
Auditee :	Shandong Sinchem Silica Gel Co., Ltd
Audit Date From :	05/07/2016
Audit Date To :	08/07/2016
Expiry Date of the Audit :	05/07/2017
Auditing Company :	SGS
Auditor's Name(s) :	Milo Lu(Lead)
Auditing Branch (if applicable) :	SGS CHINA



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Rating Definitions



Rating	A combination of ratings per performance area where:	Consequence																																													
<p>A OUTSTANDING</p>	<p>o Minimum 7 performance area rated A o No Performance area rated C, D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	B	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A	A	A																																	
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A	A	A	A	A	A	A	A	B	B	B	B	B	B	B																																	
<p>B GOOD</p>	<p>o Maximum 3 performance area rated C o No performance area rated D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>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></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	B	B	A	A	A	A	A	A	B	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	B	C	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
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B	B	B	B	B	B	B	B	B	B	B	C	C	C	C																																	
<p>C ACCEPTABLE</p>	<p>o Maximum 2 performance areas rated D o No performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	D	C	C	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	A	C	C	C	C	C																																	
A	A	A	A	A	B	B	B	B	C	C	C	C	D	D																																	
C	C	C	C	C	C	C	C	C	C	C	C	C	D	D																																	
<p>D INSUFFICIENT</p>	<p>o Maximum 6 performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	E	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
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A	A	A	B	B	B	C	C	C	D	D	D	D	E	E																																	
D	D	D	D	D	D	D	D	E	E	E	E	E	E	E																																	
<p>E UNACCEPTABLE</p>	<p>o Minimum 7 performance areas rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners</p>
A	A	A	A	A	A	E	E	E	E	E	E	E	E	E																																	
A	A	B	B	C	D	E	E	E	E	E	E	E	E	E																																	
E	E	E	E	E	E	E	E	E	E	E	E	E	E	E																																	
<p>Zero Tolerance</p>	<p>A Zero Tolerance issue was identified (see Annex 5)</p>	<p>Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.</p>																																													

Main Auditee Information



Name of producer :	Shandong Sinchem Silica Gel Co., Ltd		
DBID number :	343591		
Audit ID :	52812		
Address :	Xinxu Industrial Zone, Dongguo Town, Tengzhou City Zaozhuang		
Province :	Shandong	Country :	China
Management Representative :	Mr. Li Fuqiang		
Contact person:	Fuqiang Li	Sector :	Non-Food
Industry Type :	Live animals and related products	Product group :	Pets, animal and pets food
Product Type :	Silica gel		

Audit Details



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No	
Audit extent (if applicable) :	none	
Audit interferences or contingencies (if applicable) :	none	
Overall rating :	C	
Need of follow-up :	Yes	If YES, by : 08/07/2017

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	C	A	B	B	D	B	A	A	A	A	C	B

Executive summary of audit report

SHANDONG SINCHEM SILICA GEL CO., LTD was founded on Feb 2, 2007 with the business license number 91370481798697504P and specialized in manufacturing silica gel. The factory was located at Xinxu Industrial Zone, Dongguo Town, Tengzhou City, Zaozhuang City, Shandong Province, China. The factory occupied one 3-storey office building, one 3-storey production building, one 1-storey production building, one 4-storey dormitory building and one part of 2-storey & part of 3-storey canteen building with total about 20000 S.Q. Meters during the audit. The factory recorded all of the workers' working time by fingerprint attendance machines. All office staff & packing workers' normal working time was: 07:30-11:30 at AM & 13:30-17:30 at PM and the other production workers' normal working time was: 08:00-20:00 at day shift & 20:00-08:00 (next day) at night shift. Besides, the workers would have at most 1.5 hours' overtime working on weekdays and 9.5 hours' overtime working on weekends sometimes. The factory paid the workers at least RMB 1500 per month for their standard working hours and paid 150% & 200% of normal pay for overtime working hours on regular weekdays & rest days respectively. The factory established the written procedures to implement the requirement of BSCI. Responsible person on implement of BSCI requirement, health & safety, regulation assessment were appioned by top management. There non-compliances were observed for below performance areas: Supply Chain Management and Cascade Effect, Workers Involvement and Protection, No Discrimination, Fair Remuneration, Decent Working Hours, Occupational Health and Safety, No Child Labour, Protection of the Environment and Ethical Business Behaviour.

Remark: The other areas and buildings which were located at the same fenced area with the auditee and belong to Tengzhou Xinxu Chemicals Co., Ltd were not included in this audit scope.

Ratings Summary



Auditee's background information			
Auditee's name :	Shandong Sinchem Silica Gel Co., Ltd	Legal status :	Limited Company
Local Name :	山东辛化硅胶有限公司	Year in which the auditee was founded :	2007
Address :	Xinxu Industrial Zone, Dongguo Town, Tengzhou City	Contact person (please select) :	Fuqiang Li
Province :	Shandong	Contact's Email :	fuqiang@sinchem.net
City :	Zaozhuang	Auditee's official language(s) for written communications :	Chinese
Region :	North East Asia	Other relevant languages for the auditee :	Nil
Country :	China	Website of auditee (if applicable) :	www.sinchem.com.cn
GPS coordinates :	latitude: 35.157222 / longitude: 117.285556	Total turnover (in Euros) :	33600000.00
Sector :	Non-Food	Of which exports % :	70.00
Industry :	Live animals and related products	Of which domestic market % :	30.00
If other, please specify :		Production volume :	40000 tons per year
Product Group :	Pets, animal and pets food	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	Silica gel		

Auditee's employment structure at the time of the audit			
Total number of workers :	280	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	150	130	
Temporary workers	0	0	
In management positions	2	1	
Apprentices	0	0	
On probation	0	0	
With disabilities	0	0	
Migrants (national citizens)	0	0	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	150	130	
Production based workers	130	113	
With shifts at night	100	98	
Unionised	0	0	
Pregnant	-	0	
On maternity leave	-	0	

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: D

Deadline date:08/09/2016

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfills the requirement of performance area 1. The factory established completed policy and procedure on social accountability. For example, the procedures on forbidden hiring child labour, forbidden hiring bonded labour, dealing with internal grievances, training workers were established by the factory. But the factory did not consider the updates of BSCI when established the procedures before (refer to finding 1.1). Of course, Mr. Li Fuqiang / Office director was BSCI representative and took whole charge of BSCI affairs in the factory. The factory also established policy with respect to the selection, management and monitoring of its own significant business partners. The working hours controlling system is established, but the factory did not implement it effectively which resulted in the excessive working hours and etc.

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。工厂建立了完整的社会责任政策和程序, 例如程序中包括禁止使用童工, 禁止使用强迫劳工, 内部申诉系统, 员工培训等内容, 但工厂未考虑到BSCI要求的更新而更新相关政策。李富强/办公室主任被工厂指定为BSCI负责人, 统筹整个工厂的BSCI事务。工厂还创建了供应商的筛选程序, 在选择供应商时, 工厂同样考虑到了其社会责任表现。同样, 工厂创建了完整的工时管控系统, 按照员工的产能来匹配订单的交期, 但是发现工厂在执行方面和BSCI要求有差距。

1.1 - The main auditee partially respects this principle because the auditee did not set up an effective management system to implement the BSCI Code of Conduct and ensure that the BSCI values and principles are followed in a satisfactory manner.

被审核方(生产商)部分遵循该准则, 原因是被审核方没有建立有效的管理体系去实施BSCI行为准则以及确保BSCI的价值和准则能被满意的体现。

1.3 - The main auditee partially respects this principle because the auditee established completed supplier social performance management system including establishing supplier management policy on BSCI, selecting the supplier according to the audit result, monitoring the social performance of supplier periodically, but the auditee did not take any measure to improve the issues of the suppliers which were written in the CAP.

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完整的供应链社会责任管理系统包括建立供应商管理政策, 按照BSCI要求筛选并监控供应商社会责任绩效。但工厂并没有在发现供应商有问题时及时和供应商沟通改善。

1.4 - The main auditee partially respects this principle because the auditee established related procedures on capacity planning to control working hours. But, the faultiness of working hours control management system led to the overtime working hours of the workers exceeded legal requirement.

被审核方(生产商)部分遵循该准则, 原因是被审核方建立了生产产能规划程序以控制员工的工作时间。但是, 由于工时管理系统执行的不完善, 导致员工的加班时间未能符合法规的要求。

Remarks from Auditee:

Nil

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: C

Deadline date:08/09/2016

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfills the requirement of performance area 2. There was one worker committee in the factory and satisfactory evidence showed that there were freely elected worker representatives who met the management every month. According to interview statement with worker representative and workers, they were familiar with workplace-related issues, their labor right e.g. the law, work contracts, job description, working rules. And workers had morning meeting for getting the information of workplace-related issues, the factory also provided on-board training on workers' right to workers. It has been noted that the auditee had an internal grievance mechanism: the mechanism consisted of using suggestion boxes, worker representation and an open door policy on coming up with suggestion directly to workers' supervisor. All these processes were documented under procedures and integrated into worker trainings. 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。工厂成立了员工组织, 并且由员工选举了员工代表, 代表每个月会定期和管理层见面。根据员工代表及员工的访谈信息, 员工代表以及员工都很清楚工厂场所相关信息, 以及员工的劳工权利, 例如劳动法, 劳动合同, 工作描述以及厂纪厂规等。同时, 工厂每天会有早会的方式和员工沟通工厂场所的信息。而且, 工厂会给员工提供关于员工权利的入职培训。审核过程发现, 工厂建立了内部申诉系统, 员工可通过意见箱, 工会代表或直接向主管进行沟通等方式提供投诉。所有这些过程均可通过文件以及访谈来核实, 但也发现工厂在如下方面和BSCI要求有差距。

2.2 - The main auditee does not respect this principle because no long term goals were established to protect workers according to the BSCI Code of Conduct.

被审核方(生产商)未遵循该准则, 原因是被审核方未根据BSCI行为准则定义长期目标来保护员工。

2.5 - The main auditee does not respect this principle because the auditee did not establish grievance mechanism for communities. For example, the auditee did not establish grievance policy and there is no channel set for local communities' coming up with its suggestions or complaints to management for improvement.

被审核方(生产商)未遵循该准则, 原因是被审核方未建立社会的申诉机制。例如: 被审核方未建立申诉政策并且创建给当地社区提供申诉的渠道。

Remarks from Auditee:

Nil

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee fulfills the requirement of performance area 3. Refer to PA 2, there was one worker committee in the factory and satisfactory evidence showed that there were freely elected worker representatives who met the management every month. Workers could freely join into trade union without the permission of the factory. No collective bargain agreement was concluded between the factory and workers, but the factory did not prevent workers from bargaining for the agreement. Based on the interview statement of worker representative, she was not discriminated by the factory and she also was one of production workers in the workshop. She 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。依照PA2的描述, 工厂创建了员工组织并且依照员工意愿选举了员工代表。员工代表每个月和管理层见面, 而且员工可以在管理层的影响下加入工会。审核过程中, 工厂和员工无集体谈判协议, 但工厂也未阻止员工有意愿的时候和工厂谈判。根据员工代表的访谈, 在该工厂, 员工代表不会被歧视, 并且该代表本身是一名生产一线的员工, 她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 - 52812] Audit Date: 05/07/2016 PA Score: B	Deadline date:08/09/2016
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee partially fulfills the requirement of performance area 4. The factory made one policy on anti-discrimination. The policy defined that the factory would not discriminate workers by race, gender and ages etc. And according to interview statement with workers, workers could use the grievance system through suggestion boxes or telling to trade union representatives once workers' right was infringed. Further more, the policy on discipline measures made by the factory was in line with legal requirement. All these processes could be verified by documents review and interview. 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。工厂制定了反歧视的政策, 反歧视政策中表明工厂不会因为种族, 性别, 年龄等原因对员工区别对待。并且依照员工访谈, 若员工的权利受到任何侵害, 员工可以通过意见箱或和工会代表反馈的形式进行投诉。而且, 通过查看工厂的惩戒措施程序, 其描述的措施均符合法规和BSCI要求, 但也发现工厂在如下方面和BSCI要求有差距。</p> <p>4.2 - The main auditee partially respects this principle because the auditee established grievance policy but the factory did not have the necessary preventive measures in place to avoid discriminatory practices based on reprisals. 被审核方(生产商)部分遵循该准则, 原因是被审核方建立的申诉系统中并没有必要的和适当的预防措施以防因报复产生的歧视。</p>	
Remarks from Auditee: Nil	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: B	Deadline date:08/09/2016
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 5. The factory set up wages and benefit paying system, which included paid statutory holidays, sick leave, annual leave, marriage leave and maternity leave etc. Based on the wages from Jun, 2015 to May, 2016 provided by the factory, the minimum wage paid by the factory was RMB 1500 per month, which was met the legal requirement. Satisfactory evidence showed that the factory provided skill training to workers and workers' position allowance will be increased accordingly when workers received more training. And during the audit, the factory assessed the local decent living stand, the wages paid to workers were more than the living standard. No other deduction except social insurance deduction was identified according to wages records of workers. All these processes and evidences were cross checked by document review, workers interview and management interview. However, gaps of social insurance 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。工厂制定了工资支付政策和福利政策, 福利政策包括给员工提供法定节假日, 病假, 婚假, 产假等假期。根据工厂提供的从2015年6月至2016年5月的工资记录显示, 工厂给员工支付最低1500元每月的工资。同时, 工厂给员工提供了相应的技能培训, 若员工的技能提升, 岗位津贴将相应提高。依据审核时的评估, 工厂给员工提供的总工资超过了当地的体面生活标准。根据员工的工资记录, 员工仅有社保的扣款记录, 无其它的扣款。以上过程均用文件, 访谈等方式进行核实过。但也发现工厂在社保方面和BSCI要求有差距。</p> <p>5.4 - The main auditee does not respect this principle because the auditee did not have well-defined plan for achieving the decent standard of living within a specified and reasonable period of time. 被审核方(生产商)未遵循该准则, 原因是被审核方没有制定计划来确保一定期限后支付给工人的工资能满足工人的体面生活标准。</p> <p>5.5 - The main auditee partially respects this principle because the auditee did not provide five kinds of social insurances for all workers. The auditee had 280 employees during the audit, but only provided five kinds of social insurances to 58 workers. Besides, the auditee provided commercial injury insurance for all other workers during the audit. 被审核方(生产商)部分遵循该准则, 原因是被审核方没有为所有员工缴纳五项社会保险。审核期间, 被审核方有员工280名, 但仅为58名缴纳了养老保险。另外, 被审核方为所有其他员工缴纳了商业意外伤害险。</p>	
Remarks from Auditee: Nil	

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: D

Deadline date:08/09/2016

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfills the requirement of performance area 6. The factory made a policy of working hours system and controlled working hours. According to the policy and implementation records, all office staff & packing workers' normal working time was: 07:30-11:30 at AM & 13:30-17:30 at PM, 8 hours per day, 5 days per week and the other production workers' normal working time was: 08:00-20:00 at day shift & 20:00-08:00 (next day) at night shift. The factory arranged production workers working on weekends sometimes and workers had right to choose overtime or not. Further more, workers had at least 8 hours' rest on every day. Workers can take a rest during the work time when they felt tired. All this processes and implementation can be verified by interview and documents review. However, gaps of overtime working hours 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。工厂制定了工时政策,依照政策以及工厂实际的执行情况,办公室以及包装工序的员工每天上班8小时,早上7点30分至中午11点30分,下午13点30分至下午17点30分上班,每周5天;其他生产一线的员工按照白班:早上8点至晚上8点,夜班:晚上8点至次日早上8点的方式倒班。工厂会依据生产订单安排员工在周末加班,员工可自愿选择是否加班。工厂保证了员工每天有至少8小时的休息时间并且员工在车间如果觉得疲惫,可自由选择休息几分钟。以上均已从员工访谈以及文件信息等方面进行核实。不过,工厂在加班时间上的管控也有不符合法规的地方。

6.2 - The main auditee does not respect this principle because based on review of the attendance records from Jun 1, 2015 to the audit day provided by the auditee, about 70% workers' monthly overtime working hours exceeded 36 hours in the months of Jun, 2015, Sep, 2015, Jan, 2016, Apr, 2016 and May, 2016, such as: about 70% workers had 56 hours' overtime working in the month of Apr, 2016.

被审核方(生产商)未遵循该准则,原因是根据被审核方提供的从2015年6月1日至审核当日的考勤记录发现,被审核方约有70%的员工在2015年的6月、9月以及2016年的1月、4月、5月的月加班时间超过了36小时,例如:约70%员工在2016年4月的月加班时间为56小时。

Remarks from Auditee:

Nil

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: B Deadline date:08/09/2016

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfills the requirement of performance area 7. The committee of health and safety was set up by the factory and Mr. Zhang Xingqiang was responsible for the affairs of health and safety. Besides, the factory assessed the risk of workshop accordingly including fire safety, chemical safety and mechanical safety. For fire safety, the factory ensured enough fire extinguishers in every workshop and emergency lights and fire alarm were available in the factory. All these facilities of fire safety were checked by Mr. Zhang Xingqiang every month and were effective during the testing on-site. For mechanism safety, all processes of operation were set up, workers were well trained to operate it correctly. Meanwhile, the factory obtained MSDS of chemicals and set up secondary container for all chemicals. According to the interviewee statement, workers understood well of the risk of mechanism and knew to wear relate personal protective equipment. Of course, the PPEs and in-job occupational health examinations were provided by the factory accordingly. The factory also set up emergency procedure and trained three first aiders for providing the service of first aid. The first aid box was also available in every workshop. Clean potable water was also provided. The factory did not provide transportation to the workers during the audit because all workers were local 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。工厂创建了员工的健康安全委员会, 由张兴强负责整体的健康与安全, 而且工厂按照车间情况对工厂内部进行了健康安全风险评估, 包含消防安全, 化学品安全和机械安全等。在消防安全方面, 工厂给所有车间配备了消防设施, 例如灭火器, 消防警铃等, 并且工厂的健康安全负责人张兴强每月都会进行检查。审核时经过测试, 应急灯, 灭火器和消防警铃都是有效的。在机械安全方面, 工厂针对有机械安全风险的岗位都制定了相应的操作规程, 并且给员工提供了培训以防范这方面的风险。同时, 工厂保存了所有化学品的MSDS, 并且给所有化学品提供了二次容器。例如, 通过访谈筛选车间的员工, 员工很了解操作时注意的机械安全内容以及需要佩戴个人劳保用品。工厂也提供了相应的个人劳保用品和岗中职业健康体检给员工。在急救政策方面, 工厂制定了急救政策, 工厂给每个车间配备了药箱, 而且工厂内有三名急救员。同时, 工厂也提供了饮用水给员工, 员工可随时喝水, 且工厂定期清洗饮用水保证了饮用水的安全卫生。审核过程中, 由于所有员工都是本地员工, 工厂未提供班车给员工。不过, 工厂在以下方面和BSCI要求尚有差距。

- 7.2 - The main auditee does not respect this principle because the auditee did not establish the work-related injury records.
被审核方(生产商)因未建立工伤记录而未遵守原则。
- 7.4 - The main auditee partially respects this principle because the auditee did not provide any evidence to prove the OHS system was implemented adequately. During the audit, no activity or meeting minutes of OHS committee was provided for review.
被审核方(生产商)因未提供证据证明健康安全委员会充分确保了职业健康安全体系的执行而未遵守原则。审核期间, 工厂未提供健康安全委员会的活动和会议记录。
- 7.6 - The main auditee partially respects this principle because the auditee had provided proper PPE for all related workers, such as: the auditee provided anti-dust masks and provided regular PPE training for drying workers, but during the audit, two drying workers did not use anti-dust masks when operation.
被审核方(生产商)部分遵循该准则, 原因是被审核方有提供合适的劳保用品给所有相关员工, 例如: 给所有烘干工序的员工提供了防尘口罩并且有定期对员工进行劳保用品的培训, 但是审核期间发现, 烘干工序的两名员工在工作时未佩戴防尘口罩。
- 7.10 - The main auditee does not respect this principle because the auditee did not record the work-related accident, analyze the root cause and adept corrective and prevention action and etc.
被审核方(生产商)因未针对工伤进行记录, 原因分析和采取预防纠正措施等而未遵守原则。
- 7.11 - The main auditee does not respect this principle because the auditee did not provide any Fire Safety Certificate or Building Fire Safety Register Certificate for all of the factory buildings.
被审核方(生产商)未遵循该准则, 原因是被审核方没有提供所有使用建筑的消防验收合格证或备案。
- 7.13 - The main auditee partially respects this principle because the auditee had established the management procedure on electricity safety and there were qualified electricians responsible for checking and maintaining the electric equipments, based on on-site observation, the electric equipments were maintained in good condition, but the factory did not maintain the checking records for the electric equipments.
被审核方(生产商)部分遵循该准则, 原因是工厂有建立用电安全管理程序, 有专门的电工负责电气设备检查和维修, 根据现场观察, 工厂电气设备维护状态良好, 但是工厂未保留对检查电气装置进行检查的记录。
- 7.17 - The main auditee does not respect this principle because the auditee did not provide the certificate for the boiler & pressure vessel & pressure pipe safety management, the lift safety management, the hoisting machinery safety management, the field (factory) special motor vehicle safety management, the forklift operator and the boiler water treatment operator.

The main auditee does not respect this principle because the auditee did not provide the internal inspection report for one boiler.

被审核方(生产商)因未提供锅炉压力容器压力管道安全管理人员、电梯安全管理人员、起重机械安全管理人员、场(厂)内专用机动车辆安全管理人员、叉车工以及锅炉水处理工的操作工证而未遵守原则。

被审核方(生产商)因未提供一台锅炉的内部检验报告而未遵守原则。
- 7.22 - The main auditee does not respect this principle because no privacy door was installed in all toilets of the workshop.
被审核方(生产商)因车间内所有的厕所均没有隐私门而未遵守原则。

Remarks from Auditee:

Nil

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: A Deadline date:08/09/2016

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

Consolidated finding: The overall observation shows the auditee partially fulfills the requirement of performance area 8. The policy of recruiting was set up by the factory. And it regulated that the factory would not recruit workers under 16. The factory checked workers' ID during recruiting. Meanwhile, the factory established remediation measure of child labor in order to set up measure of recruiting child labor incidentally. After checking all personnel files of workers, no child labor was identified in the factory. 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。工厂制定了合适的招聘政策, 员工入职时工厂均会查看员工的身份证。同时工厂制定了童工补救措施以防万一发现童工的应对措施。在审核过程中, 通过查阅所有员工的人事资料, 未发现有任何童工存在。不过, 工厂在以下方面和BSCI要求尚有差距。

- 8.2 - The main auditee partially respects this principle because the auditee collected all workers' ID copies during recruitment, but there is no specific procedure or awareness how to cross check workers' age when workers' age is doubtful.
被审核方(生产商)部分遵循该准则, 原因是被审核方在招聘过程中收集了员工的身份证复印件, 但是工厂未建立年龄核实体系以及无意识如何交叉审核可疑的员工年龄。

Remarks from Auditee:

Nil

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: Consolidated finding: The overall observation shows the auditee fulfills the requirement of performance area. The policy of young worker protection was made by the factory. The factory understood the legal requirement of young workers according to interview with management and the risk assessment procedure of young workers was set up by the auditee according to the requirement of BSCI. During the audit, no young workers were identified in the factory. 综合概况: 整体观察显示被审核方符合该绩效区域的要求。工厂制定了未成年工的保护政策, 工厂了解如何依照法规要求保护未成年工, 而且工厂也按照 BSCI 要求来更新其未成年工的风险评估。在审核过程中, 未发现未成年工的存在。	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: Consolidated finding: The overall observation shows the auditee fulfills the requirement of performance area 10. Labor contracts were all concluded between the factory and workers. The contracts statement included the description of working hours, training, rest time and leave etc. which were in accordance with legal requirement and ILO. Meanwhile, the factory provide a copy of contract to every worker. Based on interview statement of workers, workers understood well of the content of labor contract and no illegal employment was identified during the 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。工厂和每个员工均签订了劳动合同, 劳动合同的内容包括工时, 培训, 休息时间和假期, 报酬和支付条件, 这些内容均符合法规以及国际标准。同时工厂提供了一份劳动合同副本给员工。通过员工访谈, 员工均了解劳动合同内容, 审核过程中, 工厂无不符合法规的用工形式存在。	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: Consolidated finding: The overall observation shows the auditee fulfills the requirement of performance area 11. The factory established the policy on anti-forced labor. The management Mr. Li Fuqiang understood well the scope of forced labor. And according to onsite observation and interview statement of workers, workers confirmed that there were no evidence showed in the factory, for example, they could resign according to legal requirement and they could leave the factory freely without being searched. No inhumane or degrading treatment was found during the audit and according to interview with workers. The discipline policy was also in line with legal requirement. 综合概况: 整体观察显示被审核方符合该绩效区域的要求。工厂制定了反强迫劳动的政策, 工厂负责人李夫强理解哪些方式是属于强迫劳动的范畴。依据现场观察和员工访谈, 员工也很清晰地表明工厂内无强迫劳动的现象, 例如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。员工也未遇到任何被侮辱或非人道的待遇。工厂的惩戒政策也是符合法律法规要求。	
Remarks from Auditee:	

Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: C	Deadline date:08/09/2016
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 12. Environmental Impact Assessment report had been provided by the factory, which also stated the assessment of water resource nearby the factory. The land belonged to the factory was industrial land and water used by the factory was come from municipal water. The main wastes produced by the factory were noise, waste gas and waste water. 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。工厂提供了环评报告, 环评报告显示工厂已针对附近水资源进行了评估。工厂主要使用当地市政提供的自来水, 并且工厂用地属于工业用地。工厂的主要污染物为噪声、废气和废水。但是, 在如下方面, 工厂和法律要求有如下差距。</p> <p>12.2 - The main auditee does not respect this principle because the auditee did not employ qualified body to monitor boundary noise level. 被审核方(生产商)未遵循该准则, 原因是被审核方没有请有资质的机构来进行厂界噪音监测。</p> <p>12.3 - The main auditee partially respects this principle because the pollutant discharge permit for boundary noise level, industrial waste water and waste gas of the auditee was expired on Jun 30, 2016. 被审核方(生产商)部分遵循该准则, 原因是工厂为厂界噪声、工业废水和废气获得的排污许可证在2016年6月30日过期了。</p> <p>12.5 - The main auditee partially respects this principle because the auditee did not have actual active plan which was focus on waste water reduction and saving water while the relevant procedures had been established. 被审核方(生产商)因未针对降低污水的排放以及节约用水实施实际的行动而部分遵守原则。</p>	
Remarks from Auditee: Nil	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 52812] Audit Date: 05/07/2016 PA Score: B	Deadline date:08/09/2016
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Consolidated finding: The overall observation shows the auditee partially fulfils the requirement of performance area 13. During the audit, no misrepresentation was provided by the factory, all information could be cross checked. However, gaps of the policy on anti-corruption 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。审核过程中, 工厂提供的数据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。但是, 反腐败政策方面, 工厂和BSCI要求有如下差距。</p> <p>13.1 - The main auditee does not respect this principle because the auditee did not identify the situations and activities where acts of corruption, extortion or bribery are most likely to occur in its context, and did not develop policies and procedures against any act of corruption and take active measures to prevent and remediate them. 被审核方(生产商)因未建立反腐败政策而未遵守原则。例如, 工厂未识别最可能发生贪污、勒索或贿赂行为的情形和活动以及未开发防止任何贪污行为的政策和程序, 并主动采取措施来预防和改善。</p>	
Remarks from Auditee: Nil	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	05/07/2016	52812	D	C	A	B	B	D	B	A	A	A	A	C	B	C

Producer Photos



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



Photo of the canteen (if applicable)
Canteen.JPG



Photo of the inside of the main production hall
Emergency procedure.JPG



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



Photo of the canteen (if applicable)
Emergency lighting at the canteen.JPG



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



External photo(s) of the production unit(s)
GPS data of the auditee.JPG



Photo of the canteen (if applicable)
Exit sign and fire extinguishers at the canteen.JPG



Photo of the inside of the main production hall
Filtering process.JPG



External photo(s) of the production unit(s)
Office building.JPG



Photo of the canteen (if applicable)
Fire alarm at the canteen.JPG



Photo of the inside of the main production hall
Fingerprint attendance machines.JPG



External photo(s) of the production unit(s)
Silica gel packing building.JPG



Photo of the canteen (if applicable)
Kitchen.JPG



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



External photo(s) of the production unit(s)
Silica gel production building.JPG



Photo of the code of conduct on display
BSCI Code of Conduct.JPG



Photo of the inside of the main production hall
Packing materials warehouse.JPG



Photo first aid facilities
First aid kit.JPG



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



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

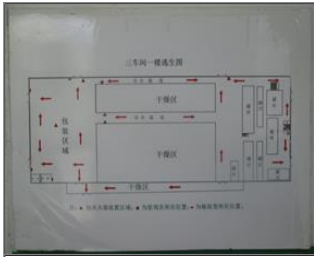


Photo of fire safety equipment
Evacuation map.JPG



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



Photo of the inside of the main production hall
Silica gel producing process.JPG



Photo of fire safety equipment
Fire alarm.JPG



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



Photo of the inside of the main production hall
Test of the attendance machine.JPG



Photo of fire safety equipment
Fire safety equipment.JPG

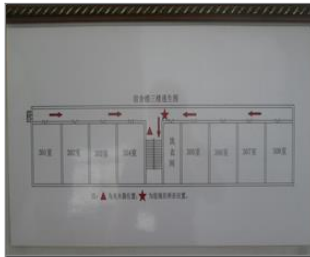


Photo of the dormitories (if applicable)
Evacuation map at the dormitory.JPG

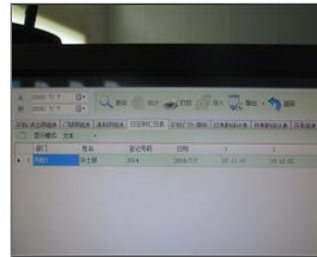


Photo of the inside of the main production hall
Test result of the attendance machine.JPG



