs per month
Product Group :	Glassware (eyewear)	Production cost calculation :	No
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Sunglasses and optical glasses		

Auditee's employment structure at the time of the audit		
Total number of workers :	83	Total number of workers in the production unit to be monitored (if applicable) :
		0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	51	32
Temporary workers	0	0
In management positions	4	4
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	50	31
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	51	32
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 - 160511] Audit Date: 21/08/2019 PA Score: D

Deadline date:31/12/2019

#### **GOOD PRACTICES:**

None

#### **AREAS OF IMPROVEMENT:**

The factory had established social compliance management system, management manual and procedure documents. The factory appointed Mr. Dong Jicheng / Business Manager as social compliance management representative, who was responsible for the monitoring of social compliance management system. Internal audit and management review for the social compliance management system were conducted annually. The factory had established law obtaining procedure and obtained social compliance relevant law list. The signed BSCI COC, TOI and annual social compliance assessment records of significant business partners were provided for audit. The production cost and production capacity planning procedure was established. No homework was used by the factory. However, gaps had been identified in the performance area.

工厂已经建立了社会责任管理体系、管理手册和程序文件。工厂任命董继承/业务经理作为社会责任管理者代表，负责监控社会责任管理体系。工厂每年进行一次社会责任管理体系的内审和管理评审。工厂已经建立了法规获取程序并取得了社会责任相关法规清单。重要合作伙伴签署的BSCI COC、TOI和年度社会责任评估记录都有提供给审核。工厂建立了生产成本和产能规划程序。工厂没有使用家庭工。但是，在该执行领域仍然存在差距。

**1.1 -** The factory had established social compliance management system, management manual and procedure documents, appointed social compliance management representative, conducted system internal audit and management review. However, issues were identified in some performance areas during the audit, such as PA2, PA5, PA6, PA7, etc.

工厂已经建立了社会责任管理体系、管理手册和程序文件，任命了社会责任管理者代表，进行了体系内审和管理评审。但是，本次审核在一些执行领域发现了问题，比如PA2、PA5、PA6、PA7等。

**1.4 -** The production cost and production capacity planning procedure was established, but the procedure was not implemented effectively and workers worked for excessive monthly overtime in all sampled months.

工厂建立了生产成本和产能规划程序，但是该程序没有被有效执行且所有抽样月份员工都有月加班超时的情况。

#### **Remarks from Auditee:**

### Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: B

Deadline date:30/11/2019

#### **GOOD PRACTICES:**

None

#### **AREAS OF IMPROVEMENT:**

The factory had established annual training plan, all trainings were conducted accordingly, relevant training records were provided. The factory provided pre-job training to each new employee on the date of enrollment. The factory had established employee manual and factory rules, the training about employee manual and factory rules were provided to all employees on March 12, 2019. 2 worker representatives were elected by workers themselves on March 22, 2019, exchanging meeting on workplace issues between management and worker representatives were hold regularly with relevant meeting records provided. BSCI Code of Conduct in local language was posted in noticeboard. Grievance procedure was established and suggestion box was installed in the factory. The factory had established long term goals for protecting workers. However, gaps had been identified in implementation.

工厂已经建立了年度培训计划，所有培训都按照计划进行，工厂提供了相关的培训记录。工厂在入职当天给每个新员工都提供了入职培训。工厂已经建立了员工手册和厂规厂纪，工厂在2019年3月12日给所有员工提供了关于员工手册和厂规厂纪的培训。2019年3月22日由员工自己选举出2名员工代表，管理层与员工代表定期就工作场所问题开交流会并提供了相关的会议记录。当地语言的BSCI行为准则张贴在宣传栏中。工厂建立了申诉程序且工厂安装了意见箱。工厂已经建立了保护员工的长期目标。但是，在执行的过程中还是有差距。

**2.2 -** The factory had established long term goals for protecting workers, but they did not monitor the goals regularly.

工厂已经建立了保护员工的长期目标，但是工厂没有定期监控目标。

**2.4 -** BSCI Code of Conduct in local language was displayed in noticeboard, but the interviewed worker representative was not clear about the content of BSCI.

当地语言的BSCI行为准则张贴在宣传栏中，但是受访的员工代表不了解BSCI内容。

#### **Remarks from Auditee:**



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

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A

Deadline date:

#### **GOOD PRACTICES:**

None

#### **AREAS OF IMPROVEMENT:**

The freedom of association procedure was established, which stated that the factory respected workers rights of freedom of association and collective bargaining. Grievance procedure was established, worker could raise suggestion or complaint via worker representatives, suggestion box, supervisor, etc. The worker representative management procedure was established, 2 worker representatives were elected by workers themselves on March 22, 2019. No discrimination against worker representatives was found in the factory, and the worker representatives could access to workers in workplace during working time.

工厂建立了自由结社程序。程序表明工厂尊重员工自由结社和集体谈判的权利。工厂建立了申诉程序, 员工可以通过员工代表、意见箱、主管等反应意见或投诉。工厂建立了员工代表管理程序, 2019年3月22日由员工自己选举出2名员工代表。在工厂未发现员工代表被歧视, 且员工代表可以在工作时间内在工作场所接触员工。

#### **Remarks from Auditee:**

### Performance Area 4 : No Discrimination

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A

Deadline date:

#### **GOOD PRACTICES:**

None

#### **AREAS OF IMPROVEMENT:**

The factory had established anti-discrimination procedure and the factory had taken necessary preventative measures to ensure no discrimination would be happened. Based on interview and document checking, no discrimination issue was found in the factory. Training about anti-discrimination procedure was provided to all employees on May 10, 2019.

工厂已经建立了反歧视程序且工厂已经采取了必要的预防措施来确保不会有歧视的问题发生。从访谈和文件查阅得知, 工厂未发现歧视的问题。工厂在2019年5月10日给全体员工提供了关于反歧视程序的培训。

#### **Remarks from Auditee:**

### Performance Area 5 : Fair Remuneration

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: B

Deadline date:31/10/2019

#### **GOOD PRACTICES:**

None

#### **AREAS OF IMPROVEMENT:**

The local legal minimum wage document was collected by the factory, which was RMB2,010 per month, RMB11.55 per hour since December 1, 2017. The factory had established employee manual, which stated that wage was paid to employees no later than 31th of the following month by cash, the wage was calculated by hourly rate, the factory provided annual leave, marriage leave, funeral leave, etc. to all employees. Per the sampled payrolls, the minimum wage in the factory was RMB14.4 per hour, which was higher than the local legal minimum wage standards. No illegal deduction was made. However, gaps had been identified in this performance area.

工厂收集了当地法定最低工资文件, 2017年12月1日后每月2010元, 每小时11.55元。工厂已经建立了员工手册, 手册表明工资在不晚于下个月的31号通过现金的方式发放给员工, 工厂的工资是时薪制, 工厂给所有员工提供年假、婚假、丧假等。从抽样的工资表得知, 工厂的最低工资为每小时14.4元, 高于当地法定最低工资标准。工厂没有非法扣款的情况。但是, 在该执行领域仍然存在差距。

**5.4 -** Although the actual pay in the factory was comply with local law requirement, but the factory management was not clear about the decent living wage and local living cost.

工厂的实际工资符合当地法规要求, 但是工厂管理人员不了解体面生活工资和当地生活成本。

**5.5 -** There were total 83 employees in the factory (No retiree/temporary/dispatch/newly joined employee), auditor checked the social insurance receipts of May 2019, June 2019 and July 2019, per the social insurance receipts of July 2019, the factory only provided retirement insurance, medical insurance, unemployment insurance and maternity insurance for 23 employees, the coverage was 28%; Injury insurance for all employees, the coverage was 100%. The factory did not provide commercial injury insurance to employees as they had provided injury insurance to all employees. Per interview, the employees were unwilling to purchase social insurance as they had to pay the personal part for social insurance if purchased. Labor Law of the People's Republic of China (1994), Article 72 & Article 73.

工厂一共有83人(无退休员工/临时工/派遣工/新进员工), 审核员查看了2019年5月、2019年6月和2019年7月的社保收据, 2019年7月社保收据显示工厂只为23人提供了养老保险、医疗保险、失业保险和生育保险, 参保率28%; 为所有人提供了工伤保险, 参保率100%。由于工厂已经为所有人提供了工伤保险, 工厂没有为员工提供商业意外保险。从访谈得知, 员工不愿意购买社保是因为如果购买他们需要支付社保的个人部分。

#### **Remarks from Auditee:**



## Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: D

Deadline date:31/12/2019

### GOOD PRACTICES:

None

### AREAS OF IMPROVEMENT:

The factory had established employee manual, which stated that the factory defined from Monday to Sunday as a week, normal working hours were 8 hours per day, 5 days per week and 40 hours per week, one shift was arranged for all employees, working time was 7:30-11:30; 13:30-17:30, the factory used fingerprint attendance machine to record workers' normal working time and overtime. Per the sampled attendance records, maximum 2 hours overtime per day, maximum 14 hours overtime per week, maximum 58 hours overtime per month and 1 day off after 6 days consecutive working days was guaranteed, no overtime was arranged on Sunday or Statutory holidays. The overtime wage was paid according to local law requirement. Per workers interview, workers confirmed that they worked overtime voluntarily. However, gaps were identified in implementation.

工厂已经建立了员工手册, 手册表明工厂定义周一到周日为一周, 正常工作时间为每天8小时, 每周5天, 每周40小时, 所有员工上班为1班制, 工作时间为7:30-11:30; 13:30-17:30, 工厂使用指纹考勤机来记录员工的正常工作时间和加班时间。从抽样的考勤得知, 最大日加班2小时, 最大周加班14小时, 最大月加班58小时, 连续工作6天后保证有1天休息, 周日和法定假日没有安排加班。工厂的加班费按照当地法规要求支付。从员工访谈得知, 员工确认他们加班自愿。但是, 在执行的过程中还是有差距。

- 6.2 -** 11 workers' attendance records and payroll records of April 2019, May 2019 and June 2019 were sampled, it was noted that all of the 11 sampled workers' monthly overtime hours were 56 hours in April 2019, 58 hours in May 2019 and 54 hours in June 2019, which exceeded local law limit of 36 hours overtime per month. Labor Law of the People's Republic of China (1994), Article 41.  
抽取了11名工人在2019年4月, 2019年5月和2019年6月的考勤及工资记录, 发现全部11个抽样工人在2019年4月的月加班时间为56小时, 2019年5月的月加班时间为58小时, 2019年6月的月加班时间为54小时, 超过当地法律月加班36小时的限制。

### Remarks from Auditee:

## Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A

Deadline date:30/11/2019

### GOOD PRACTICES:

None

### AREAS OF IMPROVEMENT:

The factory had established fire safety committee and EHS committee, the relevant organization charts were provided; Fire drill was conducted twice per year, the latest one was conducted in April 2019; Risk assessment records on occupational health and safety were provided; Sufficient fire extinguishers, fire hydrant and fire alarm were installed in workshops and warehouses; Evacuation plan was posted near each emergency exit; Emergency light and exit sign were installed above each emergency exit; Sprinkler system was installed in the factory building; Potable water was provided to workers and the testing report of potable water was provided; Sufficient first aid boxes were provided in workshops and warehouses; 2 qualified first aiders were available in the factory; The toilets were kept clean and installed with privacy doors, liquid soap and toilet papers were provided in toilets. However, gaps have been identified in implementation. 7.21 N/A. No canteen was provided by the auditee. 7.23 N/A. No transportation was provided by the auditee. 7.24 N/A. No dormitory was provided by the auditee.

工厂已经建立了消防安全委员会和环境健康安全委员会并提供了相关的组织架构图; 工厂每年进行两次消防演习, 最近一次是在2019年4月; 工厂提供了职业健康安全风险评估记录; 车间和仓库都安装了足够的灭火器、消防栓和火警铃; 每个紧急出口附近都张贴了逃生图; 每个紧急出口上方都安装了应急灯和安全出口标示; 工厂建筑安装了喷淋系统; 工厂提供了饮用水给员工, 并且提供了饮用水的检测报告; 车间和仓库都提供了足够的急救药箱; 工厂有2名具有资质的急救员; 工厂厕所保持的很干净且安装了隐私门, 厕所里提供了洗手液和厕纸。但是, 在执行的过程中还存在差距。7.21不适用。被审核方没有提供食堂。7.23不适用。被审核方没有提供交通工具。7.24不适用。被审核方没有提供宿舍。

- 7.1 -** The factory complied with occupational health and safety regulations in most areas, but some areas still needed to be improved, such as PA7.3, PA7.4, etc.  
工厂在大部分区域都遵守职业健康安全法规, 但有一些地方仍需改善, 例如PA7.3、PA7.4等。
- 7.3 -** The factory had conducted risk assessment for occupational health and safety, however, the factory did not provide occupational health checkups to the employees who were contacting with chemicals, dust and noises during working. PRC Law on Prevention and Control of Occupational Diseases (2002) Amendment (2017), Article 35. The factory did not conduct occupational hazard factor testing for production workshops. Regulation on Supervision and Control of Occupational Health in Workplaces (2012), Article 20.  
工厂已经进行了职业健康安全风险评估, 但是, 工厂没有给工作时接触化学品、粉尘和噪音的员工提供职业健康体检。工厂没有为生产车间进行职业危害因素检测。
- 7.4 -** Workers and their representatives were not involved in occupational health and safety risk assessment.  
员工和员工代表没有参与职业健康安全风险评估。
- 7.6 -** Gas mask was provided to printing workers, but no rubber gloves were provided to printing worker. PRC Work Safety Law (2002), Amendment (2014), Article 42.  
工厂给印刷员工提供了防毒面具, 但是工厂没有给印刷员工提供橡胶手套。
- 7.7 -** MSDSs of chemicals were posted onsite, but no secondary containers were provided for the storage of some chemicals. Regulations on Dangerous Chemical Safety Management (2002), Amendment (2011), Article 20.  
化学品的物质安全资料表张贴在现场, 但是部分化学品没有使用二次容器存放。
- 7.11 -** Fire permit of factory building was provided, but no construction completion acceptance report of factory building was provided, the building was built in 2014. PRC Construction Law (1998), Amendment (2011), Article 61.  
工厂提供了工厂建筑的消防验收报告, 但是没有提供工厂建筑的竣工验收报告, 该建筑是在2014年建成的。

### Remarks from Auditee:

Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The factory had established recruitment procedure and no child labor procedure, which stated that no child labor could be hired in the factory, and they would verify the ID card during hiring, ID card verification methods were also established. Child labor remediation procedure was established. The youngest worker in the factory was 19 years old.</p> <p>工厂已经建立了招聘程序和禁止童工程序, 程序表明工厂不允许招聘童工, 工厂在招聘时会验证身份证, 工厂也建立了身份证验证方法。工厂建立了童工补救程序。工厂最小的员工是19岁。</p>	
<b>Remarks from Auditee:</b>	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The factory had established young worker protection procedure, which stated that they would provide health checkups to young worker, and arrange young worker to be registered in local labor bureau. Risk assessment of young workers was conducted and the risk assessment records were provided. The youngest worker in the factory was 19 years old.</p> <p>工厂已经建立了未成年工保护程序, 程序表明工厂将会给未成年工提供健康体检, 安排未成年工去当地劳动局进行登记。工厂进行了未成年工风险评估并提供了风险评估记录。工厂最小的员工是19岁。</p>	
<b>Remarks from Auditee:</b>	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A	Deadline date:31/10/2019
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>The factory had established annual training plan, all trainings were conducted accordingly, relevant training records were provided. The factory provided pre-job training to each new employee on the date of enrollment. The factory had established employee manual and factory rules, the training about employee manual and factory rules were provided to all employees on March 12, 2019. The factory signed labor contract with each employee within one month after employment and copy of the labor contract was provided to employee. No dispatched workers, seasonal workers, migrant workers from other countries, summer job workers, apprentice workers and temporary workers were hired by the factory. However, gaps have been identified in implementation.</p> <p>工厂已经建立了年度培训计划, 所有培训都按照计划进行, 工厂提供了相关的培训记录。工厂在入职当天给每个新员工都提供了入职培训。工厂已经建立了员工手册和厂规厂纪, 工厂在2019年3月12日给所有员工提供了关于员工手册和厂规厂纪的培训。工厂在每个员工入职一个月内与员工签订劳动合同, 并且提供劳动合同副本给员工。工厂没有雇佣派遣工、季节工、外国劳工、暑期工、学徒工以及临时工。但是, 在执行的过程中还是有差距。</p> <p>10.1 - There were total 83 employees in the factory (No retiree/temporary/dispatch/newly joined employee), the factory signed labor contracts with all employees, auditor checked the social insurance receipts of May 2019, June 2019 and July 2019, per the social insurance receipts of July 2019, the factory only provided retirement insurance, medical insurance, unemployment insurance and maternity insurance for 23 employees, the coverage was 28%; Injury insurance for all employees, the coverage was 100%.</p> <p>工厂一共有83人(无退休员工/临时工/派遣工/新进员工), 工厂与所有员工都签订了劳动合同, 审核员查看了2019年5月、2019年6月和2019年7月的社保收据, 2019年7月社保收据显示工厂只为23人提供了养老保险、医疗保险、失业保险和生育保险, 参保率28%; 为所有人提供了工伤保险, 参保率100%。</p>	
<b>Remarks from Auditee:</b>	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>No forced labor procedure, no prison labor procedure and no human trafficking procedure were established. Known from workers interview, workers worked overtime voluntary. No any form of forced labor was observed during the audit. The factory provided training about no forced labor to all employees on February 28, 2019.</p> <p>工厂建立了禁止强迫劳动程序、禁止囚工程序和禁止人口贩卖程序。从员工访谈得知, 员工加班是自愿的。本次审核中没有发现任何形式的强迫劳工现象。工厂在2019年2月28日给全体员工提供了关于禁止强迫劳动的培训。</p>	
<b>Remarks from Auditee:</b>	

## Performance Area 12 : Protection of the Environment

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: C

Deadline date:31/12/2019

### **GOOD PRACTICES:**

None

### **AREAS OF IMPROVEMENT:**

The factory had established environmental management procedure; The factory had obtained local environment law list; The factory had obtained waste water, factory boundary noise and waste air monitoring report, report No. 2019217; No waste was found to be dumped in natural environments, or burned in open fires; The hazardous waste in the factory was disposed by Wenzhou Environment Development Co Ltd, the contract, qualification documents and hazardous waste transfer records were provided. However, gaps have been identified in implementation. 工厂已经建立了环境管理程序;工厂已经取得了当地的环境法规清单;工厂已经取得了废水、厂界噪音和废气的监测报告,报告编号2019217;未发现工厂直接倾倒废物或焚烧废物;工厂的危废由温州市环境发展有限公司处置,合同、资质文件和危废转移记录都有提供。但是,在执行的过程中还存在差距。

**12.1 -** The factory had obtained waste water, factory boundary noise and waste air monitoring report, but the factory did not provide the report of environmental impacts, the report form of environmental impacts or the registration form of environmental impact. Law of the People's Republic of China on Appraising of Environment Impacts (2003) Amendment (2016), Article 16.

工厂已经取得了废水、厂界噪音和废气的监测报告,但是工厂没有提供环境影响报告书、环境影响报告表或者填报环境影响登记表。

**12.3 -** The factory did not obtain approval document of environmental impact assessment and environmental protection acceptance checks report for completed construction project. Law of the People's Republic of China on Appraising of Environment Impacts (2003) Amendment (2016), Article 22. The Regulations on Environmental Protection Check and Acceptance for Completed Construction Project, Article 17.

工厂没有取得环境影响评价批复和建设项目环境保护竣工验收报告。

### **Remarks from Auditee:**

## Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 160511] Audit Date: 21/08/2019 PA Score: A

Deadline date:

### **GOOD PRACTICES:**

None

### **AREAS OF IMPROVEMENT:**

The factory had established anti-corruption and anti-bribery control procedure, and conducted risk assessment of integrity and corruption. The factory provided training about ethic and anti-corruption / anti-bribery to all employees with training records provided. Based on site tour, interview and document review, no any corruption behaviour was found. The factory had established worker personal privacy information secrecy management rule.

工厂已经建立了反腐败和反贿赂控制程序,并进行了廉政和腐败的风险评估。工厂给所有员工提供了关于道德和反腐败/反贿赂的培训并提供了培训记录。从现场走访,访谈和文件审核得知,没有发现任何腐败行为。工厂已经建立了员工个人隐私信息保密管理制度。

### **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	21/08/2019	160511	D	B	A	A	B	D	A	A	A	A	A	C	A	C

**Producer Photos**



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



Photo of fire safety equipment  
Fire hydrant.JPG



Photo of the inside of the main production hall  
Fingerprint attendance machine.JPG



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



Photo of fire safety equipment  
Sprinkler system.JPG



Photo of the inside of the main production hall  
Nailing workshop.JPG



Photo first aid facilities  
Eye washer.JPG



Photo of non-conformity  
NC-Excessive overtime hours.JPG



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



Photo first aid facilities  
First aid box.JPG



Photo of non-conformity  
NC-Insufficient social insurance coverage.JPG



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



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



Photo of non-conformity  
NC-No rubber gloves were provided to printing worker.JPG



Photo of the inside of the main production hall  
Printing workshop.JPG





Photo of fire safety equipment  
Emergency exit with emergency light and exit sign.JPG



Photo of non-conformity  
NC-No secondary containers were provided for the storage of some chemicals.JPG



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



Photo of fire safety equipment  
Evacuation direction sign.JPG



Photo of the code of conduct on display  
BSCI COC displayed onsite.JPG



Photo of the inside of the main production hall  
Welding workshop.JPG



Photo of fire safety equipment  
Evacuation plan.JPG



Photo of the inside of the main production hall  
CNC processing workshop.JPG



Photo of the personal protection equipments (if applicable)  
PPE-1.JPG



Photo of fire safety equipment  
Fire alarm.JPG



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



Photo of the personal protection equipments (if applicable)  
PPE-2.JPG



Photo of fire safety equipment  
Fire extinguishers.JPG



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



Photo of the sanitary facilities  
Toilets.JPG

