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Auditee :	<b>Yancheng Caile Textile &amp; Crafts Co., Ltd.</b>
Audit Date From :	<b>26/04/2016</b>
Audit Date To :	<b>27/04/2016</b>
Expiry Date of the Audit :	<b>26/04/2017</b>
Auditing Company :	<b>Intertek</b>
Auditor's Name(s) :	<b>Snow Fan(Lead)</b>
Auditing Branch (if applicable) :	<b>Intertek North East China</b>

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# BSCI Audit Summary Report

This is an extract of the on line Audit Report. The complete report is available in the BSCI Platform.  
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This is an extract of the BSCI Audit Report, which is available in the BSCI Platform. © Foreign Trade Association (FTA), 2013 - The English version is the legally binding One.

**Rating Definitions**



Rating	A combination of ratings per performance area where:	Consequence																																													
<p><b>A</b> <b>OUTSTANDING</b></p>	<p>o Minimum 7 performance area rated A o No Performance area rated C, D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	B	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A	A	A																																	
A	A	A	A	A	A	A	A	A	A	A	B	B	B	B																																	
A	A	A	A	A	A	A	A	B	B	B	B	B	B	B																																	
<p><b>B</b> <b>GOOD</b></p>	<p>o Maximum 3 performance area rated C o No performance area rated D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>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></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>B</td><td>C</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	B	B	A	A	A	A	A	B	B	B	B	B	B	B	B	C	C	B	B	B	B	B	B	B	B	B	B	B	C	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
A	A	A	A	A	A	B	B	B	B	B	B	B	B	B																																	
A	A	A	A	A	B	B	B	B	B	B	B	B	C	C																																	
B	B	B	B	B	B	B	B	B	B	B	C	C	C	C																																	
<p><b>C</b> <b>ACCEPTABLE</b></p>	<p>o Maximum 2 performance areas rated D o No performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	C	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	D	C	C	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	C	C	C	C	C	C																																	
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C	C	C	C	C	C	C	C	C	C	C	C	C	D	D																																	
<p><b>D</b> <b>INSUFFICIENT</b></p>	<p>o Maximum 6 performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	D	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	E	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	A	D	D	D	D	D																																	
A	A	A	B	B	B	C	C	C	D	D	D	D	E	E																																	
D	D	D	D	D	D	D	D	E	E	E	E	E	E	E																																	
<p><b>E</b> <b>UNACCEPTABLE</b></p>	<p>o Minimum 7 performance areas rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners</p>
A	A	A	A	A	A	E	E	E	E	E	E	E	E	E																																	
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E	E	E	E	E	E	E	E	E	E	E	E	E	E	E																																	
<p><b>Zero Tolerance</b></p>	<p>A Zero Tolerance issue was identified (see Annex 5)</p>	<p>Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.</p>																																													

**Main Auditee Information**



Name of producer :	Yancheng Caile Textile & Crafts Co., Ltd.		
DBID number :	345049		
Audit ID :	48217		
Address :	No.66, Tongyu North Road, Baiju Town, Dafeng Yancheng		
Province :	Jiangsu	Country :	China
Management Representative :	Wang Junsuo		
Contact person:	Junsuo Wang	Sector :	Non-Food
Industry Type :	Toys and Games	Product group :	toys
Product Type :	Plush Toys		

**Audit Details**



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No	
Audit extent (if applicable) :	none	
Audit interferences or contingencies (if applicable) :	none	
Overall rating :	C	
Need of follow-up :	Yes	If YES, by : 27/04/2017

**Rating per Performance Area (PA)**

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

**Executive summary of audit report**

- In view of the facilities, the auditee used the 1F and 2F of one 4-storey building used as office ( The 3F and 4F were unused), one 2-storey building used as workshop and warehouse, one 2-storey building used as workshop, one flat building used as canteen & kitchen and two flat buildings used as rest rooms. The total area is 11,865 square meters. They have started their operation at current location since December 16, 2001.
- 12 months and 27 day' attendance records from April 1, 2015 to April 27, 2016 and 12 months' payroll records from April 2015 to March 2016 were provided for review, 10 samples were selected from March 2016 (Current month), 10 samples were selected from September 2015 (Non peak month) and 10 samples were selected from April 2015 (Peak month).
- The local minimum standard set at the local minimum wage standard for full-time work was set at RMB1460 per month equivalent to RMB 8.39 per hour before January 1, 2016 and RMB 1600 per month, equivalent to RMB 9.20 per hour since January 1, 2016.
- Wages of employees are calculated based on hourly rate basis for employees.
- According to the documents provided by the auditee, the working hours analyzed as following:
  - For March 2016 (Current month), the average number of hours worked in a week for the 10 selected samples were hours 48.5 hours per week. Maximum working hours per week were 52 hours (10 out of 10 selected samples);
  - For September 2015 (Non peak month), the average number of hours worked in a week for the 10 selected samples were hours 48 hours per week. Maximum working hours per week were 48 hours (10 out of 10 selected samples);
  - For April 2015 (Peak month), the average number of hours worked in a week for the 10 selected samples were 52 hours per week. Maximum working hours per week were 52 hours (10 out of 10 selected samples);
- The peak season is from November to April on next year in the auditee.
- The business license number is 91320982733315552T(1/1)

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Yancheng Caile Textile &amp; Crafts Co., Ltd.</b>	Legal status :	<b>Co., Ltd</b>
Local Name :	<b>盐城开乐纺织工艺有限公司</b>	Year in which the auditee was founded :	<b>2001</b>
Address :	<b>No.66, Tongyu North Road, Baiju Town, Dafeng</b>	Contact person (please select) :	<b>Junsuo Wang</b>
Province :	<b>Jiangsu</b>	Contact's Email :	<b>alex@jzeast.com</b>
City :	<b>Yancheng</b>	Auditee's official language(s) for written communications :	<b>Chinese</b>
Region :	<b>North East Asia</b>	Other relevant languages for the auditee :	<b>None</b>
Country :	<b>China</b>	Website of auditee (if applicable) :	<b>Not applicable</b>
GPS coordinates :	<b>Not provided</b>	Total turnover (in Euros) :	<b>3750033.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>95.00</b>
Industry :	<b>Toys and Games</b>	Of which domestic market % :	<b>5.00</b>
If other, please specify :		Production volume :	<b>45000</b>
Product Group :	<b>toys</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :		Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>Plush Toys</b>		

<b>Auditee's employment structure at the time of the audit</b>			
Total number of workers :	<b>98</b>	Total number of workers in the production unit to be monitored (if applicable) :	<b>0</b>
		<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>
Permanent workers		<b>25</b>	<b>73</b>
Temporary workers		<b>0</b>	<b>0</b>
In management positions		<b>6</b>	<b>7</b>
Apprentices		<b>0</b>	<b>0</b>
On probation		<b>0</b>	<b>0</b>
With disabilities		<b>0</b>	<b>0</b>
Migrants (national citizens)		<b>0</b>	<b>0</b>
Migrants (foreign citizens)		<b>0</b>	<b>0</b>
Workers on the permanent payroll		<b>25</b>	<b>73</b>
Production based workers		<b>19</b>	<b>66</b>
With shifts at night		<b>0</b>	<b>0</b>
Unionised		<b>0</b>	<b>0</b>
Pregnant		<b>-</b>	<b>0</b>
On maternity leave		<b>-</b>	<b>0</b>

**Finding Report**



**Performance Area 1 : Social Management System and Cascade Effect**

Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: D

Deadline date:27/10/2016

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

The facility established CSR procedure based on BSCI Code of Conduct and relevant national law, provided the relevant training to all employees regularly. The commitment to comply with the BSCI Social Requirements was signed by the appointed charge person. Letter of commitment was issued/ evident on record by the suppliers. No subcontractor or home worker was used by the facility. Based on satisfactory evidence, the main auditee partially respects this principle, because:

企业依据BSCI供应商行为准则以及相关法规建立了企业社会责任程序,并定期对员工进行培训。指定的负责人已签署BSCI承诺书,企业也将承诺书传递给供应商,供应商均表示会遵守该承诺书。企业未使用分包商或家庭工。基于令人满意的证据,被审核方部分尊重BSCI的本条原则,原因如下:

- 1.1 - The Auditee did not conducted the internal audit and management review of corporate social responsibility policy and procedure. And the Auditee did not have an effective management system regarding fair remuneration, Decent Working Hours, No Precarious Employment, occupational health and safety, Protection of the Environment and Ethical Business Behaviour. (Details please refer to Performance 5, 6, 7, 10, 12, 13 respectively.) It partially respects BSCI Performance area 1: Social Management System 1.1.

被审核方没有对进行社会责任政策和程序进行年审和管理者评审。被审核方缺乏对工资,工时,健康安全,不稳定的就业,环境保护以及商业道德行为的有效管理。(详细分别见第5,6,7,10,12,13部分)。这部分尊重绩效区域#1-社会责任管理体系1.1的要求。

- 1.4 - The auditee's workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts. Through document review, auditor found that the auditee's workforce capacity is not properly organised to meet the expectations of the delivery order and contracts. For example. The finding 'Monthly overtime hours exceed 36 hours' was found in this audit. It partially respects BSCI Performance area 1: Social Management System 1.4.

被审核方没有合理的组织人力资源以满足订单和合同的要求。通过文件审核,审核员发现被审核方没有合理的组织人力资源以满足订单和合同的要求。例如,月加班时间超过三十六小时的问题在本次审核中被发现。这部分尊重绩效区域#1-社会责任管理体系1.4的要求。

**Remarks from Auditee:**

None

**Performance Area 2 : Workers Involvement and Protection**

Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

The facility established goods management practices which involve workers and representative in sound information exchange on workplace issues. Workers and representative could express any suggestion or complaint through suggestion box without any retaliation. According to the grievance record, there was no any complaint in the last one year. And through interview with workers, they were satisfied with facility management. No non-compliance was found in this PA.

企业建立了良好的管理实践,员工与员工代表就工作场所的情况可以进行良好沟通。员工与员工代表可以通过意见箱提出意见或投诉,不会遭受打击报复。在过去一年内,无员工进行过申诉。并且,通过员工访谈,员工对企业管理人员感到满意,该项目未发现不符合项。

**Remarks from Auditee:**

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

Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

The facility established formal policy to respect the right of personnel to form, join and organize trade unions of their choice and to bargain collectively on their behalf with the company. The facility will not interfere with the establishment, functioning or administration of workers or collective bargaining. Two employee representatives were elected by all employees including the production employees. They regularly conducted the worker representative meeting about the daily affairs, discussed the matter with management. No non-compliance was found in this PA.

企业建立了尊重员工根据自己意愿建立,加入以及组织工会并与企业方进行集体谈判的权利。企业不干扰员工建立或管理员工或进行集体谈判。企业通过员工包括生产员工自由选举,产生二位员工代表。企业定期与员工代表举行会议,讨论日常事务及管理。该项目未发现不符合项。

**Remarks from Auditee:**

<b>Performance Area 4 : No Discrimination</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The facility established formal policy to prohibit discrimination, harassment and abuse. Discrimination based on grounds of race, color, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation, union membership or marital status was prohibited. No non-compliance was found in this PA. 企业建立了禁止歧视、虐待、体罚的制度。企业不会因种族、肤色、年龄、性别、性取向、民族、疾病、怀孕、宗教、政治倾向、工会会员身份、婚姻状况而歧视员工。该项目未发现不符合项。	
<b>Remarks from Auditee:</b>	
<b>Performance Area 5 : Fair Remuneration</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: B	Deadline date:27/10/2016
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> Payroll records from April 2015 to March 2016 were reviewed. The minimum wage paid to the sampled employees was RMB 1650 per month equivalent to RMB 9.48 (1650/21.75/8) per hour (the most current month), which was higher than the local minimum wage RMB 1600 per month equivalent to RMB 9.20 (1600/21.75/8) per hour from January 1, 2016. The payment cycle was from 1st to the end and the wages were paid to employees on 25th every month in cash. The pay slip was provided to employees. Paid holidays were provided. Annual leave, statutory holiday, sick leave, marriage leave, maternity leave and funeral leave were defined in employee handbook and implemented accordingly. Based on satisfactory evidence, the main auditee partially respects this principle, because: 企业提供了2015年4月至2016年3月的工资记录供审核。所抽取样本中，企业支付给员工的最低工资是1650元/月，相当于9.48元/小时(1650/21.75/8)，高于当地自2016年1月1日起1600元/月，相当于9.20元/小时的最低工资标准。工资计算周期是每月1日至月末，工资在下一个月25日以现金发放。工资条在发工资时提供给员工。固定假日时企业发放工资给员工。并且，企业在员工手册中规定了带薪年假、法定假日、病假、婚假、产假以及丧假，并按照此规定实施。基于令人满意的证据，被审核方部分尊重BSCI的本条原则，原因如下： <b>5.4 -</b> The auditee did not aware of living wage, identify the gap between actual remuneration and fair remuneration and potential actions to fill the gaps. It partially respects BSCI Performance area 5: Fair Remuneration 5.4.  被审核方尚未识别生活工资，没有识别实际薪酬和公平薪酬的差距以及满足差距的可能措施。 这部分尊重绩效区域#5 合理的薪酬 5.4。 <b>5.5 -</b> Insufficient coverage of social insurance participated. Through document review, auditor found that there were 98 employees in the auditee currently. However, 46 employees had not participated in employment injury insurance, basic endowment insurance and maternity insurance, 91 employees had not participated in basic medical insurance, 97 employees had not participated in unemployment insurance. Remark: The auditee purchased commercial suddenness injury insurance for the rest 46 employees. However, The insurance was not mandated by PRC Social Insurance Law. It partially respects BSCI Performance area 5: Fair Remuneration 5.5, and did not comply with requirement of Social Insurance Law of the People's Republic of China, Article 10, 23, 33, 44 and 53. (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.)  社会保险参加不足。通过文件审核，审核员发现被审核方的98名员工中，其中46员工都没有参加工伤保险、生育保险和养老保险，91名员工没有参加医疗保险，97名员工没有参加失业保险。 备注：被审核方为其余46名员工购买了商业意外事故保险。但这个保险不是社会保险法规定的险种。 这部分尊重绩效区域#5-合理的薪酬 5.5，且尚未符合《中华人民共和国社会保险法》第十条，第二十三条，第三十三条，第四十四条和第五十三条。《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。)	
<b>Remarks from Auditee:</b> None	

**Performance Area 6 : Decent Working Hours**

Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: C

Deadline date:27/10/2016

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

Working hours are recorded by swiping cards attendance keeping system. In/out record is accurately. There was one shift in facility, employees worked from 07:30 to 17:30 with 2 hour lunch break from 11:30 to 13:30. The working hours from April 1, 2015 to April 27, 2016 were provided for review. The sample employees' maximum over time hours was 2 hours per day, 8 hours on rest day, 0 hours on holiday, 12 hours per week and 50 hours per month in the sampled months. The longest consecutively working days was 6 days in the sampled periods. Based on satisfactory evidence, the main auditee partially respects this principle, because:

企业用电子打卡系统记录员工考勤, 员工进出时间均有记录。企业员工1班制生产, 工作时间是7:30至17:30, 午休2小时(11:30至13:30)。企业提供了自2015年4月1日至2016年4月27日的考勤记录供审核。所抽取样本考勤中, 最大日加班时间2小时、周末加班8小时、假日无加班、周加班12小时, 月加班50小时, 最长连续工作6天。基于令人满意的证据, 被审核方部分尊重BSCI的本条原则, 原因如下:

- 6.2 -** Overtime hours exceeded the legal requirement. Through document review, auditor found that the monthly overtime hours of 10 out of 10 randomly selected employees were 50 hours in March 2016 (Current month), the monthly overtime hours of 10 out of 10 randomly selected employees were 48 hours in April 2015 (Peak month).

It partially respects BSCI Performance area 6: Decent Working Hours 6.2, and did not comply with requirement of 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2016年3月份(当前月)的考勤中, 10名随机抽取的员工中10人的月加班时间为50小时。2015年4月份(旺季)的考勤中, 10名随机抽取的员工中10人的月加班时间为48小时。

这部分尊重绩效区域#6-体面工作时间6.2, 且尚未符合《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:**

None



**Performance Area 7 : Occupational Health and Safety**

Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A

Deadline date:27/10/2016

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

During plant tour, document review and worker interview, training records on personal protective equipment usage were reviewed. Health & Safety Risk Identification & Assessment Management Procedure and Risk Assessment Form were reviewed. Sufficient fire fighting equipment such as fire extinguishers were installed and inspected monthly. Evacuation routes were not blocked and evacuation plans were posted at each floor. Emergency lights and exit signs were installed properly and inspected monthly. Machines were maintained in safe condition. Operation procedure was posted in the workshop. As per facility management confirmation and interview with employees, there was no pregnant employee existed in past one year. Health and safety training was documented. Work-related Injury Record Sheet and Work-related Injury Research Report were reviewed but no work-related injury happened in the past one year. Based on satisfactory evidence, the main auditee partially respects this principle, because:

通过现场走访、文件审核以及员工访谈,培训以及劳动防护用品已提供给员工。健康与安全风险识别与评估程序以及风险评估记录已提供审核。足够的消防设施如灭火器已安装并每月进行检查。逃生路线未被堵塞、疏散图张贴在每个生产场所中。已安装应急灯与安全出口标识,并每月进行检查。机器安全运转,操作规程张贴于生产现场。根据企业管理人员确认以及员工访谈,在过去一年内企业无怀孕员工,健康安全培训均已记录。工伤记录以及工伤调查报告显示过去一年无员工发生工伤。基于令人满意的证据,被审核方部分尊重BSCI的本条原则,原因如下:

**7.1 -** No occupational health examination was provided to employees engaged in post with occupational disease hazards. During auditee tour, auditor found that there were 2 employees were working in down filling workshop with occupational hazardous factor (dust). However, no periodic occupational health examination reports which required by law for those 2 employees were provided for review. It partially respects BSCI Performance area 7: Occupational Health and Safety 7.1, and did not comply with requirement of PRC Law of Prevention and Control of Occupational Diseases article 36.(the employer shall conduct regular occupational health examination for those laborers who are engaged in using or contacting noxious articles in their working process as required by medical administrative department under the State Council. The occupational health examination should be conducted before laborers start to take work post, in the course of the work post and after leave the work post and employer should inform the laborers of the result of the occupational health examinations)

被审核方没有为从事职业性危害作业的员工提供职业健康检查。在现场巡查时,审核员发现被审核方没有为充绒车间有2名员工接触职业危害因素(粉尘)。但是被审核方未能提供这2名员工按法规要求的定期职业健康检查报告供审核员审阅。这部分尊重绩效区域#7-职业健康与安全7.1,且尚未符合《中华人民共和国职业病防治法》第三十六条。(对从事接触职业病危害的作业的劳动者,用人单位应当按照国务院卫生行政部门的规定组织上岗前、在岗期间和离岗时的职业健康检查,并将检查结果如实告知劳动者。)

**7.3 -** The OHS risk assessments did not include the risk of some vulnerable employees, communicable diseases and non communicable diseases. During document review, auditor found that the auditee had conducted the OHS risk assessments, but OHS risk assessments did not include the risk of some vulnerable employees such as female employees, communicable diseases and non communicable diseases risk. It partially respects BSCI Performance area 7: Occupational Health and Safety 7.3.

被审核方的职业健康和安全风险评估没有包括部分弱势员工,传染性疾病和不可传染的疾病。在文件审核时,被审核方进行了职业健康和安全风险评估,但是没有包括部分弱势员工例如女员工,传染性疾病和不可传染的疾病风险。这部分尊重绩效区域#7-职业健康与安全7.3.

**7.6 -** No proper personal protective equipment (PPE) was provided to down filling employees. During facility tour, auditor found that there were 2 employees contacting with dust in down filling workshop, but they only wore cotton mask. It partially respects BSCI Performance area 7: Occupational Health and Safety 7.6, and did not comply with requirement of Law of the PRC on Work Safety article 42, manufacturing units shall provide personal protective equipment to employees. Manufacturing units shall supervise and train employees to ensure they properly wear and use the personal protective equipment.

被审核方没有为充绒员工提供正确的个人防护用品。在现场巡查时,审核员发现在充绒车间所有2名员工作业时接触粉尘只佩戴了棉纱口罩。

这部分尊重绩效区域#7-职业健康与安全7.6,且尚未符合依据《中华人民共和国安全生产法》第42条,生产经营单位必须为从业人员提供符合国家标准或者行业标准的劳动防护用品,并监督、教育从业人员按照使用规则佩戴、使用。

**7.13 -** 1. The facility did not assign competent person to periodically check the electrical installations and equipment. Through document review, auditor found that the facility provided electrical installations and equipment checking records for review. However, the facility did not assign competent person to periodically check the electrical installations and equipment. It partially respects BSCI Performance area 7: Occupational Health and Safety 7.13.  
2. The horizontal spacing between the position vertically beneath the lights and the piled goods did not comply with legal requirement. During facility tour, auditor found that the 1F of one 2-storey building was used as finished goods warehouse, the 2F of the 2-storey building used as raw material warehouse, and there were combustible materials such cloth production stored under the lights directly in above areas. It partially respects BSCI Performance area 7: Occupational Health and Safety 7.13, and did not comply with requirement of Rules on Administration of Fire Safety in Warehouses, article 39.

1. 没有指定有资质的员工定期检查电器设施。通过文件审核,审核员发现被审核方提供了相关的电器检查记录以供审核。但没有指定有资质的员工定期检查电器设施。这部分尊重绩效区域#7-职业健康与安全7.13。

2. 仓库内照明灯具垂直下方与储存物品水平间距不符合要求。在现场巡查时,审核员发现企业使用一栋二层建筑的一层作为成品仓库,二层用作原料仓库,存放可燃物品例如布制品,但这些物品直接存放在照明灯具垂直下方。这部分尊重绩效区域#7-职业健康与安全7.13,且尚未符合《仓库防火安全管理规则》第39条。(照明灯具下方不准堆放物品,其垂直下方与储存物品水平间距不得小于零点五米)

**Remarks from Auditee:**

None

<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> No child labor was hired by the auditee. In addition, the auditee had established procedure regarding prohibition child labor and hiring and remediation program. No non-compliance was found in this PA. 企业未招聘童工。企业建立了禁止使用招聘童工的制度，也建立了童工补救制度。该项目未发现不符合项。	
<b>Remarks from Auditee:</b>	
<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The auditee could respect this principle Special protection for young employees, the facility established Young Employee Protection Management Procedure. Moreover, through management interview, worker interview, site observation and document review, noted that no young employees existed in the facility at present. No non-compliance was found in this PA. 企业尊重未成年工特殊保护规定，企业建立了未成年工保护管理程序。此外，通过管理人员访谈，员工访谈、现场走访以及文件审核，未发现企业内目前存在未成年工。该项目未发现不符合项。	
<b>Remarks from Auditee:</b>	
<b>Performance Area 10 : No Precarious Employment</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A	Deadline date:27/10/2016
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The auditee completely respects this principle No Precarious Employment principle. Facility provided workers with understandable information before entering into the employment. Each employee had signed labor contract with facility, and they had obtained the copy of the labor contract. Based on satisfactory evidence, the main auditee partially respects this principle, because: 企业尊重无无保障就业原则。企业在员工入职前向员工提供培训。员工已与企业签订劳动合同，并且企业提供劳动合同副本给员工。基于令人满意的证据，被审核方部分尊重BSCI的本条原则，原因如下： <b>10.2 -</b> 1. Insufficient items in the employee roster. Through document review, auditor found that the employee roster provided by auditee did not include the information of contact information, length of labour contract. It partially respects BSCI Performance area 10: No Precarious Employment 10.2, and did not comply with requirement of PRC Employment Contract Law article 8. (the staff roster as mentioned in Article 7 of the PRC Employment Contract Law should contain such employee information including name, sex, identity card number, registered permanent residence and current residence, contact information, form of employment, starting time of employment and length of labour contract.) 2. The labour contract lacks of necessary terms. Through document review, auditor found that the two down filling employees' labour contract provided by facility did not include the employment protection, work conditions, and protection against and prevention of occupational harm; It partially respects BSCI Performance area 10: No Precarious Employment 10.2, and did not comply with requirement of PRC Employment Contract Law article 17. (an employment contract shall include the following clauses: 1) The employer's name, domicile, legal representative or major person-in-charge; 2) The employee's name, domicile, number of identity card or number of any other valid identity certificate; 3) The time limit for the employment contract; 4) The work contents and address; 5) The work time, rest and vacation; 6) The remunerations; 7) The social security; 8) The employment protection, work conditions, and protection against and prevention of occupational harm; and 9) Other items that shall be included in the employment contract under any law or regulation. Apart from the essential clauses as prescribed in the preceding paragraph, the employer and the employee may, in the employment contract, stipulate the probation period, training, confidentiality, supplementary insurances, welfares and treatments, as well as other items.)  1. 职工名册的项目不足。通过文件审核，审核员发现被审核方建立的职工名册没有包含联系方式、劳动合同期限的内容。这部分尊重绩效区域#10-稳定的雇佣10.2，且尚未符合《中华人民共和国劳动合同法实施条例》第8条。(劳动合同法第七条规定的职工名册，应当包括劳动者姓名、性别、公民身份号码、户籍地址及现住址、联系方式、用工形式、用工起始时间、劳动合同期限等内容。) 2. 劳动合同缺少必备的条款。通过文件审核，审核员发现两名充绒员工的劳动合同没有约定劳动保护、劳动条件和职业危害防护的内容。职工名册的项目不足。这部分尊重绩效区域#10-稳定的雇佣10.2，且尚未符合《中华人民共和国劳动合同法》第17条(劳动合同应当具备以下条款：(一)用人单位的名称、住所和法定代表人或者主要负责人；(二)劳动者的姓名、住址和居民身份证或者其他有效身份证件号码；(三)劳动合同期限；(四)工作内容和工作地点；(五)工作时间和休息休假；(六)劳动报酬；(七)社会保险；(八)劳动保护、劳动条件和职业危害防护；(九)法律、法规规定应当纳入劳动合同的其他事项。劳动合同除前款规定的必备条款外，用人单位与劳动者可以约定试用期、培训、保守秘密、补充保险和福利待遇等其他事项。)	
<b>Remarks from Auditee:</b> None	

<b>Performance Area 11 : No Bonded Labour</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The facility established formal policy to prohibit the forced labor, disciplinary measure or prison labor, relevant training were provided to the workers. There was no visible restriction with regard to freedom of movement within the site or to leave the site. Employees were free to leave after the work. No forced labor was used in the facility. No deposit money or ID card was required to be logged by personnel for seeking the job in this company. No personnel salary, benefits, property or documents were withheld by the facility to pressurize the workers to continue to work in case they were unwilling due to any reason. No human trafficking was observed. No condition of forced labor was used. No non-compliance was found in this PA. 企业建立了禁止强迫劳动、处罚或监狱劳工，并对员工进行了相关培训。在自由移动方面无限制，员工在下班后可以自由离开公司。企业无强迫劳动现象发生，无因获得工作而支付押金、扣押证件。企业未扣押员工工资、福利、财产以迫使员工在非自愿的情况下继续工作。无人口贩卖以及强迫劳动情况发生。该项目未发现不符合项。	
<b>Remarks from Auditee:</b>	
<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: A	Deadline date:27/10/2016
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The facility provided related Environment Protection Files for review. There was no waste found to be dumped in natural environments, or burned on open fires. Based on satisfactory evidence, the main auditee partially respects this principle, because: 企业提供了相关的环保文件以供审核。评估中未发现企业直接清倒废物或焚烧废物。基于令人满意的证据，被审核方部分尊重BSCI的本条原则，原因如下：  12.1 - The auditee did not have grievance mechanism in place to address the environmental concerns of surrounding communities. Through document review, the auditee did not have grievance mechanism in place to address the environmental concerns of surrounding communities. It partially respects BSCI Performance area 12: Protection of the Environment 12.1  被审核方没有建立有关周围社区环境问题的申诉机制。通过文件审核，审核员发现被审核方没有建立有关周围社区环境问题的申诉机制。这部分尊重绩效区域#12-保护环境12.1	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 48217] Audit Date: 26/04/2016 PA Score: B	Deadline date:27/10/2016
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The auditee could respect this principle Ethical Business Behavior, because they had established Anti-bribery and anti-corruption Procedure; They provided training to employees for this issue and related employees signed statement to comply with this policy. In addition, the auditee had informed their sub-contractor and suppliers of this requirement and all the sub-contractor and suppliers had signed statements of complying with this policy. Based on satisfactory evidence, the main auditee partially respects this principle, because: 企业尊重商业道德行为准则，企业已建立反贿赂、反腐败程序，并员工提供了相关培训、员工已签署廉政声明。此外，企业已与其分包商和供应商沟通此要求，分包商和供应商已签署廉政声明以符合该制度要求。基于令人满意的证据，被审核方部分尊重BSCI的本条原则，原因如下：  13.4 - No procedure to collect, uses and otherwise processes personal information with reasonable care and in accordance with privacy and information security laws and regulatory requirements. Through document review, the auditee did not establish procedure to collect, uses and otherwise processes personal information with reasonable care and in accordance with privacy and information security laws and regulatory requirements. It did not respect BSCI Performance area 13: Ethical Business Behaviour 13.4  没有程序以按照隐私和信息安全法和监控要求收集、使用和进行了合理谨慎的处理。通过文件审核，审核员发现被审核方没有建立程序以按照隐私和信息安全法和监控要求收集、使用和进行了合理谨慎的处理。这尚未尊重绩效区域#13-商业道德行为13.4	
<b>Remarks from Auditee:</b> None	

**Summary** 

Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	26/04/2016	48217	D	A	A	A	B	C	A	A	A	A	A	A	B	C

**Producer Photos**



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



Photo of fire safety equipment  
No smoking sign.jpg



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



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



Photo of non-conformity  
Combustible materials such cloth production stored under the lights directly.jpg



Photo of the inside of the main production hall  
Sewing workshop.jpg



External photo(s) of the production unit(s)  
Facility overview.jpg



Photo of non-conformity  
Employees in down filling workshop only wore cotton mask.jpg



Photo of the inside of the main production hall  
Warehouse.jpg



Photo first aid facilities  
First aid box.jpg



Photo of the canteen (if applicable)  
Canteen.jpg



Photo of the personal protection equipments (if applicable)  
Cutting employee wore metal gloves.jpg



Photo of fire safety equipment  
Electrical box.jpg



Photo of the canteen (if applicable)  
Kitchen.jpg



Photo of the sanitary facilities  
Drinking station.jpg





Photo of fire safety equipment  
Emergency light and exit sign.jpg



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



Photo of the inside of the main production hall  
Toilet.jpg

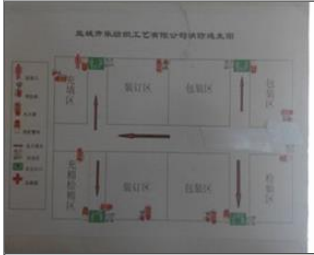


Photo of fire safety equipment  
Evacuation plan.jpg



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



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



Photo of fire safety equipment  
Extinguisher and fire hydrant.jpg



Photo of the inside of the main production hall  
Down filling workshop.jpg



Photo of the inside of the main production hall  
Warning sign.jpg



Photo of fire safety equipment  
Fire alarm.jpg