



## Supply Chain Audit

Company Information	
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Audit Information	
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<b>Auditor:</b>	<b>Mekal Bian</b>
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<b>Audit End Time:</b>	<b>Jul.7, 2011; 17:30</b>
<b>Prior Audit Date:</b>	<b>N/A</b>

## Facility And Operating Profile

### Question/Notes

1. Facility and Operations Description:

Cutlery production facility is located in  
 The facility is approximately 2,700 square meters. The facility has been exporting product since 2006. There are total 60 employees at this plant. It operates three shifts with 8 hours in molding process, one shift with 8 hours per shift in other area in the facility. Within this plant area, a small canteen is separated from the production area.  
 was founded in Jan. 2000. It is located in  
 . It is the mold manufacturing company. In 2006, it rented another facility to manufacture cutlery such as plastic knife, fork and spoon. Also these cutlery products are sold by

2. The following departments and individuals participated in the audit process:

Mr. Gu Linfu, general manager; Mr. Yuan Changhua, Sales Manager; Mr. Jin Jianhua, production Manager; Ms. Zheng Liping, QA Manager; Mr. Yuan Hui, purchasing Manager

### Overview Question/Notes

Notes from the auditor:

has established and implemented an updated social accountability management system since Jun.1,2008. Child Labour,forced labour, health and safety, discrimination practices and disciplinary practices etc are described and required in the manual. These written procedures look applicable and complete.  
 Also a copy of Labour Law of China is available. Facility audit on site, documents and records review, employees interview are performed during this audit.

Item no	Requirement	Compliance	Auditor Notes
		Yes/No/NA	
<b>1</b>	<b>CHILD LABOUR</b>		
1.1	Is the Management awareness on this issues?	Yes	The Management is fully aware of this issue.
1.2	Are written policies available and in place for the employment of child labor and young person?	Yes	Operator manual is available for the employment of child labor and young person.
1.3	Does the factory have a copy of local laws showing minimum age for working in this area?	Yes	A copy of labour law of China is available at the plant showing minimum age of 16 years old for working in this area.
1.4	Does the youngest age of employees working in this facility equal or exceed the minimum age for working in this country?	Yes	All workers are more than 18 years old, which exceeds the minimum age of 16 years old for working in this country.
1.5	Does the youngest age of employees working in this facility equal or exceed the minimum age for working according to ILO convention No138 and Recommendation No 146 (15/14 years old)	Yes	All workers are more than 18 years old, which exceeds the minimum age for working according to ILO convention No138 and Recommendation No 146 (15/14 years old).
1.6	Are documents supporting age information kept on record?	Yes	ID copies and interview records support all employees'age information.
1.7	Does the factory employ young persons? What types of work are they eligible for? Please detail the working hours structure for above mentioned workers, for normal work	Yes	No young workers are employed by the facility. There are 3 shifts for all molding workers:8:00-16:00, 16:00-24:00 and 00:00-8:00. For other employees:8:00-12:00, 13:00-17:00.
1.8	Are the working conditions for above appropriate to a young persons' health & safety? - Work underground, underwater, at dangerous heights or in confined spaces; - Work with dangerous machinery, equipment and tools, or work which involves the manual handling or transport of heavy loads; - Work in an unhealthy environment that may, for example, expose children to hazardous substances, agents or processes, or to temperatures, noise levels or vibrations damaging to their health; - Work under particularly difficult conditions such as work for long hours or during the night, or work where the child is unreasonably confined to the premises of the employer.	N/A	No young workers are employed by the facility.

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		Yes/No/NA	
1.9	Work carried out exposes children to physical, psychological or sexual abuse?	N/A	No children are employed by the facility.
1.10	Is there a compulsory age for school attendance in the country? If yes, please specify	N/A	The facility has never employed children, who is below the compulsory age for school attendance in the country.
1.11	Are there any work experience or apprenticeship programs for school-age workers in this facility or in the area? If yes, please specify?	N/A	No school- age workers are employed in this facility.
1.12	What is the minimum age for participation in these programs?	N/A	No school- age workers are employed in this facility.
1.13	Does documentation from the local educational facility exist verifying these programs?	N/A	No school- age workers are employed in this facility.
1.14	Are workers paid for their participation in programs? Specify the hourly rate	N/A	No school- age workers are employed in this facility.
1.15	What is the number of normally scheduled hours?	N/A	No school- age workers are employed in this facility.
<b>2 FORCED LABOUR</b>			
2.1	Is the Management awareness on this issues?	Yes	Full Compliance. The Management is fully aware of this issue.
2.2	Are employees able to bargain collectively	Yes	Collective bargain is allowed by the facility.
2.3	Are Wage paid regularly?	Yes	Wages are paid on the 5th day every month.
2.4	Are all workers present in facility voluntarily?	Yes	No forced or prison labour is hired.
2.5	Are guards posted only for normal security reasons?	Yes	Guards posted is not to restrain workers' normal activities.
2.6	Does the factory have a written policy against use of prison labour?	Yes	The factory does not use any prison labour, also operator manual is available to address that no prison labour will be used.
2.7	Are there any prisoners working at this facility?	Yes	No prison labour is used.
2.8	Are all employees listed on the factory personnel register?	Yes	Complete personnel files are maintained for all employees.
2.9	Are employees free from unreasonably restrictive apprenticeship or training obligations to company	Yes	No such practice is found.
2.10	Migrant Workers: check through relevant documentation and conduct extensive interviews to ensure that no migrant worker is subject to any form of exploitation, coercion, or discrimination.	Yes	Most employees are Migrant Workers, who are equally treated as local workers in each way.
2.11	Do Workers have to pay illegal fees or for training programs undergone while with the company?	Yes	No training fees are charged from any employees.

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2.12	The employees confirm they have other options for shopping, housing etc. other than accruing debt with the company or company-run organizations. In cases where there are no other services or goods accessible (e.g. due to distance), these goods are subsidized and made available by the company at or below market cost.	Yes	The employees have free options for shopping, housing etc. outside the company or company-run organizations.
2.13	Are workers required to lodge 'deposits' or their identity papers before employment can proceed?	Yes	No workers are required to lodge 'deposits' or their identity papers.
2.14	Is overtime chosen on a voluntarily basis?	Yes	All workers are free to choose whether to work overtime or not.
2.15	Are there any repercussions if the employee does not 'voluntarily' do overtime hours?	Yes	To refuse to do overtime hours does not lead to any loss of wages, bonus and promotion, etc.
2.16	Are the workers free to leave their employers after reasonable notice?	Yes	The workers are free to leave their employers after notice based on labor law is submitted in advance.
2.17	Is the company complying with any national legislation regarding the termination of contracts?	Yes	The national legislation is being complied with regarding the termination of contracts.
<b>3 HEALTH &amp; SAFETY</b>			
3.1	Is the Management awareness on this issues?Is there an accountable Senior Representative responsible for Health and Safety?	Yes	Full Compliance. The management is fully aware of this issue. A dedicated supervisor is in charge of Health and Safety.
3.2	Has the company taken adequate steps to prevent accidents and injury to health?	Yes	A dedicated supervisor and two members are in charge of Health and Safety. Written procedures and records have been established and maintained for health and safety.
3.3	Does the factory have a copy of local laws for factory safety and working conditions?	Yes	A copy of local laws for factory safety and working conditions are available during this audit.
3.4	What types of records are kept of injuries/accidents in this factory?	Yes	Various work-related records of injuries/accidents are kept.
3.5	In general, have the facilities sufficient ventilation, heating and lighting?	No	Ordinary lights are installed in molding and packaging room. Facility shall have explosion-proof lights be installed in molding and packaging room.
3.6	In general, is the housekeeping sufficient?	Yes	The overall housekeeping is good. The working clothes, hair-net and gloves etc are provided before operators enter the workshop.
3.7	Are the electrical installations adequate and properly maintained?	Yes	A scheduled maintenance plan for electrical installations is available. Also records are maintained.

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3.8	Is the machinery well maintained, and equipped with operational devices e.g.: machine guards...? How periodically is it inspected?	No	The anti-slip clip in crane hook is not in good condition in molding room. It violates the Article 54 of the labour law of P.R.C, which requires that the employing unit must provide labourers with occupational safety and health conditions conforming to the State and necessary articles of labour protection, and provide regular health and examination for labourers engaged in work with occupational hazards. Facility shall ensure anti-slip clip to be in good condition for all crane hooks in the workshops.
3.9	Are systems in place to prevent workers being put at health or safety risks (fire <u>safety and electrical</u> , <u>mechanical and structural safety</u> )	Yes	Written procedures and records have been established and maintained for health and safety.
3.10	Are employees trained (check new personnel too) on the need for and proper use of required safety and personal protective equipment?	Yes	Safety training in production department was conducted and documented on Jan.14,2011 based on the required plan.
3.11	Protective equipment is freely available to workers and is in consistent and correct use	Yes	Earplugs are provided for any employees working near the noisy machines such as smashing area.
3.12	The temperature and air quality in the factory is periodically verified by a reputable, independent source, records are up to date, and employee reports of illness do not contradict these records.	No	No evidence to show the noise in smashing room etc in this facility is periodically verified by a reputable, independent source.
3.13	Is the personal protective equipment in good condition?	Yes	PPE is in good condition.
3.14	The first aid supplies and number of trained personnel are adequate for the size of the facility and the industry, and they are accessible to all workers.	No	Insufficient supplies are found in all first aid kits throughout the facility. Facility shall add the missing medicine stuff to the kits such as medical scissors and eye lotion etc.
3.15	Is essential safety equipment available free of charge?	Yes	All of them are free of charge.
3.16	Are there fire alarms on each floor and emergency lighting above exits	No	No fire alarm is available in raw material warehouse etc.
3.17	Are the aisles clearly marked and passable?	Yes	Evacuation routes are marked in the workshop and warehouses.Also the aisles are passable.
3.18	Is there any fire-fighting team (people adequately trained) in order to intervene in case of fire)?	Yes	Several employees have been trained for fire-fighting by the government agency.
3.19	Are written fire emergency evacuation plans posted?	Yes	Emergency evacuation plans are posted in workshop and warehouse.
3.20	Are emergency exit routes posted throughout the facility?	Yes	Emergency exit routes are posted in workshop and warehouse.
3.21	Are emergency exit routes clearly passable and unlocked during working hours?	Yes	All emergency exit routes are clearly passable and unlocked during working hours in workshop and warehouse.
3.22	Other emergency preparedness (explosion, flood, earthquake, volcanic eruption, cyclone, etc.)	Yes	Written emergency management procedure is available for emergency preparedness (explosion, flood, earthquake,

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3.23	Do these exits lead to a place of safety?	Yes	All exits lead to the yard ground.
3.24	Are there fire extinguishers or other equipment on each floor and are they thoroughly inspected on an annual basis?	Yes	Fire extinguishers and hydrants etc are provided on each floor and are thoroughly inspected annually.
3.25	Is all the fire fighting equipment, (fire extinguisher included) readily available?	Yes	Installed fire fighting equipment are readily available in the appointed area.
3.26	Are there emergency fire fighting procedures in place?	Yes	Written emergency fire fighting procedure is in place.
3.27	Are fire evacuation procedures in place?	Yes	Written fire evacuation procedure is in place.
3.28	Are employees trained for emergency evacuation? If yes, how often?	Yes	The emergency evacuation drill are required to be performed twice per year. Last drill was performed on Jul.1,2011.
3.29	Do any processes involve the use of dangerous chemicals, solvent-cleaning agents...?	Yes	Alcohol etc is used in the cleaning process.
3.30	Are those hazardous materials properly labelled and stored securely?	Yes	MSDS(Material Safety Data Sheet) for alcohol and lubricant etc are posted in the workshops or dangerous substance warehouse.
3.31	Tests are regularly performed to ensure water is potable and results are documented.	Yes	Annual inspection report for potable water is available.
3.32	Are they stored in a well-ventilated area?	Yes	Ventilation is acceptable.
3.33	Are first aid boxes supplied and trained personnel available in the facility?	Yes	First aid kits are provided in production area and warehouse etc.Also appointed personnel are trained by hospital.
3.34	Are there any procedures in place to deal with serious injuries requiring medical attention?	Yes	Written procedure is in place to deal with serious injuries requiring medical attention.
3.35	Are pregnant women expected to perform onerous or heavy tasks?	Yes	Pregnant women are usually assigned to perform easy or light tasks.
3.36	Are sufficient and clean bathroom facilities available?	Yes	Bathroom facilities are sufficient and clean.
3.37	Are employees allowed to use bathroom facilities during working hours?	Yes	Employees are allowed to use bathroom facilities during working hours freely.
3.38	Do all employees have equal access to fresh drinking water	Yes	All employees have equal access to fresh drinking water.
3.39	If appropriate, are sanitary facilities for food storage provided?	Yes	The canteen is provided.
3.40	Does the factory provide housing accommodations for its employees and meet local/national regulations and local industrial practice? If yes,how many employees live in the factory provided accommodations?	N/A	No housing accommodations is provided in the facility.

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		<i>Yes/No/NA</i>	
3.41	In general, is the housing accommodation site where the building is located, appear clean, safe and orderly?	N/A	No housing accommodations is provided in the facility.
3.42	Is there sufficient space to allow segregation by gender or family group?	N/A	No housing accommodations is provided in the facility.
3.43	For singles, please specify : How many employees to a room ? Approximate square feet per room	N/A	No housing accommodations is provided in the facility.
3.44	Are written dorm rules posted?	N/A	No housing accommodations is provided in the facility.
3.45	For families, please specify: How many room(s)? Approximate square feet per room Average size of families	N/A	No housing accommodations is provided in the facility.
3.46	Are mats & beds available for each employee?	N/A	No housing accommodations is provided in the facility.
3.47	Are workers provided with lockers for personal items?	N/A	No housing accommodations is provided in the facility.
3.48	Are sufficient bathroom facilities available?	N/A	No housing accommodations is provided in the facility.
3.49	Are common or recreational areas available and with equal access to all employees?	N/A	No housing accommodations is provided in the facility.
3.50	In general, are the common and bathroom areas clean, well lit and ventilated?	N/A	No housing accommodations is provided in the facility.
3.51	Are kitchen facilities provided?	N/A	No housing accommodations is provided in the facility.
3.52	Do all employees have equal access to the kitchen and laundry areas	N/A	No housing accommodations is provided in the facility.
3.53	Are there fire extinguishers readily available on each floor and are they thoroughly inspected on an annual basis?	N/A	No housing accommodations is provided in the facility.
3.54	Is there any other appropriate fire fighting equipment?	N/A	No housing accommodations is provided in the facility.
3.55	Are emergency exit routes posted throughout the facility?	N/A	No housing accommodations is provided in the facility.
3.56	Is there any security at the worker housing (such as within a gated compound or is there a guard)?	N/A	No housing accommodations is provided in the facility.
3.57	Are employees during off-work hours free to come and go as they please?	N/A	No housing accommodations is provided in the facility.
3.58	The company maintains accident reports and the workers association, health committee and trade unions have access to them (see SA8000 clause 9.12).	Yes	Accident reports are maintained and available for workers association, health committee and trade unions access to them.



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3.59	A certificate attesting to the implementation of health and safety measures from the local inspecting agency, if available, should be considered, but should not form the sole basis for compliance with this portion of SA8000.	Yes	Local agency inspection records of health and safety are maintained. Fire safety equipment was inspected on Apr.6,2011 by local fire department.
<b>4 FREEDOM OF ASSOCIATION &amp; RIGHT TO COLLECTIVE BARGAINING</b>			
4.1	Is the Management awareness on this issues?	Yes	The Management is fully aware of this issue.
4.2	Do the employees have the legal right to form or belong to a union or association of their own choosing if they wish?	Yes	Employees are allowed to form or belong to a union or association of their own choosing if they wish.
4.3	Does the manufacturer recognise and respect these rights?	Yes	The manufacturer and boss recognise and respect those rights.
4.4	Are employees able to bargain collectively?	Yes	Employees are able to bargain collectively with manufacturer and boss.
4.5	What is the policy of the company related to Migrant Workers? (A number of countries prohibit certain categories of workers particularly foreign or migrant workers from joining and benefiting from the protection of a trade union.)	Yes	No special policies are established for foreign Workers because they are equally treated as local workers.
4.6	Has any worker been discriminated against in any manner whatsoever, or dismissed by reason of union membership, or participation in union activities?	Yes	No employees are discriminated due to union membership.
4.7	In case the company had developed ' parallel means', how effective is it in terms of employees participation, knowledge of it...?	Yes	Worker representatives have been elected by workers and they have meeting with management periodically to reflect the workers' demands.
4.8	Are there any written accounts of the meeting between trade union representative and workers/management?	Yes	Relevant records between trade union representative and workers/management are maintained.
4.9	How do workers report grievances?	Yes	Workers can report to their team leaders, HR or General Manager directly.
<b>5 DISCRIMINATION PRACTICES</b>			

<b>Item no</b>	<b>Requirement</b>	<b>Compliance</b>	<b>Auditor Notes</b>
		<b>Yes/No/NA</b>	
5.1	The Company has a non-discrimination policy and it is communicated to all personnel; that policy is implemented with a transparent administrative system and evidence of compliance must show activity of that policy; e.g. relevant discipline measures have been considered and or applied.	Yes	The non-discrimination policy is available and communicated to all personnel through Employee Handbook.
5.2	All workers understand how to file a complaint or raise concerns about any management action that violates that policy.	Yes	Workers can report to their team leaders, HR or General Manager directly.
5.3	Wage slips or wage records of workers indicate equal pay for work of equal value (Auditors should look for discrepancies in pay, especially after training, seniority and previous experience have been factored in.).	Yes	Same work, same pay.
5.4	Job announcements and advertisements concerning the company are posted prominently in the workplace and do not specify race, gender or other personal characteristics of potential employees. Announcements should also not be placed exclusively in single gender or ethnic group locations.	Yes	All employees are hired only for the ability, experience and performance other than personal characteristics such as race, gender, ethnic group, religion, colour, political status and nationality, etc.
5.5	The worker population includes members from the diverse social/ethnic groups that comprise the local population.	Yes	
5.6	Does background data on the local population indicate possible discrimination; e.g. the absence of minorities.	Yes	
5.7	Management staff diversity indicates equal opportunities for advancement.	Yes	
5.8	Absence of lawsuits or government citations for discriminatory practices.	Yes	
5.9	Are all workers given equal opportunity to work in this facility (access to jobs, to training, the right of freedom of association, accommodation...)	Yes	All workers are given equal opportunity to work in this facility (access to jobs, to training, the right of freedom of association,accommodation...)
5.10	Does the company practice pregnancy testing before employment?	Yes	No pregnancy testing is required for women workers before employment.
5.11	Does the company practice pregnancy testing during employment?	Yes	No pregnancy testing is required for women workers during employment.
5.12	Are workers subjected to a medical prior to starting work? What are the possible consequences?	Yes	Any healthy worker for the job can be hired.

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5.13	What are the promotion procedures? Are they discriminatory?	Yes	A promotion procedure based on the working ability has been established and implemented.
<b>6 DISCIPLINARY PRACTICES</b>			
6.1	A procedures log is maintained which details any violations of the discipline policy by management and it is up-to-date on cases requiring action?	Yes	A written discipline policy has been established. Also discipline records are maintained
6.2	Workers know their rights via management and the procedures for filing complaints accordingly?	Yes	
6.3	Training and/or written information is offered to all employees regarding disciplinary policies and procedures?	Yes	
6.4	Is there any evidence of physical abuse of workers?	Yes	No physical abuse of workers is conducted.
6.5	Do pay records indicate any unusual or disparate treatment?	Yes	
6.6	Are recent company dismissals justified by valid records and reasons?	Yes	
6.7	Are there any indications that mental, physical or sexual coercion is practised by managers or supervisors?	Yes	No such behavior is found.
6.8	Are employees allowed to speak during working hours? If no, please explain:	Yes	
6.9	To a given worker's fault, do different supervisors take the same scale disciplinary practice?	Yes	Workers are equally treated by different supervisors.
6.10	Are disciplinary actions at any organisational hierarchy level recorded?	Yes	
6.11	Records support the existence of appeal procedures in cases where disciplinary measures have been questioned by employees.	Yes	
<b>7 WORKING HOURS</b>			
7.1	Is the Management awareness on this issues?	Yes	The Management is fully aware of this issue.
7.2	All employees are given an equal opportunity to work overtime?	Yes	
7.5	Are laws and/or policy posted?	Yes	China labour law, facility rules and regulations are posted in workshops.
7.6	What is the normal number of work hours including overtime, allowed by law?	Yes	8 hours per day as stipulated by the China Labour Law.
7.7	What are the maximum number of work hours, including overtime, observed?	Yes	The workers overtime is less than 3 hours per day within the legal maximum overtime limitation of 3 hours per day.

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7.8	Employees are allowed at least one day off in seven and are provided with reasonable lunch and other breaks during normal working hours	Yes	
7.9	Are there any employees whose normal number of work hours including overtime exceed the maximum number of hours allowed by law?	Yes	China labour law has the following requirements: Regular work time is 8 hours a day and 44 hours every one week. Work time shall not exceed 11 hours a day. Total number of overtime shall not exceed 36 hours a month. A worker shall have at least one regular day off in every 7 days. Checking the work time card, payroll records and employee interview, work hours including overtime meet these requirements.
7.10	Can employees refuse overtime without repercussions?	Yes	
7.11	Is the production capacity possible to be achieved with the known number of employees and known numbers of hours worked?	Yes	
7.12	How much time do employees have each day for breaks (in minutes)?	Yes	About 30 minutes for meal.
<b>8 COMPENSATION</b>			
8.1	Is the Management awareness on this issues?	Yes	The Management is fully aware of this issue.
8.2	Wage policies and practices address <ul style="list-style-type: none"> <li>- Skilled/unskilled manufacturing employees?</li> <li>- Non manufacturing employees?</li> <li>- Temporary employees?</li> <li>- Young workers?</li> <li>- Apprentices?</li> </ul>	<p>Yes</p> <p>Yes</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>RMB 1320 to RMB 1800 is paid for unskilled to skilled manufacturing employees.</p> <p>RMB 2000 to RMB 5000 is paid for Non-manufacturing employees.</p>
8.3	Does the lowest hourly wage paid by manufacturer equal or exceed, minimum hourly wage required by law/ collective agreement?	Yes	The lowest monthly wage paid by manufacturer is RMB 1320 exceeding minimum monthly wage 1140 required by law.
8.4	How are employees paid? ( ) Cash/ Check/ Direct to Bank Weekly/Bi-Weekly/Monthly		Cash Monthly
8.5	Employee & Payroll records are complete, accurate and updated	Yes	They are updated every month.

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8.6	Are the workers provided with an understandable wage Statement?	Yes	
8.7	Is time worked documented by time card and understood by all Employees or made understandable by other means?	Yes	Time card is used to show working time.
8.8	How are employees paid? By( ) the hour, on piecework, or other means		All employees are paid by hours.
8.9	Are any wages or fees (other than for housing or meals) withheld for any reason	Yes	Legal required social insurance fee is deducted from wages.
8.10	Are there any circumstances under which deductions from wages would be permitted e.g. disciplinary practices...?	No	The facility declares that no wage is actually deducted in last one year. But deducting wage is described in the operator work manual. For example, RMB 50 will be deducted if operator smokes in production area.
8.11	Are fines part of a codified disciplinary sequence in national law, related regulations and labour agreements. (This includes union approval) ?	Yes	Disciplinary fines in the operator work manual are registered by local labor bureau.
8.12	Are fines not retained by the employer?	N/A	Disciplinary fines are not retained by the employer.
8.13	Are charges made for either accommodation or meals?	Yes	No accommodation, free for meal.
8.14	Are employees compensated for overtime?	Yes	China labour law has the following requirements: 150%/200%/300% of normal wages is paid for overtime on workdays/weekends/holidays. Checking the work time card, payroll records and employee interview, employees are compensated for overtime meet these requirements.
8.15	Has the company a system in place for identifying local employment regulations?	Yes	
8.16	Has the company a system for ensuring that these are updated?	Yes	
8.17	How are the managers of this company informed of these regulations?	Yes	Local agency will send the updated regulations to the manager. Also the manager will search them in the government internet regularly.
8.18	Are the same controls applied to all employment contracts?	Yes	
8.19	Are apprenticeship schemes designed to provide defined skills?	N/A	No apprentice worker is used.
8.20	Does the company have a high ratio of non-regular employment contracted staff?	N/A	Only long-term contracted workers are used.
8.21	Are the requirements regarding rules about temporary contracts followed by the employer	N/A	No temporary workers are used.
8.22	Does the employer give annual leave or holidays required by law or higher industrial standards?	Yes	Annual leave required by law is given, from 7 days to 10 days based on different working years.

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8.23	Are employees compensated for accrued wages upon separation of Employment?	Yes	Employees are compensated based on his working years.
8.24	Does the manufacturer provide employee (included contracted workers) benefits?	No	<p><b>Partial compliance.</b></p> <p>About 30% of employees are provided with unemployment, medical, injury, maternity and retirement insurance.</p> <p>It violates the Article 73 of the Labour Law of P.R.C, which requires that labourers shall, under the following circumstances, enjoy social insurance benefits in accordance with the law:(1)Being retired;(2)Being ill or injured;(3)Being injured or disabled while on duty or contracted with occupational diseases;(4)Being unemployed;or(5)Childbirth.</p> <p>Facility shall fully comply with the Article 73 of the Labour Law of P.R.C., to provide all kinds of legal insurance for all employees including work-related, unemployment, medical, injury, retirement and maternity insurance. Otherwise, waivers shall be obtained from the local government.</p>
8.25	Payroll and personnel records provide evidence that employees are being paid and are receiving benefits in accordance with applicable legal requirements and prevailing local industry standards?	Yes	