
Auditee :	Guangzhou Huaisheng Packaging Inc., Ltd
Audit Date From :	25/02/2020
Audit Date To :	25/02/2020
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	BureauVeritas
Auditor's Name(s) :	Terry Lai(Lead)
Auditing Branch (if applicable) :	



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.
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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence																																							
<p style="text-align: center;">A Very Good</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated A • No Performance Areas rated C, D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A																													
A	A	A	A	A	A	A	A	A	A	B	B	B																													
A	A	A	A	A	A	A	B	B	B	B	B	B																													
<p style="text-align: center;">B Good</p>	<ul style="list-style-type: none"> • Maximum 3 Performance Areas rated C • No Performance Areas rated D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	A	A	A	A	A	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
A	A	A	A	A	A	B	B	B	B	B	B	B																													
A	A	A	A	A	B	B	B	B	B	B	B	C																													
B	B	B	B	B	B	B	B	B	B	C	C	C																													
<p style="text-align: center;">C Acceptable</p>	<ul style="list-style-type: none"> • Maximum 2 Performance Areas rated D • No Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	D	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
A	A	A	A	A	A	A	A	A	C	C	C	C																													
A	A	A	A	A	B	B	B	B	C	C	C	D																													
C	C	C	C	C	C	C	C	C	C	C	D	D																													
<p style="text-align: center;">D Insufficient</p>	<ul style="list-style-type: none"> • Maximum 6 Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	E	D	D	D	D	D	D	D	E	E	E	E	E	E	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
A	A	A	A	A	A	A	A	A	A	D	D	D																													
A	A	A	B	B	B	C	C	C	D	D	D	E																													
D	D	D	D	D	D	D	E	E	E	E	E	E																													
<p style="text-align: center;">E Unacceptable</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.</p>
A	A	A	A	A	A	E	E	E	E	E	E	E																													
A	A	B	B	C	D	E	E	E	E	E	E	E																													
E	E	E	E	E	E	E	E	E	E	E	E	E																													
<p style="text-align: center;">Zero Tolerance</p>	<p>A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)</p>	<p>Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.</p>																																							

Main Auditee Information



Name of producer :	Guangzhou Huaisheng Packaging Inc., Ltd		
DBID number :	398985		
Audit ID :	174103		
Address :	Room301, 5th Building, No.2 Shichang Road, Xiayuan, Huangpu District Guangzhou		
Province :	Guangdong	Country :	China
Management Representative :	Liang Su		
Contact person:	Liang Su	Sector :	Non-Food
Industry Type :	Accessories	Product group :	other accessories (please specify)
Product Type :	Paper boxes, gift boxes and paper bags		

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 : 25/02/2021	

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

Executive summary of audit report

At the beginning of the audit, Mr. Wang Haibin / General Manager, Mr. Su Liang / HR Manager, Ms. Shao Jingying / Worker Representative attended the opening meeting.

The factory was established on February 4, 2015 and specialized in the manufacture of Paper boxes, gift boxes and paper bags. Business license number was 91440112331401810Y. Factory name in English was Guangzhou Huaisheng Packaging Inc., Ltd. Factory local name was 广州淮晟包装材料股份有限公司. Factory address in English was Room301, 5th Building, No.2 Shichang Road, Xiayuan, Huangpu District, Guangzhou City. Factory local address on business license was 广州市黄埔区夏园石场路2号之五301. The factory occupied the 3rd floor of one 5-storey production building (block F) and 5th floor of another 5-storey production building (block E). Total construction area was about 1400 square meters. No dormitory or canteen was provided by the factory. The main production processes included cutting, die-cutting, forming, hand working and packing. There were a total of 35 employees with 21 production workers and 14 non-production staffs in the factory. The youngest employee noted during this audit was 21 years old. According to factory management representation, there was no obvious peak season in the factory during the year.

The factory adopted biometric fingerprint system to record employees' working hours. There was only one working shift for employees and working hours were 8:30 to 12:00 and 13:30 to 18:00. Employees' wages were paid on 15th of each month after the payment period by cash with wage stubs issued. Per payroll review and interviews with management and employees, all employees were paid by hourly rate.

During the audit, 18 employees' time records and payrolls were sampled as follows for working hour and wage testing: 6 samples from current paid month of January 2020, random months of November 2019 and May 2019 respectively. It was noted that all sampled employees were paid at least RMB13.22 per hour for normal working hours, which was higher than local minimum wage of RMB2100 per month or RMB12.07 per hour since July 2018. Based on the samples, all employees were compensated with no less than 150% and 200% of normal wages for overtime hours on regular days and rest days respectively, which were in compliance with legal requirement. No overtime was found on statutory holidays. According to the sampled time records, the maximum monthly overtime hours were 82 hours while maximum daily overtime hours were 2 hours. All sampled employees obtained at least one day off every seven consecutive days.

According to the social insurance payment receipt provided by factory management, it was noted that only 15 out of 35 employees (42.86%) were provided with accident insurance, medical insurance, maternity insurance, pension insurance and unemployment insurance in February 2020. The factory had provided commercial accident insurance to 24 employees with a valid period from September 19, 2019 to September 18, 2020. As a result, all employees were covered with accident insurance. No social insurance waiver was obtained.

Further, 6 employees were selected for private interviews from different workshops. No negative comment was issued during employee interviews. Interviewed employees were satisfied with the working environment, compensation, working hour and management team in the factory.

During the closing meeting, auditor provided the factory representatives with a general overview and explained all of the findings to them. Mr. Su Liang / HR Manager, Ms. Shao Jingying / Worker Representative signed the onsite CAP and agreed to take corrective action.

Remark:

- Per business license review, the auditee address is Room301, 5th Building, No.2 Shichang Road, Xiayuan, Huangpu District, Guangzhou City. Accurately, the auditee rented the 3rd floor of one 5-storey production building (block F) and 5th floor of another 5-storey production building (block E) at 5th Building, No.2 Shichang Road, Xiayuan, Huangpu District, Guangzhou City. There are another 8 factories located on the rest floors of block E and F with separate management system and workforces. There was no business relationship between the auditee and other 8 factories as per factory tour, factory management representation and employee interview.
- No agency or contractor was used by the auditee. No government waiver was obtained by the auditee. No Collective bargaining agreement in the auditee. Structural report was not applicable as the building was built in 1988 and no relevant laws existed at that time.
- Audit Company: Bureau Veritas Consumer Products Service
Audit Company APSCA Number: 11600002
Lead Auditor Name: Terry Lai

APSCA Auditor Registered Number: 21701187

Ratings Summary



Auditee's background information			
Auditee's name :	Guangzhou Huaisheng Packaging Inc., Ltd	Legal status :	Ltd company
Local Name :	广州淮晟包装材料股份有限公司 (91440112331401810Y)	Year in which the auditee was founded :	2015
Address :	Room301, 5th Building, No.2 Shichang Road, Xiayuan, Huangpu District	Contact person (please select) :	Liang Su
Province :	Guangdong	Contact's Email :	58137584@qq.com
City :	Guangzhou	Auditee's official language(s) for written communications :	Mandarin
Region :	North East Asia	Other relevant languages for the auditee :	None
Country :	China	Website of auditee (if applicable) :	None
GPS coordinates :	N23°5'15" E113°30'51"	Total turnover (in Euros) :	4000000.00
Sector :	Non-Food	Of which exports % :	90.00
Industry :	Accessories	Of which domestic market % :	10.00
If other, please specify :		Production volume :	5000000 pieces per month
Product Group :	other accessories (please specify)	Production cost calculation :	Yes
If other, please specify :	Paper packaging	Lost time injury calculation cost :	No
Product Type :	Paper boxes, gift boxes and paper bags		

Auditee's employment structure at the time of the audit		
Total number of workers :	35	Total number of workers in the production unit to be monitored (if applicable) :
	MALE WORKERS	FEMALE WORKERS
Permanent workers	13	22
Temporary workers	0	0
In management positions	2	0
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	13	22
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 - 174103] Audit Date: 25/02/2020 PA Score: B

Deadline date:24/08/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

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

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

1.4 - The factory had established a work capacity planning procedure and evaluated the work capacity, however, workers' overtime still exceeded legal law requirement. BSCI Code of Conduct: The auditee should organize its workforce capacity to meet the expectations of the delivery order and/or contracts. Factory management represented that they would take corrective action as soon as possible.

被审核方建立了产能规划程序，并且进行了产能评估，但员工的加班时间仍超出法规要求。BSCI行为守则：被审核方（生产商）组织其劳工来达成交付订单和/或合同预期和要求。工厂表示会尽快做出整改。

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: B

Deadline date:24/04/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The main auditee partially respects this principle because: The auditee had defined long-term goals to protect workers according to BSCI COC. The regular meeting between the management staffs and worker were held in the factory, suggestion box was provided in the factory. Trainings on the requirements of BSCI Code of Conduct were provided to workers. BSCI Code of Conduct was also provided onsite for employees' reference. However, gap was identified in implementation.

被审核方部分尊重BSCI的本条原则，原因是：被审核方按照BSCI要求设立长期目标按照BSCI的要求保护员工。被审核方定期举行管理层和员工会议，并且设置了意见箱。被审核方为员工提供了关于BSCI行为守则要求相关培训。现场有张贴了BSCI行为守则供员工阅读。但是，工厂在BSCI体系执行上仍存在差距。

2.4 - The factory had provided training on BSCI Code of Code of Conduct to all employees and BSCI COC was also posted onsite for employees' reference. However, the workers or worker representatives were not well aware of BSCI Code of Conduct. BSCI Code of Conduct: The auditee builds sufficient competence to successfully embed responsible practices in the business operation. This refers to managers, workers and workers representatives. Factory management represented that they would take corrective action as soon as possible.

工厂对所有员工进行了BSCI行为守则培训，并且现场张贴了BSCI行为守则供员工阅读，但是，工人及工人代表对BSCI行为守则认识不够充分。BSCI行为守则：被审核方（生产商）充分培养下列人士的能力，以便在业务经营中成功结合责任规范，包括经理、工人和工人代表。工厂表示会尽快做出整改。

2.5 - The factory had established written grievance mechanism for individuals in the factory. However, no grievance mechanism for communities was established in the factory, including outside stakeholders. BSCI Code of Conduct: The auditee establishes or participates in an effective grievance mechanism for individuals and communities. Factory management represented that they would take corrective action as soon as possible.

工厂建立了与厂内员工的申诉机制，但未建立与社会的申诉机制，如外部的利益相关方。BSCI行为守则：被审核方（生产商）建立或参与了有效的个人和团体申诉机制。工厂表示会尽快做出整改。

Remarks from Auditee:

None

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee fully respects this principle because: The auditee had established policies to guarantee the rights of freedom of association and collective bargaining. There were worker representatives elected by employees at the factory. Per the workers' and worker representative's statement, they were not limited or suffered other unfair treatment by the factory on forming, joining and voting for a legal worker organization and collective bargaining. The communication between workers and worker representative was not restricted per the interview. The worker representatives were not discriminated due to the function on free association.</p> <p>被审核方完全尊重BSCI的本条原则，原因是：被审核方建立起了政策去保证自由结社和集体谈判的权利。工厂有由员工选举的员工代表。根据员工和员工代表的陈述，被审核方对于员工成立、参加和投票一个合法工人组织和集体谈判没有任何限制和其他的不公平对待。访谈显示员工与员工代表之间的沟通并无受限。员工代表也没有因为其在自由结社中所发挥的作用而受到歧视。</p>	
Remarks from Auditee: None	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee fully respects this principle because: The auditee established a written policy against discrimination, and the policy was communicated to all employees, which clearly stated that the auditee did not discriminate any worker based on race, color, age, gender, sexual orientation, ethnicity, disability, religion, political affiliation, union membership, national origin or marital status. Recruitment and employment policies and practices were free from discriminatory bias, and no discrimination in compensation was detected. Pregnancy test or HIV test was prohibited as per the policy.</p> <p>被审核方完全尊重BSCI的本条原则，原因是：被审核方建立了书面反歧视政策，该政策传达给了所有员工，其中明确指出受审核方不得基于种族、年龄、性别、肤色、性取向、种族、残疾、宗教、政治背景，工会会员，民族血统或婚姻状况而其实员工。招聘和就业政策和做法没有歧视性偏见，也没有发现任何歧视性待遇问题。该政策禁止孕检或者艾滋病检查。</p>	
Remarks from Auditee: None	

Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: C	Deadline date:24/08/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee partially respects this principle because: The main auditee had set up wage and benefits paying system, which included paid statutory holidays, sick leave, annual leave, marriage leave and maternity leave etc. Based on the wages and time records provided by the main auditee, workers were paid by hourly rate. Employees minimum wage was paid at least RMB13.22 per hour, which was not less than local minimum wage standard of RMB12.07 per hour. Employees' wages were paid by 15th of each month after the payment cycle. During the audit, no unreasonable deduction or illegal deduction was found. Currently, the auditee was only able to provide social insurance to partial employees, but the auditee was willing to increase the coverage rate step by step.</p> <p>被审核方部分尊重BSCI的本条原则, 原因是: 被审核方制定了工资支付政策和福利政策, 福利政策包括给员工提供法定节假日, 病假, 产假等假期。根据被审核方提供的工资和考勤记录显示, 员工按计时计算工资。员工的最低工资是13.22元/小时, 不低于当地最低工资标准(12.07元/小时)。员工的工资在工资结算周期后的15日以前发放。审核过程中, 未发现被审核方有不合理或者非法扣款现象。目前被审核方仅能为部分员工提供社会保险福利, 但是愿意逐步提高员工的社保参保率。</p> <p>5.4 - During this audit, it was noted that the factory did not collect the information and calculate the basic needs wages to identify possible gaps existing between the actual remuneration and the basic needs wages. BSCI Code of Conduct: The auditee provides sufficient remuneration that allows workers to meet a decent living standard. Sampled employees were paid no less than local minimum wage standard. Factory management represented that they would take corrective action as soon as possible. 审核员发现工厂未进行基本需求工资信息收集和计算以识别其实际支付的工资和基本需求工资之间的差距。BSCI行为守则: 被审核方(生产商)提供让工人达到体面生活标准的足够报酬。抽样员工正常工作时间工资不低于当地最低工资标准。工厂表示会尽快做出整改。</p> <p>5.5 - According to the social insurance payment receipt provided by factory management, it was noted that only 15 out of 35 employees (42.86%) were provided with accident insurance, medical insurance, maternity insurance, pension insurance and unemployment insurance in February 2020. In accordance with Article 73 of the Labor Law of the People's Republic of China No evidence indicated that the insufficient coverage of social insurance was caused by the employees' unwillingness to participate in the program. Local government department did not mandatorily required the factory to provide all five types of social insurances to all employees. The factory had provided commercial accident insurance to 24 employees with a valid period from September 19, 2019 to September 18, 2020. As a result, all employees were covered with accident insurance. No social insurance waiver was obtained. Factory management represented that they could not provide all five types of insurances to all employees currently and had not set up a plan to increase the social insurance participation rate so far. 审核员发现工厂的社会保险覆盖不足。根据厂方提供的2020年2月社会保险缴费单据显示工厂仅为15/35名员工(42.86%)购买了工伤保险, 医疗保险, 生育保险, 养老保险和失业保险。根据《中华人民共和国劳动法》第73条 没有记录显示员工不愿意购买社保。当地政府部门没有强制要求所有员工都购买5种保险。工厂有为24名员工购买了商业保险(有效期: 2019年9月19日-2020年9月18日), 因此, 所有员工有覆盖了工伤保险。工厂没有获得社保批文。工厂表示暂时未能对所有员工提供五险, 并且, 当前没有提高员工参保率的计划。</p>	
Remarks from Auditee: None	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: D	Deadline date:24/08/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee partially respects this principle because: The auditee respected local law and ILO requirement related to regular working hours. Regular working hours were 40 hours per week and 8 hours per day and at least 1 day off after 6 days consecutive working days was guaranteed. Employees' attendance was recorded by biometric fingerprint system. Based on the samples, the maximum monthly overtime reached 82 hours while the maximum daily hours were 2 hours. Employees might obtain at least one day off after six consecutive working days. The auditee admitted that they were unable to control the overtime hours within local law limit, but they granted workers the right to resting breaks in every working day, and meanwhile they had clearly communicated working hour policy to all employees through employee handbook. Interviewed employees confirmed that they could choose to OT or not.</p> <p>被审核方部分尊重BSCI的本条原则, 原因是: 被审核方尊重当地法规和ILO规定的关于工作时间的规定。正常工作时间是40小时/周, 8小时/天, 被审核方确保员工连续工作6天后会有至少1天的休息日。员工的出勤通过指纹系统记录。抽样员工最大月加班达到82小时, 最大日加班达到2小时。员工每工作6天将获得至少1天休息。被审核方承认目前无法完全做到加班时间控制在法律规范范围内, 但是, 赋予工人在工作日休息的权利, 同时, 通过员工手册向员工传达了工厂关于工作时间的政策。面谈的员工证实加班是自愿的。</p> <p>6.2 - It was noted that 18 out of 18 sample population employees worked in excess of the statutory overtime hour limits. A review of 18 sample population employees' time records (6 samples from current paid month of January 2020, random months of November 2019 and May 2019 respectively) yielded the following: a) 6 (selected from various departments) out of 6 sample population employees' monthly overtime in January 2020 reached 48 hours, b) 6 (selected from various departments) out of 6 sample population employees' monthly overtime in November 2019 reached 82 hours, c) 6 (selected from various departments) out of 6 sample population employees' monthly overtime in May 2019 reached 74 to 76 hours, which exceeded the legal limit of 36 hours per month. In accordance with Article 41 of the Labor Law of the PRC Employees could refuse to work for overtime freely without penalty. Employees were compensated with overtime wage in accordance with legal requirement. Factory management represented that they would take corrective action as soon as possible. 根据厂方提供的工时记录, 审核员发现员工加班时间超出了法定标准。审核员从厂方提供的工资和考勤记录中抽取18个样本(从最近工资支付月份2020年1月, 从随机月份2019年11月, 从随机月份2019年5月各抽取6个样本), 发现共18名员工加班时间超出了法定标准, 具体为: a) 6/6名抽样员工在2020年1月的加班时间为48小时; b) 6/6名抽样员工在2019年11月的加班时间为82小时; c) 6/6名抽样员工在2019年5月的加班时间为74-76小时, 超过每月加班时间不能超过36小时的法律规定。根据《中华人民共和国劳动法》第41条。员工可以自由地拒绝加班工作, 没有被处罚。工厂按照法规要求支付了加班费。工厂表示会尽快做出整改。</p>	
Remarks from Auditee: None	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:24/04/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee partially respects this principle because: Internal risk assessment had been conducted and control measures were in place. Warning sign on occupational hazards were posted onsite. Personal protective equipment is provided to employees at free cost. Regular health and safety training was provided to employees on work station safety, machine safety, use of chemicals, etc. Fire drills were conducted twice every year. Written accident and emergency protocol was set. Firefighting equipment, such as fire extinguishers, fire hydrants, fire alarms were sufficiently equipped at the facility. Evacuation signs and emergency lights were installed on the emergency exits and along the evacuation path. Sufficient first aiders, first aid supplies were available in workshops. Sufficient restrooms and clean drinking water were always accessible without restrictions. The temperature, humidity and lighting were satisfactory in the factory. However, gaps have been identified in implementation.</p> <p>被审核方部分尊重BSCI的本条原则,原因是: 被审核方进行了内部风险评估,且采取了风险控制措施。职业危害因素的警示性标志也张贴在车间。被审核方有给员工免费提供劳动保护用品。提供定期的职业健康安全培训给员工,涉及到工位安全、机器安全、化学品使用等。消防演习每年进行两次。被审核方建立了书面的意外紧急预案。如灭火器、消防栓、消防警铃等消防设施在厂内配置充足。紧急逃生出口及逃生通道均有安装逃生标识和应急灯。车间有足够的急救员和急救用品。员工可以不受限制地使用卫生间和干净的饮用水。厂内温湿度及照明适宜。但是,工厂在BSCI体系执行上仍存在差距。</p> <p>7.6 - It was noted that 1 out of 1 employee working in contact with noise in the die-cutting workshop was not wearing earplugs. In accordance with Article 42 of Law of the People's Republic of China on Production Safety It might cause harm to employees' health if they were not wearing appropriate PPEs during working in the specific environment. Factory management represented that they would take corrective action as soon as possible. 审核员发现生产楼啤切车间1/1名接触噪音的员工没有佩戴耳塞。根据《中华人民共和国安全生产法》第42条 员工在工作期间没有佩戴相应的劳保用品,有可能对身体健康造成一定危害。工厂表示会尽快做出整改。</p> <p>7.11 - It was noted that the safety training for the safety production management personnel in the factory did not obtain the safety training qualification certificate. In accordance with Article 21 of Law of the People's Republic of China on Production Safety, Article 10 of Provisions on safety training for production and business units Factory management represented that they would take corrective action as soon as possible. 审核员发现厂方的安全生产管理人员没有获得培训合格证书。根据《中华人民共和国安全生产法》第二十一条,《生产经营单位安全培训规定》第十条 工厂表示会尽快做出整改。</p> <p>7.21 - Remark: No canteen was provided by the auditee. 备注: 被审核方没有提供餐厅给员工。</p> <p>7.23 - Remark: No transportation was provided by the auditee. 备注: 被审核方没有提供交通给员工。</p> <p>7.24 - Remark: No dormitory was provided by the auditee. 备注: 被审核方没有提供宿舍给员工。</p>	
Remarks from Auditee: None	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee fully respects this principle because: The auditee had established adequate robust age-verification mechanisms as part of recruitment process. The auditee had established adequate remedial policies and procedures to provide for further protection in case children are found to be working. The auditee would check the applicant's ID during recruitment process to ensure that no child was hired. The auditee also maintained all employees' personnel files including ID copies. The auditee management representatives knew clearly about the policy. No child labour or history child labour found in this factory. The youngest worker in the factory was 21 years old.</p> <p>被审核方完全尊重BSCI的本条原则,原因是: 被审核方已经建立了有效的年龄识别机制作为员工招聘的流程。建立了童工补救政策和程序应对一旦童工出现需采取应对方案。被审核方在招聘过程中会检查应聘者的身份证,确保没有聘用童工,同时,保留了所有员工的人事档案,包含身份证复印件。被审核方管理层清楚该政策。本次审核没有发现童工及历史童工。工厂员工最小年龄是21周岁。</p>	
Remarks from Auditee: None	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee fully respects this principle because: The auditee had set up the social policy and procedures on young workers' protection and also conducted risk assessment for young workers. Although there was no young worker working in the factory currently, the auditee 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.</p> <p>被审核方完全尊重BSCI的本条原则, 原因是: 被审核方建立了有关未成年工保护的社 会责任政策和程序, 并针对未成年工人做了风险评估。尽管被审核方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夜班, 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。</p>	
Remarks from Auditee: None	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: B	Deadline date:24/04/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee partially respects this principle because: The auditee signed labor contract with all workers, and the copy of labor contract was issued to each worker. The items in the labor contract were established according to local legal requirement. No seasonal workers or workers form agency was used by the auditee. However, gaps have been identified in implementation.</p> <p>被审核方部分尊重BSCI的本条原则, 原因是: 被审核方和所有的工人均签订了劳动合同, 劳动合同的副本提供给了每个工人。劳动合同的条款依照当地法律进行制定。被审核方没有使用季节工或者使用中介工。但是, 在实践过程中会有欠缺。</p> <p>10.3 - It was noted that occupational disease might result in the work process of some employees in the factory (e.g. employee working at the die-cutting position where noise was generated might cause deafness). However, the facts, harmful effects, consequences, protective measures and necessary treatment of occupational diseases were not indicated in the employment contracts. In accordance with Article 33 Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases Factory management represented that they would take corrective action as soon as possible.</p> <p>审核员发现工厂的一些工作过程有可能产生职业病(例如: 员工在生产噪音的啤切岗位工作可能导致噪声聋), 但是工厂并没有在劳动合同中写明可能会产生职业病的危害及其后果、职业病防护措施和待遇等。根据《中华人民共和国职业病防治法》第33条 工厂表示会尽快做出整改。</p>	
Remarks from Auditee: None	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>The main auditee fully respects this principle because: Based on site tour, document review and interview, the auditee didn't limit the employees' freedom including resignation or ask for leave from the factory. The inhumane or degrading treatment, corporal punishment, mental or physical coercion and/or verbal abuse never occurred. There was no prison labour or forced labour. No ID card or wage was withheld by factory. It was observed that workers were working without pressure. Disciplinary measures were all reasonable: Verbal warning, warning letter and termination.</p> <p>被审核方完全尊重BSCI的本条原则, 原因是: 基于现场走访, 文件评估和访谈, 被审核方没有限制员工的自由, 包括离职或请假。工人从未受到不人道或有辱人格的待遇、体罚、精神或肉体胁迫和/或辱骂。工厂里没有监狱劳工或强迫劳动。工厂没有扣留工人的身份证和工资。员工在工厂里没有压力。处罚措施是合理的, 处罚措施包括: 口头警告, 警告信和解雇。</p>	
Remarks from Auditee: None	

Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: The auditee had established written environmental protection procedure and designated a specific person to collect and update environmental laws to respect law requirements. The auditee had registered its environmental impact on the environmental system. During plant tour, it was found waste was not dumped in natural environments, or burned on open fires. No obvious pollution found in this factory. The auditee did not receive any fines from local environment bureau ever since. 被审核方完全尊重BSCI的本条原则，原因是：被审核方建立了相关的环境方针政策，并且有指定专人进行环境法律法规收集和更新，来保证遵守当地的法律要求。被审核方在环保备案系统进行了建设项目环境影响登记备案。现场参观未发现废弃物直接倾倒入自然环境中或者明火燃烧。现场未发现明显污染现象。被审核方从来没有收到过当地环保部门的处罚。	
Remarks from Auditee: None	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 174103] Audit Date: 25/02/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The main auditee fully respects this principle because: The Business Ethics policy that publicly condemns corruption, extortion and bribery as unacceptable unethical behaviors perpetrated in its business and sphere of influence was established in the auditee. The personal information had been protected in accordance with privacy and information security policy. The privacy information regarding workers and clients were protected by different responsible person. The information provided by the auditee was accurate and no inconsistency or falsify was noted. 被审核方完全尊重BSCI的本条原则，原因是：被审核方建立商业道德政策包括公开谴责腐败、在其业务和影响范围内的勒索和贿赂是不可接受的和不道德的行为。个人信息依据隐私和信息安全政策进行了保护。针对员工和客户的个人隐私有不同的责任人符合保护。被审核方提供的信息是准确的，没有发现不一致和虚假资料。	
Remarks from Auditee: None	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	25/02/2020	174103	B	B	A	A	C	D	A	A	A	B	A	A	A	C

Producer Photos



External photo(s) of the production unit(s)
7-6 Die-cutting worker was not wearing earplug.JPG



External photo(s) of the production unit(s)
NO-1 Factory building.JPG



External photo(s) of the production unit(s)
NO-10 Drinking water.JPG



External photo(s) of the production unit(s)
NO-11 Toilet with door.JPG



External photo(s) of the production unit(s)
NO-12 First aid kit.JPG



External photo(s) of the production unit(s)
NO-13 BSCI COC posted.JPG



External photo(s) of the production unit(s)
NO-14 Evacuation floor plan.JPG



External photo(s) of the production unit(s)
NO-15 Exit sign and emergency light.JPG



External photo(s) of the production unit(s)
NO-16 Emergency light testing.JPG



External photo(s) of the production unit(s)
NO-17 Fire extinguishers.JPG



External photo(s) of the production unit(s)
NO-18 Fire alarm button.JPG



External photo(s) of the production unit(s)
NO-19 Fire alarm.JPG



External photo(s) of the production unit(s)
NO-2 Factory name.JPG



External photo(s) of the production unit(s)
NO-20 Fire hydrant.JPG



External photo(s) of the production unit(s)
NO-21 Fire hydrant testing.JPG



External photo(s) of the production unit(s)
NO-3 Cutting workshop.JPG



External photo(s) of the production unit(s)
NO-4 Die-cutting workshop.JPG



External photo(s) of the production unit(s)
NO-5 Forming workshop.JPG



External photo(s) of the production unit(s)
NO-6 Handworking and packing workshop.JPG



External photo(s) of the production unit(s)
NO-7 Warehouse.JPG



External photo(s) of the production unit(s)
NO-8 Attendance recording system.JPG



External photo(s) of the production unit(s)
NO-9 Suggestion box.JPG