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Auditee :	<b>Hangzhou J. May Stationery Co., Ltd</b>
Audit Date From :	<b>28/01/2019</b>
Audit Date To :	<b>28/01/2019</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>Intertek</b>
Auditor's Name(s) :	<b>Tommy Yan(Lead)</b>
Auditing Branch (if applicable) :	<b>Intertek North East China</b>

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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
<b>A</b> <b>Very Good</b>	<ul style="list-style-type: none"> <li>Minimum 7 Performance Areas rated A</li> <li>No Performance Areas rated C, D or E</li> </ul> These are three examples: 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 B 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.
<b>B</b> <b>Good</b>	<ul style="list-style-type: none"> <li>Maximum 3 Performance Areas rated C</li> <li>No Performance Areas rated D or E</li> </ul> These are three examples: 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.
<b>C</b> <b>Acceptable</b>	<ul style="list-style-type: none"> <li>Maximum 2 Performance Areas rated D</li> <li>No Performance Areas rated E</li> </ul> These are three examples: A A A A A A A A C C C C A A A A A B B B C C C D 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.
<b>D</b> <b>Insufficient</b>	<ul style="list-style-type: none"> <li>Maximum 6 Performance Areas rated E</li> </ul> These are three examples: 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 E 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.
<b>E</b> <b>Unacceptable</b>	<ul style="list-style-type: none"> <li>Minimum 7 Performance Areas rated E</li> </ul> These are three examples: 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.
<b>Zero Tolerance</b>	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 :	<b>Hangzhou J. May Stationery Co., Ltd</b>		
DBID number :	<b>386742</b>		
Audit ID :	<b>143239</b>		
Address :	<b>78-1 Dawan Road, Wenyan Street, Xiaoshan District, Hangzhou City, Zhejiang Province Hangzhou</b>		
Province :	<b>Zhejiang</b>	Country :	<b>China</b>
Management Representative :	<b>Fuxiang Wang</b>		
Contact person:	<b>Fuqiang Wang</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Others</b>	Product group :	<b>Others</b>
Product Type :	<b>METAL STATIONERY</b>		

**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 : 28/01/2020	

**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	A	A	A	A	A	A	B

**Executive summary of audit report**

1. In view of the facilities, the facility consists of part of 1F, whole 2F and 3F of one 3-storey buildings for workshop, warehouse and office. No dormitory, kitchen or canteen was provided for employees in the facility. The facility rent the areas from the landlord company name Hangzhou Luoyuan Home Textile Co., Ltd. The rest area of 1F of this building were rent out by the landlord to one company named Wenyan Color Printing Co., Ltd. as production areas (the main activity was color printing). Through facility tour, employee interview and facility management interview, it was confirmed that the companies in this building have different owners, management systems and different employees. There was no worker co-mingled or business relationship with the two companies in the same building.

2. 12 months (from January 2018 to December 2018) payroll records and 12 months and 27 days' (January 1, 2018 to January 27, 2019) electronic attendance records were available for review during this audit. 8 samples were selected from December 2018 (current month), September 2018 (random month) and March 2018 (random month) respectively.

3. According to the attendance records provided by the facility:

- 1) For December 2018 (current month), the average number of hours worked in a week for the 8 selected samples were 51.75 hours per week. Max. Working hours per week were 54 hours (8 out of 8 selected samples).
- 2) For September 2018 (random month), the average number of hours worked in a week for the 8 selected samples were 50.5 hours per week. Max. Working hours per week were 54 hours (8 out of 8 selected samples).
- 3) For March 2018 (random month), the average number of hours worked in a week for the 8 selected samples were 51.75 hours per week. Max. Working hours per week were 54 hours (8 out of 8 selected samples).

4. The local minimum wage standard is set at RMB 1860 per month equivalent to RMB 10.69 per hour (1860/21.75/8) before December 1, 2017 and RMB 2010 per month equivalent to RMB 11.55 hour (2010/21.75/8) since December 1, 2017.

5. The facility business license number is 913301097766437676.

6. Below documents were not uploaded due to:

- a. Contractor license/permit, Agency labour contract, Government waivers and Collective bargaining agreements were not applicable for the facility.
- b. Fire-related licenses and Structural/stability licenses was not provided by the facility.

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

1. There was worker representative at the site. 2. No labor union at the site. 3. Through employee interview, all interviewees stated that they could express concerns to management through suggestion box, workers representatives, or to management directly. No deviation was observed in this Performance Area.

**Performance area 4: No Discrimination**

Anti-discrimination procedure on hiring, compensation, promotion and access to training is available during the audit. Gender divisions did not exist in the facility; both female and male employees were distributed in all types of work. There was an internal grievance process, all sampled employees were aware of the grievance channels in case they encountered any discrimination cases. The auditee takes the necessary preventative and remedial measures to ensure workers are not disciplined, dismissed or otherwise discriminated against because of their complaints against infringements of their rights. No deviation was observed in this Performance Area.

**Performance area 8: No Child Labour**

The facility established a policy that will never employ and use any child labour under the age of 16 years old. The facility verified all employees' original ID cards at the time of recruitment and kept the photocopies of employees' ID cards in the personnel files. No current child labour or historic child labour was detected in this audit. The facility established a remedial policy and procedure to provide for further protection in case children are found to be working in the facility. No deviation was observed in this Performance Area.

**Performance area 9: Special protection for young workers**

The facility had established a written policy concerning protection of juvenile employees such as no overtime work, night shift work or harmful position work would be arranged for juvenile employees. Through document review, facility tour and employee interview, no juvenile employee was used in the facility. No deviation was observed in this Performance Area.

**Performance area 11: No Bonded Labour**

1. The facility has a policy which prohibits forced labour. 2. The facility does not require deposit or withhold employees' ID cards but only copies must be kept in the personnel files and the original given back to the employees. 3. The employee handbook – The facility does not limit the employees' freedom including resign. The handbook also states that they will be given their full wages on their last day of work. 4. The terms and conditions of employment in the handbook state that the employees are free to leave the workplace outside of their working hours. 5. The facility did not require any payment for work tools, PPE, IC/staff card, training, etc. 6. The facility did not use prison labour. No deviation was observed in this Performance Area.

**Performance area 12: Protection of the Environment**

The environment impact assessment (EIA) was conducted, and the Environmental Impact Assessment (EIA) approval and environmental protection acceptance check approval for their construction project were obtained by the facility. The facility has established environment procedures according to amfori BSCI Code of Conduct. The facility had collected relevant environment protection laws and regulation. No industrial wastewater was generated from the manufacturing processes, the industrial waste gas was properly disposed before discharge and there was no waste found to be dumped in natural environments, or burned on open fires. The domestic waste water was discharged into municipal pipeline system. The domestic waste was disposed by local sanitary station. No deviation was observed in this Performance Area.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Hangzhou J. May Stationery Co., Ltd</b>	Legal status :	<b>Limited company</b>
Local Name :	<b>杭州杰美文具用品有限公司</b>	Year in which the auditee was founded :	<b>2005</b>
Address :	<b>78-1 Dawan Road, Wenyan Street, Xiaoshan District, Hangzhou City, Zhejiang Province</b>	Contact person (please select) :	<b>Fuqiang Wang</b>
Province :	<b>Zhejiang</b>	Contact's Email :	<b>xwl@officejmay.cn</b>
City :	<b>Hangzhou</b>	Auditee's official language(s) for written communications :	<b>Chinese</b>
Region :	<b>North East Asia</b>	Other relevant languages for the auditee :	<b>None</b>
Country :	<b>China</b>	Website of auditee (if applicable) :	<b>None</b>
GPS coordinates :	<b>E 120.209773, N 30.116607</b>	Total turnover (in Euros) :	<b>4554208.09</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>100.00</b>
Industry :	<b>Others</b>	Of which domestic market % :	<b>0.00</b>
If other, please specify :	<b>METAL STATIONERY</b>	Production volume :	<b>400000 pieces per month</b>
Product Group :	<b>Others</b>	Production cost calculation :	<b>No</b>
If other, please specify :	<b>METAL STATIONERY</b>	Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>METAL STATIONERY</b>		

<b>Auditee's employment structure at the time of the audit</b>		
Total number of workers :	<b>25</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>11</b>	<b>14</b>
Temporary workers	<b>0</b>	<b>0</b>
In management positions	<b>1</b>	<b>2</b>
Apprentices	<b>0</b>	<b>0</b>
On probation	<b>0</b>	<b>0</b>
With disabilities	<b>0</b>	<b>0</b>
Migrants (national citizens)	<b>1</b>	<b>8</b>
Migrants (foreign citizens)	<b>0</b>	<b>0</b>
Workers on the permanent payroll	<b>11</b>	<b>14</b>
Production based workers	<b>0</b>	<b>0</b>
With shifts at night	<b>2</b>	<b>0</b>
Unionised	<b>0</b>	<b>0</b>
Pregnant	<b>-</b>	<b>0</b>
On maternity leave	<b>-</b>	<b>0</b>

Finding Report



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

Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: D

Deadline date:15/01/2020

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

The facility had pointed one manager to ensure the amfori BSCI program are followed in satisfactory manner. And the amfori BSCI Code of Conduct had been posted on site for employees' knowledge. The facility had established a qualified suppliers list. They required all suppliers to sign a commitment regarding social responsibility. The facility had good overview of the significant business partners and their level of alignment with amfori BSCI Code of conduct. For significant business partners, they conducted on-site assessment to evaluate their performance and the relevant report and corrective action were kept for tracking. But based on satisfactory evidence, the facility partially respected this principle, because:

企业有指定1名管理层来确保amfori BSCI 项目执行情况。现场有张贴amfori BSCI 行为准则，方便员工了解。企业建立了一份合格供应商名单。他们要求所有的供应商签一份社会责任承诺书。企业对主要商业伙伴及其遵守amfori BSCI 行为守则的水平有一个较好的理解。对于主要的供应商，他们会进行现场评估其供应商的表现，并保存相关的报告及整改资料以便跟进。但基于令人满意的证据，企业部分尊重了amfori BSCI 的本条原则，因为：

- 1.1 - 1.The facility had set up some management procedures to implement the amfori BSCI Code of Conduct, such as protection young workers, forbid child labor, no discriminated to workers, etc. However, not all the policies were properly implemented. Some of the workers were not provided with social insurances in facility, amfori BSCI management representative said workers were not willing to pay for social insurance except their children needed to go to primary schools, it was the compulsory requirement of local government. Some workers were migrant workers they would go back to their homes in the future. Meanwhile, HR specialist who collected attendance records confirmed that electronic attendance system in factory could not warning workers whose monthly overtime exceed 36 hours or would reach 36 hours. Facility director said orders were received by their trading company and manager of trading company did not know the production situation and factory always got lots of orders needed to finish. Workers said they were glad to take overtime for voluntary. It was noted that all the production workers monthly overtime exceed 36 hours during the last 12 months. It partially respected with amfori BSCI Code of Conduct 1.1. 2.The facility has established amfori BSCI management system to manage its social performance, and conducted internal assessment in September 2018, however, the internal assessment did not include all 13 performance areas, such as PA13 was missed. It partially respected with amfori BSCI Code of Conduct 1.1.  
1.企业建立了一些确保amfori BSCI行为守则有效实施的管理程序，诸如保护未成年工、禁止童工、不歧视员工等。但是不是所有的政策都完整的实施。一部分的员工在工厂没有被提供社会保险，amfori BSCI管理者代表说员工不愿意缴纳社保除非他们的孩子要上小学，这是政府强制的要求。部分员工是外地员工，他们在未来会回到他们的家乡。同时，负责收集考勤记录的人事专员确认工厂的电子考勤系统不能预警员工的月加班时间超过36小时或将要到达36小时。厂长说订单是从他们自己的贸易公司接到，贸易公司的经理不知道生产情况，工厂常常接到大量的订单需要完成。员工说他们能自愿加班很开心。审核发现，所有生产员工的月加班时间在过去12个月存在超过36小时。部分尊重amfori BSCI Code of Conduct 1.1 2. 企业建立了amfori BSCI社会责任的管理系统，并于2018年9月进行了内审，但没有包括所有13个绩效评估区域，如缺失绩效评估区域第13部分。部分尊重amfori BSCI Code of Conduct 1.1
- 1.4 - The facility did not establish the procedure to implement capacity evaluation. The capacity planning was not reasonable, factory did not consider the matching degree between workers quantity and orders received from trading company which led all the workers had monthly overtime exceed 36 hours in some months during the last 12 months. Management said recruitment was hard, however, they would try to recruit more workers in the future. It did not respect with amfori BSCI Code of Conduct 1.4.  
企业没有建立程序文件去实施产能评估。产能规划并不合理，企业没有考虑到现有人员数量和从贸易公司接到订单的匹配程度，导致所有生产员工的月加班时间在过去12个月份中超过36小时。管理层表示招工困难，但是他们会尝试在未来招募更多的员工。这尚未尊重amfori BSCI Code of Conduct 1.4.

**Remarks from Auditee:**

<b>Performance Area 2 : Workers Involvement and Protection</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: B	Deadline date:15/01/2020
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> <p>The facility established good management practices that involve workers and their representatives in sound information exchange on workplace issues. All employees were aware of their rights and responsibilities. The employee representatives were elected by workers, and the meeting between management and employee representatives was held regularly. The facility established annual training plan to provide training to employees to know their right and responsibility. The training on amfori BSCI Policy and Social Compliance Policy were provided to workers. Workers could report concerns via suggestion box, employee representative, or face to face communication. But based on satisfactory evidence, the facility partially respected this principle because:</p> <p>企业具备良好的管理规范, 以便参与其中的工人及其代表能就工作场所问题进行信息交流。员工均了解他们的权利和义务。工人已自由推选出员工代表, 管理层与员工代表定期召开沟通会议。企业制定了年度的培训计划, 提供培训让员工了解自己的权利与职责。有关amfori BSCI 行为准则和企业社会责任政策培训已提供给工人。工人可通过意见箱、员工代表, 或者直接向管理层反映意见和要求。基于令人满意的证据, 企业部分尊重了amfori BSCI 的本条原则, 因为:</p> <p>2.2 - Through document review, employee interview and management interview, auditor noted that the facility established the long terms goals to protect workers according to the BSCI Code of Conduct. But the workers or worker representatives did not take part in the process of making the long terms goals. It partially respected amfori BSCI Code of Conduct 2.2                      通过文件审核, 员工访谈和管理人员访谈, 审核员发现企业已经按照BSCI的期望建立保护工人的长期目标, 但是在制定建立保护工人的长期目标过程中, 员工和员工代表并没有参与其中。部分尊重amfori BSCI Code of Conduct 2.2</p> <p>2.5 - The facility established grievance procedure in writing, but the grievance procedure was not including all interested parties, only for internal part. It partially respected amfori BSCI Code of Conduct 2.5                      企业已经建立了书面的员工申诉程序, 但是申诉程序只针对企业内部, 未包含利益相关方。部分尊重amfori BSCI Code of Conduct 2.5</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 3 : The rights of Freedom of Association and Collective Bargaining</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> None observed 未发现不符合项	
<b>Remarks from Auditee:</b>	
<b>Performance Area 4 : No Discrimination</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> None observed 未发现不符合项	
<b>Remarks from Auditee:</b>	

**Performance Area 5 : Fair Remuneration**

Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: B

Deadline date:15/01/2020

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

The facility complies with the government's minimum wage legislation, employees' regular wages were not lower than local minimum wage standard, the facility paid wage in a timely manner, regularly (around 15th each month) and fully in legal tender and the level of wages reflects the skills and education of workers. The facility paid 150%, 200% and 300% of normal rate wages for overtime hours on normal working days, rest days and official public holidays respectively. Furthermore, the facility provided benefits such as sick leave, annual leave, childbearing leave and work-related injury leave, etc. according to local law requirement. Not all employees had participated in 5 types of social insurances. But based on satisfactory evidence, the facility partially respected this principle because:

企业遵循政府的最低工资法规, 支付给员工的工资不低于当地的最低工资, 且按时、定期(在每月15号左右)并以法定货币形式全额支付工资, 工资水平反映出工人的技能和教育水平。企业在平日加班、休息日及法定假日加班分别支付正常工资的1.5倍、2倍、3倍。此外, 企业按法规要求提供福利, 如病假、年假、产假及工伤假等。并不是所有员工均参加了5项社会保险。基于令人满意的证据, 企业部分尊重了amfori BSCI的本条原则, 原因是:

5.4 - It was noted that the facility have no idea of evaluation the local living wage, and they have not did any survey or calculating of the local living wage before the audit. Through the document review and employee interview, employees were paid higher than the local living wages. It partially respected amfori BSCI Code of Conduct 5.4.

企业没有意识去评估当地的最低生活需求工资, 也没有在审核前完成最低生活需求工资的调查和计算。通过文件查阅和员工访谈得知, 企业员工的工资高于当地最低生活需求工资。部分尊重amfori BSCI Code of Conduct 5.4要求。

5.5 - Insufficient social insurance. Social insurance document from January 2018 to December 2018 was provided for review in this audit. According to the payment document in December 2018, out of all 25 employees (0 retiree, 0 temporary, 0 dispatch and 0 newly joined), only 19 employees (76%) had participated in maternity insurance, unemployment insurance, basic medical insurance, employment injury insurance and basic endowment insurance. According to the management interview and employee interview, the reason why not all eligible employees participated in the social insurance was because some employees were unwilling to bear the co-payment part of pension insurance, medical insurance and unemployment insurance. No any commercial insurance was provided for employee. It did not respect amfori BSCI Code of Conduct 5.5, and did not comply with requirement of Social Insurance Law of the People's Republic of China, Article 10 Employees shall participate in the basic endowment insurance, and the basic endowment insurance premiums shall be jointly paid by employers and employees. Article 23 Employees shall participate in the basic medical insurance for employees, and the basic medical insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 33 Employees shall participate in the employment injury insurance, and the employment injury insurance premiums shall be paid by their employers rather than the employees. Article 44 Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 53 Employees shall participate in maternity insurance, and the maternity insurance premiums shall be paid by employers rather than employees in accordance with the relevant provisions of the state.

社会保险参保不足。此次审核中, 企业提供了2018年1月至2018年12月的社保文件供审核。根据2018年12月的社保凭证, 企业25名员工中(0名退休员工, 0名临时工, 0名派遣工和0名新员工), 只有19名(76%)参加了生育保险, 失业保险, 基本医疗保险, 工伤保险和养老保险。根据管理人员访谈和员工访谈, 没有参加社保的员工是因为他们不愿意承担养老, 医疗和失业的自费部分。企业未给员工提供商业保险。尚未尊重amfori BSCI Code of Conduct 5.5, 且尚未符合《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。

**Remarks from Auditee:**

<b>Performance Area 6 : Decent Working Hours</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: D	Deadline date:15/01/2020
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> <p>The facility established the working hours policy and procedure. Through worker interview, all workers worked on voluntary basis. According to the randomly selected 24 samples' records, the regular working hours were 8 hours per day and 40 hours per week; the maximum daily overtime hours were 3 hours, maximum weekly working hours were 54 hours and the maximum monthly overtime hours were 58 hours. The maximum continuous working days were 6 days. But based on satisfactory evidence, the facility partially respects this principle because:                      企业有建立工时政策、程序。员工访谈确认，员工加班是自愿的。根据随机抽取的24个样板记录显示，正班工时为每天8小时，每周40小时；日加班时间最多为3小时，每周工作时间最多为54小时，每月加班时间最多为58小时。最多连续工作6天。基于令人满意的证据，企业部分尊重了amfori BSCI的本条原则，因为：</p> <p>6.2 - Overtime hours exceeded the legal requirement. Through document review, auditor found that the monthly overtime hours of 8 out of 8 randomly selected employees were 55 hours in December 2018 (current month); the monthly overtime hours of 8 out of 8 randomly selected employees were 58 hours in September 2018 (random month); the monthly overtime hours of 7 out of 8 randomly selected employees were 58 hours in March 2018 (random month). According to the management interview and workers interview, the reason why the monthly overtime hours exceeded the legal overtime limit was because the facility did not arrange the orders well. It did not respect the amfori BSCI Code of Conduct 6.2, and did not comply 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.                      月加班超时。通过文件审核，审核员发现在抽取的2018年12月份(当前月)的考勤中，所有8名随机抽取的员工的月加班时间为55小时；2018年9月份(随机月)的考勤中，所有8名随机抽取的员工的月加班时间为58小时；2018年3月份(随机月)的考勤中，所有8名随机抽取的员工中有7名的月加班时间为58小时。根据管理人员访谈和员工访谈，月加班超时是因为没有合理安排好订单。尚未尊重amfori BSCI Code of Conduct 6.2，且不符合《中华人民共和国劳动法》第41条，用人单位由于生产经营需要，经与工会和劳动者协商后可以延长工作时间，一般每日不得超过一小时；因特殊原因需要延长工作时间的，在保障劳动者身体健康的条件下延长工作时间每日不得超过三小时，但是每月不得超过三十六小时。</p>	
<b>Remarks from Auditee:</b>	

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

Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A

Deadline date:15/01/2020

**GOOD PRACTICES:**

None observed

**AREAS OF IMPROVEMENT:**

The facility assessed the potential risk on Health and Safety, which might occur in the whole manufacturing process. Accident and emergency procedures were established. Relevant trainings including job skill, the use of chemical and PPE, fire drill, factory rule, and amfori BSCI Policy etc were also provided to employees. Adequate fire equipment was installed at workplace, and checked monthly to ensure the safe working by the competent person. Evacuation exits and routes were free from obstruction and properly installed with exit signs. The facility had carried out twice fire drills in the past 12 months. All related records and images were kept in files for review. Facility was operated in a hygienic, ventilated and lighting working environment. Proper temperature was kept in the production workshop. The production building was suitable for production and permits work in human dignity. The facility well maintained first aid supplies. First aider was available in the factory. The local hospital was around 20 minutes away from facility site by drive. Drinking water was available to workers. No dormitory, canteen or kitchen was available for workers in the facility. But based on satisfactory evidence, the facility partially respected this principle, because:

被审核方对整个生产流程潜在的健康和安全风险进行评估,并建立事故应急程序。有关工作技能、化学品和个人防护用品使用、消防演习、厂规厂纪、amfori BSCI政策之培训提供给所有工人。在生产现场配备足够的消防器材,并每月定期进行检查和维护。逃生出口和线路保持畅通,并正确安装安全出口标示。在过去12个月内,工厂执行2次消防演习,相关记录和照片保存并提供审核。工厂保持卫生、通风,及足够的照明工作环境。生产车间温度适宜,生产建筑适用于生产并尊重人权。工厂急救用品维持良好,并配置急救员。距离当地医院约20分钟车程。工厂提供饮用水给工人。工厂没有提供宿舍和食堂给工人。但基于令人满意的证据,被审核方部分尊重了amfori BSCI的本条原则,因为

- 7.1 - 1.No occupational health examination was provided to partial employees engaged in post with occupational disease hazards. During facility tour, auditor found that there were total 6 employees working in punching workshop with noise; there were total 8 employees working in spraying workshop with dust and there were total 2 employees working in blasting workshop with dust and noise. However, no periodic occupational health examination reports which required by law for those employees were provided for review. It partially respected amfori BSCI Code of Conduct 7.1, and did not comply with PRC Law of Prevention and Control of Occupational Diseases Article 35, the employer shall conduct regular occupational health examination for those labourers who are engaged in works with occupational hazard(s) as required by production safety supervision and administration department and public health administrative department under the State Council. The occupational health examination shall be conducted before labourers start to take the post, in the course of the work and after leave the post and the employer shall provide the results of the occupational health examinations to labourers in written. The expenses of the occupational health examination shall be borne by employers. The employer shall not arrange labourers to engage in the work with occupational hazard(s) prior to the pre-post occupational health examination, or labourers with any occupational prohibition to engage in the prohibited work from them. Once the occupational health examination indicates that employee is suffering from the occupational damage in relation to his or her occupation, the employer shall transfer such a labourer out of his or her original post, and allocate him or her in a proper way. The employer shall not rescind or terminate the labour contracts signed with those employees without the occupational health examination at time of leaving the post. The occupational health examination shall be conducted by the medical and health care institutions authorized by the medical administrative department of provincial people's government or above. 2. No training records / certificate of safety production knowledge and management skill for the persons for the management of work safety in the facility. During document review, auditor found that the facility could not provide the training records / certificate of safety production knowledge and management skill of the persons for the management of work safety for review. It partially respected the amfori BSCI Code of Conduct 7.1, and does not comply with the Law of the PRC on Work Safety Article 24, The principal in charge and persons for the management of work safety in production and business entities have to have the knowledge about work safety and the competence for the management, which are commensurate with the production and business activities of these entities. The principal in charge and persons for the management of work safety in production and business entities that produce, trade or store hazardous articles, and mines, metal smelting, building construction, and road transport shall only be appointed to the posts after they pass the examinations in their knowledge about work safety and their competence in the management conducted by the competent departments for work safety supervision and administration. No fees shall be charged for taking such examinations. Entities that produce or store hazardous articles, and mines, metal smelting shall have certified safety engineer to work on the management of work safety.  
1. 企业没有为从事职业性危害作业的员工提供职业健康检查。在现场巡查时,审核员发现冲压车间6名员工接触噪音,喷漆车间8名员工接触粉尘和抛丸车间2名员工接触粉尘和噪音。但是,企业未能提供这些员工按法规要求的定期职业健康检查报告供审核员审阅。部分尊重amfori BSCI Code of Conduct 7.1,且尚未符合《中华人民共和国职业病防治法》第三十五条,对从事接触职业病危害的作业的劳动者,用人单位应当按照国务院安全生产监督管理部门、卫生行政部门的规定组织上岗前、在岗期间和离岗时的职业健康检查,并将检查结果书面告知劳动者。职业健康检查费用由用人单位承担。用人单位不得安排未经上岗前职业健康检查的劳动者从事接触职业病危害的作业;不得安排有职业禁忌的劳动者从事其所禁忌的作业;对在职业健康检查中发现有与所从事的职业相关的健康损害的劳动者,应当调离原工作岗位,并妥善安置;对未进行离岗前职业健康检查的劳动者不得解除或者终止与其订立的劳动合同。职业健康检查应当由省级以上人民政府卫生行政部门批准的医疗卫生机构承担。2. 企业安全管理人员未取得安全生产知识和管理能力培训记录/证书。在文件审核时,企业无法提供其安全管理人员的安全生产知识和管理能力培训记录/证书供审阅。其部分尊重amfori BSCI Code of Conduct 7.1,且不符合《中华人民共和国安全生产法》第24条,生产经营单位的主要负责人和安全生产管理人员必须具备与本单位所从事的生产经营活动相应的安全生产知识和管理能力。危险物品的生产、经营、储存单位以及矿山、金属冶炼、建筑施工、道路运输单位的主要负责人和安全生产管理人员,应当由主管的负有安全生产监督管理职责的部门对其安全生产知识和管理能力考核合格。考核不得收费。危险物品的生产、储存单位以及矿山、金属冶炼单位应当有注册安全工程师从事安全生产管理工作。
- 7.2 - 19 out of 25 employees have participated in injury insurance, the facility did not provide other compulsory insurance schemes for other 6 employees. It partially respected the amfori BSCI Code of Conduct 7.2.  
企业25名员工中只有19人参加了工伤保险,没有为其他6名员工提供其他强制保险方案。部分尊重amfori BSCI Code of Conduct 7.2。
- 7.4 - The EHS committee was established in the facility, and the regular meetings were also conducted by the EHS committee, but through the employee interview and document review, auditor noted that no worker representatives attend the regular EHS meeting. It partially respected the amfori BSCI Code of Conduct 7.4  
企业已经成立了EHS委员会,且EHS委员会定期召开EHS会议,但是通过员工访谈和文件查阅,定期召开的EHS会议没有员工代表参与。部分尊重amfori BSCI Code of Conduct 7.4。
- 7.11 - 1.No report of construction completion acceptance was provided. During facility tour, auditor found that there was one 3-storey building. However, the facility could not provide the report of construction completion acceptance of the building for review. It did not respect with amfori BSCI Code of Conduct 7.11, and did not comply with requirement of PRC Construction Law Article 61, a construction project handed over for acceptance checks for completion must conform to the prescribed construction project quality standards, be provided with complete project technical and economic data and signed project warranty, and be provided with other qualified conditions for completion as prescribed by the state. A construction project may only be handed over for use upon passing the acceptance checks for completion; no construction project shall be handed over for use without going through the acceptance checks for completion or passing the acceptance checks for completion. 2. No certificate or report/register for fire protection acceptance was provided. During facility tour, auditor found that there was one 3-storey building. However, the facility could not provide the certificate or report/register for fire protection acceptance for the building for review. It did not respect with amfori BSCI Code of Conduct 7.11, and did not comply with requirement of PRC Fire Prevention Law article 11, the Ministry of Public

Security of the State Council prescribes, for those densely populated places and special construction works, design documents shall be submitted to public security organs for safety review. Public security fire control institutions shall be responsible for the result. Article 13, the project completed with fire control design in accordance with the requirements of the State Technical Standards on Fire Control for Engineering Construction shall go through acceptance check and filing as stated below: 1. as is stated in Article 11, construction units shall apply to the public security fire control institutions for fire control acceptance check. 2. Other construction works and construction units shall file with public security fire control institutions and public fire control institutions shall conduct random inspection. Construction projects which are supposed to go through fire control acceptance check but do not or considered unqualified shall not be put into use. Other projects considered unqualified after acceptance check in accordance with law shall not be put into use. 3. Some goods in warehouse were stacked against pillar and wall. Through facility tour, auditor found that about 20% goods in the material warehouse and finished products warehouse were put against the pillar and wall directly. It partially respected the amfori BSCI Code of Conduct 7.11 and does not comply with Article 6.8 of General Rules for Fire Safety Management of Storage Occupancies GA1131-2014: Objects shall be piled up in the storeroom as per the following requirements: 1. The distance between the top of any pile and the roof shall not be smaller than 0.3m (for any "人"-shaped building, the distance shall be counted from the crossbeam); 2. The distance between the objects and the illumination lamps shall not be smaller than 0.5m; 3. The distance between the objects and the wall shall not be smaller than 0.5m; 4. The distance between any pile of objects and the pole shall not be smaller than 0.3m; 5. The distance between any two piles of objects shall not be smaller than 1m.

1. 企业没有提供建筑竣工验收报告供审阅。在现场观察时, 审核员发现企业有1栋3层的建筑, 然而, 企业无法提供该建筑的竣工验收报告。尚未尊重amfori BSCI Code of Conduct 7.11, 且未尊重《中华人民共和国建筑法》第六十一条, 交付竣工验收的建筑工程, 必须符合规定的建筑工程质量标准, 有完整的工程技术经济资料和经签署的工程保修书, 并具备国家规定的其他竣工条件。建筑工程竣工验收合格后, 方可交付使用; 未经验收或者验收不合格的, 不得交付使用。2. 企业没有提供消防验收合格证明或消防备案供审阅。在现场观察时, 审核员发现企业有1栋3层的建筑, 但企业无法提供该建筑的消防验收合格证明或消防备案。尚未尊重amfori BSCI Code of Conduct 7.11, 且未尊重《中华人民共和国消防法》第十一条 国务院公安部门规定的大型的人员密集场所和其他特殊建设工程, 建设单位应当将消防设计文件报送公安机关消防机构审核。公安机关消防机构依法对审核的结果负责。第十三条 按照国家工程建设消防技术标准需要进行消防设计的建设工程竣工, 依照下列规定进行消防验收、备案: (一) 本法第十一条规定的建设工程, 建设单位应当向公安机关消防机构申请消防验收; (二) 其他建设工程, 建设单位在验收后应当报公安机关消防机构备案, 公安机关消防机构应当进行抽查。依法应当进行消防验收的建设工程, 未经消防验收或者消防验收不合格的, 禁止投入使用; 其他建设工程经依法抽查不合格的, 应当停止使用。3. 企业部分货物靠柱靠墙堆放。通过现场巡查, 审核员发现材料仓库和成品仓库约20%的货物靠柱靠墙堆放。部分尊重amfori BSCI Code of Conduct 7.11, 且不符合《仓储场所消防安全管理通则》GA1131-2014 6.8 库房内堆放物品应满足以下要求: 1 堆垛上部与楼板、平屋顶之间的距离不小于0.3m(人字屋架从横梁算起); 2 物品与照明灯具之间的距离不小于0.5m; 3 物品与墙之间的距离不小于0.5m; 4 物品堆垛与柱之间的距离不小于0.3m; 5 物品堆垛与堆垛之间的距离不小于1m。

7.17 - 1. No registration for special appliances. During facility tour, auditor found that there was one air storage tank (2 cube meters) used in the facility. However, the facility could not provide the registered certificate of the air storage tank for review. It partially respected the amfori BSCI Code of Conduct 7.17, and it did not comply with Regulations on Safety Supervision of Special Appliance article 25, the operating unit with special appliance shall apply the registration for the special appliance from the Special Appliance Quality Safety Monitoring Department of the municipality city or above, before they are used or after they have been used for 30 days. The approved registration certificate/letter for special appliance should be affixed at the relevant special appliance. 2. No regular inspection for special appliances. During facility tour, auditor found that there was one air storage tank (2 cube meters) used in the facility. However, the facility could not provide the inspection report of the air storage tank for review. It partially respected the amfori BSCI Code of Conduct 7.17, and it did not comply with Regulations on Safety Supervision of Special Appliance article 28, the operating unit with special appliances shall, pursuant to the regular inspection requirements of safety and technical manual, to apply for regularly inspection at the Special Appliance Inspection and Testing Institutions one month before the expiry date of the safety inspection approval. After the application, the Special Appliance Inspection and Testing Institution shall, pursuant to the requirements of the safety and technical manual, carry out the safety performance inspection and energy efficiency test timely. The special appliance shall not be used prior to pass the regularly inspection. 3. No certificate for special appliance operator. During facility tour, auditor found that there was one air storage tank (2 cube meters) used in the facility. However, the facility could not provide the air compressor operator certificate of the air storage tank for review. It partially respected amfori BSCI Code of Conduct 7.17, and did not comply 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.

1. 特种设备未登记。在现场巡查时, 审核员发现企业有使用1个2立方米的储气罐, 但企业无法提供这个储气罐的登记证。部分尊重amfori BSCI Code of Conduct 7.17, 且尚未符合《特种设备安全监察条例》第25条, 特种设备在投入使用前或投入使用后30日内, 特种设备使用单位应当向直辖市或设区的市的特种设备安全监督管理部门登记。登记标志应当置于或附着于该特种设备的显著位置。2. 特种设备未定期检验。在现场巡查时, 审核员发现企业有使用1个2立方米的储气罐, 但企业未能提供这个储气罐的合格检验报告。部分尊重amfori BSCI Code of Conduct 7.17, 且尚未符合《特种设备安全监察条例》第28条, 特种设备使用单位应当按照安全技术规范的定期检验要求, 在安全检验合格有效期届满前1个月向特种设备检验检测机构提出定期检验要求。检验检测机构接到定期检验要求后, 应当按照安全技术规范的要求及时进行安全性能检验和能效测试。未经定期检验或者检验不合格的特种设备, 不得继续使用。3. 特种设备作业人员未取得作业证书。在现场巡查时, 审核员发现企业有使用1个2立方米的储气罐, 但企业无法提供该储气罐的压力容器操作证书供审阅。部分尊重amfori BSCI Code of Conduct 7.17, 且尚未符合《特种设备安全监察条例》第38条, 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设备作业人员证书, 方可从事相应的作业或者管理工作。

7.21 - Remark: No kitchen or canteen was provided by the facility.

备注: 企业无员工食堂。

7.23 - Remark: No transportation was provided by the facility.

备注: 企业未给员工提供交通。

7.24 - The facility did not conduct evaluation on occupational hazard factors for punching workshop (noise), spraying workshop (dust) and blasting workshop (noise and dust). It partially respected amfori BSCI Code of Conduct 7.24, and did not comply with Provisions on the Supervision and Administration of Workplace Occupational Health Article 20, An employing entity with occupational hazards shall entrust an occupational health technical service agency with corresponding qualification to conduct evaluation on occupational hazard factors at least once every year. An employing entity with severe occupational hazards shall, in addition to the above requirement, entrusts an occupational health technical service agency with corresponding qualification to conduct assessment on occupational hazard status at least once every three years. The results of the evaluation and assessment shall be kept in archive, reported to local administration department of work safety, and announced to the workers. 企业没有按要求给冲压车间(噪音环境), 喷漆车间(粉尘环境)和抛丸车间(噪音和粉尘环境)进行职业病危害因素检测。部分尊重amfori BSCI Code of Conduct 7.24, 尚未符合《工作场所职业病危害因素检测》第二十条, 存在职业病危害的用人单位, 应当委托具有相应资质的职业卫生技术服务机构, 每年至少进行一次职业病危害因素检测。职业病危害严重的用人单位, 除遵守前款规定外, 应当委托具有相应资质的职业卫生技术服务机构, 每三年至少进行一次职业病危害现状评价。检测、评价结果应当存入本单位职业卫生档案, 并向安全生产监督管理部门报告和劳动者公布。

Remarks from Auditee:

<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> None observed 未发现不符合项	
<b>Remarks from Auditee:</b>	
<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> None observed 未发现不符合项	
<b>Remarks from Auditee:</b>	
<b>Performance Area 10 : No Precarious Employment</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:15/01/2020
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> Through document review and employee interview, all workers was directly employed by factory, no workers was dispatched by the agency, and no seasonal worker and home worker. The facility signed labor contracts with all workers and one copy of labor contract was kept by the workers. Through document review and employee interview, the labor contracts were in local language (Chinese) and all employees could understand it. But based on satisfactory evidence, the facility partially respected this principle, because: 通过文件审核和员工访谈, 企业所有工人都是直接雇用, 没有来自中介公司的派遣工, 也没有发现季节工和家庭工。企业与员工签订了劳动合同, 且提供劳动复本给工人。通过文件审核和员工访谈, 合同是中文的, 所有员工都能看懂。但基于令人满意的证据, 企业部分尊重了amfori BSCI 的本条原则, 因为	
10.2 - Employment contracts do not include information on potential occupational disease hazards and the consequences. Through document review, auditor found that the labor contracts signed with the employees (such as employees working in punching position, shot blasting position and spraying workshop) who involve potential occupational disease hazards (such as noise and dust) did not include the content of potential occupational disease hazards, and the consequences in the course of work. It partially respected amfori BSCI Code of Conduct 10.2, and it does not not comply with Article 34 of Law of the People's Republic of China on Prevention and Control of Occupational Diseases (extracted) requires: When signing with the employees labor contracts (including contracts of employment), the employer shall truthfully inform the employees of the potential occupational disease hazards the consequences in the course of work, the measures for prevention of such diseases and the material benefits, and it shall have the same clearly put down in the contracts; it may not conceal the facts or deceive the workers. 企业劳动合同没有写明职业危害及后果。在文件审核中, 审核员发现企业涉及职业危害因素(如噪音和粉尘)的岗位(如冲压岗位, 抛丸岗位和喷塑)没有在劳动合同上具体写明该岗位有什么职业危害及后果。其部分尊重amfori BSCI Code of Conduct 10.2, 且不符合《中华人民共和国职业病防治法》第34条(节录)用人单位与劳动者订立劳动合同(含聘用合同, 下同)时, 应当将工作过程中可能产生的职业病危害及其后果、职业病防护措施和待遇等如实告知劳动者, 并在劳动合同中写明, 不得隐瞒或者欺骗。	
<b>Remarks from Auditee:</b>	
<b>Performance Area 11 : No Bonded Labour</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> None observed 未发现不符合项	
<b>Remarks from Auditee:</b>	

<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> None observed 未发现不符合项	
<b>Remarks from Auditee:</b>	
<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 143239] Audit Date: 28/01/2019 PA Score: B	Deadline date:15/01/2020
<b>GOOD PRACTICES:</b> None observed	
<b>AREAS OF IMPROVEMENT:</b> The facility provided the complete and accurate information during this audit and the established procedure about corruption, bribery, falsified information or misrepresentation, fraud, embezzlement were provided for review. The auditee actively opposes any act of corruption, extortion or embezzlement, or in any form of bribery in its activities as a business enterprise. But based on satisfactory evidence, the facility partially respected this principle, because: 企业在本次审核中提供了完整准确的信息。所有已建立的商业道德的程序文件都提供于审核了。企业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、或任何贿赂形式。但基于令人满意的证据,企业部分尊重了本条原则,因为: <b>13.4 -</b> It was noted that the facility did not establish procedure to collect, use and processes personal information with reasonable care and in accordance with privacy and information security laws and regulatory requirements. It did not respect amfori BSCI Code of Conduct 13.4 审核发现企业没有建立程序以合理谨慎的方式,按照隐私和信息安全法和法规要求收集、使用和处理个人信息。这尚未尊重amfori BSCI Code of Conduct 13.4	
<b>Remarks from Auditee:</b>	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	28/01/2019	143239	D	B	A	A	B	D	A	A	A	A	A	A	B	C

Producer Photos



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



Photo of non-conformity  
Some goods in warehouse were stacked against wall and pillar.JPG



Photo of the inside of the main production hall  
Point welding workshop.JPG



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



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



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



Photo first aid facilities  
First aid kit.JPG



Photo of the inside of the main production hall  
Air storage tank.JPG



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



Photo of fire safety equipment  
Emergency assembly point.JPG



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



Photo of the inside of the main production hall  
Shot blasting workshop.JPG

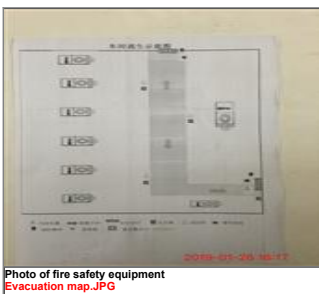


Photo of fire safety equipment  
Evacuation map.JPG



Photo of the inside of the main production hall  
Cargo lift.JPG



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



Photo of fire safety equipment  
Evacuation sign.JPG



Photo of the inside of the main production hall  
Drinking water.JPG



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



Photo of fire safety equipment  
Exit sign and emergency light and fire alarm.JPG



Photo of the inside of the main production hall  
Eye washing station.JPG



Photo of the personal protection equipments (if applicable)  
Earplug provided for employees.JPG



Photo of fire safety equipment  
Fire alarm testing.JPG



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



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



Photo of fire safety equipment  
Fire hydrant and fire extinguisher.JPG



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



Photo of the sanitary facilities  
Basic supply provided in toilet.JPG



Photo of fire safety equipment  
Fire hydrant testing.JPG



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



Photo of the sanitary facilities  
Toilet.JPG



Photo of fire safety equipment  
No smoking sign.JPG