| | |
|---|---|
| Auditee : | **Brilliatech Co., Limited** |
| Audit Date From : | **20/08/2018** |
| Audit Date To : | **20/08/2018** |
| Expiry Date of the Audit : | **Please refer to the producer profile in the amfori BSCI platform** |
| Auditing Company : | **Intertek** |
| Auditor's Name(s) : | **Winne Tao(Lead)** |
| Auditing Branch (if applicable) : | **Intertek South China - Shenzhen** |

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## Rating Definitions

| Rating | A combination of ratings per Performance Area where: | Consequence |
|---|---|---|
| **A**<br>**Very Good** | • Minimum 7 Performance Areas rated A<br>• No Performance Areas rated C, D or E<br>These are three examples:<br>A A A A A A A A A A A A A<br>A A A A A A A A A A B B B<br>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. |
| **B**<br>**Good** | • Maximum 3 Performance Areas rated C<br>• No Performance Areas rated D or E<br>These are three examples:<br>A A A A A A B B B B B B B<br>A A A A A B B B B B B B C<br>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**<br>**Acceptable** | • Maximum 2 Performance Areas rated D<br>• No Performance Areas rated E<br>These are three examples:<br>A A A A A A A A C C C C<br>A A A A B B B B C C C D<br>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**<br>**Insufficient** | • Maximum 6 Performance Areas rated E<br>These are three examples:<br>A A A A A A A A A D D D<br>A A A B B B C C C D D D E<br>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**<br>**Unacceptable** | • Minimum 7 Performance Areas rated E<br>These are three examples:<br>A A A A A A E E E E E E E<br>A A B B C D E E E E E E E<br>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. |
| 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 : | **Brilliatech Co., Limited** | | |
| DBID number : | **375451** | | |
| Audit ID : | **131693** | | |
| Address : | **12# Taian Liyuan Road, Zhangmutou Town, DongGuan City, Guangdong Province, China Dongguan** | | |
| Province : | **Guangdong** | Country : | **China** |
| Management Representative : | **Mr. Jiang Yonghua** | | |
| Contact person: | **Yonghua Jiang** | Sector : | **Non-Food** |
| Industry Type : | **Accessories** | Product group : | **other accessories (please specify)** |
| Product Type : | **Car cleaning supllers such as clean mitt** | | |

## Audit Details

| | | | |
|---|---|---|---|
| Audit Range : | ☒ **Full Audit** | ☐ **Follow-up Audit** | |
| Audit Scope : | ☒ **Main Auditee** | ☐ **Main Auditee & Farms** | |
| Audit Environment : | ☒ **Industrial** | ☐ **Agricultural** | ☐ **Small Producer** |
| Audit Announcement : | ☒ **Fully-Announced** | ☐ **Fully-Unannounced** | ☐ **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 : | **20/08/2019** |

## 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| C | B | A | A | C | D | A | A | A | A | A | C | A |

## Executive summary of audit report

Brilliatech Co., Limited was located at 12# Taian Liyuan Road, Zhangmutou Town, DongGuan City, Guangdong Province, China. This was a limited company. The total land area occupied by the facility was about 500 square meters. Per business license, the facility address was B room 1/F, Lisheng Ge, Licheng Garden, Zhangmutou Town, DongGuan City, Guangdong Province, China, and the facility actual address is 12# Taian Liyuan Road, Zhangmutou Town, DongGuan City, Guangdong Province, China. The facility explained that the address showed in business license was only an office location and they has applied for the updated business license with the actual production address, and they will get the updated business license after about two month later.
A total of 15 employees including 3 female employees and 12 male employees were working in the facility during the audit. The ages range from 18-48 years old. 2 employees are local employees of Guangdong province and other 13 employees were from other provinces in China such as Hunan, Guizhou.
The facility used 2/F of one 5-storey building as office and production floor and warehouse, no dormitory or canteen or kitchen was provided for employees. There are another two facilities used the same building with the audited facility. The other two facility named Xujiang Plastic Co., Ltd. (hereinafter referred as Xujiang), and Zhuoyu Digital Printing Co., Ltd (hereinafter referred as Zhuoyu). Xujiang rent 1/F of the production building, and Zhuoyu rent 3/F of the production building, 2/F was used by audited facility and 4/F and 5/F were not used. Xujiang and Zhuoyu and the audited facility belong to different bosses and had separate business license and rent the production floor from landlord respectively. As per employee interview and management interview, they had separate management system and payroll recording system and no employee co-mingling took place.
The main products manufactured by the facility cover car cleaning supplies such as clean mitt.
The main production processes were listed as follows: Cutting, Sewing, Inspection and Packing.
The production capacity was 250,000 pieces per month. Total machines per type were: Totally 3 machines, including 2 sewing machines, 1 cutting machine.
1. The attendance records from August 1, 2017 to August 20, 2018 were reviewed at this audit. All employees worked in 1 shift, from 8:00 to 18:00 including 2 hours' rest. Finger printing Attendance System was used for time keeping and employees should scan their finger when they went in and out workshop. The peak season was not obvious during the past one year.
2. The payroll records from August 2017 to July 2018 were reviewed at this audit. Employees' wages were calculated on hourly-rated basis. The lowest basic wages were RMB 10 per hour that higher than legal requirement. For overtime wages, 150% and 200% of basic wages were paid to employees for their overtime hours on normal working days and rest days. No overtime was arranged on public holidays. Employees were paid by cash on about 10th of each month after the previous wage calculation cycle, which was agreed by workers.
3. The business license information as following: local facility name: 东莞市布地兰汽车用品有限公司, license number: 91441900MA4UJLGUXP.
Comments for each Performance Area (PA) were listed as below:
PA 1: Finding was raised. Please refer to PA 1 for details;
PA 2: Finding was raised. Please refer to PA 2 for details;
PA 3: The facility has set up a written procedure about employee representative election. It was noted that they had freely elected employee representatives. Through interviewed with the employee representative, they fully understood their responsibility;
PA 4: The facility has set up a written policy about no discrimination. It was noted that all employees were paid according to their position. No difference on hiring compensation, promotion occurred between female employees and male employees, employees and employee representative or local employees and migrant employees, etc;
PA 5: Findings were raised. Please refer to PA 5 for details;
PA 6: Finding was raised. Please refer to PA 6 for details;
PA 7: Findings were raised. Please refer to PA 7 for details;
PA 8: The facility has set up a written policy to ensure no child labour will be used. If child labour had been found in the facility, the facility would arrange physical exam for the child labour and would provide treatment if the child labour had illness. And the facility would follow legal requirement to send the child labour to their parents. If necessary the facility will provide money to ensure the child labour can attend and remain in quality education until no longer a child;
PA 9: There was no juvenile worker was found during this audit. Furthermore, the facility had also established procedures for protection of juvenile workers, such as regular health examination and did not arrange juvenile worker to hazard work position, etc;
PA 10: The facility signed labor contracts with all employees within 30 days after employment. Employees had a copy of the contract in local language. The facility provided relevant orientation training to employees when hiring. No temporary employee was noted during this audit;

PA 11: The facility has set up a written policy to ensure no any form of servitude, forced, bonded, indentured, trafficked or non-voluntary labour was used. All employees were hired directly. No evidence showed that employees were treated inhumane or degrading treatment, corporal punishment, mental or physical coercion or verbal abuse;
PA 12: Findings were raised. Please refer to PA 12 for details;
PA 13: The facility had established a written anti-corruption policy and a documented procedure to encourage employees to report unethical behavior. Relevant integrity training were provided to all employees especially management. During this audit, no corruption, extortion or bribery case was found.

## Ratings Summary

| Auditee's background information | | | |
|---|---|---|---|
| Auditee's name : | **Brilliatech Co., Limited** | Legal status : | **Ltd Company** |
| Local Name : | **东莞市布地兰汽车用品有限公司** | Year in which the auditee was founded : | **2015** |
| Address : | **12# Taian Liyuan Road, Zhangmutou Town, DongGuan City, Guangdong Province, China** | Contact person (please select) : | **Yonghua Jiang** |
| Province : | **Guangdong** | Contact's Email : | **372951904@qq.com** |
| City : | **Dongguan** | Auditee's official language(s) for written communications : | **Chinese** |
| Region : | **North East Asia** | Other relevant languages for the auditee : | **N/A** |
| Country : | **China** | Website of auditee (if applicable) : | **None** |
| GPS coordinates : | **N22°54'08'04, E114°04'23** | Total turnover (in Euros) : | **1022400.00** |
| Sector : | **Non-Food** | Of which exports % : | **95.00** |
| Industry : | **Accessories** | Of which domestic market % : | **5.00** |
| If other, please specify : | | Production volume : | **250000 suits per month** |
| Product Group : | **other accessories (please specify)** | Production cost calculation : | **Yes** |
| If other, please specify : | | Lost time injury calculation cost : | **Yes** |
| Product Type : | **Car cleaning supliers such as clean mitt** | | |

**Auditee's employment structure at the time of the audit**

Total number of workers : **15** Total number of workers in the production unit to be monitored (if applicable) : **0**

| | MALE WORKERS | FEMALE WORKERS |
|---|---|---|
| Permanent workers | **12** | **3** |
| Temporary workers | **0** | **0** |
| In management positions | **5** | **2** |
| Apprentices | **0** | **0** |
| On probation | **0** | **0** |
| With disabilities | **0** | **0** |
| Migrants (national citizens) | **11** | **2** |
| Migrants (foreign citizens) | **0** | **0** |
| Workers on the permanent payroll | **12** | **3** |
| 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 - 131693] Audit Date: 20/08/2018 PA Score: C — Deadline date:20/02/2019

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

The facility had set up a management system to implement the BSCI Code of Conduct, and had appointed a senior manager to ensure that the BSCI values and principles are followed in a satisfactory manner. Furthermore, the facility communicated this Code to all employees by various training and bulletin board and to their suppliers by training. However, a gap was identified in this performance area, please refer to relevant checkpoint for details.
工厂有建立执行BSCI行为守则的管理体系，有委派高级经理以确保充分遵循BSCI价值和原则要求，并且有通过各种培训和公告将此行为准则传达给员工和供应商。但是，在此部分有发现缺陷，具体参考相关的检查点。

**1.4 -** The auditee's workforce capacity was not properly organised to meet the expectations of the delivery order and/or contracts due to the overtime hours exceeding the local law requirement. Please refer to checkpoint #6.2 for details. In accordance with BSCI Social Requirements, the auditee's workforce capacity should be properly organised to meet the expectations of the delivery order and/or contracts.
受审核方的劳动力没有被正确安排以满足客人订单的期望，因为员工的加班时间超出了法律的规定，具体参考检查点6.2。根据BSCI社会责任要求，受审核方的劳动力需要被正确安排以满足客人订单的期望。

**Remarks from Auditee:**

### Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: B — Deadline date:20/02/2019

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

The facility posted BSCI Code of Conduct in notice board for employees reading. Furthermore, the facility had set an effective operational-level grievance mechanism to protect workers' benefit. The mechanism consists of using suggestion boxes, worker representative or direct talk with management level. Suggestion box was equipped at an appropriate location. However, one finding was identified in this performance area, please refer to relevant checkpoint for details.
企业有在公告栏张贴BSCI行为守则，另外企业有建立有效运行的申诉机制以保护员工利益。员工可以通过意见箱、员工代表和直接向高层管理沟通的方式去提出申诉。意见箱设置在一个合适的位置。但是，在此部分有发现一个问题点，具体参考相关的检查点。

**2.4 -** As per document review, management and employees interview, the facility did not provide BSCI training to all levels of employees and all interviewed management and employees did not know BSCI requirement. In accordance with BSCI requirement 2.4, the facility should provide BSCI training to all levels of employees in the facility and ensure they well know BSCI requirement.
通过文件审核，管理层和员工访谈了解到，企业没有提供BSCI的培训给各层级的员工，所有被访谈的管理层和员工也不了解BSCI的要求。依据BSCI 2.4的要求，企业应该提供充分的BSCI的培训给各阶层的员工，并确保他们很好的知悉BSCI的要求。

**Remarks from Auditee:**

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

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A — Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

No finding was detected.
未发现问题点。

**Remarks from Auditee:**

### Performance Area 4 : No Discrimination

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A — Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

No finding was detected.
未发现问题点。

**Remarks from Auditee:**

## Performance Area 5 : Fair Remuneration

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: C — Deadline date:20/02/2019

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

All employees' wages were calculated on hourly-rated basis. The lowest basic wages were RMB10 per hour that was higher than local law's requirement. For overtime wages, 150% ,200% and 300% of basic wages were paid to employees for their overtime hours on workdays, rest days and on public holidays respectively. Employees were paid by cash on or before 10th of each month after the previous wage calculation cycle. Furthermore, the facility had provided social benefits such as annual leave and child-bearing leave, etc to eligible employees. However, two findings were identified in this performance area, please refer to relevant checkpoint for details.
所有员工工资按计时方式计算。员工最低基本工资为每小时人民币10元，高于当地法规标准。工作日加班,周末加班和法定假加班分别按1.5倍，2倍和3倍基本工资计算。员工工资按月在次月10号以现金形式发放。并且，工厂有提供年假和产假等法律规定的福利给相关人员。但是，在此部分有发现两个问题点，具体参考相关的检查点。

**5.4 -** The facility management was not aware of Basic Needs Wage. Based on the provided payroll records, the facility paid RMB10 per hour for most of employees for the normal working hours, which was higher than the local minimum wage standard. In accordance with the requirement of BSCI 5.4, the auditee should provide sufficient remuneration that allows workers to meet a decent standard of living.
企业对Basic Needs Wage没有了解。基于企业提供的工资表，工厂给大部分员工按照每小时10元人民币支付对应的正班工作时间，高于当地最低工资标准。根据BSCI审核清单B5.4要求，企业应该提供足够的福利待遇让员工过上体面的生活.

**5.5 -** Insufficient social insurance participated. Through reviewing the social insurance receipt of July 2018, auditor found that only 3 out of 15 employees (20%) had participated in employment injury insurance, unemployment insurance, maternity insurance, basic endowment insurance, and basic medical insurance. Remark: The facility provided commercial accidental injury insurance to all 15 employees, the valid period is from July 23, 2018 to July 22, 2019. In accordance with the Social Insurance Law of the People's Republic of China, Article 10 Employees shall participate in the basic endowment insurance, and the basic endowment insurance premiums shall be jointly paid by employers and employees. Article 23 Employees shall participate in the basic medical insurance for employees, and the basic medical insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 33 Employees shall participate in the employment injury insurance, and the employment injury insurance premiums shall be paid by their employers rather than the employees. Article 44 Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 53 Employees shall participate in maternity insurance, and the maternity insurance premiums shall be paid by employers rather than employees in accordance with the relevant provisions of the state.
社会保险参保不足。通过查看2018年7月的社保收据，审核员发现企业的15名员工中，只有3人（20%）参加工伤保险，失业保险，生育保险，养老保险和医疗保险。备注：企业为15名员工购买了商业意外伤害险，有效期从2018年7月23日到2019年7月22日。依据《中华人民共和国社会保险法》第十条，职工应当参加基本养老保险，由用人单位和职工共同缴纳基本养老保险费。第二十三条 职工应当参加职工基本医疗保险，由用人单位和职工按照国家规定共同缴纳基本医疗保险费。第三十三条 职工应当参加工伤保险，由用人单位缴纳工伤保险费，职工不缴纳工伤保险费。第四十四条职工应当参加失业保险，由用人单位和职工按照国家规定共同缴纳失业保险费。第五十三条 职工应当参加生育保险，由用人单位按照国家规定缴纳生育保险费，职工不缴纳生育保险费。

**Remarks from Auditee:**

## Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: D — Deadline date:20/02/2019

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

Finger printing attendance recording system is used for time keeping and every employee should scan their finger when they go in and out the facility. The peak season was not obvious in the facility. Workers worked overtime voluntarily. 8 samples were reviewed from July 2018 , 6 samples were reviewed from April 2018 and December 2017 respectively, because 2 out 8 production employees were new coming employees and they joint the facility after June 2018. Employees worked 0-2 hours overtime on normal working days and 8 hours overtime on Saturdays normally. Employees could enjoy at least one day off after six consecutive working days. However, a gap was identified in this performance area, please refer to relevant checkpoint for details.
企业采用指纹考勤记录方式，所有员工在上下班均需扫描指纹。企业无明显的淡旺季。员工按个人意愿加班。2018年7月抽样8名员工，2018年4月和2017年12月各抽样6名员工，因为工厂共有8名生产员工，其中得两名是2017年6月以后入职的。员工通常每天加班0-2小时及周六加班8小时，每连续工作6天至少休息1天。但是，在此部分有发现缺陷，具体参考相关的检查点。

**6.2 -** Overtime hours exceeded the legal requirement. Through document review, auditor found that the monthly overtime hours of 8 out of 8 employees were 52-76 hours in July 2018 (Most current month), 6 out of 6 employees were 72 hours in April 2018 (random month) and the monthly overtime hours of 6 out of 6 employees were 82 hours in December 2017 (random month). In accordance with the PRC Labour Law article 41 The employing unit may extend working hours due to the requirements of its production or business after consultation with the trade union and labourers, but the extended working hour for a day shall generally not exceed one hour; if such extension is called for due to special reasons, the extended hours shall not exceed three hours a day under the condition that the health of labourers is guaranteed. However, the total extension in a month shall not exceed thirty-six hours.
加班时间超过法规要求。通过文件审核，审核员发现在抽取的2018年7月(当前月）的考勤中，8名随机抽取的员工中8人的月加班时间为52-76小时，2018年4月(随机月）的考勤中，6名随机抽取的员工中6人的月加班时间为72小时；2017年12月（随机月）的考勤中，6名随机抽取的员工中6人的月加班时间为82小时。依据《中华人民共和国劳动法》第41条，用人单位由于生产经营需要，经与工会和劳动者协商后可以延长工作时间，一般每日不得超过一小时；因特殊原因需要延长工作时间的，在保障劳动者身体健康的条件下延长工作时间每日不得超过三小时，但是每月不得超过三十六小时。

**Remarks from Auditee:**

## Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A Deadline date:20/02/2019

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

The facility maintained a comfortable temperature throughout the work floor. The electrical system was in a good condition. All switches in the electrical control panels have been labeled with warning sign. All safety exits were affixed with both exit signs and emergency lights, the work floor was installed with fire hydrant, fire alarm and all fire fighting equipments were inspected once a month. The facility posted the evacuation plans on the work floors, which indicated escape routes, the location of fire extinguishers and fire hydrants, etc.Sufficient first aid kits stocked with necessary supplies were provided in workshop. Drinkable water was available in workshop. Employees had received regular and recorded health & safety training such as fire drill etc, the latest fire drill was conducted in June 2018. However, gaps have been identified in implementation, please refer to relevant checkpoints for details. Remark for 7.21: No cantenn or kitchen was provided by the facility; 7.23: No transportation was provided by the facility.
工厂有保持舒适的工作环境。电力系统良好，所有电箱开关有张贴警示标示。所有安全出口有安装出口标识和应急灯，车间有安装消防栓，消防警铃，所有消防设施每月点检一次。工厂车间有张贴逃生平面图，上面有指明逃生路径、灭火器和消防栓位置等。车间配有急救箱和饮用水台。工人有定期接受健康安全培训如消防演习等，最近一次消防演习在2018年6月举行。此部分有发现缺陷，具体参考相关的检查点。备注:7.21: 企业未提供厨房与餐厅给员工。7.23:企业未提供交通给员工。

**7.1 -** It was noted that there were findings against occupational health and safety regulations in PA7, please refer to relevant checkpoints for details. In accordance with BSCI Social Requirement 7.1, the auditee should observe applicable occupational health and safety (OHS) regulations.
审核发现企业在健康领域有存在不符合职业健康和安全法规的问题点，详情请见相关检查点。根据BSCI社会责任要求7.1，企业应遵守适用的职业健康和安全法规。

**7.5 -** 1）No hazardous chemical emergency response plan or drill. During facility tour, auditor found that hazardous chemicals such as glue was used at workshop. However, the facility could not provide chemical emergency drill record in recent year. During interview with Mr. Jiang in charge of the EHS department, he confirmed that they did not conduct chemical drill last year. During interview with 5 randomly selected employees, they confirmed that they never attended any chemical drill last year. In accordance with Regulations on the Safety Management of Dangerous Chemicals Article 70 Dangerous chemical units shall formulate the advance plan for emergent treatment of dangerous chemical accidents of their respective units, allocate the personnel of emergent treatment and the appliances and equipments of emergent treatment, and shall organize drillings regularly. The advance plan for emergent treatment of dangerous chemical accidents shall be reported for record to the local department of safety supervision and administration of the people's government at the level of city divided into districts. 2）No certificate for special appliance manager. During facility tour, auditor found that there were one cargo lift in the facility for goods transferring and loading, however the facility could not provide the management certificate on cargo lift for review. In accordance with Regulations on Safety Supervision of Special Appliance article 38, the operator of special appliances (mentioned in Article 2, such as boiler, compressing equipment, lift, lifting appliance, Operators and managers of special vehicles in the factory (onsite) shall undergo relevant examination and qualifications to obtain special appliances certificate from the Special Appliance Quality Safety Monitoring department before operating those appliances.
1）没有危险化学品应急预案及演练记录。在现场巡查时，审核员发现生产车间使用胶水等化学品，但企业无法提供过去一年的危险化学品演练记录。询问负责EHS的蒋先生，确认过去一年没有组织进行危险化学品的演练；通过访谈随机抽取的5名员工，他们都表示过去一年没有参加过危险化学品的演练。依据《危险化学品安全管理条例》第七十条，危险化学品单位应当制定本单位危险化学品事故应急预案，配备应急救援人员和必要的应急救援器材、设备，并定期组织应急救援演练。危险化学品单位应当将其危险化学品事故应急预案报所在地设区的市级人民政府安全生产监督管理部门备案。2）特种设备管理人员未取得作业证书。在现场巡查时，审核员发现企业有一台货梯用于货物的搬运及装载，但企业无法提供电梯安全管理员的作业证书供审阅。依据《特种设备安全监察条例》第38条，第三十八条 锅炉、压力容器、电梯、起重机械、客运索道、大型游乐设施、场(厂)内专用机动车辆的作业人员及其相关管理人员(以下统称特种设备作业人员)，应当按照国家有关规定经特种设备安全监督管理部门考核合格，取得国家统一格式的特种作业人员证书，方可从事相应的作业或者管理工作。

**7.11 -** No construction safety certificate was provided. During facility tour, auditor found that the facility occupied 2/F of one 5-storey production building. However, the facility did not provide certificate or report of acceptance checks for completion of the building to review. In accordance with the PRC Construction Law Article 61, a construction project handed over for acceptance checks for completion must conform to the prescribed construction project quality standards, be provided with complete project technical and economic data and signed project warranty, and be provided with other qualified conditions for completion as prescribed by the state. A construction project may only be handed over for use upon passing the acceptance checks for completion; no construction project shall be handed over for use without going through the acceptance checks for completion or passing the acceptance checks for completion.
企业没有提供建筑竣工验收报告供审阅。在现场巡查时，审核员发现企业使用一栋5层的生产楼的2楼，然而，企业未提供该建筑的竣工验收报告供审核。依据《中华人民共和国建筑法》第六十一条，交付竣工验收的建筑工程，必须符合规定的建筑工程质量标准，有完整的工程技术经济资料和经签署的工程保修书，并具备国家规定的其他竣工条件。建筑工程竣工经验收合格后，方可交付使用；未经验收或者验收不合格的，不得交付使用。

**Remarks from Auditee:**

## Performance Area 8 : No Child Labour

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

No finding was detected.
未发现问题点。

**Remarks from Auditee:**

## Performance Area 9 : Special protection for young workers

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A — Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**
No finding was detected.
未发现问题点。

**Remarks from Auditee:**

## Performance Area 10 : No Precarious Employment

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A — Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**
No finding was detected.
未发现问题点。

**Remarks from Auditee:**

## Performance Area 11 : No Bonded Labour

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A — Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**
No finding was detected.
未发现问题点。

**Remarks from Auditee:**

## Performance Area 12 : Protection of the Environment

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: C — Deadline date:20/02/2019

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

The facility had established a written environmental policy. One senior management was responsible for continuous improvements in their environmental performance. Furthermore, the facility had mornitored the noise influence for environment and valid report with accepted result for review.Through facility tour, the auditee had no obvious influence to the environment beside the auditee. However, gaps were identified in implementation. Please refer to relevant checkpoints for details.
工厂有建立书面环境方针政策。指定一位高级管理人员负责跟进环境方面的表现。企业有做环境噪音监测并提供合格有效的报告供审核。经现场走访，企业未造成周边环境显著的破坏影响。但是，在实际的执行过程还有不足，具体参考相关的检查点。

**12.1 -** No Environmental Impact Assessment (EIA) for construction project. During facility tour, auditor found that products in the facility are car cleaning supplies such as clean mitt, and the main processes are cutting, sewing, inspection and packing. EIA document shall be compiled for assessing detailed environmental impacts and relevant protective measures. However, the facility could not provide EIA document for review. In accordance with the PRC Environmental Impact Assessment Law Article 16, the state conducts systematic management over the Environmental Impact Assessment of construction projects in accordance with the degree of impact on the environment. Construction units shall compile Environmental Impact Report, Environmental Impact Report Form or fill out Environmental Impact Registration Form (hereinafter referred to as Environmental Impact Assessment Documents) under the following rules: (1) For those that may cause heavy environmental impact, Environmental Impact Report shall be compiled, and the environmental impact produced shall be fully assessed. (2) For those that may cause slight environmental impact, Environmental Impact Report Form shall be compiled, and the environmental impact produced shall be analyzed or specially assessed. (3) For those that have very little environmental impact and do not need any Environmental Impact Assessment, Environmental Impact Registration Form shall be filled out. The construction projects' systematic management directory of Environmental Impact Assessment is made and published by the environmental protection administration agency under the State Council.
企业没有对其建设项目进行环境影响评价。在现场巡查时，审核员发现企业生产的产品为汽车清洁用品如清洁手套，主要工序为裁床、车缝、检验、包装。需要编写环境影响评价文件来评估具体的环境影响和相关的保护措施。但是企业无法提供环境影响评价文件供审阅。根据《中华人民共和国环境影响评价法》第16条，国家根据建设项目对环境的影响程度，对建设项目的环境影响评价实行分类管理。建设单位应当按照下列规定组织编制环境影响报告书、环境影响报告表或者填报环境影响登记表（以下统称环境影响评价文件）：（一）可能造成重大环境影响的，应当编制环境影响报告书，对产生的环境影响进行全面评价；（二）可能造成轻度环境影响的，应当编制环境影响报告表，对产生的环境影响进行分析或者专项评价；（三）对环境影响很小、不需要进行环境影响评价的，应当填报环境影响登记表。建设项目的环境影响评价分类管理名录，由国务院环境保护行政主管部门制定并公布。

**12.3 -** No Environmental Impact Assessment (EIA) approval for construction project. During document review, the facility could not provide the EIA approval for construction project for review. In accordance with The PRC Environmental Impact Assessment Law article 22, The construction unit shall submit the Environmental Impact Report or Environmental Impact Report Form of the construction project to the authorized environmental protection administrative department in charge in accordance with the regulations of the State Council for examination and approval. The state implements register management for Environmental Impact Registration Form.
企业没有取得建设项目环境影响审查批复。在文件审阅中，企业无法提供该建设项目的环境影响审查批复供审阅。根据《中华人民共和国环境影响评价法》第22条，建设项目的环境影响报告书、报告表，由建设单位按照国务院的规定报有审批权的环境保护行政主管部门审批；国家对环境影响登记表实行备案管理。

**Remarks from Auditee:**

## Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 131693] Audit Date: 20/08/2018 PA Score: A — Deadline date:

**GOOD PRACTICES:**
Nil

**AREAS OF IMPROVEMENT:**

No finding was detected.
未发现问题点。

**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 | 20/08/2018 | 131693 | C | B | A | A | C | D | A | A | A | A | A | C | A | C |

## Producer Photos


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


Photo of the sanitary facilities
Toilet.JPG


Photo of the inside of the main production hall
Stair case.JPG



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


Photo of the inside of the main production hall
Attendance recorder.JPG



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


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


Photo of the inside of the main production hall
Cargo lift.JPG


Photo of fire safety equipment
Electrical box.JPG



Photo first aid facilities
First aid box.JPG


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


Photo of fire safety equipment
Evacuation map.jpg


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


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


Photo of fire safety equipment
Evacuation sign.JPG


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


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



Photo of fire safety equipment
Exit sign and emergency light.JPG


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


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


Photo of fire safety equipment
Fire extinguisher.JPG


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


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


Photo of fire safety equipment
Fire hydrant and alarm.JPG



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


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



Photo of fire safety equipment
No smoking sign.JPG


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