


## Monitoring

Monitored Party : XXXXXXXXXXXXXXXX  
 amfori ID : 156-006351-000  
 Site : XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
 Site amfori ID : 156-006351-002  
 Address : XXXXXXXXXXXXXXXX  
           : XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
           : XXXXXXXXXXXXXXXX  
           : XXXXX  
 Monitoring Activity : amfori Social Audit - Manufacturing  
 Monitoring Type : Follow-up Monitoring  
 Monitoring Partner : TÜV SÜD  
 Monitoring Start Date : 16/11/2022  
 Closing Meeting : 16/11/2022  
 Finished Date :  
 Submission Date : 25/11/2022  
 Expiration Date : 07/12/2023



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## Overall rating



## Section rating

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

PA 7: Occupational Health and Safety	B
PA 8: No Child Labour	A
PA 9: Special Protection for Young Workers	A
PA 10: No Precarious Employment	A
PA 11: No Bonded Labour	A
PA 12: Protection of the Environment	B
PA 13: Ethical Business Behaviour	A

## General description

### [Location and size]:

The factory Hangzhou Special Glory Industrial Co., Ltd. started their operation from March 2, 2011, the business license number: 91330182568776987D, the valid period was from March 2, 2011 to long term, it is located at Lingyuan Industrial Park, Yangcunqiao Town, Jiande City, Hangzhou, Zhejiang, China. The area was about 10,500 square meters.

### [Structure of facility]:

The auditee consists of one 4-storey building for office, one 3-storey building and one 4-storey building for production and warehouse, one temporary flat building for canteen. No dormitory or kitchen is provided by the auditee.

The main products were home textiles, travel goods, clothing, shoes and hats, iron beach chairs.

The production processes included cutting, sewing, inspection and packing.

### [Employee analysis]:

Currently 82 employees are working in the factory. Among them 65 are production employees and 17 are non-production employees, 55 are female employees. All employees are permanent employees. 13 employees are migrant employees from other provinces in China.

### [Summary of working hour]:

The procedures on working hours and wages had been developed by the auditee. The factory used IC card attendance machine to record workers' working hours. The factory provided attendance records from December 2021 to audit date, attendance records of March, July and October 2022 for 6 workers were checked, it was found that 8 hours per day and 40 hours per week were arranged as normal working hours in the factory. One shift for all worker: 7:30-11:00, 13:00-17:30. The maximum daily working time was 11 hours (8 hours regular working hours + 3 hours overtime working hours) per day, and the maximum weekly working hours were 54 hours (40 hours regular working time +14 hours overtime working time). One day off was provided to workers after 6 consecutive working days. July to December is the peak season and February & March is the low season. No inconsistencies between attendance records and production records were detected.

### [Summary of compensation]:

The procedures on working hours and wages had been developed by the auditee. The factory provided payrolls from December 2021 to October 2022, payrolls of March, July and October 2022 for 6 workers were checked, it was noted that all workers were time rate basis, wages were paid to workers on around the 15th day of following month by cash. The lowest basic wage was RMB 2,500 per month, which was higher than local legal minimum wage standard RMB 1,660 per month before 1 August 2021 and RMB 2,070 per month since 1 August 2021. All employees received the pay slip when receiving their wages. And there was no illegal deduction.

### [Summary of interview]:

Worker interviews were conducted by individual and in group.

Randomly selected 6 employees, no complaint was raised.

### [Special scene during on site observed]:

1. No dispatched workers were used by the auditee, no contractor license/permit or no agency labor contracts.
2. No any government waivers were obtained by the auditee.
3. No collective bargaining agreements existed in the auditee.
4. No chemical was stored in the factory during this audit.
5. The area of the temporary flat building is around 200 square meters, fire license and construction completion acceptance report were not required by local law.

### Remark:

Announcement Type: Semi-announced.

Monitoring Date: November 16, 2022.

Audit Company: TUV SUD China, Lead Auditor Name: Andy Lu

APSCA Auditor Registered Number: CSCA 21700821

## Site Details

Site : XXXXXXXXXXXX  
Site amfori ID : 156-006351-002

### GICS Classification

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Sector	: Consumer Staples	Industry	: Household Products
Industry Group	: Household & Personal Products	Sub Industry	: Household Products

### amfori Process Classifications

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N.A.

### NACE Classification

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N.A.

### GS1 Classifications

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N.A.

### Water Stress Situation

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N.A.

## Metrics

### Key Metrics

Total workforce	79 Workers
Legal minimum wage in local currency	2070 Monthly
Lowest wage paid for regular work at the site	2500 Monthly
Calculated living wage in local currency	2415 Monthly
Total sample	6 Workers

### Other Metrics

Male workers	26 Workers
Female workers	53 Workers
Permanent workers - Male	27 Workers
Permanent workers - Female	55 Workers
Temporary workers - Male	0 Workers
Temporary workers - Female	0 Workers
Seasonal workers - Male	0 Workers
Seasonal workers - Female	0 Workers
Management - Male	3 Workers
Management - Female	3 Workers
Apprentices - Male	0 Workers
Apprentices - Female	0 Workers
Workers on probation - Male	0 Workers
Workers on probation - Female	0 Workers
Workers with night shift - Male	0 Workers
Workers with night shift - Female	0 Workers
Workers with disabilities - Male	0 Workers
Workers with disabilities - Female	0 Workers
Domestic migrant workers - Male	5 Workers
Domestic migrant workers - Female	8 Workers
Foreign migrant workers - Male	0 Workers
Foreign migrant workers - Female	0 Workers
Workers hired directly - Male	27 Workers
Workers hired directly - Female	55 Workers
Workers hired indirectly - Male	0 Workers
Workers hired indirectly - Female	0 Workers
Unionised workers - Male	0 Workers
Unionised workers - Female	0 Workers
Workers under CBA - Male	0 Workers
Workers under CBA - Female	0 Workers
Pregnant workers	0 Workers
Workers on parental leave - Male	0 Workers
Workers on parental leave - Female	0 Workers
Sample - Male	3 Workers
Sample - Female	3 Workers

## Findings

### PA1: Social Management System

The social responsibility management system in the audited facility still needs to improve to fully meet BSCI requirements since defects were found in several performance areas during this follow up audit.

被审工厂的社会责任管理体系仍需要改善来完全符合BSCI要求，因此次跟进审核期间在一些执行领域发现缺陷。

The auditee established a production capacity assessment procedure to assess whether its specific production capacity could meet its production order requirements, but no capacity assessment records were kept, and the monthly overtime hours of employees exceeded the legal limit.

被审方建立了生产能力评估程序来评估其具体生产能力是否可以满足其生产订单要求，但是没有保留产能评估记录，且员工的月加班时间超出了法定限值。

### PA 2: Workers Involvement and Protection

The auditee established grievance mechanism. However, one suggestion box was placed under CCTV monitoring.

被审方建立了申诉机制。然而，一个意见箱放置在了闭路电视监控下。

### PA 5: Fair Remuneration

On the audit day, there are total 82 permanent employees hired in the audited factory, no dispatched, newly hired, temporary employee, 29 were retirees. Per the social insurance receipts of August, September and October 2022, it was noted that 41 out of 53 employees had participated in social insurance required by law (77.36%). The auditee purchased a group commercial insurance for 60 employees (73.17%, valid since 12 July, 2022 to 11 July, 2023) As per interviews, reason for the workers not joining the social insurance is that they were not willing to afford the individual parts of social insurance. (China Labor Law, Article 72 and 73)

审核当日，共有82名固定员工，没有派遣工，新员工或临时工，有29名退休年龄人员。根据2022年8月，9月和10月的社保凭证，发现53名员工中41名已参加法律要求的社会保险（77.36%）。被审方为60名员工购买了一份团体商业保险（73.17%，有效期自2022年7月12日至2023年7月11日）。根据访谈得知，工人不参加社会保险的原因是，他们不愿意承担社会保险中的个人缴纳部分。

### PA 6: Decent Working Hours

According to the sampled attendance records of March, July and October 2022, it was noted that monthly overtime hours exceeded legal limits. The maximum was 64 hours in July 2022. (PRC Labor Act, Article 41)

根据抽样 2022年3月，7月和10月的考勤记录显示，月加班超过法律限制。最大在2022年7月达到64小时。

### PA 7: Occupational Health and Safety

The auditee established EHS policy and procedures, but still need to improve since some non-compliances were found in this performance area.

审方建立了环境健康安全政策和程序，但仍需要改善因在此执行领域发现了一些不符合项。

Workers and their representatives in the main auditee were not involved in health and safety risk assessment.

工人和工人代表没有参与健康与安全的风险评估。

Steel gloves were provided to cutting workers, however, #COVID19 some production workers did not wear protective masks during operation.

有给裁剪员工提供钢丝手套，然而，一些生产工人在操作时并未佩戴防护口罩。

Warning signs were missing at 5 power switches in production workshops. (Warning Sign in the Guidelines for Safety Signs and Usage GB 2894-2008, Article 2-7)

生产车间的5个电源开关缺少警示标志。

The auditee provided structural license and fire permit of the building for review. However, per onsite observation, many materials and products were stacked against walls. (Article 18 of Rules for warehouse Fire Prevention Safety Management)

被审方提供了建筑的竣工和消防验收审阅。然而根据现场观察，许多物料和货物靠墙堆放。

1. No needle guards were equipped for 3 sampled sewing machines in sewing workshop. (General Safety and Hygiene Rules for Designing Production Equipment (GB5083-1999), Article 6.1.6.) 2. The factory still did not provide the certificate of the elevator safety manager. (Safety Monitoring Regulation of Special Equipment (2003) Amendment (2009), Article 38)

1 缝纫车间3台抽样缝纫机没有安装针挡。2. 工厂仍未提供电梯安全管理人员证书。

Toilets were clean, but not tissue or liquid soap was provided.

洗手间干净，但未提供纸巾或洗手液。

## PA 10: No Precarious Employment

Labor contracts or agreements had been signed with all employees but no social security was purchased for some employees, no precarious employment could not be guaranteed.

已和所有员工签订劳动合同或协议，但未给一些员工购买社会保险，无法保障无不稳定的就业。

## PA 12: Protection of the Environment

The auditee does not have statistical records of water consumption, nor does it establish appropriate mechanisms to improve water-saving capacity.

被审核方没有用水统计记录，也没有建立合适的机制提高节水能力。