Monitoring result for Shucheng County Ancheng Bamboo&Wood Handicraft Factory on site Shucheng County Ancheng Bamboo&Wood Handicraft Factory

amfori
Trade with purpose

Monitoring

Monitored Party	: Shucheng County Ancheng Bamboo&Wood Handicraft Factory
amfori ID	: 156-022275-000
Site	: Shucheng County Ancheng Bamboo&Wood Handicraft Factory
Site amfori ID	: 156-022275-002
Address	: Qianrenqiao Village, Qianrenqiao Town, Shucheng County
	: Lu'an
	: Anhui Sheng
	: China
Monitoring Activity	: amfori Social Audit - Manufacturing
Monitoring Type	: Full Monitoring
Submission Date	: 30/06/2022
Expiration Date	: 30/06/2024

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Overall rating



Section rating

PA1: Social Management System	B
PA 2: Workers Involvement and Protection	C
PA 3: The Rights of Freedom of Association and Collective Bargaining	A
PA 4: No Discrimination	A
PA 5: Fair Remuneration	B
PA 6: Decent Working Hours	A
PA 7: Occupational Health and Safety	B
PA 8: No Child Labour	A

PA 9: Special Protection for Young Workers	A
PA 10: No Precarious Employment	A
PA 11: No Bonded Labour	A
PA 12: Protection of the Environment	B
PA 13: Ethical Business Behaviour	A

General description

Shucheng County Ancheng Bamboo & Wood Handicraft Factory 舒城县安成竹木工艺品厂 (Uniform Code of Social Credit: 91341523686874895G (1-1)) was located at Qianrenqiao Village, Qianrenqiao Town, Shucheng County, Luan City, Anhui Province, China. This was a private company. The total land area occupied by the facility was about 5,000 square meters and the building area was about 1,500 square meters. They have established in March 2009 and moved to the current location since September 2018.

In view of the facilities, the facility used two 1-storey buildings for production areas and warehouses. And other one small 1-storey building was used as offices. No dormitory, canteen or kitchen was available. The main products manufactured by the facility were bamboo and wooden products. The main production processes were listed as follows: Bamboo & wood processing, Forming, Inspection and Packing.

A total of 48 employees were currently working in the facility, which included 41 production employees and 7 non-production employees. The employees' ages ranged from 25 to 65 years old. All 48 employees were from Anhui Province. No domestic migrant worker from other provinces of China or foreign migrant worker in the facility.

The attendance records from 01 June 2021 to 24 June 2022 (current audit day) were reviewed at this audit. All employees in the facility worked for 5 days a week. All employees worked in one shift and the regular working hour was from 07:30 to 17:00 with 1.5 hours' break from 11:30 to 13:00. Electronic card attendance recorder was used to record their working hours. There was no obvious peak month as per facility management.

The payroll records from June 2021 to May 2022 were reviewed at this audit. Employees' wages were calculated on an hourly-rated basis. The lowest basic wage paid to the sampled employees was RMB 1950 per month. It met the local minimum wage standard which was RMB 1430 per month since 12 March 2021. For overtime wages, 150 % and 200% of normal rate wages were paid by the facility to employees who worked on normal working days and rest days respectively. No overtime work was arranged on public holidays. Employees were paid by cash at around 15th of each month after the previous wage calculation cycle.

8 employees were interviewed, including 2 males and 6 females. Most of interviewees were a little shy and nervous. They claimed that they were satisfied with the working condition and management system in the facility.

This full initial audit was conducted by Intertek Testing Services Shenzhen Ltd. One auditor assessed / verified the facility's operations against BSCI Code of Conduct and local legislations on a sampling basis.

The facility managements gave the full access to all necessary areas for facility tour, and a private room was arranged for employees' interview. They were interested in audit process. They were able to discuss queries and issues found in open and honest manner. At the end of the audit, all the findings were accepted by the facility managements.

Remarks:
1. There was no government waiver provided by the facility in this audit.
2. There was no collective bargaining agreements in the facility.
3. There was no contractor used by the facility, which made the Contractor license/permit not applicable.
4. There was no agency used by the facility, which makes the agency labour contract not applicable.
5. #COVID19: The facility abided by state regulations with respect to COVID19. The facility checked all employees' body temperature before entering. Visitors should provide health codes and be required to check body temperature before entering. Verification of employees and visitors' current physical condition was verified via completion of a questionnaire.
6. The facility rented all buildings from Shucheng County Qianrenqiao New Energy Co., Ltd. And the relevant leasing contract was provided for review.
7. The general workforce in the facility was 48 including 4 male employees and 44 female employees. One employee (1 female employee) was off duty on day of audit, so the workforce on the day of audit was 47 including 4 male employees and 43 female employees.
8. No employee had participated in five types of social insurance, so no related document was uploaded.
9. The finding descriptions of 2.4 and 2.5 were not accurate and auditor revised them after closing meeting without any other change.

Audit Date: 24 June 2022
Auditing Company: Intertek
APSCA auditor registration No.: CSCA 21700406
Lead auditor: Erin Yu

Site Details

Site : **Shucheng County Ancheng Bamboo&Wood Handicraft Factory**

Site amfori ID : **156-022275-002**

GICS Classification

Sector : **Consumer Staples**

Industry Group : **Household & Personal Products**

Industry : **Personal Products**

Sub Industry : **Personal Products**

amfori Process Classifications

N.A.

GS1 Classifications

N.A.

NACE Classification

N.A.

Water Stress Situation

N.A.

Metrics

Key Metrics

Total workforce	**47** Workers
Legal minimum wage in local currency	**1430** Monthly
Lowest wage paid for regular work at the site	**1950** Monthly
Calculated living wage in local currency	**1624** Monthly
Total sample	**8** Workers

Other Metrics

Male workers	**4** Workers
Female workers	**43** Workers
Permanent workers - Male	**4** Workers
Permanent workers - Female	**44** Workers
Temporary workers - Male	**0** Workers
Temporary workers - Female	**0** Workers
Seasonal workers - Male	**0** Workers
Seasonal workers - Female	**0** Workers
Management - Male	**1** Workers
Management - Female	**0** Workers
Apprentices - Male	**0** Workers
Apprentices - Female	**0** Workers
Workers on probation - Male	**0** Workers
Workers on probation - Female	**0** Workers
Workers with night shift - Male	**0** Workers
Workers with night shift - Female	**0** Workers
Workers with disabilities - Male	**0** Workers
Workers with disabilities - Female	**0** Workers
Domestic migrant workers - Male	**0** Workers
Domestic migrant workers - Female	**0** Workers
Foreign migrant workers - Male	**0** Workers
Foreign migrant workers - Female	**0** Workers
Workers hired directly - Male	**4** Workers
Workers hired directly - Female	**44** Workers
Workers hired indirectly - Male	**0** Workers
Workers hired indirectly - Female	**0** Workers
Unionised workers - Male	**0** Workers
Unionised workers - Female	**0** Workers
Workers under CBA - Male	**0** Workers
Workers under CBA - Female	**0** Workers
Pregnant workers	**0** Workers
Workers on parental leave - Male	**0** Workers
Workers on parental leave - Female	**0** Workers
Sample - Male	**2** Workers
Sample - Female	**6** Workers

Findings

PA1: Social Management System

1.1 Through documentation review and management interview, auditor found that the facility had not fully set up an effective BSCI management system. Because many findings were detected regarding Workers Involvement and Protection, Fair Remuneration, Occupational Health and Safety and etc. in this audit. The question was scored partially because no finding was noted in other Performance Areas such as in No Discrimination, No Child Labour and etc. This finding was against amfori BSCI Code of Conduct, Principle on Social Management System and Cascade Effect.

1.1 通过文件查阅和管理人员访谈，发现企业并未建立起有效的BSCI社会责任管理体系。因为在审核中发现了关于工人参与度和保护、公平报酬、职业健康与安全等方面的问题。这个点的评级是部分符合，原因是在其他方面，如无歧视、无雇佣童工等没有发现问题。 这个问题点违反了amfori BSCI行为准则中的社会责任管理体系与级联效应。

PA 2: Workers Involvement and Protection

2.4 Though BSCI training was provided to workers and relevant BSCI standards were posted in notice board, through workers' interview, it was noted that 4 out of 8 interviewed workers still did not have sufficient understanding of BSCI standards, they did not know some contents, such as no precarious employment or the rights of freedom of association and collective bargaining. This finding was against amfori BSCI Code of Conduct, Principle on Workers Involvement and Protection.

2.4 审核发现企业虽然有给员工提供BSCI培训，相关的BSCI标准也有张贴在公告栏，但经面谈发现，所有8名面谈员工中的4名员工对于BSCI标准的了解仍然不足，他们不了解其部分内容，如无缺乏保障就业和结社自由和集体谈判权。 这个问题点违反了amfori BSCI行为准则中的工人参与和保护。

2.5 The facility had established an effective grievance mechanism for workers, however, the grievance mechanism for communities was not available. And the facility did not estimate and take actions, such as conduct regular survey on grievance procedure to improve the effectiveness of the grievance mechanism. This finding was against amfori BSCI Code of Conduct, Principle on Workers Involvement and Protection.

2.5 企业建立了有效的厂内员工的申诉机制，然而，企业没有建立社区申诉机制。且企业也未评估和采取措施如开展申诉机制的满意度调查来提高申诉机制的有效性。 这个问题点违反了amfori BSCI行为准则中的工人参与和保护。

PA 5: Fair Remuneration

5.5 Through documentation review, employee interview and management interview, no employee (0%) had participated in five types of social insurances which were employment injury insurance, basic endowment insurance, basic medical insurance, maternity insurance or unemployment insurance. Remark: There were 48 employees in the facility and 25 employees were retirees hired to work again in June 2022. The facility provided commercial injury insurance for all employees including all retirees from 24 September 2021 to 23 September 2022. Through employee interview and management interview, employees had rural pension insurances in the local area, but the facility did not provide rural pension insurance participated record for review. And the facility did not provide the reason for employees not join the social insurances. Law：In accordance with the Social Insurance Law of the People's Republic of China, Article 10 Employees shall participate in the basic endowment insurance. Article 23 Employees shall participate in the basic medical insurance for employees. Article 33 Employees shall participate in the employment injury insurance. Article 44 Employees shall participate in unemployment insurance. Article 53 Employees shall participate in maternity insurance.

5.5 通过文件查阅，员工访谈和管理人员访谈，企业中无员工（0%）参加五项保险，即工伤保险，养老保险，医疗保险，生育保险和失业保险。备注：企业在2022年6月总共有48名员工，25名为退休返聘员工。企业为所有员工（包含所有退休返聘员工）购买了商业意外险，时间期效为2021年09月24日至2022年09月23日。通过员工访谈和管理人员访谈，员工在当地有参加新农保，但企业未提供新农保参保记录供查阅。也未对员工没有购买社保的原因进行解释。 法律：依据《中华人民共和国社会保险法》第十条， 职工应当参加基本养老保险。第二十三条 职工应当参加职工基本医疗保险。第三十三条 职工应当参加工伤保险。第四十四条 职工应当参加失业保险。第五十三条 职工应当参加生育保险。

PA 7: Occupational Health and Safety

7.1 (Below findings were found)：1. Through documentation review, facility tour and employee interview, it was noted that the facility was not in line with the occupational health & safety regulations because some gaps were noted. Please refer to the relevant checkpoints in PA 7 for details. 2. Through facility tour, there were employees worked with dust and noise in bamboo & wood processing workshop. However, no pre-job or off post occupational health examination was provided for these employees. The question was scored partially because the facility was in line with health & safety regulations partially. Law/COC: 1. This finding was against amfori BSCI Code of Conduct, Principle on Occupational Health and Safety. 2. In accordance with the PRC Law of Prevention and Control of Occupational Diseases Article 35, the employer shall conduct regular occupational health examination for those labourers who are engaged in works with occupational hazard(s) as required by the public health administrative department under the State Council.

7.1 (企业存在以下问题点): 1. 通过文件审核、现场走访和员工面谈，发现企业没有符合职业健康安全的相关规定，因为发现了一些差距，请详见PA7的相关问题点。 2.审核员发现在企业竹木加工车间的员工接触粉尘和噪声。但是，企业未能提供这些员工中的岗前和岗后的职业病体检报告供审核员审阅。 这个问题的评级是部分符合，原因是企业部分符合健康安全的法规。 法

PA 7: Occupational Health and Safety

规/行为准则：1. 这个问题点违反了amfori BSCI行为准则中的职业健康与安全。 2.依据《中华人民共和国职业病防治法》 第三十五条，对从事接触职业病危害的作业的劳动者，用人单位应当按照国务院卫生行政部门的规定组织上岗前、在岗期间和离岗时的职业健康检查。

7.2 Remark: Sufficient injury insurance participated. There were 48 employees in the facility and 25 employees were retirees hired to work again in June 2022. Through documentation review, employee interview and management interview, although no employee (0%) had participated in employment injury insurance. The facility provided commercial injury insurance for all employees including retirees from 24 September 2021 to 23 September 2022.

7.2 备注：工伤保险参保充足。通过文件查阅，员工访谈和管理人员访谈，虽然企业中无员工（0%）参加五项保险，即工伤保险，养老保险，医疗保险，生育保险和失业保险。企业为所有员工（包含退休返聘员工）购买了商业意外险，时间期效为2021年09月24日至2022年09月23日。

7.4 It was noted that there was no cooperation between management and worker representative and employees when developing and implementing system towards ensuring OHS, for example, through worker representative interview and employee interview, it was noted that the workers and their representative were not involved in health and safety risk assessment. This finding was against amfori BSCI Code of Conduct, Principle on Occupational Health and Safety.

7.4 审核发现企业在制定和推行健康安全系统时，管理层与员工代表和员工之间缺乏合作，例如，通过对工人代表及工人的访谈，得知工人和工人代表没有参与职业健康安全风险的评估。 这个问题点违反了amfori BSCI行为准则中的职业健康与安全。

7.6 During facility tour, although the facility provided proper personal protective equipment to relevant employees, both employees working in bamboo & wood processing workshop only wore earplugs and anti-dust masks, they did not wear the provided goggles. Law: In accordance with Law of the PRC on Work Safety Article 45, Production and business entities shall provide their employees with work protection gears that are up to national standards or industrial specifications, and they shall give instruction to their employees and see to it that they wear or use these gears in accordance with the rules for their use.

7.6 在现场巡查时，虽然企业为相应的员工提供了合适的劳保用品，但竹木加工车间所有的2名员工仅佩戴耳塞和防尘口罩，未佩戴企业提供的护目镜。 法规：依据《中华人民共和国安全生产法》第四十五条，生产经营单位必须为从业人员提供符合国家标准或者行业标准的劳动防护用品，并监督、教育从业人员按照使用规则佩戴、使用。

7.7 Remark: There was no hazardous substance such as hazardous chemical and etc. used or stored in the facility.

7.7 备注：企业未使用和储存危险物质，比如危险化学品等。

7.9 No occupational hazard notice was set up at prominent location. During facility tour, auditor found that hazardous factors existed in bamboo & wood processing workshop with dust and noise. However, the facility didn't set up occupational hazard notice (warning signs and Chinese warning explanations) at prominent location. Law: In accordance with the PRC Law of Prevention and Control of Occupational Diseases Article 24, The employer of its workplace where occupational disease hazards are produced shall set up bulletin boards at prominent locations to publish the rules and regulations for prevention and control of occupational diseases, the operating procedures, emergency rescue measures in accidents caused by occupational hazard(s), and the monitoring test results of the occupational hazard factor(s) at the workplace. At prominent locations, warning signs and Chinese warning explanations shall be put up at the operation posts where serious occupational hazard(s) are produced. The explanations shall clearly furnish with the categories, consequences and prevention of and the emergency rescue measures for, the occupational hazard(s).

7.9 企业未在醒目位置设置职业危害公告。在现场巡查时，审核员发现在竹木加工车间存在粉尘和噪声。但是，企业并未在醒目位置设置职业危害公告（警示标识和中文警示说明）。 法规：依据中华人民共和国职业病防治法 第二十四条，产生职业病危害的用人单位，应当在醒目位置设置公告栏，公布有关职业病防治的规章制度、操作规程、职业病危害事故应急救援措施和工作场所职业病危害因素检测结果。对产生严重职业病危害的作业岗位，应当在其醒目位置，设置警示标识和中文警示说明。警示说明应当载明产生职业病危害的种类、后果、预防以及应急救治措施等内容。

7.13 Through onsite observation, auditor found that no safety inner cover was installed to one out of five randomly selected electrical switch boxes in the facility, these electronic switch boxes were unlocked. The question was scored partially because other randomly selected electrical switch boxes in the facility were safety with locked device. Law: In accordance with National Safety Technical Code for Electric Equipments – GB19517-2009 Article 2.2, Preventive measure against the hazard of electric shock 2.2.3, in order to prevent accidental contact with live parts, special structures and shell can be used for electrical equipment, or direct contact protection technology such as installing electrical equipment in a closed electrical operation site can be adopted. The shell and other parts used as protection against direct contact are only allowed to be disassembled or opened with tools.

7.13 现场巡查时，审核员发现：在企业随机抽取的5个电箱中有1个电箱无安全内盖。这些电箱均未上锁。这个问题的评级是部分符合，原因是企业随机抽取的电箱是安全的，均已上锁。 法规：依据《国家电气设备安全技术规范》-GB19517-2009 第2.2条电击危险防护2.2.3 为防止意外接触带电部分，可以采用电气设备结构与外壳，或将其装置在封闭的电气作业场中等直接接触保护技术。外壳等用作防止直接接触保护的部件只允许用工具拆卸或打开。

7.21 Remark: No canteen or kitchen was provided by the facility.

7.21 备注：企业没有提供餐厅和厨房。

7.22 It was noted that no paper or soap etc. necessary supply was placed in the toilets of the facility. And no privacy door was installed for the toilets. This finding was against amfori BSCI Code of Conduct, Principle on Occupational Health and Safety.

7.22 审核发现企业未在卫生间配置肥皂和厕纸等物品。且未在卫生间安装隐私门。 这个问题点违反了amfori BSCI行为准则中的职业健康与安全。

7.23 Remark: No transportation was provided by the facility.

7.23 备注：企业没有提供交通给员工。

PA 7: Occupational Health and Safety

7.25 During facility tour, auditor found that the facility did not equip with temperature and humidity meter in workshops and set up the records to ensure the temperature and humidity were adequate for the health and safety of workers. This finding was against amfori BSCI Code of Conduct, Principle on Occupational Health and Safety.

7.25 通过现场走访，审核员发现企业在车间没有安装温湿度计，并且保持纪录来确保车间的温湿度满足员工的安全健康要求。 这个问题点违反了amfori BSCI行为准则中的职业健康与安全。

PA 12: Protection of the Environment

12.4 The facility did not perform monitoring tests for pollutants. During facility tour, auditor found that the waste gas was generated from bamboo & wood processing workshop. However, the facility could not provide monitoring report of waste gas for review. Law: In accordance with Measures for Administration of Environmental Surveillance Article 21 A discharging unit shall self-monitor the situation of pollutant discharge according to the requirements of environmental protection departments above county level and the technical manual of state environmental surveillance. If a discharging unit, conforming to technical manual of state environmental surveillance, is inspected by the environmental surveillance institution under the environmental protection department above county level to meet the requirements on capability and technical conditions, its surveillance data can be used as the basis for identification of the varieties and quantities of pollutants discharged. A discharge unit, without ability for environmental surveillance, shall commission an environmental surveillance institution under the environmental protection department or environmental surveillance institution identified by the environmental protection department at provincial level for surveillance; expenditure of the surveillance performed by an environmental surveillance institution after accepting the commission should be borne by the commissioning party, in accordance with the relevant state regulations.

12.4 企业没有对污染物的排放进行监测。在现场巡查时，审核员发现企业竹木加工车间产生废气，但是企业无法提供废气监测报告供审核员审阅。 法规：依据《环境监测管理办法》第21条，排污者必须按照县级以上环境保护部门的要求和国家环境监测技术规范，开展排污状况自我监测。排污者按照国家环境监测技术规范，并经县级以上环境保护部门所属环境监测机构检查符合国家规定的能力要求和技术条件的，其监测数据作为核定污染物排放种类、数量的依据。不具备环境监测能力的排污者，应当委托环境保护部门所属环境监测机构或者经省级环境保护部门认定的环境监测机构进行监测。

PA 13: Ethical Business Behaviour

13.1 It was noted that the facility had established policy and procedure on business ethic, however, the 2 out of 8 interviewed employees were not aware of the policy and procedures. The question was scored partially because other 6 interviewed employees were aware of the relevant policy and procedures. This finding was against amfori BSCI Code of Conduct, Principle on Ethical Business Behaviour.

13.1 企业虽建立了商业道德的政策和程序，但所有8名受访员工中有2名员工对该政策和程序不了解。这个问题的评级是部分符合，原因是其余6名受访的员工表示他们了解相关的政策和程序。 这个问题点违反了amfori BSCI行为准则中的道德的商业行为。