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|-----------------------------------|--|
| Auditee :                         | <b>Dongguan Thousand Perfection Melamine Ware Co., Ltd</b>       |
| Audit Date From :                 | <b>15/05/2017</b>  |
| Audit Date To :                   | <b>16/05/2017</b>  |
| Expiry Date of the Audit :        | <b>Please refer to the producer profile in the BSCI platform</b> |
| Auditing Company :                | <b>Intertek</b>  |
| Auditor's Name(s) :               | <b>Corey Tang, Ada Ren(Lead)</b>                                 |
| Auditing Branch (if applicable) : | <b>Intertek South China - Shenzhen</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.  
Access [www.bsciplatform.org](http://www.bsciplatform.org), for entitled users only.

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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><br/><b>OUTSTANDING</b></p>  | <p>o Minimum 7 performance area rated A<br/>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>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>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 | A | 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 | A | B | B | B |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| A                                       | A  | A  | A | A | A | A | A | B | B | B | B | B | B | B |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <p><b>B</b><br/><b>GOOD</b></p>         | <p>o Maximum 3 performance area rated C<br/>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>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></tr> <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>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 | A | B | B | B | B | B | B | B | B | A | A | A | A | A | A | B | B | B | B | B | B | B | B | 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 | A | B | B | B | B | B | B | B | B |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| A                                       | A  | A  | A | A | A | B | B | B | B | B | B | B | B | C |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| B                                       | B  | B  | B | B | B | B | B | B | B | B | C | C | C | C |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <p><b>C</b><br/><b>ACCEPTABLE</b></p>   | <p>o Maximum 2 performance areas rated D<br/>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>A</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 | A | 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 | A | 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><b>D</b><br/><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>A</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 | A | 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 | A | 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><br/><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 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 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><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 :          | Dongguan Thousand Perfection Melamine Ware Co., Ltd         |                 |                                |
| DBID number :               | 16577   |                 |                                |
| Audit ID :                  | 79922   |                 |                                |
| Address :                   | No.480, Youyi Road, Dengwu Precinct, Qiaotou Town, Dongguan |                 |                                |
| Province :                  | Guangdong   | Country :       | China                          |
| Management Representative : | Mr. Xie Zong Xun  |                 |                                |
| Contact person:             | Zong Xun Xie  | Sector :        | Non-Food                       |
| Industry Type :             | Accessories   | Product group : | bathroom and kitchen utensiles |
| Product Type :              | Melamine wares  |                 |                                |

**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 : 16/05/2018  |

**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     | A     | A     |

**Executive summary of audit report**

Dongguan Thousand Perfection Melamine Ware Co., Ltd (the business license number is 91441900768436725D) is located at No.480, Youyi Road, Dengwu Precinct, Qiaotou Town, Dongguan City, Guangdong Province, China. This was a privately owned Company. The total land area occupied by the facility is 40500 square meters. They have established and started their operation at the existing location since November 2004. A total of 795 employees including 239 female employees and 556 male employees are currently working in the facility. The facility consists of three 4-storey buildings, six flat buildings and one 2-storey building used as production floor, warehouse and office. One 5-storey building, two 4-storey buildings and one 3-storey building were used as dormitories. One 2-storey building was used as canteen and kitchen.

The main products manufactured by the facility cover melamine wares.

The main production processes are listed as follows:  
Standing paper, Molding, Polishing, QC and Packing.

The production capacity is 4500000 PCS per month.

Total machines per type were: total 678 sets machines, including molding machines, warm-up machines, polishing machines and sand wheel machines etc.

Attendance records from April 1, 2016 to May 16, 2017 (audit day) were reviewed in this audit. All employees (except office, security guard and kitchen staff) worked for 5 days a week from Monday to Friday in two shifts. The day shift was 8:00-12:00, 13:00-17:00, 17:30-19:30. The night shift was 21:30-23:30, 0:00-8:00. The office employees worked in 1 shift, which was 8:00-12:00, 13:30-18:30. Security guard worked in 3 shifts, which was 7:00-15:00, 15:00-23:00 and 23:00-7:00. Kitchen staff worked in 2 shifts, which was 7:00-12:30, 15:00-17:30 and 15:00-19:00, 20:00-0:00. Employees sometimes worked overtime 2 hours per day and 8 hours on Saturday. IC card attendance recording systems are used for time keeping and every employee should punch their IC card when they go in and out the facility. As per facility management interview, the peak season was not obvious.

Payroll records from April 2016 to March 2017 were reviewed in this audit. All employees' wages were calculated on hourly-rated basis. The lowest basic wages were RMB1510 per month that was as per 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 public holidays respectively. Employees were paid by bank auto-pay on or before the 20th of each month after the previous wage calculation cycle.

**Ratings Summary**



| <b>Auditee's background information</b> |  |   |                              |
|---|--|---|------------------------------|
| Auditee's name :                        | <b>Dongguan Thousand Perfection Melamine Ware Co., Ltd</b> | Legal status :  | <b>Limited Company</b>       |
| Local Name :                            | <b>东莞万善美耐皿制品有限公司</b>                                       | Year in which the auditee was founded :                     | <b>2004</b>                  |
| Address :                               | <b>No.480, Youyi Road, Dengwu Precinct, Qiaotou Town,</b>  | Contact person (please select) :                            | <b>Zong Xun Xie</b>          |
| Province :                              | <b>Guangdong</b>   | Contact's Email :   | <b>xie@dgtpc.com</b>         |
| City :                                  | <b>Dongguan</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>Chinese</b>               |
| Country :                               | <b>China</b>   | Website of auditee (if applicable) :                        | <b>www.tn-melamine.com</b>   |
| GPS coordinates :                       | <b>Nil</b>   | Total turnover (in Euros) :                                 | <b>41000000.00</b>           |
| Sector :                                | <b>Non-Food</b>  | Of which exports % :  | <b>100.00</b>                |
| Industry :                              | <b>Accessories</b>   | Of which domestic market % :                                | <b>0.00</b>                  |
| If other, please specify :              |  | Production volume :   | <b>4500000 PCS per month</b> |
| Product Group :                         | <b>bathroom and kitchen utensiles</b>                      | Production cost calculation :                               | <b>No</b>                    |
| If other, please specify :              |  | Lost time injury calculation cost :                         | <b>No</b>                    |
| Product Type :                          | <b>Melamine wares</b>                                      |   |                              |

| <b>Auditee's employment structure at the time of the audit</b> |                     |  |          |
|--|---------------------|--|----------|
| Total number of workers :                                      | <b>795</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>556</b>          | <b>239</b>   |          |
| Temporary workers  | <b>0</b>            | <b>0</b>   |          |
| In management positions  | <b>9</b>            | <b>1</b>   |          |
| Apprentices  | <b>0</b>            | <b>0</b>   |          |
| On probation   | <b>20</b>           | <b>13</b>  |          |
| With disabilities  | <b>0</b>            | <b>0</b>   |          |
| Migrants (national citizens)                                   | <b>548</b>          | <b>232</b>   |          |
| Migrants (foreign citizens)                                    | <b>0</b>            | <b>0</b>   |          |
| Workers on the permanent payroll                               | <b>556</b>          | <b>239</b>   |          |
| Production based workers                                       | <b>0</b>            | <b>0</b>   |          |
| With shifts at night   | <b>150</b>          | <b>70</b>  |          |
| Unionised  | <b>0</b>            | <b>0</b>   |          |
| Pregnant   | <b>-</b>            | <b>1</b>   |          |
| On maternity leave   | <b>-</b>            | <b>0</b>   |          |

**Finding Report**



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

Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: C

Deadline date:16/09/2017

**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. Law/COC: 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, 因为员工的月加班时间超出了法律的规定, 具体参考检查点6.2。法规/行为准则: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:**

Nil

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

Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: B

Deadline date:16/09/2017

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

The facility had taken orientation and refresh training to make workers aware of their rights and responsibilities and build sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation. Furthermore, the facility had set an effective operational-level grievance mechanism to protect workers' benefit. However, a gap was identified in this performance area, please refer to relevant checkpoint for details.

工厂有进行入职前培训和定期培训使在经理、工人和工人代表之间培养了足够的的能力, 以顺利在业务经营中结合责任规范。并且, 工厂有建立有效运行的申诉机制以保护员工利益。但是, 在此部分有发现缺陷, 具体参考相关的检查点。

- 2.2 - No relative goals on the working hours and legal benefits, which had gap with legal requirement. Law/COC: In accordance with BSCI Social Requirements, the auditee should define long term goals to protect workers according to BSCI COC.  
受审核方没有制定有关工作时间和法定福利的目标, 尽管其执行情况与法规要求有差距。法规/行为准则:根据BSCI社会责任要求, 受审核方需要根据BSCI要求制定长期目标来保护工人。

**Remarks from Auditee:**

Nil

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

Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

There was no union in the facility, but there were worker representatives freely elected in the facility. The facility did not interfere with employees' right to join legal associations and take part in their activities. Employees could raise their concerns through suggestion box and communicating with their directly supervisors, etc.

工厂没有工会, 但是有自由选举员工代表。且工厂不会干预员工加入合法团体和活动的权利。员工可以通过意见箱和向直接主管反映等方式提出意见。

**Remarks from Auditee:**

Nil

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|--|--------------------------|
| <b>Performance Area 4 : No Discrimination</b>  |                          |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A   | Deadline date:           |
| <b>GOOD PRACTICES:</b><br>None   |                          |
| <b>AREAS OF IMPROVEMENT:</b><br>There was no discrimination in hiring, compensation and benefits, access to training, promotion, termination, etc, and the facility provided the same pay to male/female employees.<br>工厂在招聘、工资福利、培训、晋升或离职等方面不存在歧视, 并且工厂在男女工作上同工同酬。  |                          |
| <b>Remarks from Auditee:</b><br>Nil  |                          |
| <b>Performance Area 5 : Fair Remuneration</b>  |                          |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: C   | Deadline date:16/09/2017 |
| <b>GOOD PRACTICES:</b><br>None   |                          |
| <b>AREAS OF IMPROVEMENT:</b><br>All employees' wages were calculated on hourly-rated basis. The lowest basic wages were RMB1510 per month that was meet local law's requirement. For overtime wages, 150% and 200% of basic wages were paid to employees for their overtime hours on workdays and rest days respectively, no overtime on public holidays. Employees were paid by bank auto-pay on 20th 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, gaps were identified in this performance area, please refer to relevant checkpoints for details.<br>所有员工工资按计时方式计算。员工最低基本工资为每月人民币1510元, 符合当地法规标准。工作日加班和周末加班分别按1.5倍和2倍基本工资计算, 法定假无加班。员工工资按月在次月20号以银行转帐形式发放。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, 在此部分有发现问题点, 具体参考相关的检查点。<br><b>5.4 -</b> The facility management was not aware of any information about Basic Needs Wage, and the facility management did not know that they should provide sufficient remuneration that allows workers to meet a decent standard of living based on the BSCI requirement. Only based on the provided payroll records, the facility only paid local minimum wage of RMB1510 per month for all production employees for the normal working hours.<br>Law/COC: The auditee should provide sufficient remuneration that allows workers to meet a decent living standard.<br>企业对Basic Needs Wage没有任何了解, 企业也不知道他们应该按照BSCI的要求提供足够的待遇让员工过上体面的生活。基于企业提供的工资表, 企业给所有生产工人仅按照当地最低工资标准(RMB1510/月)支付对应的正班工作时间。法规/行为准则:被审核方(生产商)应支付足够的报酬使工人达到体面生活标准。<br><b>5.5 -</b> Insufficient social insurance participated. Through reviewing the social insurance receipt of April 2017, auditor found that all 795 employees (100%) had participated in basic medical insurance, but only 791 employees (99%) had participated in employment injury insurance, 771 employees (96%) had participated in basic endowment insurance and unemployment insurance and 784 employees (98%) had participated in maternity insurance. In addition, the facility bought Employers' Compensation Insurance for 686 employees, the valid period was from April 30, 2017 to April 30, 2018.<br>Law/COC: 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.<br>社会保险参保不足。通过查看2017年4月的社保收据, 审核员发现企业的795名员工中, 所有795人(100%)参加医疗保险, 但只有791人(99%)参加工伤保险, 771人(96%)参加养老保险和失业保险, 784人(98%)参加生育保险。另外, 工厂为686人购买了雇主工伤补偿险, 保险周期为2017年4月30日到2018年4月30日。法规/行为准则: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。 |                          |
| <b>Remarks from Auditee:</b><br>Nil  |                          |

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|---|--------------------------|
| <b>Performance Area 6 : Decent Working Hours</b>  |                          |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: D  | Deadline date:16/09/2017 |
| <b>GOOD PRACTICES:</b><br>None  |                          |
| <b>AREAS OF IMPROVEMENT:</b><br><p>IC card attendance recording systems are used for time keeping and every employee should punch their IC card when they go in and out the facility. As per facility management interview, the peak season was not obvious. Workers worked overtime voluntarily. The daily overtime hours did not exceed 3 hours, and 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.</p> <p>工厂采用电子考勤记录方式, 所有直接招聘员工在上下班均需打电子卡。工厂旺季不明显。员工按个人意愿加班。每天加班时间不超过3小时, 并且每连续工作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。</p> <p><b>6.2 -</b> Overtime hours exceeded the legal requirement. The monthly overtime hours of 26 out of 26 randomly selected employees were 64-86 hours in March 2017 (current month), 25 out of 26 randomly selected employees were 84-94 hours in December 2016 (random month) and 26 out of 26 randomly selected employees were 58-86 hours in October 2016 (random month). Law/COC: 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.</p> <p>加班时间超过法规要求。2017年3月份(当前月)26名抽样的员工中有26名的月加班时间为64-86小时, 2016年12月份(随机月)26名抽样的员工中有25名的月加班时间为84-94小时, 2016年10月份(随机月)26名抽样的员工中有26名的月加班时间为58-86小时。法规/行为准则: 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。</p>   |                          |
| <b>Remarks from Auditee:</b><br>Nil   |                          |
| <b>Performance Area 7 : Occupational Health and Safety</b>  |                          |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date:16/09/2017 |
| <b>GOOD PRACTICES:</b><br>None  |                          |
| <b>AREAS OF IMPROVEMENT:</b><br><p>The electrical systems of the facility were in a good condition. All switches in the electrical control panels have been labelled with warning sign. The facility posted the evacuation plans with "You Are Here" sign on the work floors, which indicated escape routes, the location of fire extinguishers and fire hydrants, etc. All safety exits were installed with exit signs and emergency lights, all work floors were installed with fire alarms, and all firefighting equipments were inspected once a month. Sufficient first aid kits stocked with necessary supplies were provided in the facility. Drinkable water was available in the facility. Employees had received regular and recorded health &amp; safety training such as fire drill etc. However, gaps were identified in this performance area, please refer to relevant checkpoints for details. Remark: 1)For 7.23, the facility did not provide transportation to workers.</p> <p>工厂的电力系统良好, 所有电箱开关有张贴警示标示。工厂车间有张贴逃生平面图, 上面有指明"我的位置"、逃生路径、灭火器和消防栓位置等。所有安全出口有安装出口标识和应急灯, 车间有安装消防警铃, 所有消防设施每月点检一次。工厂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。但是, 在此部分有发现缺陷, 具体参考相关的检查点。备注: 1)针对7.23, 工厂没有提供交通给员工。</p> <p><b>7.4 -</b> Workers and their representative were not involved in health and safety risk assessment. Law/COC: In accordance with BSCI Social Requirements, workers and their representative should involve in health and safety risk assessment.</p> <p>审核发现工人和工人代表没有受邀参与职业健康安全风险的评估。法规/行为准则: 根据BSCI社会责任要求, 工人和工人代表应当参与职业健康安全风险的评估。</p> <p><b>7.5 -</b> No certificate for special appliance operator. During facility tour, auditor found that 1 fork lift operator onsite did not have fork lift operator certificate. Law/COC: 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.</p> <p>特种设备作业人员未取得作业证书。在现场巡查时, 审核员发现1名操作叉车的员工没有取得叉车操作工证件。法规/行为准则: 依据《特种设备安全监察条例》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。</p> <p><b>7.6 -</b> Polishing employees did not wear gasmask properly. During facility tour, auditor found that 3 out of 60 polishing employees on 1F of C# production building did not wear gasmask properly. Law/COC: In accordance with 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.</p> <p>打磨员工没有正确佩戴口罩。在现场巡查时, 审核员发现C栋生产楼1楼60个打磨员工中的3个没有正确佩戴口罩。法规/行为准则: 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。</p> |                          |
| <b>Remarks from Auditee:</b><br>Nil   |                          |



| <b>Performance Area 8 : No Child Labour</b>   |                |
|---|----------------|
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date: |
| <b>GOOD PRACTICES:</b><br>None  |                |
| <b>AREAS OF IMPROVEMENT:</b><br>There were no children in the facility. Furthermore, the facility had also established remedial procedures to provide for further protection in case children are found to be working.<br>工厂未发现童工, 并且工厂有建立童工补救程序。   |                |
| <b>Remarks from Auditee:</b><br>Nil   |                |
| <b>Performance Area 9 : Special protection for young workers</b>  |                |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date: |
| <b>GOOD PRACTICES:</b><br>None  |                |
| <b>AREAS OF IMPROVEMENT:</b><br>There was no juvenile worker in the facility. Furthermore, the facility had also established procedures for protection of juvenile workers, such as regular health examination, did not arrange juvenile worker to hazard work position, etc.<br>工厂未发现未成年工, 并且工厂有建立未成年工保护程序, 如定期体检、不安排危险岗位作业等。  |                |
| <b>Remarks from Auditee:</b><br>Nil   |                |
| <b>Performance Area 10 : No Precarious Employment</b>   |                |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date: |
| <b>GOOD PRACTICES:</b><br>None  |                |
| <b>AREAS OF IMPROVEMENT:</b><br>The facility signed labor contracts with all employees within 30 days after employment. Employees had a copy of the contract in their own language. The facility had taken relevant orientation training when hiring. No temporary employee was noted in the facility.<br>工厂有在员工入职30天内和他们签订劳动合同, 合同副本有给一份给员工。工厂在员工入职时有进行相关的培训。工厂未使用临时工。   |                |
| <b>Remarks from Auditee:</b><br>Nil   |                |
| <b>Performance Area 11 : No Bonded Labour</b>   |                |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date: |
| <b>GOOD PRACTICES:</b><br>None  |                |
| <b>AREAS OF IMPROVEMENT:</b><br>There was no forced, bonded or involuntary prison labour in the facility. Employees were not required to pay any deposits or leave their ID cards to the employer. Employees could free to leave their working stations once their shifts end, and were free to leave their employer if they notified in writing 30 days in advance after probation period or 3 days in advance within probation period.<br>工厂未使用强迫劳工。员工在应聘时不需支付押金, 工厂不扣押证件。员工在下班后可以自由离开工作岗位, 并且员工在试用期内可提前3天或在试用期后可提前30天自由提出辞职。 |                |
| <b>Remarks from Auditee:</b><br>Nil   |                |

| <b>Performance Area 12 : Protection of the Environment</b>  |                |
|---|----------------|
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date: |
| <b>GOOD PRACTICES:</b><br>Nil   |                |
| <b>AREAS OF IMPROVEMENT:</b><br>The facility had established a written environmental policy. One senior management was responsible for continuous improvements in their environmental performance. Furthermore, the facility had provided EIA (Environmental Impact Assessment), EIA approval, environmental monitoring report and transferring records for hazardous wastes for review.<br>工厂有建立书面的环境政策。有委任一名高级经理负责环境方面的持续改善。并且，工厂有提供环境影响报告、环评批复、环境监测报告和危废转移记录供审核。   |                |
| <b>Remarks from Auditee:</b><br>Nil   |                |
| <b>Performance Area 13 : Ethical Business Behaviour</b>   |                |
| Full Audit [Audit Id - 79922] Audit Date: 15/05/2017 PA Score: A  | Deadline date: |
| <b>GOOD PRACTICES:</b><br>Nil   |                |
| <b>AREAS OF IMPROVEMENT:</b><br>The facility had established procedure to actively oppose any act of corruption, extortion or embezzlement, or in any form of bribery in its activities, had kept accurate information regarding its own activities, structure and performance, and had collected, used and processed personal information with reasonable care in accordance with privacy and information security laws and regulatory requirements.<br>工厂有建立程序以积极反对在其企业活动中出现的任何贪污、勒索或挪用行为、或任何贿赂行为，有保留关于其活动、架构和绩效的准确信息，有按照隐私和信息安全法和监控要求对个人信息进行收集、使用和合理谨慎的处理。 |                |
| <b>Remarks from Auditee:</b><br>Nil   |                |

**Summary**



| Audit Type | Date       | Audit Id | PA1 | PA2 | PA3 | PA4 | PA5 | PA6 | PA7 | PA8 | PA9 | PA10 | PA11 | PA12 | PA13 | Overall Rating |
|------------|------------|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|----------------|
| Full Audit | 15/05/2017 | 79922    | C   | B   | A   | A   | C   | D   | A   | A   | A   | A    | A    | A    | A    | C              |

**Producer Photos**



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



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



Photo of the dormitories (if applicable)  
Dormitory room.JPG



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



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



Photo of the dormitories (if applicable)  
Locker.JPG



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



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



Photo of the code of conduct on display  
BSCI COC.jpg



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



Photo of the inside of the main production hall  
Raw material warehouse.JPG

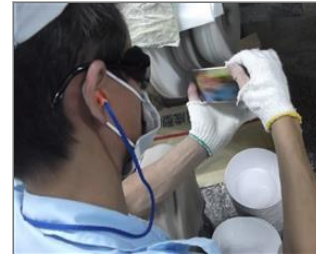


Photo of the personal protection equipments (if applicable)  
PPE being used.JPG



Photo of fire safety equipment  
Evacuation directional sign.JPG



Photo of the inside of the main production hall  
Semi finished goods warehouse.JPG



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



Photo of fire safety equipment  
Evacuation map.JPG



Photo of the inside of the main production hall  
Standing paper workshop.JPG



Photo of the sanitary facilities  
Drinkable water.JPG



Photo of fire safety equipment  
Fire alarm.JPG



Photo of non-conformity  
PPE was not correctly used.JPG



Photo of the sanitary facilities  
Toilet.jpg



Photo of fire safety equipment  
Fire extinguisher.JPG



Photo of the canteen (if applicable)  
Canteen.JPG



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



Photo of fire safety equipment  
Fire hydrant.JPG



Photo of the canteen (if applicable)  
Kitchen.JPG



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



Photo of the inside of the main production hall  
Molding storage area.JPG



Photo of the dormitories (if applicable)  
Dormitory building.JPG



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