

Monitored Party xxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxx	amfori ID <b>156-004340-000</b>	Address xxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxxxxxxxxxxxxxxxxxxxx, <b>China</b>
Monitoring Activity <b>amfori Social Audit - Manufacturing</b>	Monitoring Type <b>Full Monitoring</b>	Monitoring Partner <b>SGS</b>
Monitoring Start Date <b>25/03/2024</b>	Closing Meeting Finished Date <b>27/03/2024</b>	Submission Date <b>02/04/2024</b>
Expiration Date <b>02/04/2025</b>	Announcement Type <b>Fully Announced</b>	
Site xxxxxxxxxxxxxxxxxxxxxxxxxxxx xxxxxxx	Site amfori ID <b>156-004340-002</b>	

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## OVERALL RATING



## SECTION RATING

PA1: Social Management System	<b>C</b>	
PA 2: Workers Involvement and Protection	<b>A</b>	
PA 3: The Rights of Freedom of Association and Collective Bargaining	<b>A</b>	
PA 4: No Discrimination, Violence or Harassment	<b>A</b>	
PA 5: Fair Remuneration	<b>B</b>	
PA 6: Decent Working Hours	<b>D</b>	

PA 7: Occupational Health and Safety	<b>A</b>	
PA 8: No Child Labour	<b>A</b>	
PA 9: Special Protection for Young Workers	<b>A</b>	
PA 10: No Precarious Employment	<b>A</b>	
PA 11: No Bonded, Forced Labour or Human Trafficking	<b>A</b>	
PA 12: Protection of the Environment	<b>A</b>	
PA 13: Ethical Business Behaviour	<b>A</b>	



There was no union established in auditee, 4 worker representatives were elected by workers freely.

Circumstances:

The factory management agree the auditor to access to all facilities, copy documents and records requested by the audit; take photo of the factory, copy relevant document records and conduct confidential worker interview.

The special circumstances can be classified as followed: No special situations occurred during audit. According to China Credit official website, the factory had no record of being punished. According to the IPE, the auditee was fined CNY40000 yuan by Suzhou ecological Environment Bureau in June 2023 for not installing exhaust gas treatment facilities in the injection molding workshop. Currently, the factory has improved this issue.

Summary of findings:

PA1: 1.1: Not all policies were properly implemented. 1.4: The factory did not control overtime per the law's requirement.

PA2: 2.4: The training on BSCI code provided to workers were not effective.

PA5: 5.4: Workers' wages were lower than local decent living wage standard.

PA6: 6.2: The monthly overtime hours of workers exceeded legal limit.

PA7: 7.1: Did not fully implement the health and safety requirements of amfori BSCI. 7.7: 2 barrels of alcohol placed in the workshop were not labeled with safety labels. 7.13: 1 sampled distribution boxes in workshop was not locked during audit.

7.16: some elements were missing on the evacuation map.

PA12: 12.3: The auditee did not obtain the final acceptance of completion of environmental projects.

PA3, PA4, PA8, PA9, PA10, PA11 and PA13: Nil

Precautions taken about #COVID-19 in the facility: There are currently no control requirements for COVID-19 in China.

The Personal Information Protection Law of the People's Republic of China was promulgated on August 20, 2021, the producer ensured that relevant personal data and information provided to SGS auditor(s) has been obtained the individual's consent during the audit.

Living Wage: The living wage data is obtained from GLWC website.

Attachments :

1. There was no contractor and agency used by the auditee, so the agency labour contract or contractor license/permit not applicable for the auditee.
2. The auditee did not obtain any government waivers
3. There was no collective bargaining agreement in the auditee.

## SITE DETAILS

Site  
XXXXXXXXXXXXXXXXXXXXXXXXXXXX  
XXXXXXX

Site amfori ID  
**156-004340-002**

### GICS Classification

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Sector <b>Consumer Discretionary</b>	Industry Group <b>Consumer Durables &amp; Apparel</b>	Industry <b>Leisure Products</b>
Sub Industry <b>Leisure Products</b>		

### amfori Process Classifications

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N.A.

### GS1 Classifications

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Segment	<b>Stationery/Office Machinery/Occasion Supplies</b>
Family	<b>Stationery/Office Machinery</b>
Product Class	<b>Writing/Design Implements/ Aids</b>

### NACE Classification

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N.A.

### Water Stress Situation

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This site is not located in a water stressed region

# METRICS

## Key Metrics

Total workforce	98	Workers
Legal minimum wage in local currency	2,490	Monthly
Lowest wage paid for regular work at the site	2,500	Monthly
Calculated living wage in local currency	4,543	Monthly
Total sample	10	Workers

## Other Metrics

Male workers	47	Workers
Female workers	51	Workers
Non-binary workers	0	Workers
Permanent workers - Male	47	Workers
Permanent workers - Female	51	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	9	Workers
Management - Female	5	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	8	Workers
Workers with night shift - Female	4	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	10	Workers
Domestic migrant workers - Female	14	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	47	Workers
Workers hired directly - Female	51	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	0	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	5	Workers
Sample - Female	5	Workers
Sample - Non-binary	0	Workers

# FINDINGS



## PA1: Social Management System

Site: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | Site amfori ID: 156-004340-002

**Question:** 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>1.1 The main auditee partially respects this principle because the auditee had set up the management procedures to implement the amfori BSCI Code of Conduct, internal review was conducted in Jan. 2024, but not all policies were properly implemented, Such as Workers Involvement and Protection, Occupational Health and Safety and working hour etc.</p> <p>It violated the requirement of question 1.1 in amfori BSCI system manual.</p>	<p>主要被审核方部分遵守该准则。原因是被审核方建立了确保amfori BSCI行为准则有效实施的管理制度，在2024年1月进行了内审，但是不是所有制度都得以有效实施。如工人的参与和保护，职业健康和安安全、工作时间等。</p> <p>违反了：amfori BSCI管理手册中问题1.1的要求。</p>

**Question:** 1.4 Is there satisfactory evidence that the auditee's workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>1.4 The main auditee partially respects this principle because the audited factory established a capacity planning program, the factory only arranged the production plan according to the delivery time, the factory did not arrange production plan in accordance with amfori BSCI requirement of overtime, the factory did not control overtime per the regulation's requirement, employee's monthly overtime had exceeded the limit of local law.</p> <p>It violated the requirement of question 1.4 in amfori BSCI system manual.</p>	<p>主要被审核方部分遵循该准则。被审核方制定了产能规划的程序，工厂目前只是按照出货时间来排生产计划，工厂未按amfori BSCI加班时间的要求安排生产计划，工厂没有按法规要求来管控加班时间，员工的月加班时间超过法规要求。</p> <p>违反了：amfori BSCI管理手册中问题1.4的要求。</p>



## PA 2: Workers Involvement and Protection

Site: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | Site amfori ID: 156-004340-002

**Question:** 2.4 Is there satisfactory evidence that the auditee builds sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>2.4 The main auditee partially respects this principle. The factory had provided training of amfori BSCI Code to all employees and posted amfori BSCI code onsite, but the factory did not assess the training effect, most interviewed workers did not know the BSCI Code clearly.</p> <p>It violated the requirement of question 2.4 in amfori BSCI system manual.</p>	<p>主要被审核方部分遵循该准则。工厂对所有员工进行amfori BSCI内容的培训，现场张贴了amfori BSCI行为准则，但工厂没有评估培训效果，大部分访谈员工不太了解BSCI的内容。</p> <p>违反了：amfori BSCI管理手册中问题2.4的要求。</p>

## PA 5: Fair Remuneration

Site: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | Site amfori ID: 156-004340-002

**Question:** 5.4 Is there satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>5.4 The main auditee does not respect this principle. According to the GLWC website data, local decent living wage was CNY4543 per month and 80% workers did not reach this standard at latest 12 months, and these workers obtained about CNY3800-4500 (excluding overtime pay) for each month.</p> <p>It violated the requirement of question 5.4 in amfori BSCI system manual.</p>	<p>主要被审核方未遵循该准则。根据国际公平工资网站的数据，当地的生活工资是4543元/月，但是80%工人过去12个月内未达到此标准，这些工人每月获得3800-4500元（除去加班费）。</p> <p>违反了：amfori BSCI管理手册中问题5.4的要求。</p>

## PA 6: Decent Working Hours

Site: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | Site amfori ID: 156-004340-002

**Question:** 6.2 CRUCIAL: Is there satisfactory evidence that the auditee request of overtime is in line with the requirements of the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>6.2 The main auditee does not respect this principle because the monthly overtime hours of workers in the factory exceeded legal limit, based on management interview, workers interview and</p>	<p>主要被审核方未遵循该准则。因为工人月加班超时，根据管理层访谈、员工访谈及2023年2月1日至2024年3月25日的考勤记录，所有抽样工人的月加班在2023年2月至2024年1月超过法律要求的36小</p>

Finding	
<p>the attendance records from Feb. 1, 2023 to Mar. 25, 2024, it was noted that all the sampled workers' monthly overtime working hours exceeded 36 hours from Feb. 2023 to Jan. 2024, and the maximum overtime hours were 92 hours (including 42 hours of weekday overtime and 50 hours of weekend overtime) in Dec. 2023. The maximum weekly working hours were 60 hours. The factory stated that due to the workers' desire for more overtime pay and the demand for order quantity, employees worked overtime.</p> <p>It violated Labor Law of the People's Republic of China (2018 Amendment), Article 41</p>	<p>时，最大为92小时(包含42小时平时加班及50小时周末加班)，发生在2023年12月。最大周工作时间为60小时。工厂表示由于工人希望获得更多的加班费以及订单量的需求，所以员工加班超时。</p> <p>违反了：中华人民共和国劳动法（2018修正）第四十一条</p>



## PA 7: Occupational Health and Safety

Site: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | Site amfori ID: 156-004340-002

Question: 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?	
ENGLISH	LOCAL LANGUAGE
<p><b>Finding</b></p>	
<p>7.1 The main auditee partially respects this principle. The auditee had established management system on health and safety, but the auditee did not fully implement the health and safety requirements of amfori BSCI. Such as some packing materials were stored against the wall.</p> <p>It violated the requirement of question 7.1 in amfori BSCI system manual and Regulations on Fire Prevention of Warehouse, Article 18</p>	<p>主要被审核方部分遵循该准则。被审核方建立了健康安全管理体系，但是工厂未完全执行amfori BSCI对健康安全的要求，如工厂部分包材靠墙堆放。</p> <p>违反了：amfori BSCI管理手册中问题7.1的要求和仓库防火安全管理规则第十八条</p>

Question: 7.7 Is there satisfactory evidence that the auditee implements engineering and administrative control measures to avoid or minimise the release of hazardous substances into the work environment, keeping the level of exposure below internationally established or recognised limits?	
ENGLISH	LOCAL LANGUAGE
<p><b>Finding</b></p>	
<p>7.7 The main auditee partially respects this principle because it was noted that 2 barrels of alcohol placed in the workshop were not labeled with safety labels.</p>	<p>主要被审核方部分遵循该原则，因为现场发现车间内放置的2桶酒精未张贴安全标签。</p> <p>违反了：作场所安全使用化学品规定（1996）第十</p>

Finding	
It violated Regulations on Safety Use of Chemicals in Workplaces (1996), Article 12 and Article 13	二条及第十三条

**Question:** 7.13 Is there satisfactory evidence that the auditee makes sure a competent person periodically checks the electrical installations and equipment?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
7.13 The main auditee partially respects this principle because the factory had a qualified electrician to inspect the electrical facilities regularly, but it was noted that one sampled distribution box in workshop was not locked during audit.	主要被审核方部分遵循该准则。原因是工厂内有1名有资质的电工定期对电气设施进行检查，但审核期间车间1个抽样的配电箱没有上锁。
It violated National Safety Technical Code for Electric Equipments (GB19517-2009) 2.2.3	违反了：国家电气设备安全技术规范（GB19517-2009）2.2.3

**Question:** 7.16 Is there satisfactory evidence that the auditee ensures evacuations plans meet legal requirements and that these plans are posted in relevant places so workers can see and understand them?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
7.16 The main auditee partially respects this principle because some elements were missing on the evacuation map of the workshop: such as, there was no identification of the "safety exit position" and the location of the emergency assembly point.	主要被审核方部分遵循该准则。车间的疏散图上缺少部分要素：如没有标识“安全出口位置”及紧急集合点的位置。
It violated Design principles and requirements for evacuation plan GBT 25894-2010	违反了：疏散平面图设计原则与要求-GBT 25894-2010

## PA 12: Protection of the Environment

Site: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | Site amfori ID: 156-004340-002

**Question:** 12.3 Is there satisfactory evidence of the auditee's required environmental permits and licences?

ENGLISH	LOCAL LANGUAGE
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**Finding**

12.3 The main auditee partially respects this principle because: The factory had conducted environment impact assessment, and obtained the approval of EIA report but did not obtain the final acceptance of completion of environmental projects.

It violated Regulations on the Administration of Construction Project Environmental Protection (2017 Revision), Article 17

主要被审核方部分遵循该准则。工厂进行了环境影响评估，并获得了环评批复，但未能获得环境项目竣工验收报告。

违反了：建设项目环境保护管理条例（2017修订）第十七条