
Auditee :	Zhuozhou City Haosen Renewable Resources Co., Ltd.
Audit Date From :	27/02/2019
Audit Date To :	27/02/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV Rheinland
Auditor's Name(s) :	Rico Shang(Lead)
Auditing Branch (if applicable) :	TUV Rheinland China



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



Rating	A combination of ratings per Performance Area where:	Consequence																																							
<p style="text-align: center;">A</p> <p style="text-align: center;">Very Good</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated A • No Performance Areas rated C, D or E <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>
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 style="text-align: center;">B</p> <p style="text-align: center;">Good</p>	<ul style="list-style-type: none"> • Maximum 3 Performance Areas rated C • No Performance Areas rated D or E <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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B	B	B	B	B	B	B	B	B	B	C	C	C																													
<p style="text-align: center;">C</p> <p style="text-align: center;">Acceptable</p>	<ul style="list-style-type: none"> • Maximum 2 Performance Areas rated D • No Performance Areas rated E <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;">D</p> <p style="text-align: center;">Insufficient</p>	<ul style="list-style-type: none"> • Maximum 6 Performance Areas rated E <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>
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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;">E</p> <p style="text-align: center;">Unacceptable</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated E <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;">Zero Tolerance</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 :	Zhuozhou City Haosen Renewable Resources Co., Ltd.		
DBID number :	387091		
Audit ID :	144425		
Address :	Liuheying Village of Douzhuang Town Zhuozhou		
Province :	Hebei	Country :	China
Management Representative :	Ms. Yuxuan LI		
Contact person:	Xiaoqin ZHANG	Sector :	Non-Food
Industry Type :	Live animals and related products	Product group :	Accessories
Product Type :	Cat Litter		

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 : 27/02/2020	

Rating per Performance Area (PA)

PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
D	A	A	A	B	D	A	A	A	A	A	A	A

Executive summary of audit report

Zhuozhou City Haosen Renewable Resources Co., Ltd. was located at Liuheyang Village of Douzhuang Town, Zhuozhou City, Hebei Province, China (中国河北省涿州市豆庄乡柳河营村村东). The total building area occupied by the facility was about 3,300 square meters. The auditee was established in November 2013. In view of factory, the auditee was made up of one 3-storey building for office, three flat buildings for production and warehouse, no canteen or dormitory was provided. The main products manufactured by the auditee were Cat Litter. The main production processes were listed as follows: Pelletizing, Drying and Packing. All workers were hired directly, no any dispatching agency used. The auditee management showed a positive attitude to this audit during the whole process. All documentation requested for the review was provided timely. Locked areas encountered during the audit were unlocked timely. At the end of the audit, all the findings were accepted by the auditee management. This audit was conducted as per audit plan. Based on document review and management interview, no obvious peak season existed in the auditee.

Remark:

1. The auditee did not use contractor or labor agency and did not have government waiver as well as collective bargain agreement, which makes the corresponding documents not applicable.
2. The auditee did not provide Construction Structure Acceptance Certificate, Fire Safety Inspection Certificate, so those documents were not available.
3. Due to there was no excess waste water, waste air and noise generated from auditee, so environmental related certificate was not applicable to this auditee.

Ratings Summary



Auditee's background information			
Auditee's name :	Zhuozhou City Haosen Renewable Resources Co., Ltd.	Legal status :	Limited Company
Local Name :	涿州市浩森再生资源回收有限公司 91130681082694412W	Year in which the auditee was founded :	2013
Address :	Liuheying Village of Douzhuang Town	Contact person (please select) :	Xiaoqin ZHANG
Province :	Hebei	Contact's Email :	zhang.xiaoqin1987@163.com
City :	Zhuozhou	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 :	N39°24'51" E116°5'42"	Total turnover (in Euros) :	2600000.00
Sector :	Non-Food	Of which exports % :	80.00
Industry :	Live animals and related products	Of which domestic market % :	20.00
If other, please specify :		Production volume :	10,000,000 tons per year
Product Group :	Accessories	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Cat Litter		

Auditee's employment structure at the time of the audit			
Total number of workers :	15	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	0	0	
Temporary workers	9	6	
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	9	6	
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 - 144425] Audit Date: 27/02/2019 PA Score: D

Deadline date:01/10/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The auditee had set up a management system to implement the amfori BSCI Code of Conduct. Social accountability policy and procedures were established and daily operations worked in line with the policy and procedures. The auditee appointed Ms. Yuxuan Li / Manager as the amfori BSCI management representative. The auditee conducted internal audit and management review on its social performance once per year. Meanwhile, the auditee audited its main suppliers/subcontractors annually, and signed social responsibility commitment letter, amfori BSCI CoC and Tol with them.

被审核方建立了管理体系来执行amfori BSCI行为守则,建立了社会责任政策和程序,且按该政策程序执行。被审核方任命李昱璇女士/经理为amfori BSCI管理者代表。被审核方每年一次就其社会责任的表现进行内部的审核和管理评审。同时,企业对其主要的供应商/分包商进行了年度审核,并和他们签署了社会责任承诺书, amfori BSCI CoC和Tol。

1.1 - The auditee had established management procedures to implement the amfori BSCI Code of Conduct, such as working hour rules, wages and benefits system and health & safety policies etc., but the auditee did not have a systematic planning on observing and supervision. Through auditee management interview, there was no implementation planning for amfori BSCI management system, the auditee did not inspect the social insurance and monitor workers' overtime hours according to amfori BSCI requirements.

企业建立了管理程序来实施amfori BSCI行为准则,例如工时制度、工资福利制度和健康安全政策等,但是在遵守和监督方面没有系统的规划。通过企业管理层访谈,企业没有针对amfori BSCI管理体系执行的计划,未按amfori BSCI要求去检查社保的执行情况和监督员工加班情况。

1.4 - The auditee established production capacity assessment procedure. However, the auditee didn't have a good capacity planning to meet the expectations of the delivery order, which led to the monthly overtime hours exceeded legal requirement. Through management interview, they understood the production rate and date of delivery, but the workforce capacity was accounted by experience, so the overtime hours were not controlled sufficiently and effectively.

企业制定了生产能力评估程序,然而没有一个完善的产能计划去完成预期的订单交货以致于月加班时间超过法规要求。根据管理人员访谈,他们清楚了解企业生产效率和交货期,但企业的产能评估是依据经验,以至于加班的管理不够充分有效。

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Auditee had communications on workplace issues with workers and worker representatives' every three months. Auditee provided training on workers' rights and obligations. Management posted amfori BSCI CoC and Tol in a conspicuous position in workshop. Auditee setup an effective grievance mechanism facing both internal parts and external parts. Workers could use suggestion box in an anonymous channel or tell worker representative in a real-name channel to raise their complaints. There was no any compliant in the last one year. Communication procedure and records were provided for review.

企业每三个月和员工、员工代表进行工作事宜的沟通。企业提供了工人权利和义务的培训。管理层在车间显眼的位置张贴了amfori BSCI行为守则和生产商实施条款。企业建立了有效的面向内部和外部的申诉机制。员工可以使用意见箱匿名渠道或告诉员工代表用实名的渠道来递交他们的投诉。在过去一年内,无员工进行过申诉。企业提供了沟通程序和沟通记录供查阅。

Remarks from Auditee:

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

Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The auditee established a written policy and procedure regarding the freedom of association and collective bargaining. Workers had rights on freedom of association and collective bargaining. Through document review and worker interview, no association and collective bargaining happened in the past of one year. Workers could appeal their suggestion or grievances by suggestion box or phone.

被审核方针对自由结社和集体谈判建立了书面政策和程序。员工拥有自由结社和集体谈判权利。通过文件查阅和员工访谈,过去一年来没有结社和集体谈判的事情发生。工人可以通过意见箱或者电话反映他们的建议或者投诉。

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>Discrimination based on grounds of race, color, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation or marital status was prohibited. Written disciplinary procedure was established according to the law, and provided training to employees and managers.</p> <p>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、婚姻状况而歧视员工。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。</p>	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: B	Deadline date:01/10/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>Legal minimum wage was RMB 1650 per month since 1 July 2016 (equivalent to RMB 9.48 per hour). Payrolls from January 2018 to December 2018 were reviewed randomly. Overtime work was compensated legally. As shown in the payroll, paid annual leave and paid holidays were provided. 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 30th of next month. Workers' wages were paid at hourly rate (at least RMB 14 per hour) and by cash. No any deduction from wages. Overtime on normal working days, rest days and statutory holidays was paid at 150%, 200% and 300% of normal wage. No overtime hours were noted on statutory holidays.</p> <p>法定最低工资自2016年7月1日为人民币1650元每月(相当于人民币9.48元每小时)。企业提供了2018年1月至2018年12月的工资记录供审核。加班按照国家法律规定支付工资。工资表上显示，年休假工资和法定假日工资已支付。工资条会提供给员工。员工手册中，年休假，法定假，病假，婚假，生育假和丧假被清楚的写明。整个自然月为薪资计算周期且下月的30日发上个自然月的工资。员工工资按时薪制现金发放，最低为人民币为14元每小时。没有任何扣款被发现。工作日加班可获得1.5倍加班费，休息日加班可获得2倍加班费，法定节假日可获得3倍加班费，但是法定节假日无加班。</p>	
<p>5.5 - No employee had participated in all 5 types of social insurances (employment injury insurance, endowment insurance, basic medical insurance, unemployment insurance and maternity insurance). Remark: There were 2 retired workers. No new-hired workers in current month. Only 7 employees had participated in commercial accident insurance. Through management interview and worker interview, workers did not want to participate the social insurance due to they should pay the personal part of social insurance. And all workers had participated in the rural endowment insurance and medical insurance in their villages. But the auditee did not collect any evidence about the rural insurance. Reference Law: Social Insurance Law of the Peoples Republic of China, Article 10, Article 23, Article 33, Article 44 and Article 53.</p>	
<p>没有员工参加5项社会保险(工伤保险、养老保险、医疗保险收、失业保险和生育保险)。备注:有2名退休工人，当前月没有新入职员工。仅7名员工参加了商业意外险。通过管理人员和工人访谈，工人由于他们需要缴纳社保的个人部分，所以不想缴纳社保。并且他们在农村都交了农村养老和医疗保险。但是企业没有收集任何农村保险的证据。依据《中华人民共和国社会保险法》第十条，第二十三条，第三十三条，第四十四条，第五十三条。</p>	
Remarks from Auditee:	

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: D

Deadline date:01/10/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Electronic computer system (fingerprint) was used to record the time in/out. The auditee defined from Monday to Sunday as a week. Normal working hour is 8 hours per day and 5 days per week, 1 shift (7:30-11:30 and 13:00-17:00) was arranged for all workshops and office. Maximum 1 hour overtime per day, 12 hours overtime per week, 47 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. Attendance records from January 2018 to audit date were reviewed. 6 samples were selected from December 2018, September 2018 and April 2018 respectively.

企业使用电子考勤系统(指纹)来记录员工的上下班时间。定义周一到周日为每周。正常的工作时间为每天8小时,每周5天工作制,全部车间员工和办公人员均为1班制,为7:30至11:30和13:00至17:00。每天最多加班1小时,每周最多加班12小时,每月最多加班47小时,最多每工作6天会休息1天。通过员工访谈,员工确认加班均为自愿。企业提供了从2018年1月起至审核当天的考勤记录。审核从2018年12月,2018年9月和2018年4月分别抽取了6个样本。

6.2 - Through reviewing the attendance records from 1 January 2018 to 27 February 2019, the monthly overtime hours exceeded 36 hours; however, the auditee did not monitor compliance status of daily operation. For example: All 6 sampled workers' monthly overtime in December 2018 was from 40 to 47 hours, in September 2018 was from 41 to 45 hours, in April 2018 was from 39.5 to 44 hours. The management staffs stated that they had no effective action to control the monthly overtime hours and only ensured that workers had at least one day off within seven days. The interviewed workers also confirmed that the auditee did not control monthly overtime hours. Remark: Until audit date, the maximum monthly overtime of all 6 workers in January 2019 were 35.5 hours, in February 2019 were 12.5 hours. Reference law: PRC Labor Law article 41.

通过查阅2018年1月1日至2019年2月27日的考勤显示,月加班时间超过36小时。然而,企业未在日常运行中对加班时间进行监控。例如抽取的全部6名样本员工在2018年12月的月加班时间为40至47小时,在2018年9月的月加班时间为41至45小时,在2018年4月的月加班时间为39.5至44小时。管理人员表示他们没有制定有效的措施来管控月加班,目前只有确保工人七休一。被访谈的员工确认工厂没有采取措施来管控月加班。备注:截止到审核当天,抽取的全部6名样本员工在2019年1月最大月加班时间为35.5小时,在2019年2月最大月加班时间为12.5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 - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:01/10/2019
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>Auditee appointed one EHS manager to take responsible for health and safety inspection per month. Management established procedures on health and safety and provided relevant trainings to all the workers. Also, management collected and updated the laws on health and safety. Risks in production processes and workshops were identified. Adequate fire extinguishers and fire hydrant system were installed in the factory, and which were inspected every month. There were 2 trained first aiders in the factory. Sufficient first aid kits stocked with necessary supplies were provided in workshops. Fire drills were organized at least twice a year, and the last fire drill was conducted in December 2018. There were maintenance personnel in the auditee. All production employees had been trained how to operated machines properly before operation. Potable water was freely available in all areas. Sufficient toilets segregated by gender were available at all times to employees. Ventilation, temperature and lighting were adequate in the auditee. All of the wires and electrical facilities were maintained in good condition and posted with warning signs. One competent electrician was responsible for electric safety, electric facilities were inspected on monthly basis. Remark: The auditee did not provide the canteen, dormitory or transportation to the workers.</p> <p>企业指定了一名环境健康安全经理来负责健康安全的月度检查。管理层建立了健康安全的程序文件并提供相关的培训给所有员工。并且管理层收集并更新健康安全的法规。生产流程和车间里的风险被识别出来。配置了足够的灭火器材和消防栓,并每月检查。有2名培训过的急救员,车间里提供了充足的急救用品。消防演习至少每年组织两次,最近一次消防演习在2018年12月举行。有机器安全维修人员,所有生产员工都参加了如何正确操作机器的培训。饮用水是免费提供的。提供了不同性别使用的洗手间,员工随时可以使用。通风、温度和照明是足够的。所有电线和电气设施都维护良好,并张贴了安全警示标识。一名具有资质的电工负责厂内的电气安全,电气设施每月检查一次。备注:未提供食堂、宿舍和交通工具给工人。</p>	
7.2 -	<p>Insufficient injury insurance participated. Total 15 employees in the auditee, only 7 employees had participated in commercial accident insurance or work-related injury insurance, but no accident insurance or work-related injury insurance for other 8 employees (There was 2 retired employee, no new hired employee in the auditee), all interviewers stated no work-related injury happened. Reference law: Social Insurance Law of the People's Republic of China, Article 33.</p> <p>不足的工伤保险参保。企业15名员工中,仅7名员工参加了商业意外险和工伤保险,但是其他8名员工没有参加商业意外险和工伤保险(有2名退休员工,没有新入职的员工)。所有员工表示从未发生过工伤。参考法律法规:《中华人民共和国社会保险法》第三十三条。</p>
7.11 -	<p>The auditee rent one 3-storey building used as office, three flat buildings used as production and warehouse area. The auditee did not provide Construction Structure Acceptance Certificate and Fire Safety Inspection Certificate for these buildings (Auditee claimed that these buildings were built in 2010 and office floor area was 400 m2, warehouse one was 600 m2, warehouse two was 600 m2, production workshop was 1000 m2), the auditee management stated the building was rented from local village government and Construction Structure Acceptance Certificate and Fire Safety Inspection Certificate was not provided to them. Reference law: Fire Prevention Law of the People's Republic of China, Article 13; Construction Law of the People's Republic of China, Article 61.</p> <p>企业租赁了1栋3层建筑用于办公,3栋1层建筑生产和仓库,但是没有提供其租赁建筑的建筑工程竣工验收报告和消防验收证明(企业申明此栋建筑建于2010年,建筑占地面积分别约为办公楼400平米、仓库一600平米、仓库二600平米、生产车间1000平米)。企业管理人员表示厂房是向当地村政府租赁,目前没有提供建筑工程竣工验收报告和消防验收证明。参考法规:《中华人民共和国消防法》第十三条,《中华人民共和国建筑法》第六十一条。</p>
7.17 -	<p>1) The auditee could not provide the registered certificate of the 1 boiler. Reference law: Regulations on Safety Supervision of Special Appliance article 25. 2) The auditee could not provide the inspection report of the 1 boiler, and its safety valve and pressure gauge. Reference law: Regulations on Safety Supervision of Special Appliance article 28. 3) The auditee could not provide the operator's certificate of the 1 boiler operator. Reference law: Regulations on Safety Supervision of Special Appliance article 38.</p> <p>1)企业无法提供其仅有的1台锅炉的登记证。参考法律法规:《特种设备安全监察条例》第25条。2)企业无法提供其仅有的1台锅炉及安全阀和压力表的检验合格报告。参考法律法规:《特种设备安全监察条例》第28条。3)企业未获得1台锅炉的操作人员作业证书。参考法律法规:《特种设备安全监察条例》第38条。</p>
7.22 -	<p>The privacy doors in toilet were not installed, and the side partition height was not sufficient to protect workers privacy. The workers stated that it was usual in local area, and did not feel uncomfortable.</p> <p>厕所没有安装隐私门,且侧面隔断高度不足以保护员工隐私。员工表示这种情况在当地很常见,没有感到不舒服。</p>
Remarks from Auditee:	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The auditee established employment procedure with age-verification mechanisms as part of the recruitment process. Adequate and remedial policies and procedures were available to provide children from any kind of exploitation and for further protection in case children were found to be working. Based on workers and worker representative interview, relevant trainings were provided to workers and no worker under 16 year was employed by the auditee, the youngest employee in the auditee was 33 years old.</p> <p>企业建立了招聘程序,规定在招聘前进行员工年龄验证。建立了禁止使用童工和童工补救措施,在发现童工时保护儿童,并保护儿童免受任何剥削。根据员工和员工代表访谈,企业给员工提供了相关的培训,并且企业从未雇佣未满16周岁的工人,企业员工最小年纪员工为33岁。</p>	
Remarks from Auditee:	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The auditee had established Young Employee Protection Management Procedure to stipulate that if recruited any young worker, they will not be arranged the position with hazard exposure, and health check would be conducted. The auditee conducted risk assessment to prevent, identify and mitigate harm to young workers. Through management interview, worker interview, site observation and document review, no young employee existed in the auditee at present.</p> <p>企业建立了未成年工保护管理程序, 规定如果招聘到未成年工, 他们将不会安排在有毒有害岗位, 并且将按照法规要求接受健康体检。企业对未成年工所处的风险进行评估, 防止、识别并减缓未成年工所受到的伤害。通过管理人员访谈、员工访谈、现场走访以及文件审核, 发现企业内目前不存在未成年工。</p>	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The auditee established recruitment principles refers to amfori BSCI Code of Conduct and local law. The recruitment principles are including but not limited to recruitment process, remuneration, hours of work, disciplinary measure, promotion, training, termination of employment etc. No dispatched workers, seasonal workers, migrant workers, summer job workers, apprentice workers and temporary workers hired by auditee. All the employees are permanent workers and the labor contracts were provided for review.</p> <p>企业依据amfori BSCI行为守则和当地的法律法规制定的招聘原则, 招聘原则包括但不限于招聘流程、报酬、工作时间、纪律措施、晋升、培训、离职等。企业没有雇佣派遣工、季节工、外劳、暑期工以及临时工, 所有的雇员都是长期的合同工且审核期间合同都有提供审核。</p>	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The auditee established the full policy and procedure for no engaging in any form of servitude, forced, bonded, indentured, trafficked or non-voluntary labor. Though worker interview and auditee tour, no workers was subjected inhumane or degrading treatment, corporal punishment, mental or physical coercion or verbal abuse.</p> <p>企业建立了完善的程序和政策关于不参与到任何形式的奴役、强迫劳动、抵债性劳动、契约奴役、拐卖或非自愿劳动。通过工人访谈和现场走访, 没有工人受到不人道或有辱人格的待遇、受到体罚、精神上或身体上压迫或言语虐待。</p>	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The auditee mainly manufactured the cat litter products, and the production process included Pelletizing, Drying and Packing. The environment risk was low. The environment impact assessment report was provided for review. No industrial wastewater and waste air was discharged by auditee, and no environmental permit was applicable for this auditee. The auditee established the procedure and assessed the local water source to improve the water management. There was no waste found to be dumped in natural environments, or burned on open fires.</p> <p>企业的主要产品是猫砂制品, 主要生产工序包括制粒、烘干和包装, 环境风险较低。提供了环境影响评价报告供查阅。无生产废水和废气的排放, 不适用排污许可证的要求。企业建立程序并对周边水资源进行评价以改善水资源管理。未发现企业直接清倒废物或焚烧废物。</p>	
Remarks from Auditee:	

Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 144425] Audit Date: 27/02/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: The auditee had established the business ethic policy for their business integrity. Corruption, extortion or embezzlement or any forms of bribery was not permitted in the business relationship. The disclosure of information indicated that all documents/records (business licenses, personnel files, time records, payroll records, etc.) were required accurately and no falsifying information was permitted in their supply chain. Privacy policy had been established and implemented in the auditee. 企业建立了商业道德政策对其商业诚信、腐败、敲诈勒索、盗用或任何形式的行贿受贿行为在商业关系中不被允许。信息公开政策指出所有的文件包括营业执照、个人资料、工作时间记录、工资记录等都要求要准确, 且在其供应链中虚假信息也是不被允许的。隐私政策已经建立并在企业执行。	
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	27/02/2019	144425	D	A	A	A	B	D	A	A	A	A	A	A	A	C

Producer Photos



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



Photo of fire safety equipment
Fire extinguishers.JPG



Photo of the inside of the main production hall
Earplug and gasmask.JPG



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



Photo of fire safety equipment
Fire hydrant testing.JPG



Photo of the inside of the main production hall
Handwashing sink.JPG



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



Photo of fire safety equipment
Fire hydrant.JPG



Photo of the inside of the main production hall
Package material.JPG



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



Photo of fire safety equipment
Fire protection inspection.JPG



Photo of the inside of the main production hall
Packing (2).JPG



Photo first aid facilities
First aid box.JPG

**Photo of non-conformity
NC-6.2 Monthly overtime exceed legal standard.JPG**

姓名	岗位	部门	班次	1	2	3	4	5	6	7	8	9	10	11	12
王学军	普工	生产部	三班												
李志强	普工	生产部	三班												
张晓明	普工	生产部	三班												
刘志强	普工	生产部	三班												
陈志强	普工	生产部	三班												
赵志强	普工	生产部	三班												
孙志强	普工	生产部	三班												
周志强	普工	生产部	三班												
吴志强	普工	生产部	三班												
郑志强	普工	生产部	三班												
王志强	普工	生产部	三班												
李志强	普工	生产部	三班												
张志强	普工	生产部	三班												
刘志强	普工	生产部	三班												
陈志强	普工	生产部	三班												
赵志强	普工	生产部	三班												
孙志强	普工	生产部	三班												
周志强	普工	生产部	三班												
吴志强	普工	生产部	三班												
郑志强	普工	生产部	三班												
王志强	普工	生产部	三班												



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





Photo of fire safety equipment
Fire alarm.JPG



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



Photo of the inside of the main production hall
Warning sign.JPG



Photo of fire safety equipment
Fire extinguishers with pressure.JPG



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