
Auditee :	Dongguan MLF Tech. Co., Ltd.
Audit Date From :	06/05/2020
Audit Date To :	07/05/2020
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	SGS
Auditor's Name(s) :	Bruce Shen(Lead)
Auditing Branch (if applicable) :	SGS CHINA



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.
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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence																																							
A Very Good	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated A• No Performance Areas rated C, D or E These are three examples: <table><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></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>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>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	B	B	B	A	A	A	A	A	A	A	B	B	B	B	B	B	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
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	B	B	B	B	B	B																													
B Good	<ul style="list-style-type: none">• Maximum 3 Performance Areas rated C• No Performance Areas rated D or E These are three examples: <table><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></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>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>C</td><td>C</td><td>C</td></tr></table>	A	A	A	A	A	A	B	B	B	B	B	B	B	A	A	A	A	A	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	C	C	C	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
A	A	A	A	A	A	B	B	B	B	B	B	B																													
A	A	A	A	A	B	B	B	B	B	B	B	C																													
B	B	B	B	B	B	B	B	B	B	C	C	C																													
C Acceptable	<ul style="list-style-type: none">• Maximum 2 Performance Areas rated D• No Performance Areas rated E These are three examples: <table><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></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>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>D</td><td>D</td></tr></table>	A	A	A	A	A	A	A	A	A	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	D	C	C	C	C	C	C	C	C	C	C	C	D	D	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
A	A	A	A	A	A	A	A	A	C	C	C	C																													
A	A	A	A	A	B	B	B	B	C	C	C	D																													
C	C	C	C	C	C	C	C	C	C	C	D	D																													
D Insufficient	<ul style="list-style-type: none">• Maximum 6 Performance Areas rated E These are three examples: <table><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></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>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></tr></table>	A	A	A	A	A	A	A	A	A	A	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	E	D	D	D	D	D	D	D	D	E	E	E	E	E	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
A	A	A	A	A	A	A	A	A	A	D	D	D																													
A	A	A	B	B	B	C	C	C	D	D	D	E																													
D	D	D	D	D	D	D	D	E	E	E	E	E																													
E Unacceptable	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated E These are three examples: <table><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></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></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></tr></table>	A	A	A	A	A	A	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	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
A	A	A	A	A	A	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																													
Zero Tolerance	A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)	Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.																																							

Main Auditee Information

Name of producer :	Dongguan MLF Tech. Co., Ltd.		
DBID number :	379317		
Audit ID :	179583		
Address :	No.8 Qing Ping Road, Qinghu Tou Village, Tong Ha Town, Dongguan		
Province :	Guangdong	Country :	China
Management Representative :	Xiaolong Li		
Contact person:	Hongmei Zhang	Sector :	Non-Food
Industry Type :	Mechanical and electrical engineering	Product group :	Other engineering (please specify)
Product Type :	AC/DC adapter,charger		

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 <input type="checkbox"/> Small Producer
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 : 07/05/2021

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	B	A	A	B	D	B	A	A	B	A	A	A

Executive summary of audit report

The Unified social credit code of the auditee was 914419005666862081. DONGGUAN MLF TECH. CO., LTD. was at No.8 Qing Ping Road, Qinghu Tou Village, Tong Ha Town, Dongguan City, Guangdong Province, China. The auditee was founded on 28 December 2010 based on the updated business license.

The auditee used 1/F and 3/F of one 3-storey production building as warehouse and workshops, used one 3-storey office building as office rooms, used 1~3/F and 6/F of one 6-storey building as dormitory rooms and kitchen & canteen.

The auditee was focuses on manufacturing AC/DC adapter and charger, the main production processes were plug-in, soldering, laser carving, assembly, inspection and packing. There were total 73 employees including 2 subcontractor cooks worked in the auditee during audit, no temporary worker or student worker was observed during the audit, all employees except 2 cooks were hired by the auditee directly.

The auditee recorded workers' working time through face scanning or finger printing attendance system, the regular working time was 8 hours per day and 40 hours per week, there was only one shift for all workers. At least one-day rest was provided after 6 consecutive working days. Wages were calculated on hourly rated basis. According to management interview, peak season in the auditee was not obvious in recent year.

One auditor Bruce Shen (APSCA number was RA21701966) conducted the audit onsite in 1.5 days on 6~7 May 2020.

The auditee Admin Supervisor and one worker representative attended the opening and closing meeting, and the auditee Admin Supervisor (Ms. Zhou Ling) and worker representative (Mr. Yang Xingbang) signed the CAP and auditee management promised to take corrective actions for non-compliances.

Management attitude:
During the audit, the management of auditee provided support to the audit team so that the audit had been carried out smoothly.

Worker attitude:
Workers interviews were conducted in either individual or group in confidential manner. Total 5 individual workers and 1 group with 5 interviews were conducted. All interviewed workers were chosen by auditor without any influence from the management. The interviewed workers were cooperative with the interview and showed satisfying in working in the facility, no any negative evidence found during workers interview.

Remark:
There were one 3-storey and one single production buildings, one 3-storey office building and one 6-storey dormitory building were located in No.8 of Qing Ping Road. The 2/F of the 3-storey production building was rented to the other factory 1 as production workshop and warehouse, and the products were SMT process; the one single production building was rented to the factory 2, and the products was polybag; the 5/F and 4/F of the 6-storey dormitory building were rented to these two factories as dormitory for employees. Per facility tour, employee interview and management interview, the auditee had no any production area was shared with these two factories and no employee commingling was noted. This audit scope only covered the auditee's.

Ratings Summary


Auditee's background information			
Auditee's name :	Dongguan MLF Tech. Co., Ltd.	Legal status :	Limited company
Local Name :	东莞市乐丰电器科技有限公司(统一社会信用代码:914419005666862081)	Year in which the auditee was founded :	2010
Address :	No.8 Qing Ping Road, Qinghu Tou Village, Tong Ha Town,	Contact person (please select) :	Hongmei Zhang
Province :	Guangdong	Contact's Email :	Thyang@mlftech.com
City :	Dongguan	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	None
Country :	China	Website of auditee (if applicable) :	http://cn.mlftech.com/ac/
GPS coordinates :	N22°46'24"; E114°5'1"	Total turnover (in Euros) :	5000000.00
Sector :	Non-Food	Of which exports % :	70.00
Industry :	Mechanical and electrical engineering	Of which domestic market % :	30.00
If other, please specify :		Production volume :	50000000 pieces per year
Product Group :	Other engineering (please specify)	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	AC/DC adapter,charger		

Auditee's employment structure at the time of the audit		
Total number of workers :	73	Total number of workers in the production unit to be monitored (if applicable) :
	MALE WORKERS	FEMALE WORKERS
Permanent workers	35	38
Temporary workers	0	0
In management positions	10	8
Apprentices	0	0
On probation	0	0
With disabilities	0	0
Migrants (national citizens)	30	34
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	34	37
Production based workers	0	0
With shifts at night	0	0
Unionised	0	0
Pregnant	-	0
On maternity leave	-	0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: D

Deadline date:30/08/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 1. The auditee set up policy and procedure on social accountability. For example, the procedures on hiring, working hour, benefit, dealing with grievances, health and safety, environmental protection, business ethics, etc. were established by the auditee. Plant Manager Mr. Li Xiaolong was appointed as amfori BSCI management representative. The auditee conducted internal audit and management review periodical, selected suppliers and conducted regular assessment for its suppliers on their social responsibility according to amfori BSCI requirement. However, gaps had been identified in implementation:

综合概况: 整体观察显示被审核方部分符合该绩效区域的要求。被审核方建立了社会责任政策和程序, 例如程序中包括招聘, 工时, 福利, 申诉系统, 健康安全, 环境保护和商业道德等。并指定了被审核方厂长李小龙作为amfori BSCI 管理者代表。被审核方有按照amfori BSCI 要求执行定期的社会责任内审核管理评审, 并对其供应商基于amfori BSCI行为准则进行选择以及监控其社会绩效。但是审核发现被审核方在如下方面和 amfori BSCI要求有差距:

- 1.1 - Finding:** The main auditee partially respects this principle because although the main auditee established amfori BSCI management system, and the management knew related requirement of amfori BSCI and conducted internal audit on 20 December 2019 and management review on 25 December 2019, but the social management system was not implemented effectively. It was noted that the gap was noted in the sections of Worker Involvement and Protection, Fair Remuneration, Decent Working Hours and Occupational Health and Safety, No Precarious Employment, etc.

被审核方 (生产商) 部分遵循该准则。原因是被审核方已建立了amfori BSCI管理系统执行了内审 (2019年12月20日) 和管理评审 (2019年12月25日), 且管理者代表知道 amfori BSCI相关要求, 但由于管理体系不够完善导致主要被审核方在员工参与和保护, 公平报酬, 体面工作时间, 职业健康安全, 无缺乏保障就业存在的一些缺口。

- 1.3 - Finding:** The main auditee partially respects this principle because the main auditee established supplier social performance management system including establishing supplier management policy on amfori BSCI, communicated amfori BSCI Code to all material suppliers, but the auditee did not communicate BSCI Code to its used catering service subcontractor, and did not collect/monitor the wage & attendance records of 2 cooks who worked in kitchen.

被审核方 (生产商) 部分遵循该准则。原因是工厂已建立供应链社会责任管理系统包括建立供应商管理政策, 并有将amfori BSCI要求传达给所有物料供应商, 但是工厂没有将amfori BSCI要求传达给其餐饮分包商, 同时, 工厂未收集并监控2名分包厨工的工资和考勤记录。

- 1.4 - Finding:** The main auditee partially respects this principle because although the main auditee has established workforce capacity procedure, and made the production plan as the procedure. But, employees' monthly overtime hours exceeded legal requirement which reflected workforce planning was not fully effective.

被审核方 (生产商) 部分遵守原则, 原因是虽然被审核方建立了产能评估程序, 并制定了生产计划。但是, 员工的月加班时间超出了法规要求反映出人力规划不是完全有效的。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: B

Deadline date:05/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 2. Based on interview with management, workers and review documents, the auditee did not establish a trade union, but total 4 worker representatives were elected by workers freely on 17 June 2019. Regular communication was conducted between worker representatives and management. It has been noted that the auditee had individual grievance mechanism: the mechanism consisted of using suggestion boxes, to worker representatives or to workers' supervisor directly. And the auditee provided trainings including amfori BSCI COC, legal rights and responsibilities, legal regulations and relevant auditee rules, etc. to all managers, workers and worker representatives. Through review the document, interview with the management and workers, no grievance was reported till the audit day, workers stated that they were satisfied with the auditee. However, gaps had been identified in implementation:

综合概况: 整体观察显示被审核方部分符合该绩效区域的要求。根据与管理人员以及员工访谈同时查看资料, 被审核方没有成立工会, 但是由员工在2019年6月17日自由选举了4名员工代表, 员工代表与管理人员进行定期沟通。被审核方已建立了个人的申诉系统, 员工可以通过意见箱, 员工代表, 或直接和主管进行沟通等方式进行投诉。同时被审核方提供了培训包含amfori BSCI COC, 法定权利和义务, 法规要求和被审核方相关规章给所有管理层, 员工和员工代表。通过查看文件, 和管理层及员工访谈, 没有申诉案例发生, 工人表示对被审核方满意。但也发现被审核方在如下方面和Amfori BSCI要求有差距:

- 2.4 - Finding:** The main auditee partially respects this principle because although the main auditee provided training regarding amfori BSCI management system to all employees and management on 7 January 2020, but all interviewed workers were not clear amfori BSCI requirements.

被审核方 (生产商) 部分遵守原则, 原因是主要被审核方虽然在2020年1月7日提供了amfori BSCI管理体系培训给所有工人和管理层, 但是所有访谈员工均不清楚amfori BSCI的要求。

- 2.5 - Finding :** The main auditee partially respects this principle because although the auditee established the grievance mechanism for individuals, such as suggestion box was set in canteen for workers, and communicated to workers, but the auditee did not establish grievance mechanism for communities.

被审核方 (生产商) 部分遵守原则, 原因是被审核方有建立个人的申诉机制如在餐厅设置了意见箱, 并传达给了工人, 但是, 没有建立社区的申诉机制。

Remarks from Auditee:

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 3. The auditee respected the right of workers to form worker committee or selected worker representatives and established policies to guarantee the rights of freedom of association and collective bargaining. Although the auditee did not establish trade union but total 4 worker representatives were selected by all employees freely in the auditee on 17 June 2019. No collective bargain agreement was concluded between the auditee and workers, but the auditee did not prevent workers from bargaining for the agreement. Based on the interview of worker representatives, he was not discriminated by the auditee and he also was worker of workshop, and he had access to workers and workplace freely.</p> <p>综合概况: 整体观察显示被审核方符合该绩效区域的要求。被审核方尊重员工成立工人组织或选举代表并有建立政策去保证自由结社和集体谈判的权利。被审核方虽然没有成立工会但是在2019年6月17日有选举了4名员工代表。员工代表定期和管理层见面。审核过程中, 被审核方和员工无集体谈判协议, 但被审核方也未阻止员工有意愿的时候和被审核方谈判。根据员工代表的访谈, 被审核方员工代表不会被歧视, 并且该员工代表本身是车间的员工, 他可以随时进入车间和员工沟通。</p>	
Remarks from Auditee:	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 4. The auditee had established non-discrimination policy and effectively communicated to all employees, management and stakeholder through trainings (the latest was conducted on 7 January 2020) and posting amfori BSCI code of conduct at notice board. And based on onsite observation, interview with workers and management, and document checking, no discrimination issue was found, and the main auditee had conducted internal monitor to prevent to happen discrimination. No negative was disclosed in the audit.</p> <p>综合概况: 整体观察显示被审核方符合该绩效区域的要求。被审核方建立了明确的反歧视政策并且通过培训的方式传达给了所有员工, 最近一次培训时间为2020年1月7日, 管理层及相关方, amfori BSCI行为守则张贴在公告栏等方式告知员工。现场观察, 员工及管理层访谈和文件查阅均未发现歧视的问题, 并且被审核方有通过内部评估来避免歧视的发生。此次审核中没有发现明显违反项目。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: B	Deadline date:07/06/2020
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 5. All employees were paid with hourly rate. The auditee set up wages and benefit paying system, and kept workers payroll records at least two years as legal requirement, the auditee paid at least local legal requirement minimum wage for workers as regular working hours, for overtime wages, 150%, 200% and 300% of basic wages were paid to employees for overtime on workdays, rest days and public holidays respectively. The wages including overtime premium were issued by cash in the end of the following month. Meanwhile, the auditee provided statutory holiday wages and annual leave according to the local laws. No illegal deduction, economic compensation made from wage. All employees had been provided with written and understandable information about their employment conditions in respect to wages during orientation training. However, gaps had been identified in implementation:</p> <p>综合概况: 整体观察显示被审核方部分符合该绩效区域的要求。所有员工都是计时工资。被审核方制定工资支付政策和福利政策, 有按照法规要求保留工资记录至少两年, 被审核方按最低工资标准支付员工的正常工资, 工作日加班、休息日加班及法定节假日加班分别按1.5倍、2倍与3倍的基本工资计算。将工资包含加班费等以现金的方式在每月的月底以现金形式支付给员工。被审核方按照法律要求给员工支付了法定节假日工资及带薪年假等。没有发现被审核方存在违规扣款。所有员工在入职之前已被告知企业的工作条件和待遇等信息。但也发现被审核方在如下方面和amfori BSCI要求有差距:</p> <p>5.5 - Finding: The main auditee does not respect this principle because the auditee did not provide adequate social insurance for employees as per legal requirement. Based on social insurance payment records of April 2020, the auditee provided retirement, medical, unemployment, injury, and child-bearing insurance to 38 employees. There were totally 71 directly employees in the auditee at that time. Remark: And the auditee provided commercial accident insurance to other employees, the valid from 10 April 2020 to 9 April 2021.</p> <p>被审核方(生产商)未遵守该原则, 原因是工厂未按照法规要求提供足够社保给员工。根据2020年4月的社保缴费记录, 工厂为38名员工提供了养老、医疗、失业、工伤和生育保险。工厂直接员工人数为71人。另外, 工厂为其他员工购买了商业意外险, 有效期从2020年4月10日至2021年4月9日。</p>	
Remarks from Auditee:	

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: D

Deadline date:20/03/2021

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 6. The main auditee had set up working hours management procedures and their normal working hours were 8 hours per day and 40 hours per week. Workers attendance time were recorded by face scanning or finger printing attendance recorder. Per management interview, there was no peak season in the auditee in recent year. As shown in sampled time records since April 2019, all production workers worked in 1 shift, the maximum daily working time was 11 hours (8 hours regular+3 hours overtime) per day, the maximum weekly working hours were 60 hours (40 hours regular working time +20 hours overtime). The auditee had provided adequate rest breaks for workers in each working day. 150% /200% of normal wage were paid for overtime on weekdays/ rest days respectively. No overtime on statutory holiday. Workers were guaranteed at least one day off in each week. Workers had right to choose working overtime or not. No working hour waiver was obtained by the auditee. However, gaps had been identified in implementation:

综合概况：整体观察显示被审核方部分符合该绩效区域的要求。被审核方建立了工作时间管理程序，正常工作时间是每天8小时，每周40小时。员工使用人脸识别或者指纹考勤系统记录工作时间。根据被审核方管理层访谈，过往一年生产旺季不明显。查看自2019年4月以来的抽样考勤，所有生产员工只有1个班次，最大日上班时间为11小时（8小时正班时间+3小时加班时间），最多周上班时间是60小时（40小时正班时间+20小时加班时间）。被审核方给工人在每个工作日都安排了足够的休息时间。平时加班费是正常工资的150%，周末加班费是正常工资的200%，法定假日无加班。被审核方保证工人在每周都至少休息一天。员工可自愿选择是否加班。被审核方没有工时豁免批文。但也发现被审核方在如下方面和Amfori BSCI要求有差距：

- 6.2 -** Finding: The main auditee does not respect this principle because the monthly OT hours exceeded legal requirement. Based on provided attendance records from 1 April 2019 to the audit day (7 May 2020), all sample workers' monthly OT hours exceeded 36H, the maximum was 82 hours happened in August 2019. The maximum weekly working hours were 60, and the average of monthly overtime was 73 hours.
被审核方（生产商）因员工月加班超过法规按要要求而未遵循该准则。根据被审核方提供的自2019年4月1日至审核当日的考勤记录，所有抽样员工的月加班均超过法规要求的36H，最大为82小时，发生在2019年8月。最大周工作时间为60小时，平均月加班为73小时。

Remarks from Auditee:

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: B

Deadline date:11/11/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 7. The auditee had established management system on health and safety, including the health and safety check, training, etc. Mr. Huang Jianjun / H&S Officer was appointed as the senior management representative for health and safety. The auditee established and implemented a mechanism to report and recorded work-related accident occurring at the main auditee, no serious accident occurred in past 12 months. Risk assessment for safe, healthy and hygienic working conditions was unabridged, as risk assessment records, the highest risks of health and safety in the auditee were fire safety and mechanical safety. The auditee ensured enough fire-fighting facilities including fire extinguishers, fire hydrant, fire alarm in every workshop, all fire fighting facilities were inspected by H&S responsible person once per month, and confirmed by onsite testing, the fire hydrant, emergency lights and fire alarm were available. All workers participated in fire drill at least twice per year, the latest was conducted on 2 March 2020. As mechanism safety risk assessment, the auditee had set up operation processes instruction each heavy machines, and provided the operation training to related workers. The auditee set up the first aid policy, provided the first aid kit at each workshop, and qualified first aiders were employed for providing the service of first aid. Auditee provided chemical safety using training to related workers regularly, and eye washing facility was installed at chemical used and stored areas. Related PPEs such as masks, earplugs were provided to related workers freely. Drinking water was provided for workers freely. The main auditee provided dormitory and canteen to workers freely. The main auditee did not provide transportation to workers. However, gaps had been identified in implementation as follows:

综合概况: 整体观察显示被审核方部分符合该绩效区域的要求。被审核方已建立完整的健康安全管理体系, 包括健康安全巡查, 培训等。黄建军/安全主任主要负责现场的健康安全问题。被审核方建立了工伤处理程序, 保留了工伤记录。最近12个月并无发生严重工伤。被审核方进行了健康安全方面的风险评估, 根据风险评估记录, 消防安全风险是工厂最大的风险; 被审核方给所有车间配备了足够的消防设施, 例如灭火器, 消防栓, 消防警铃等, 并且工厂的健康安全负责人每月都会进行检查, 审核时经过测试, 应急灯, 消防栓和消防警铃都是有效的; 所有工人都参加了一年至少两次的消防演习, 最近一次发生在2020年3月2日; 工厂制定了急救政策, 工厂给每个车间配备了药箱, 而且工厂内有培训合格的急救员; 工厂针对安全使用化学品对员工进行培训; 工厂有提供免费的PPE如口罩、耳塞等给相关工人; 被审核方为工人提供了免费的饮用水; 被审核方有提供免费的宿舍及餐厅给员工, 没有提供的交通工具给员工。不过, 被审核方在以下方面和amfori BSCI要求尚有差距:

- 7.1 - Finding: The auditee partially respects this principle because the auditee had collected laws and regulations about OHS, established management system on health and safety and assigned one qualified employee Mr. Huang Jianjun to monitor implement, provided training to workers. But H&S issues were identified due to management negligence.
被审核方(生产商)部分遵循该准则。原因是被审核方虽然收集了健康安全相关的法律法规, 建立健康安全管理体系并指定了专人黄建军负责监督执行, 提供了健康安全培训给工人, 但是由于管理疏忽, 导致仍然有健康安全问题存在。
- 7.3 - Finding: The auditee partially respects this principle because the auditee provided in-job occupational health examination for 4 soldering operators and 3 laser carving operators, but did not provide pre-job occupational health examination for them and did not provide occupational health examination for high voltage test operators.
被审核方(生产商)部分遵循该准则。原因是被审核方有为4名焊锡和3名镭雕员工安排了在职的职业病体检, 但是没有为他们安排岗前职业病体检, 同时, 没有为高压测试的员工安排职业病体检。
- 7.4 - Finding: The auditee does not respect this principle because the risk assessment for safe, healthy and hygienic working conditions was not participated by OHS committee.
被审核方(生产商)因健康安全风险评估没有健康安全委员会的参与而未遵守原则。
- 7.7 - Finding: The main auditee does not respect this principle because chemical containers used at workshop were not posted suitable chemical labels, and no suitable prevent leakage secondary containment was installed for the chemical in chemical stored areas.
被审核方(生产商)未遵循该准则, 主要原因是车间化学品容器没有张贴合适的化学品标签, 同时化学品存放的地方没有设置防泄漏二次容器。
- 7.9 - Finding: The main auditee does not respect this principle because the auditee did not post the PPE using sign in workshop, and did not post the occupational hazard notification cards in workshop where the occupational hazard factors exist.
被审核方(生产商)未遵循该准则。原因是工厂没有在车间张贴了使用PPE的标示, 同时, 没有在有职业病危害的车间张贴职业病危害告知卡。
- 7.13 - Finding: The main auditee partially respects this principle because the auditee posted the warning signs near the electronic boxes, but based on onsite sampled, the inner protective board of two sampled electronic boxes were missed.
被审核方(生产商)部分遵循该准则。原因是工厂在所有电箱旁均张贴了警示标志, 但是抽样发现两处电箱内盖板缺失。

Remarks from Auditee:

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 8. Management system was in place to prevent use of child labor directly and indirectly by the main auditee and communicated to workers. Ms. Zhou Ling was assigned to conduct age verification during the process of hiring to identify suspicious child labor. And the management procedures were set up regarding child labor remediation in case of child labor was found in the main auditee. No potential issue was disclosed during current audit.

综合概况: 整体观察显示被审核方符合该绩效区域的要求。被审核方建立了防止直接或者间接使用童工的管理体系并和员工进行了沟通。被审核方指定周玲在招聘过程中进行年龄的核实来识别疑似的童工。另外他们也建立了在工厂发现使用了童工的情况下如何救援的程序。在此次审核中没有发现潜在问题。

Remarks from Auditee:

Performance Area 9 : Special protection for young workers

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 9. The main auditee had established related policy of juvenile worker protection and communicated to all employees by training. And the policy including not allowed young workers to contact with hazardous materials, etc. Risk assessment about workstation safety, working hours and health examinations were conducted for young worker, and communicated to all related workers. Per management interview, she known these risk. During the audit, no young worker worked in the auditee.

综合概况：整体观察显示被审核方符合该绩效区域的要求。被审核方建立了未成年工保护政策并通过传达给了所有员工，该政策包括禁止未成年工接触有毒化学品等，对未成年工在被审核方工作的岗位安全，工作时间和健康检查等进行了风险评估并传达给了相关人员，管理层访谈确认其知道该风险。在审核过程中，被审核方无未成年工。

Remarks from Auditee:

Performance Area 10 : No Precarious Employment

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: B

Deadline date:06/07/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 10. The work relation had been established in compliance with legal requirements which provided the greatest protection to workers. They had signed labor contracts with employees when they employed, and issued one copy to worker at the same time. Workers were clear about their responsibilities and duties. No illegal employment was identified during the audit. However, gaps had been identified in implementation as follows:

综合概况：整体观察显示被审核方部分符合该绩效区域的要求。被审核方按照法规要求建立的劳动关系最大程度的保护了员工。他们和员工在入职时签订劳动合同并发放了副本给员工。工人对他们的权利和义务有着较好的了解。审核过程中，工厂无不符合法规的用工形式存在。不过，被审核方在以下方面和amfori BSCI要求尚有差距：

- 10.2 - Finding:** The main auditee does not respect this principle because 1. the provided labour contract missed partial necessary information, such as protection against occupational hazards for operators who conducted dust, noise or high voltage test; 2. did not sign labor contract without a fixed term with workers when the employment contract was to be renewed after two fixed-term labor contracts.
- 被审核方（生产商）未遵循该准则。原因是1. 被审核方给接触职业病危害因素的员工（如接触粉尘，激光和高压测试的工人）提供的劳动合同中未定义职业危害防护； 2. 没有与已经签订两次固定期限合同之后续签的工人签订无固定期限合同。

Remarks from Auditee:

Performance Area 11 : No Bonded Labour

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 11. The auditee had established management system to prevent use any form of servitude, forced, bonded, indentured, trafficked or non-voluntary labour, and the main auditee had collected related laws for review. All employees are freely to terminate their relationship with the auditee. Training regarding identifying and reporting bonded labor was provided to all workers periodically and the latest was conducted on 7 January 2020, the management and the employees of HR were aware of the procedures and related risk and there was no foreign migrant worker working in the main auditee. As per interview, onsite observation and document review, no corporal punishment, verbal abuse or physical/ mental coercion, etc. were found in the main auditee. Workers could resign according to legal requirement and they could leave the factory freely without being searched. The documented disciplinary procedures were established and the detailed items were communicated to the workers by training.

综合概况：整体观察显示被审核方符合该绩效区域的要求。被审核方建立了防止使用任何形式的奴役、强迫劳动、抵债性劳动、契约奴役、拐卖或非自愿劳动的管理体系并有收集相关的法规。所有员工都可以自由终止劳动关系。被审核方定期给所有员工提供强迫劳工的识别和报告培训，最近一次培训发生在2020年1月7日，管理层和人事部门的人员都了解该管理程序及风险，被审核方没有聘用外籍员工。通过访谈、现场观察和文件审核得知，厂内没有发生体罚、言语虐待、肉体或精神压迫等情况。员工可以依照法规要求提出辞工而不会被克扣工资，并且可以自由离开工厂。被审核方通过员工培训向员工告知他们建立的书面惩戒程序中的详细条款。

Remarks from Auditee:

Performance Area 12 : Protection of the Environment

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 12. The auditee had collected environmental protection laws, and established environmental protection management system, communicated to related employees. The main auditee obtained environmental impact assessment report and approval. The land belonged to the main auditee was industrial land and water used by the main auditee was come from municipal water. The main auditee collected hazardous wastes and transferred & disposed by qualified vendors. No industrial wastewater was happened in the auditee, all domestic wastewater was discharged into municipal pipeline and they ensured the rainwater and domestic wastewater be separated. The main auditee also established a plan focus on water waste reduction and saving water.

综合概况: 整体观察显示被审核方符合该绩效区域的要求。被审核方有收集环保相关的法规, 建立了环境保护的管理体系, 传达给了相关人员。工厂提供了环评报告及批复, 有对其环境因素执行定期的检测并获得检测报告。被审核方的用地为工业用地且水来自市政供水。被审核方的生产过程中产生的危险废弃物有交由有资质的处理商收集并转移处理, 没有工业污水产生, 生活污水均流入市政管道, 确保了雨水和污水分开排放, 被审核方建立了降低污水的排放以及节约用水的行动。

Remarks from Auditee:

Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 179583] Audit Date: 06/05/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee fulfils the requirement of performance area 13. The main auditee has established a policy based on amfori BSCI standards on ethical business behavior. The risks assessment regarding business ethics was conducted, ethics training was provided to all workers and the management. The auditee had established privacy information procedure, and communicated to all workers and management. During the audit, no misrepresentation was provided by the auditee, all information could be cross checked.

综合概况: 整体观察显示被审核方符合该绩效区域的要求。被审核方工厂基于amfori BSCI要求建立了商业道德规范政策。被审核方进行了商业道德方面的风险评估, 而且给所有管理层员工及工人提供了道德培训。被审核方制定了信息保密的程序文件, 并有与所有员工和管理层沟通。审核过程中, 工厂提供的数据也均可通过其它方面进行核实, 工厂未提供任何不实信息。审核时也未发现有任何泄密的负面现象。

Remarks from Auditee:

Summary

Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	06/05/2020	179583	D	B	A	A	B	D	B	A	A	B	A	A	A	C

Producer Photos



External photo(s) of the production unit(s)
Factory buildings.JPG



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



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



Photo first aid facilities
Eye washing facility.JPG



Photo first aid facilities
First aid kit with first aid manual.JPG



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



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



Photo of fire safety equipment
Emergency assembly point.JPG



Photo of fire safety equipment
Emergency light test.JPG



Photo of fire safety equipment
Emergency lights and evacuation indication sign in fire
stair.JPG



Photo of fire safety equipment
Evacuation plan.JPG



Photo of fire safety equipment
Fire alarm testing.JPG



Photo of fire safety equipment
Fire exit sign and emergency light.JPG



Photo of fire safety equipment
Fire extinguishers and fire hydrant and fire alarm
button.JPG



Photo of fire safety equipment
Fire hydrant testing.JPG



Photo of non-conformity
Chemical containers used at workshop were not posted suitable chemical labels.JPG

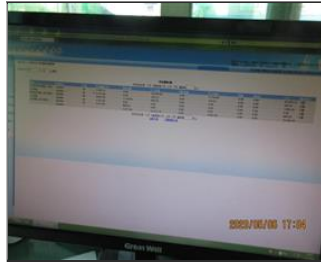


Photo of non-conformity
Factory did not provide social insurance to all employees.JPG



Photo of non-conformity
No suitable prevent leakage secondary containment was installed for the chemical in chemical stored.JPG



Photo of non-conformity
The inner protective board of two sampled electronic boxes were missed 1.JPG



Photo of non-conformity
The inner protective board of two sampled electronic boxes were missed 2.JPG

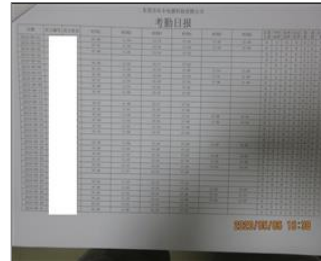


Photo of non-conformity
Workers monthly overtime hours exceeded 36 hours.JPG



Photo of the canteen (if applicable)
Canteen.JPG



Photo of the canteen (if applicable)
Kitchen.JPG



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



Photo of the dormitories (if applicable)
Air condition in bedroom.JPG



Photo of the dormitories (if applicable)
Aisle of dormitory.JPG



Photo of the dormitories (if applicable)
Bedroom.JPG



Photo of the dormitories (if applicable)
Evacuation map at dormitory building.JPG



Photo of the dormitories (if applicable)
Fire exit sign and emergency lights at dormitory building.JPG



Photo of the dormitories (if applicable)
Fire hydrant and fire extinguishers and fire alarm at dormitory building.JPG



Photo of the dormitories (if applicable)
Toilet in bedroom.JPG



Photo of the inside of the main production hall
Assembling and Packing.JPG



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



Photo of the inside of the main production hall
Laser carving.JPG



Photo of the inside of the main production hall
LEV for laser carving.JPG



Photo of the inside of the main production hall
No smoking sign.JPG



Photo of the inside of the main production hall
Plug in.JPG



Photo of the inside of the main production hall
Raw material warehouse 1.JPG



Photo of the inside of the main production hall
Raw material warehouse 2.JPG



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



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

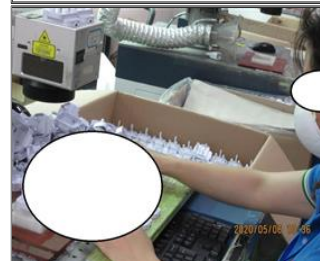


Photo of the personal protection equipments (if applicable)
Dust proof mask for laser carving operator.JPG



Photo of the personal protection equipments (if applicable)
Earplugs for high frequency.JPG



Photo of the sanitary facilities
Drinking water.JPG



Photo of the sanitary facilities
Face scanning and finger printing attendance recorders.JPG



Photo of the sanitary facilities
Private toilets.JPG



Photo of the sanitary facilities
Suggestion box.JPG