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Auditee :	<b>LUOHE QINYU FEATHER PRODUCTS CO., LTD</b>
Audit Date From :	<b>12/12/2018</b>
Audit Date To :	<b>12/12/2018</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>TUEV Rheinland</b>
Auditor's Name(s) :	<b>Daniel Mo(Lead)</b>
Auditing Branch (if applicable) :	<b>TUV Rheinland 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																																							
<p style="text-align: center;"><b>A</b> <b>Very Good</b></p>	<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> <p>These are three examples:</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></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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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A	A	A	A	A	A	A	B	B	B	B	B	B																													
<p style="text-align: center;"><b>B</b> <b>Good</b></p>	<ul style="list-style-type: none"> <li>• Maximum 3 Performance Areas rated C</li> <li>• No Performance Areas rated D or E</li> </ul> <p>These are three examples:</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></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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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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																													
<p style="text-align: center;"><b>C</b> <b>Acceptable</b></p>	<ul style="list-style-type: none"> <li>• Maximum 2 Performance Areas rated D</li> <li>• No Performance Areas rated E</li> </ul> <p>These are three examples:</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>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	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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																													
<p style="text-align: center;"><b>D</b> <b>Insufficient</b></p>	<ul style="list-style-type: none"> <li>• Maximum 6 Performance Areas rated E</li> </ul> <p>These are three examples:</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>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>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	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	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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																													
<p style="text-align: center;"><b>E</b> <b>Unacceptable</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated E</li> </ul> <p>These are three examples:</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></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	<p>amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.</p>
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																													
<p style="text-align: center;"><b>Zero Tolerance</b></p>	<p>A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)</p>	<p>Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.</p>																																							

**Main Auditee Information**



Name of producer :	<b>LUOHE QINYU FEATHER PRODUCTS CO., LTD</b>		
DBID number :	<b>385372</b>		
Audit ID :	<b>140069</b>		
Address :	<b>Xiliu Village, Longcheng Town, Yancheng District Luohe</b>		
Province :	<b>Henan</b>	Country :	<b>China</b>
Management Representative :	<b>Mr. Zhenyu Yin</b>		
Contact person:	<b>Zhenyu Yin</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Accessories</b>	Product group :	<b>Arts, crafts and needlework</b>
Product Type :	<b>Feather products</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 : 12/12/2019	

**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	C	D	A	A	A	A	A	A	A

**Executive summary of audit report**

This was a fully-announced full audit for LUOHE QINYU FEATHER PRODUCTS CO., LTD which was located Xiliu Village, Longcheng Town, Yancheng District, Luohe City, Henan Province, China(中国河南省漯河市郾城区龙城镇西刘村). There were three buildings in the boundary. The auditee was established in 2007 and rent two 1-storey and one 2-storey buildings used as office, workshop and warehouse from an individual person "Ms. Xiuyun Yin" with the building area of about 1800 square meters. The auditee provided the lease contract for review. No other company was in the same site. The main product manufactured by the auditee was feather products. The factory did not provide dormitory, kitchen, canteen or transportation. According to the management, their peak production months were not obvious. Production activities included washing, dying, fixing and packing. The auditee management was cooperative throughout the audit. The auditor did worker interview and took photos freely and the auditee agreed the findings and signed the CAP.

No contractor was used by the auditee, which makes the contractor license/permit not applicable.

No agency was used by the auditee, which makes the agency labour contract not applicable.

No government waivers such as Comprehensive Working Hours System waiver, social insurance waiver and etc. were obtained by the auditee, which makes the government waivers not applicable.

No collective bargain agreements existed in the factory, which makes the collective bargain agreements not applicable.

No environmental permit was required by local environmental protection departments, which makes the environmental permit not applicable.

Given the small size, the factory didn't hire any security staff but the factory was locked after work for safety.

Remark:

1.

1)The name of BSCI platform and foreign sales contract was "LUOHE QINYU FEATHER PRODUCTS CO., LTD".

2)The name of Foreign Trade Registration and application form was "LUOHE QINYU FEATHER PRODUCTS CO., LTD".

The auditee wanted to use the name of "LUOHE QINYU FEATHER PRODUCTS CO., LTD" to keep pace with foreign sales contract this time.

2.

1)The address of BSCI platform and application form was " Xiliu, Longcheng Town, Yancheng District, Luohe, Henan, China".

2)The address of Foreign Trade Registration Form was "XILIU CILLAGE, LONGCHENG TOWN, YANCHENG DISTRICT, LUOHE, HENAN".

3)The address of foreign sales contract was "Xiliu, Luohe City, Henan Province, China".

4)The address of business license was "Xiliu Village, Longcheng Town, Yancheng District, Luohe City(漯河市郾城区龙城镇西刘村)".

There was some writing mistakes on "CILLAGE". There was some different written of the address. Above mentioned different descriptions about the address referred to the same location. The auditee wanted to use the address of "Xiliu Village, Longcheng Town, Yancheng District, Luohe City, Henan Province, China" to keep pace with business license this time.

3. The fumigation process was discontinued in 2016.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>LUOHE QINYU FEATHER PRODUCTS CO., LTD</b>	Legal status :	<b>Limited Company</b>
Local Name :	<b>漯河市勤宇羽毛制品有限公司 (914111036634256759)</b>	Year in which the auditee was founded :	<b>2007</b>
Address :	<b>Xiliu Village, Longcheng Town, Yancheng District</b>	Contact person (please select) :	<b>Zhenyu Yin</b>
Province :	<b>Henan</b>	Contact's Email :	<b>syym@263.net</b>
City :	<b>Luohe</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>NA</b>
Country :	<b>China</b>	Website of auditee (if applicable) :	<b>www.twoyu.com</b>
GPS coordinates :	<b>113°54'46.23"E, 33°40'1.39"N</b>	Total turnover (in Euros) :	<b>650000.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>95.00</b>
Industry :	<b>Accessories</b>	Of which domestic market % :	<b>5.00</b>
If other, please specify :		Production volume :	<b>250,000 pieces per year</b>
Product Group :	<b>Arts, crafts and needlework</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :		Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>Feather products</b>		

<b>Auditee's employment structure at the time of the audit</b>			
Total number of workers :	<b>16</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>1</b>	<b>0</b>	
Temporary workers	<b>4</b>	<b>11</b>	
In management positions	<b>1</b>	<b>0</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>0</b>	<b>0</b>	
Migrants (foreign citizens)	<b>0</b>	<b>0</b>	
Workers on the permanent payroll	<b>5</b>	<b>11</b>	
Production based workers	<b>0</b>	<b>0</b>	
With shifts at night	<b>0</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 - 140069] Audit Date: 12/12/2018 PA Score: D

Deadline date:11/12/2019

**GOOD PRACTICES:**

**AREAS OF IMPROVEMENT:**

The factory established social responsibility management procedures. Mr. Zhenyu Yin was assigned as AMFORI BSCI representative and responsible for the operation of social responsibility. The factory established business partner management procedure, delivered the AMFORI BSCI COC and TOI to main supplies. The factory provided the evaluation report(for example, feather, bamboo handle, carton, etc.) for review. 工厂建立了社会责任管理程序文件。任命殷振雨为AMFORI BSCI代表, 负责社会责任的运行。工厂建立了商业合作伙伴管理程序, 将AMFORI BSCI行为准则和商业伙伴专用实施条款传达给了主要的供应商, 提供了供应商(比如羽毛、竹柄、纸箱等)的评估报告以供审核。

1.1 - The factory did not set up an effective management system to implement the AMFORI BSCI Code of Conduct. The factory established AMFORI BSCI procedure, but there was no system control in the working hours and welfare, no social insurance for workers, monthly overtime exceeded 36 hours, etc. Through management interview, they conducted the AMFORI BSCI audit for the first time, the factory did not implement the social insurance and monitor workers' overtime hours according to AMFORI BSCI requirements.

工厂没有建立有效的管理系统去执行AMFORI BSCI的行为准则。工厂建立了AMFORI BSCI程序, 但是在工时和福利方面缺乏系统管控, 社保没有购买, 月加班超过36小时等。管理层访谈得知, 他们第一次做BSCI审核, 未按AMFORI BSCI要求去执行社保情况和监督员工加班情况。

1.4 - The factory established workforce capacity control procedure, but didn't have a good capacity planning which led to workers had excessive overtime work against the law for 4 months in the past 13 months. Through management interview, there was no overtime control plan. They would arrange overtime on Saturday.

工厂建立了产能控制程序, 但没有完善的产能计划以致于员工在过去的13个月中有4个月都有超过法规要求的加班。管理层访谈得知, 工厂没有加班管控计划, 周六会安排员工加班。

**Remarks from Auditee:**

**Performance Area 2 : Workers Involvement and Protection**

Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: B

Deadline date:11/01/2019

**GOOD PRACTICES:**

**AREAS OF IMPROVEMENT:**

Version 2018 of AMFORI BSCI COC and poster were posted in workshop. The factory conducted election of worker representative in January 2018, one worker was elected as worker representative by workers freely, the records of election process and communication were provided for review. The factory established grievance mechanism. Workers could report concerns via suggestion boxes, worker representative, or GM. New staff would receive induction training. The factory provided all kinds of social responsibility training to all employees every year. Interviewed workers knew the rights and responsibilities.

2018版AMFORI BSCI COC和海报张贴在车间内。工厂在2018年1月进行了员工代表选举, 员工自由选举了一个员工作为他们的代表, 提供了选举记录和沟通记录以供审核。工厂建立了申诉机制。员工可以通过意见箱, 员工代表, 或者向总经理反映问题。新员工入职会参加员工培训, 每年会不定期给所有员工提供社会责任方面的各种培训。访谈的员工知道他们的权利和义务。

2.2 - The factory did not establish long term goals to protect workers according to AMFORI BSCI requirement, for example, reduce working hour, purchase five kinds of social insurance to workers, etc.

工厂没有根据AMFORI BSCI要求制定保护员工的长期目标, 比如降低加班时间, 给员工购买社会5险等。

**Remarks from Auditee:**

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

Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A

Deadline date:

**GOOD PRACTICES:**

**AREAS OF IMPROVEMENT:**

The factory had set up an effective procedure to guarantee the rights of freedom of association and collective bargaining. Worker representative was elected by workers freely, not assigned by the factory. Worker representative was not suffered repercussion because of being the worker representative. The workers didn't sign collective bargaining agreement with the factory.

工厂建立了有效的程序保证工人的结社自由和集体谈判权。员工代表是由工人自由选举的, 不是工厂任命的。员工代表表示从未受到过管理层的差别待遇。工人们没有和工厂签订集体合同。

**Remarks from Auditee:**



<b>Performance Area 4 : No Discrimination</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established non-discrimination procedure requiring equal treatment in recruitment, job distribution, promotion, employee evaluation, payment of wages and bonuses, dismissal. If there was discrimination, complaints could be raised through complaint boxes, etc. 工厂建立了反歧视程序,要求在招聘、工作分配、晋升、员工评审、工资和奖金发放、解聘中平等对待。如果有歧视行为,可以通过意见箱等申诉途径进行申诉。</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 5 : Fair Remuneration</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: C	Deadline date:11/12/2019
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established the wage and benefit procedure including annual leave, maternity leave, paternity leave, marriage leave and funeral leave, etc. The legal minimum wage was RMB1900/month(RMB10.92 per hour) since 1 October 2018 and RMB1720/month(RMB9.89 per hour) before 1 October 2018. Payrolls of 6 workers from November 2017 to October 2018 were randomly reviewed. The workers wages were calculated by hourly rate and paid by cash on 30th of the next month. The minimum wage paid to the workers was RMB10.92 per hour. 200% of normal wage for overtime work on Saturday. Former employees' wage would be settled in time. The factory did not purchase five kinds of social insurance for all workers. Through document review and workers interview, there was no fines in the factory. 工厂制定了薪资福利程序,包含了年假、产假、陪产假、婚假和丧假等。当地法定最低工资标准从2018年10月1日调整为RMB1900/月(RMB10.92/小时),2018年10月1日前为1720/月(RMB9.89/小时)。随机抽取了6个员工从2017年11月至2018年10月的工资单。工厂实行月薪制,在每月的30号以现金形式支付上一个月的工资。支付给员工的最低工资为每小时10.92元。周六加班按照2倍的加班费率支付给员工。离职员工的工资会及时结算。工厂没有给员工购买社保5险。通过文件查阅和员工访谈,没有发现罚款现象。</p>	
<p>5.4 - Although the factory collected the local legal minimum wage files(RMB1900 since 1 October 2018), but they did not collect and calculate local living costs according to the AMFORI BSCI requirement. 工厂虽然收集了漯河当地的法定最低工资(2018年10月1日起为1900元),但是没有根据AMFORI BSCI要求去收集和计算当地的生活成本。</p>	
<p>5.5 - The factory did not provide social insurance for employees. Reference law, PRC Labor Law article 72 and Social Insurance Law of the People's Republic of China, Article 10, 23, 33, 44 and 53. The factory had 16 workers and 9 of them had reaching retirement age, there were no new workers during the audit. Through management interview, they told workers the benefits of social insurance while recruiting and asked them to buy, but employees were not willing to purchase the social insurance. Through workers interview, some workers purchased the new rural medical insurance, they were senior aged, so they were unwilling to purchase social insurance. The factory did not provide supporting documents of new rural medical insurance. 工厂没有给员工提供社会保险。参考法律:《中华人民共和国劳动法》第72条和《中华人民共和国社会保险法》第10条,第23条,第33条,第44条和第53条。工厂有16名员工,其中9名已达到退休年龄,没有新进员工。管理层访谈得知,招聘时工厂已告知员工社保的好处,让其购买,但是员工不愿购买。员工访谈得知,有些员工购买了新农保,年纪也偏大,因此不愿意购买社会保险。工厂没有提供新农保的证明文件。</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 6 : Decent Working Hours</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: D	Deadline date:11/12/2019
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established working hours procedure and stipulated that at least one day of rest was allowed every seven days. Working hour for all workers was: 08:00-12:00, 14:00-18:00. No overtime on weekdays. Overtime was arranged on Saturdays. Fingerprint attendance system was used to record the time in/out. For 6 workers' attendance records from 1 November 2017 to the audit day were reviewed. Maximum 8 hours overtime per week, 40 hours overtime per month. Through workers interview, they worked overtime voluntarily. 工厂建立了工作时间程序,规定每7天至少有一天休息。所有员工上班时间为:08:00-12:00,14:00-18:00。平时不加班,周六安排加班。工厂用指纹扫描考勤系统记录员工考勤。工厂提供了自2017年11月1日至审核当天的考勤记录供审核。抽取了6个样本。最大周加班8小时,最大月加班40小时。员工访谈得知,加班自愿。</p>	
<p>6.2 - The factory didn't have effective system to control its overtime work compliance and monthly overtime exceeded 36 hours. Through reviewing the attendance records from 1 November 2017 to the audit day, the overtime hours of four months exceeded 36 hours and maximum reached 40 hours. (1) Through reviewing the attendance records in September 2018, the monthly overtime hours of 6 out of 6 randomly selected employees were 40 hours; (2) Through reviewing the attendance records in June 2018, the monthly overtime hours of 6 out of 6 randomly selected employees were 40 hours; (3) Through reviewing the attendance records in March 2018, the monthly overtime hours of 6 out of 6 randomly selected employees were 40 hours. Reference law: PRC Labour Law article 41. Till to the audit day, the monthly overtime hours of 6 out of 6 randomly selected employees were 16 hours in December 2018. Through management interview, there was no overtime control plan. They would arrange overtime on Saturday. Through workers &amp; workers representative interview, workers worked overtime voluntarily. 工厂没有有效的系统去控制加班且月加班时间超过36小时。通过查阅2017年11月1日至审核当天的考勤显示,有4个月的月加班时间都超过36小时,最高月加班时间达到40小时。(1)通过查阅2018年9月,6名员工考勤显示,6名员工月加班40小时;(2)通过查阅2018年6月,6名员工考勤显示,6名员工月加班40小时;(3)通过查阅2018年3月,6名员工考勤显示,6名员工月加班40小时。参考法律法规:《中华人民共和国劳动法》第41条。至审核当天,6名员工考勤显示,6名员工2018年12月加班16小时。管理层访谈得知,工厂没有加班管控计划,周六会安排员工加班。员工/员工代表访谈得知,加班自愿。</p>	
<b>Remarks from Auditee:</b>	

<b>Performance Area 7 : Occupational Health and Safety</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:11/06/2019
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established health safety procedure and conducted risk assessments. Worker representative was member of the health and safety committee. The factory held fire drill every year. Washing and drying machines were operating properly and maintained regularly. Electricity was controlled properly and inspected monthly. Fire hydrant, fire alarm and emergency light were installed in workshop and warehouse and effective during the random testing. All aisles and exits were not blocked. First aid kits were equipped in workshops. The factory trained first aider at Red Cross and signed first aid agreement with hospital near by. Work-related Injury Record Sheet was reviewed but no work-related injury happened during the last year. Workers could drink water and go to toilet freely. Test report of drinking water was provided. The factory did not provide dormitory, kitchen, canteen or transportation.</p> <p>工厂建立了健康安全程序文件并开展了风险评估。员工代表为健康安全委员会成员。工厂每年都举行消防演习。清洗和烘干机安全运转。电气线路维护良好并每月进行检查。车间和仓库都配备了消防栓、警铃和应急灯等消防设备，经过随机测试，都是有效的。出口和通道没有堵塞。车间配置了急救箱，在红十字会培训了急救员，并和附近医院签订了急救协议。工伤记录显示过去一年无员工发生工伤。员工可以自由喝水和上厕所，提供了饮用水的检测报告。工厂没有提供宿舍，厨房，食堂和班车。</p>	
7.2 -	<p>No injury insurance or commercial accident insurance was purchased for the workers. Reference law: Social Insurance Law of the People's Republic of China, Article:33. The factory had 16 workers and 9 of them had reaching retirement age, there were no new workers during the audit. The factory developed industrial injury management policy, injury records showed no work-related injury happened during the last year. 工厂没有给员工购买工伤保险或商业意外保险。参考法律法规：中华人民共和国社会保险法，第三十三条。工厂有16名员工，其中9名已达到退休年龄，没有新进员工。工厂制定了工伤管理制度，工伤记录显示过去一年没有发生过工伤。</p>
7.8 -	<p>The emergency procedures and emergency contacts and contact persons were not posted in the workshop. The factory established the emergency procedure, provided emergency training to the workers. Interviewed workers knew how to escape in the emergency situation. 事故应急处理程序以及紧急联系人和联系方式没有张贴在车间现场。工厂建立了应急处理程序，给员工提供了应急培训，访谈的员工知道下紧急情况如何逃生。</p>
7.11 -	<p>1. The factory did not provide building construction completion inspection report for one 1-storey building (about 700 square maters, the factory could not provide effective proof of construction time), one 2-storey building(about 1000 square meters, the factory could not provide effective proof of construction time). Reference law: PRC Construction Law Article 61. 2.The factory did not provide fire inspection report or record for one 1-storey building (about 700 square maters, the factory could not provide effective proof of construction time), one 2-storey building(about 1000 square meters, the factory could not provide effective proof of construction time). Reference law: PRC Fire Prevention Law article 11. Remark: Construction area of one 1-storey production building(used as washing and drying workshop) was about 120 square meters, the factory could not provide effective proof of construction time. No construction completion inspection or fire inspection report was needed for the building. 1.未提供一栋一层(大约700平方米，建筑时间工厂没有提供有效的证明文件)和一栋两层(大约1000平方米，建筑时间工厂没有提供有效的证明文件)的竣工验收报告。参考法律法规：《中华人民共和国建筑法》第六十一条。2.未提供一栋一层(大约700平方米，建筑时间工厂没有提供有效的证明文件)和一栋两层(大约1000平方米，建筑时间工厂没有提供有效的证明文件)建筑的消防验收或消防备案。参考法律法规：《中华人民共和国消防法》第十一条。备注：1幢1层厂房(用作清洗和干燥车间)，建筑面积分别约为120平方米，建筑时间工厂没有提供有效的证明文件。这幢建筑不需要办理竣工验收和消防验收。</p>
7.16 -	<p>The evacuation plan posted in 1F packing workshop was not in conformity with site observation, for example, there were two current positions of readers in evacuation plan. Reference Law: Escape and evacuation plan- design principles and requirements, article 5.10. Interviewed workers knew the location of them and how to use escape in the emergency. 一楼包装车间的疏散图与现场观察并不对应，比如疏散图有2个看图者位置。相关法律法规：疏散平面图 设计原则与要求,5.10。访谈的员工知道他们的位置，也知道发生紧急情况如何逃生。</p>
<b>Remarks from Auditee:</b>	
<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established procedure to prohibit child labor. Workers below age 16 was prohibited to use. Appearance was observed and ID card was checked during the recruitment. Child labour rescue measures had been established to prevent misuse of child labour. Through workers &amp; management interview and roster review, there was no child labor in the factory. 工厂建立了禁用童工程序，禁止使用未满16周岁的工人，在招聘时观察外表和核对身份证。也建立了童工拯救措施以防误用童工。通过员工和管理层访谈以及核对花名册，没有发现工厂使用童工。</p>	
<b>Remarks from Auditee:</b>	



<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established procedure to protect young worker including defining of young worker, setting up personal file, doing physical examination, backing up in Labor Bureau, following up implementation, etc. Through document review, site observation and workers interview, there was no young worker in the factory. The risk assessment for young worker was conducted although the factory did not employ any young worker.</p> <p>工厂建立了未成年工保护程序,包含未成年定义、建立未成年档案、做体检、去劳动部门备案、跟踪实施情况等。通过文件审阅,现场走访和员工访谈,没有发现未成年工。虽然工厂没有聘用未成年工,工厂还是进行了有关未成年工的风险评估。</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 10 : No Precarious Employment</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established employment management. All workers had signed labor contracts with the factory, one copy was kept by the workers. Workers knew about the content of the labor contract. Workers could appeal through the grievance mechanism if potentially precarious employment practices happened. No temporary worker was used in the factory.</p> <p>工厂建立了雇佣管理程序。所有员工都与工厂签订了劳动合同,员工也会保存一份。员工基本了解劳动合同内容。如果有缺乏保障就业,可以通过申诉途径进行申诉。工厂没有使用临时工。</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 11 : No Bonded Labour</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established forbidden bonded labor procedure. Imprisonment, contractual or slave labour was strictly prohibited. Employment clauses were voluntarily agreed by employees, without withholding personal documents or deposits. Workers could go to drink and toilet freely during the working hour, resign in advance of 30 days. All overtime hours were arranged on workers' voluntary basis.</p> <p>工厂建立了禁止强迫劳动程序。严禁监禁劳动、契约劳动或者奴役劳动。雇佣条款都是员工自愿同意的,不扣留个人证件,不收取押金。上班期间可以自由喝水或上厕所。提前30天可以离职。加班依据个人自愿原则。</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>The factory established the environment management procedure, identified the environmental factors associated with activities, collected and updated environmental laws. The factory compiled the environmental impact report of annual production of 2 million feather duster item, obtained EIA approval and EPCA of by Luohe Environment Protection Bureau. The fumigation process was discontinued in 2016 and sulfuric fluoride was no longer used in factory. Wastewater from washing was reused for production after precipitation in sedimentation tank, no discharged. The sanitary wastewater discharged through the municipal sewage pipe. Solid waste was handled by the sanitation department. The factory also made energy saving plan to reduce the consumption of water and electricity.</p> <p>工厂建立了环境管理程序,识别了其活动相关的环境因素,收集和更新了环境的法律法规。工厂编制了年产200万只羽毛掸项目的环境影响登记表,取得了漯河市环境保护局的环评批复和环保验收报告。熏蒸工序已于2016年停用,工厂现在不再使用硫酰氟。洗毛废水在沉淀池加絮凝剂沉淀后回用于生产,不外排。生活废水通过市政污水管道排放。固废垃圾由环卫部分统一处理。工厂也建立了能源降耗计划,以减少水和电的消耗。</p>	
<b>Remarks from Auditee:</b>	

<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 140069] Audit Date: 12/12/2018 PA Score: A	Deadline date:11/01/2019
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
The factory established ethical business behaviour procedure. Business partners were required to comply with relevant regulations. The factory provided correct data and information during this audit. The factory had set up the information safety management procedure and protected personal information from leaking. 工厂建立了商业道德的程序。要求商业合作伙伴遵守相关规定。工厂提供了准确的记录和信息。工厂建立了信息安全管理程序, 保护个人信息不泄漏。	
13.1 -	The factory didn't identify the situations and activities where acts of corruption, extortion or bribery are most likely to occur in its context. The factory established the ethical business behaviour procedure. Suppliers signed the anti-bribery commitment. 工厂没有识别可能的情况会导致贿赂, 敲诈和腐败发生。工厂建立了商业道德的程序。供应商已签署廉政声明。
<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	12/12/2018	140069	D	B	A	A	C	D	A	A	A	A	A	A	A	C

**Producer Photos**

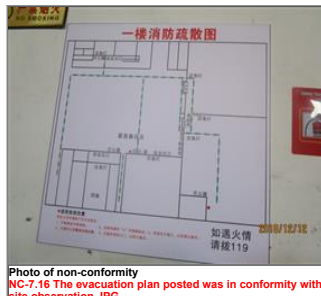




Photo of fire safety equipment  
fire alarm.JPG



Photo of the inside of the main production hall  
attendance recorder.JPG



Photo of the sanitary facilities  
drinking water.JPG



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



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



Photo of the sanitary facilities  
toilet.JPG



Photo of fire safety equipment  
fire extinguishers.JPG



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