Auditee :	**Shucheng County Ancheng Bamboo&Wood Handicraft Factory**
Audit Date From :	**24/04/2017**
Audit Date To :	**24/04/2017**
Expiry Date of the Audit :	**Please refer to the producer profile in the BSCI platform**
Auditing Company :	**TUEV Rheinland**
Auditor's Name(s) :	**Bill Pei(Lead)**
Auditing Branch (if applicable) :	**TUV Rheinland China**



BSCI Audit Summary Report

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

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

Main Auditee Information

Name of producer :	**Shucheng County Ancheng Bamboo&Wood Handicraft Factory**		
DBID number :	**367772**		
Audit ID :	**78356**		
Address :	**Qianrenqiao Town, Shucheng County, Lu'an**		
Province :	**Anhui**	Country :	**China**
Management Representative :	**Cailong Wang**		
Contact person:	**Jincheng Wang**	Sector :	**Non-Food**
Industry Type :	**Accessories**	Product group :	**Arts, crafts and needlework**
Product Type :	**bamboo skewer, bamboo toothpick, bamboo stick, bamboo chopstick, bamboo box, bamboo cutlery, wooden skewer, wooden cutlery, wooden coffee stick**		

Audit Details

Audit Range :	☒ **Full Audit** ☐ **Follow-up Audit**		
Audit Scope :	☒ **Main Auditee** ☐ **Main Auditee & Farms**		
Audit Environment :	☒ **Industrial** ☐ **Agricultural**		
Audit Announcement :	☒ **Fully-Announced** ☐ **Fully-Unannounced** ☐ **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 :	**24/04/2018**

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

Executive summary of audit report

The auditee was established in 2009. In view of the factory, one flat (partial 2-storey) building was used as office, production workshop and warehouse, two flat buildings were used as production workshop and warehouse. No kitchen & canteen and dormitory was provided by the factory. The main products manufactured by the factory were bamboo skewer, bamboo toothpick, bamboo stick, bamboo chopstick, bamboo box, bamboo cutlery. The factory also repackaged wooden products including wooden skewer, wooden cutlery, wooden coffee stick. The main production processes were listed as follows: bamboo processing including splitting, wire drawing, cutting, polishing and sharping, and packing.
Remark:
1.The current operation address of the auditee was Qianrenqiao Town, Shucheng County, Lu'an City, Anhui Province, China(中国安徽省六安市舒城县千人桥镇), which was located in west of Shuaiwang Group Qingyun Rice Industry Company(帅旺集团青云米业公司西侧). However, the registration address showed on the business license was Grain Supply Center, Qianrenqiao Town, Shucheng County, Lu'an City, Anhui Province, China(中国安徽省六安市舒城县千人桥镇粮站). According to the onsite tour of business license registration address and employee interview, there was no production or office in the business license registration address.
2.The current actual operation scope of the auditee included manufacture and sale of bamboo Handicraft and wooden product. However, the operation scope showed on the business license did not include manufacture and sale of wooden product.
3. Two 2-storey buildings were under construction, they would be estimated to be used as owner's house and production workshop respectively.

Ratings Summary

Auditee's background information

Auditee's name :	**Shucheng County Ancheng Bamboo&Wood Handicraft Factory**	Legal status :	**privated company**
Local Name :	**舒城县安成竹木工艺品厂 (913415236868748 95G)**	Year in which the auditee was founded :	**2009**
Address :	**Qianrenqiao Town, Shucheng County,**	Contact person (please select) :	**Jincheng Wang**
Province :	**Anhui**	Contact's Email :	**13865711806@163.com**
City :	**Lu'an**	Auditee's official language(s) for written communications :	**Chinese**
Region :	**North East Asia**	Other relevant languages for the auditee :	**None**
Country :	**China**	Website of auditee (if applicable) :	**None**
GPS coordinates :	**N31°28'50.57" E117°03'55.65"**	Total turnover (in Euros) :	**2000000.00**
Sector :	**Non-Food**	Of which exports % :	**100.00**
Industry :	**Accessories**	Of which domestic market % :	**0.00**
If other, please specify :		Production volume :	**60000000 pcs per month**
Product Group :	**Arts, crafts and needlework**	Production cost calculation :	**Yes**
If other, please specify :		Lost time injury calculation cost :	**Yes**
Product Type :	**bamboo skewer, bamboo toothpick, bamboo stick, bamboo chopstick, bamboo box, bamboo cutlery, wooden skewer, wooden cutlery, wooden coffee stick**		

Auditee's employment structure at the time of the audit

Total number of workers : **27** Total number of workers in the production unit to be monitored (if applicable) : **0**

	MALE WORKERS	FEMALE WORKERS
Permanent workers	**4**	**23**
Temporary workers	**0**	**0**
In management positions	**2**	**2**
Apprentices	**0**	**0**
On probation	**0**	**0**
With disabilities	**0**	**0**
Migrants (national citizens)	**0**	**1**
Migrants (foreign citizens)	**0**	**0**
Workers on the permanent payroll	**4**	**23**
Production based workers	**0**	**0**
With shifts at night	**0**	**0**
Unionised	**0**	**0**
Pregnant	**-**	**0**
On maternity leave	**-**	**0**

Finding Report

Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: B — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The facility has established CSR policy and procedures based on BSCI Code of Conduct and relevant national law, and provided the relevant training to employees and managers regularly. The commitment to comply with the BSCI Social Requirements was signed by the appointed charge person. Mr. Wang Cailong was assigned as BSCI management representative. BSCI COC and TOI was passed to main suppliers. No subcontractor or home worker was used by the facility.
企业依据BSCI供应商行为准则以及相关法规建立了企业社会责任政策和程序，并定期对员工和管理人员进行培训。指定的负责人已签署BSCI承诺书。汪才龙先生被任命为BSCI管理者代表。企业将BSCI行为守则和实施条款传达给主要供应商。企业未使用分包商或家庭工。

1.4 - The factory did not have a good capacity planning to meet the expectations of the delivery order leading to workers monthly overtime work exceed legal requirements during past 12 months.
工厂没有一个完善的产能计划去完成预期的订单交货以致于工人在过去12个月中有超时加班工作。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: B — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The facility has established goods management practices which involve workers and representative in sound information exchange on workplace issues. Workers and representative could express suggestion or compliant through suggestion box or reporting to manager without any retaliation. The facility provided training for employee on workers' right. There was no any compliant in the last one year. And through interview with workers, they were satisfied with facility management.
企业建立了良好的管理实践，员工与员工代表就工作场所的情况可以进行良好沟通。员工与员工代表可以通过意见箱或汇报给管理人员提出意见或投诉，不会遭受打击报复。企业给员工提供了员工权利的的培训。在过去一年内，无员工进行过申诉。并且，通过员工访谈，员工对企业管理人员感到满意。

2.2 - The auditee did not define long term goals to protect workers according to the BSCI Code of Conduct. For instance, reducing overtime hours and improvement of social insurance compliance.
企业没有按照BSCI行为守则的期望制定明确保护工人的长期目标。比如降低加班时间和提高社保参保等。

2.5 - The auditee failed to provide the regular survey records on the grievance mechanism.
企业未提供关于申诉机制程序的定期评审记录

Remarks from Auditee:

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

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The facility has established formal policy to respect the right of personnel to form, join and organize trade unions of their choice and to bargain collectively on their behalf with the company. The facility will not interfere with the establishment, functioning or administration of workers or collective bargaining. Employee representatives were elected by all employees including the production employees. They regularly conducted the worker representative meeting about the daily affairs, discussed the matter with management, the meeting minutes were provided for review.
企业建立了尊重员工根据自己意愿建立、加入以及组织工会并与企业方进行集体谈判的权利。企业不干扰员工建立或管理员工或进行集体谈判。企业通过员工包括生产员工自由选举了员工代表。企业定期与员工代表举行会议，讨论日常事务及管理，企业提供了会议记录供查看。

Remarks from Auditee:

Performance Area 4 : No Discrimination

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The facility established formal policy to prohibit discrimination, harassment and abuse. Discrimination based on grounds of race, color, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation, union membership or marital status was prohibited. No medical testing was required by the facility. Written disciplinary procedure was established according to the law, and provided training to employees and managers.
企业建立了禁止歧视、虐待、体罚的制度。企业不会因种族、肤色、年龄、性别、性取向、民族、疾病、怀孕、宗教、政治倾向、工会会员身份、婚姻状况而歧视员工。企业不要求员工做医疗检查。企业按照法律规定建立了惩戒措施的书面程序，并且给员工和管理人员进行了培训。

Remarks from Auditee:

Performance Area 5 : Fair Remuneration

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: C — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Legal minimum wage was RMB1150 per month (equivalent to RMB6.61 per hour) since 1 November 2015. Payroll records from April 2016 to March 2017 were reviewed. The minimum wage paid to the sampled employees was RMB1220 per month. Overtime on normal working days and rest days was paid at 150% and 200% of normal wage. No overtime hours were noted on statutory holidays. Pay slip was issued to workers. In Employee Handbook, paid annual leave, statutory holiday, sick leave, marriage leave, maternity leave and funeral leave were defined. The whole month was counted as a wage calculation cycle, and the corresponding wage was paid on 15th of next month. Workers' wages were paid at monthly rate in cash.
当地最低工资标准自2015年11月1日起为1150元每月(相当于6.61元每小时)。企业提供了2016年4月至2017年3月的工资记录供审核。所抽取样本中，企业支付给员工的最低工资是1220元/月。正常工作日和休息日的加班费按平时工资的150%和200%支付。国定假日没有安排加班。工资条在发工资时提供给员工。企业在员工手册中规定了带薪国年休假、法定假日、病假、婚假、产假以及丧假，并按照此规定实施工资计算周期是每月1日至月末，工资为月薪制并且在下个月15号以现金形式发放。

5.4 - The auditee has collected the local legal minimum wage document, but they did not collect local living costs data.
企业收集了当地的法定最低工资文件，但未收集当地的生活成本的数据。

5.5 - No employee participated in any social insurance. Through document review and management interview, it was noted that all 27 employees had not participated in any social insurance. Reference law: Social Insurance Law of the People's Republic of China, Article 10, 23, 33, 44 , 53
无任何员工参加任何保险。通过文件审核和管理人员访谈，发现所有27员工均未参加任何社会保险。参考法律法规:《中华人民共和国社会保险法》第10，23，33，44，53条

Remarks from Auditee:

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: D — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Electronic attendance system was used to record the time in/out. The facility defined from Monday to Sunday as a week. Normal working hour is 8 hours per day and 5 days per week. One shift 08:00-17:30 with 1.5 hour rest from 11:30-13:00 was arranged for office employees and production employees. Attendance records from 1 April 2016 to audit date were reviewed. Maximum 2 hours overtime per day, 14 hours overtime per week, 66 hours overtime per month and 1 day off after 6 days consecutive working days was guaranteed. During the worker interview, workers confirmed that they worked overtime voluntarily.
企业用电子考勤系统记录员工考勤，员工进出时间均有记录。周一到周日为一个完整工作周。正常工作时间为每天8小时和每周5天。办公室员工和生产员工为一班制(08:00-17:30 with 1.5 hour rest from 11:30-13:00)。企业提供了自2016年4月1日至审核当天的的考勤记录供审核。所抽取样本考勤中，最大日加班时间2小时，周加班14小时，月加班66小时，最长连续工作6天。访谈确认员工加班自愿。

6.2 - The auditee had no effective working hour control mechanism. The monthly overtime hours exceeded 36 hours in 12 out of past 12 months. For example: the monthly overtime hours of 5 sampled workers in March 2017 (random month) were 60 hours; in December 2016 (random month) were 66 hours; in May 2016 (random month) were 56 hours; in April 2017 (random month) were 40 hours. Reference law: PRC Labour Law article 41.
企业没有有效的工作时间管控机制。审核发现企业在过去12个月的12个月中月加班超过36小时。例如，抽取的5名样本员工在2017年3月（随机月）加班时间达到60小时；在2016年12月（随机月）加班时间达到66小时；在2016年5月（随机月）加班时间达到56小时；2017年4月（随机月）加班时间达到40小时。参考法律法规:《中华人民共和国劳动法》第41条

Remarks from Auditee:

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

EHS Risk assessment was carried out regularly by the facility, and correction action and prevention action was also conducted accordingly. EHS committee was established in the facility and regular meeting was conducted quarterly. Potable water was freely available in all areas. Sufficient toilets segregated by gender were available at all times to workers. Ventilation, temperature and lighting were adequate for all production processes. EHS training on machine operating, PPE wearing and fire safety were provided for all employees. Enough fire extinguishers, fire hydrants and fire alarms was installed in every workshops and warehouse. Enough exit sign and emergency lights were installed in the whole facility. Sufficient safety exits were available for each area. All safety exits were kept clear and unlocked during working hours. Evacuation plan was posted in each area. Fire fighting drill and fire evacuation drill was arranged for all employees in the production area twice per year. The facility had signed one part-time agreement with one electrician and his electrician certificate was available for review. There were adequate first aid kits in each production area and all of them were well stocked. There were 2 qualified first aiders in the facility, whose certificates were provided for review. The maintenance personnel had checked all production machines regularly. All production employees had been trained how to operated machines properly before operation. The factory did not provide canteen, dormitory and transportation to employees.
企业定期进行健康安全风险评估，并执行相应的整改和预防措施。企业也成立了健康安全委员会，并每季度召开一次会议。饮用水是免费提供的。提供了不同性别使用的足够洗手间，工人随时可以使用。通风、温度和照明是足够的。设备安全操作、PPE佩戴和消防方面的健康安全培训也提供给了所有员工。所有车间和仓库均配备了足够的灭火器、消防栓和消防警铃；安全出口标识和应急灯均有安装。所有区域均有足够的逃生出口，且这些出口在工作时间均保持畅通。疏散图张贴在了所有区域。消防灭火和疏散演习在生产区域每年组织两次，所有员工均有参加。企业与一名电工签署了兼职协议，且提供了其电工证供审核。在每个生产区域有足够的急救药箱且装有足够的急救药品。企业有2名有资质的急救员，且提供了其证书供审核。维修人员定期检查所有的生产机器。所有生产员工在都参加了如何正确操作机器的培训。企业不给员工提供食堂宿舍和交通。

7.1 - 1. The auditee did not provide occupational health examination to employees contacting with occupational disease hazards (noise and dust) in bamboo processing workshop. Reference law: PRC Law of Prevention and Control of Occupational Diseases article 35. 2. Occupational hazard factors, such as noise and dust, existed in the factory. However, the factory could not provide evaluation report of occupational hazardous factors for review. Reference law: Provisions on the Supervision and Administration of Workplace Occupational Health Article 20
1.被审核方没有为在竹子加工车间从事职业性危害作业(噪声和粉尘)的员工提供职业病体检。参考法律法规:《中华人民共和国职业病防治法》第35条 2.职业病危害因素，例如噪声和粉尘，存在于企业的作业场所，但是，企业未能提供该作业场所的职业危害因素监测报告供审阅。参考法律法规:《工作场所职业卫生监督管理规定》第二十条

7.2 - 17 out of 27 employees were not provided with work-related injury insurance .Reference law: Social Insurance Law of the People's Republic of China, Article 33.
工厂没有给27名员工中的17名员工提供工伤保险。参考法律法规:《中华人民共和国社会保险法》第33条.

7.6 - Visible PPE warning signs were not posted in bamboo processing workshop where personal protective equipment should be used. Reference Law: Code of Occupational Hazard Notification and Warning Sign Management for Employer, Article 13.
企业没有在需要佩戴个人防护用品的竹子加工车间张贴劳动防护用品警告标识。参考法律法规:用人单位职业病危害告知与警示标识管理规范第十三条

7.11 - 1. The factory did not provide fire certificate or registered record for one flat (partial 2-storey) building over 300 square meters. Reference law: PRC Fire Prevention Law article 11 2.The factory did not provide building construction completion inspection for one flat (partial 2-storey) building over 300 square meters. Reference law: PRC Construction Law Article 61
1.被审核方无法提供一幢超过300平方米的平层建筑(局部两层)的消防验收/备案。参考法律法规:《中华人民共和国消防法》第十一条 2.被审核方无法提供一幢超过300平方米的平层建筑(局部两层)的建筑竣工验收报告供查看。参考法律法规:《中华人民共和国建筑法》第六十一条

7.17 - No belt guard was installed for rolling part of 3 sharpening machines in bamboo processing workshop. Reference law: General rules of design on health and safety of production auditee (GB5083-1999) article 6.1.2.
被审核方竹子加工车间有3台削尖机没有安装皮带防护罩。参考法律法规:生产设备安全卫生设计总则(GB5083-1999)第6.1.2条

Remarks from Auditee:

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

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.
企业建立了不使用16岁以下童工的政策。企业在招聘过程中会核实所有员工的身份证原件并留存身份证复印件。此次审核中未发现童工或历史性童工。企业已建立补救政策和程序，以便在发现儿童工作时为其提供进一步保护。

8.2 - 5 out of 5 workers' photos were missing in their personnel files, which was not good to verify age verification.
抽样的5个员工的人事档案有5位员工的照片未保留，不利于员工去核实其年龄及身份信息

Remarks from Auditee:

Performance Area 9 : Special protection for young workers

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

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.
企业建立了未成年工保护政策，比如不能安排未成年工加班、夜班或在有毒有害岗位工作。通过文件审核、现场走访和员工访谈，企业没有使用未成年工。

Remarks from Auditee:

Performance Area 10 : No Precarious Employment

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

All employees were hired by the facility directly. The facility signed labor contracts with all employees in the facility within one month to comply with the law. No apprentices and probationary workers were hired in the facility. The labor contracts were in local language (Chinese) and all employees could understand it. One copy of the signed labor contract was provided for all employees.
所有员工都是企业直接招聘的。企业与所有员工在入职一个月内签订了劳动合同，企业没有学徒工和实习工。劳动合同是中文的，所有员工都能看懂。企业提供了一份劳动合同副本给所有员工。

Remarks from Auditee:

Performance Area 11 : No Bonded Labour

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The facility had established a written policy that prohibits any forms of forced labor, which included Debt bondage, indentured, slave labor or prison labor and etc. Through employee interview, all employees were hired on a voluntary basis. The employees can choose the position and terminate the working relationship on their own will. No evidence of any forms of force labor, such as Debt bondage, indentured, slave labor or prison labor were found in the facility. No pre employment fees or any deposits were withheld by the facility. No inhumane or degrading treatment, corporal punishment, mental or physical coercion and/or verbal abuse was noted in this audit. Interviewees said managers were kind to employees. Employees were allowed to leave during work hours under reasonable circumstances, such as for personal or health emergencies. No any monetary deduction policy was noted in the facility.
企业建立了禁止强迫劳动的政策，包括债务工、契约工、奴隶工或监狱工等。通过员工访谈，所有员工是自愿被雇佣的，员工可以自愿选择岗位和终止劳动合同。没有证据显示企业在使用债务工、契约工、奴隶工或监狱工等。企业未要求缴纳押金。本次审核未发现不人道或有辱人格的待遇、体罚、精神上或身体上压迫和/或言语虐待等行为。被访谈的员工表示企业管理人员都很友善。员工在合理的情况下可以离开工作岗位，比如因为个人原因或健康原因。企业没有罚款政策。

Remarks from Auditee:

Performance Area 12 : Protection of the Environment

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: A — Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The factory has established policy and procedure to protect environment. The factory had established the procedure to identify environmental regulations and laws regularly, and the list of identified environmental regulations and laws was provided for review. There was no waste found to be dumped in natural environments, or burned on open fires.
企业建立了环境保护的政策和程序。企业建立了环境法律法规的定期识别机制，并提供了识别出的环境法律法规清单供审核。评估中未发现企业直接倾倒废物或焚烧废物。

12.1 - 1. The auditee did not obtain environmental impact assessment report and environmental impact assessment approval for construction project. Reference law: PRC Environmental Impact Assessment Law article 16 and article 22 2. The factory had not obtained the environmental protection acceptance check report for their completed construction project. Reference law: Measures for Administration of Environmental Protection Acceptance Check upon Completion of Construction Project article 17
1. 被审核方没有对其建设项目进行环境影响评价并且取得建设项目环境影响审查批复。参考法律法规:《中华人民共和国环境影响评价法》第16条，22条
2. 审核中发现企业没有提供其建设项目竣工环境保护验收报告。参考法律法规:《建设项目竣工环境保护验收管理办法》第十七条

Remarks from Auditee:

Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 78356] Audit Date: 24/04/2017 PA Score: B Deadline date:23/04/2018

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The facility had established the ethical business behavior policy and the policy were communicated to employees. Some production records such as daily production records and etc. had been reviewed and checked with the attendance records, meanwhile through employee interview, no inconsistency was found. The working hours and wages could be verified in current assessment.
企业建立了商业道德制度并对员工做了交流培训。审核员查看了部分生产记录，比如生产日报表等，并将这些记录与考勤记录核对，且通过员工访谈，没有发现不一致的情况，企业的工作时间和工资可以验证。

13.2 - The factory did not update the business license when changed operation address and operation scope. The current operation address was Qianrenqiao Town, Shucheng County, Lu'an City, Anhui Province, China, which was located in west of Shuaiwang Group Qingyun Rice Industry Company. However, the registration address showed on the business license was Grain Supply Center, Qianrenqiao Town, Shucheng County, Lu'an City, Anhui Province, China. According to the onsite tour of business license registration address and employee interview, there was no production or office in the business license registration address. The current actual operation scope of the auditee included manufacture and sale of bamboo Handicraft and wooden product. However, the operation scope showed on the business license did not include manufacture and sale of wooden product. The factory should update the business license when registration address and operation scope was changed. Reference law: Regulations of PRC for controlling the registration of enterprises as legal persons Article 17
工厂更改营业地址和经营范围后没有及时更新营业执照：工厂现在的经营地址为：中国安徽省六安市舒城县千人桥镇，位于帅旺集团青云米业公司西侧。然而，营业执照注册地址为：中国安徽省六安市舒城县千人桥镇粮站。通过走访营业执照注册地址及员工访谈，注册地址没有生产也没有办公。工厂的实际经营范围为竹制工艺品和木制品加工销售。然而，营业执照上的经营范围不包含木制品加工销售。工厂变更地址和经营范围后应该及时更新营业执照。
参考法律：《中华人民共和国企业法人登记管理条例》第十七条

Remarks from Auditee:

Summary

Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	24/04/2017	78356	B	B	A	A	C	D	A	A	A	A	A	A	B	C

Producer Photos



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



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



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



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



Photo of non-conformity
7.17 No belt guard for sharpening machine.JPG



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



Photo first aid facilities
first aid kit.JPG



Photo of non-conformity
8.2 No worker photo in personnel file.JPG



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



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



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



Photo of the inside of the main production hall
splitting and wire drawing.JPG



Photo of fire safety equipment
evacuation plan.JPG



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



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



Photo of fire safety equipment
fire alarm.JPG



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



Photo of the sanitary facilities
drinking water.JPG



Photo of fire safety equipment
fire extinguisher.JPG



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



Photo of the sanitary facilities
toilet.JPG



Photo of fire safety equipment
fire hydrant.JPG