Monitoring summary report for Anhui Ancheng Bamboo and Wood Tableware CO., LTD

MONITORING ID: 23-0228830

amfori
Trade with purpose

Monitored Party **Anhui Ancheng Bamboo and Wood Tableware CO., LTD**	amfori ID **156-051449-000**	Address **NO.006 XINGQIAO STREET, QIANRENQIAO TOWN, SHUCHENG COUNTY, LUAN CITY, ANHUI PROVINCE, 231300 LUAN, Anhui Sheng, China**
Monitoring Activity **amfori Social Audit - Manufacturing**	Monitoring Type **Full Monitoring**	Monitoring Partner **TÜV NORD CERT GmbH**
Monitoring Start Date **19/12/2023**	Closing Meeting Finished Date **20/12/2023**	Submission Date **23/12/2023**
Expiration Date **23/12/2025**	Announcement Type **Fully Announced**	
Site **Anhui Ancheng Bamboo and Wood Tableware CO., LTD**	Site amfori ID **156-051449-001**	

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OVERALL RATING



SECTION RATING

PA1: Social Management System	**C**	
PA 2: Workers Involvement and Protection	**A**	
PA 3: The Rights of Freedom of Association and Collective Bargaining	**A**	
PA 4: No Discrimination, Violence or Harassment	**A**	
PA 5: Fair Remuneration	**B**	

PA 6: Decent Working Hours	**C**	
PA 7: Occupational Health and Safety	**A**	
PA 8: No Child Labour	**A**	
PA 9: Special Protection for Young Workers	**A**	
PA 10: No Precarious Employment	**A**	
PA 11: No Bonded, Forced Labour or Human Trafficking	**A**	
PA 12: Protection of the Environment	**A**	
PA 13: Ethical Business Behaviour	**A**	

GENERAL DESCRIPTION

Announced Type: Fully-Announced
Monitoring Type: Full Monitoring
Monitoring Partner: TÜV NORD CERT GmbH (APSCA Firm Member: 11600051)
Auditor: Junhua Tao, APSCA Auditor Number: CSCA 21701168
Monitoring Schedule Details: 1 auditor x 1.5 days onsite

[Location and size]:
Anhui Ancheng Bamboo and Wood Tableware CO., LTD (安徽安成竹木餐具有限公司) is located at NO.006 XINGQIAO STREET, QIANRENQIAO TOWN, SHUCHENG COUNTY, LUAN CITY, ANHUI PROVINCE, China (安徽省六安市舒城县千人桥镇兴桥街006号).
The Uniform Code of Social Credit is 91341523MA8P2B0F80, valid from May 20th, 2022 to long term.

[Structure of facility]:
The audited factory used one 4-storey building for office, workshop and warehouse. No canteen or dormitory facility was provided for employees. The total area of structure used by the auditee was about 10000 S.Q. meters.

[Process of facility]:
The main products manufactured by the auditee were disposable bamboo pick and skewer, bamboo and wooden tableware (fork, spoon, knife, plate), bamboo and wooden toothpick, wooden coffee stirrer for food application, and the main process was listed as below: boiling, peeling, slicing, dicing, drying, polishing, finished, bamboo laser cutting, inspection and packing.
No process was subcontracted to other factories. No homeworker was used by the auditee.

[Employee analysis]:
A total of 98 employees including 8 male employees and 90 female employees were currently working in the auditee, including 1 migrant from other province. There were 93 production employees including 7 males and 86 females. There were 5 non-production employees including 1 male and 4 females. No children or young workers worked in the factory. There was no Trade Union or worker committee available in the factory, but there was 1 worker representative elected by workers.

[Summary of working hours]:
Attendance records from December 2022 to the current month were reviewed in this audit.
The working time was recorded by electronic attendance recorder and every worker must scan the working hours when on and off duty.
The regular working hour was carried out for 8 hours a day and 40 hours a week in the factory.
There was only 1 shift work from 7:30 to 17:30 with 2 hours lunch break from 11:30 to 13:30.
The workers generally had overtime work for 2 hours/night (18:30-20:30) & 3 nights/week on weekdays and 8 hours (7:30-17:30) on Saturdays.
All workers always had 1-day off in a week.
According to the sampled attendance records, the maximum overtime hours for workers were 2 hours/day and 60 hours/month, and the maximum working hours were 54 hours a week.

[Summary of compensation]:
Payroll records from December 2022 to November 2023 were reviewed during the audit.
All employees' wages were paid by hourly rate, and the lowest wage for regular work was RMB2530 per month which was higher than legal minimum wage i.e. RMB1870 per month since March 1st, 2023 and RMB 1430 before March 2023.
For overtime premium, 150% and 200% of basic wages were paid to employees for their overtime hours on workdays and rest days respectively, and no overtime was arranged on public holidays.
The wages were paid in cash around 15th of the following month.
The factory did not provide social insurance to the employees. The factory provided commercial accident insurance to all employees who were not covered by social insurance; the valid date was one year.

[Note for living wage calculation]:
The source of data for living wage was manually calculated by auditor according to the concept of Anker methodology. The formula "Net Living Wage = Cost of Basic but Decent Life for a Family / Number of Workers per Family". The specific data used is sourced from the National Economy and Society Development Statistical Bulletin, the Seventh National Census Report (2020) and the Statistical Communique of the People's Republic of China on the 2021 National Economic and Social Development.

[Summary of Interview]:
Worker interview were conducted individually and in group.
Randomly selected 12 employees, no complaints were raised.

[Overall Circumstances]:
The auditee management and workers (representative) showed a positive attitude to this audit during the whole process. There was no abnormal levels of production or workforce composition identified during the audit. The audit was basically fulfilled according to the audit plan sent prior to the audit. At the end of the audit, all the findings were accepted by the auditee. The performance areas needed improvements were as follows: PA1-2, PA5-7 and PA 13.

[Special scene during on site observed]:
1. There was no contractor and agency used by the auditee, so the agency labor contract or contractor license/permit was not applicable for the auditee.
2. The auditee did not obtain any government waiver.
3. There was no collective bargaining agreement in the auditee.
4. Due to personal data protection law/requirement, the personal information related to attached documents had been treated confidentially on the BSCI platform.
5. For COVID-19, there was no special or mandatory requirement from local government currently.

SITE DETAILS

Site
Anhui Ancheng Bamboo and Wood Tableware CO., LTD

Site amfori ID
156-051449-001

GICS Classification

Sector
Consumer Discretionary

Industry Group
Consumer Durables & Apparel

Industry
Household Durables

Sub Industry
Housewares & Specialties

amfori Process Classifications

N.A.

GS1 Classifications

N.A.

NACE Classification

N.A.

Water Stress Situation

N.A.

METRICS

Key Metrics

Total workforce	**98**	**Workers**
Legal minimum wage in local currency	**1,870**	**Monthly**
Lowest wage paid for regular work at the site	**2,530**	**Monthly**
Calculated living wage in local currency	**2,000**	**Monthly**
Total sample	**12**	**Workers**

Other Metrics

Male workers	**8**	**Workers**
Female workers	**90**	**Workers**
Non-binary workers	**0**	**Workers**
Permanent workers - Male	**8**	**Workers**
Permanent workers - Female	**90**	**Workers**
Permanent workers - Non-binary	**0**	**Workers**
Temporary workers - Male	**0**	**Workers**
Temporary workers - Female	**0**	**Workers**
Temporary workers - Non-binary	**0**	**Workers**
Seasonal workers - Male	**0**	**Workers**
Seasonal workers - Female	**0**	**Workers**
Seasonal workers - Non-binary	**0**	**Workers**
Management - Male	**1**	**Workers**
Management - Female	**4**	**Workers**
Management - Non-binary	**0**	**Workers**
Apprentices - Male	**0**	**Workers**
Apprentices - Female	**0**	**Workers**
Apprentices - Non-binary	**0**	**Workers**
Workers on probation - Male	**0**	**Workers**
Workers on probation - Female	**0**	**Workers**
Workers on probation - Non-binary	**0**	**Workers**
Workers with night shift - Male	**0**	**Workers**
Workers with night shift - Female	**0**	**Workers**
Workers with night shift - Non-binary	**0**	**Workers**
Workers with disabilities - Male	**0**	**Workers**
Workers with disabilities - Female	**0**	**Workers**
Workers with disabilities - Non-binary	**0**	**Workers**
Domestic migrant workers - Male	**0**	**Workers**
Domestic migrant workers - Female	**1**	**Workers**
Domestic migrant workers - Non-binary	**0**	**Workers**
Foreign migrant workers - Male	**0**	**Workers**

Foreign migrant workers - Female	**0**	**Workers**
Foreign migrant workers - Non-binary	**0**	**Workers**
Workers hired directly - Male	**8**	**Workers**
Workers hired directly - Female	**90**	**Workers**
Workers hired directly - Non-binary	**0**	**Workers**
Workers hired indirectly - Male	**0**	**Workers**
Workers hired indirectly - Female	**0**	**Workers**
Workers hired indirectly - Non-binary	**0**	**Workers**
Unionised workers - Male	**0**	**Workers**
Unionised workers - Female	**0**	**Workers**
Unionised workers - Non-binary	**0**	**Workers**
Workers under CBA - Male	**0**	**Workers**
Workers under CBA - Female	**0**	**Workers**
Workers under CBA - Non-binary	**0**	**Workers**
Pregnant workers	**0**	**Workers**
Workers on parental leave - Male	**0**	**Workers**
Workers on parental leave - Female	**0**	**Workers**
Workers on parental leave - Non-binary	**0**	**Workers**
Sample - Male	**4**	**Workers**
Sample - Female	**8**	**Workers**
Sample - Non-binary	**0**	**Workers**

FINDINGS

PA1: Social Management System

Site: Anhui Ancheng Bamboo and Wood Tableware CO., LTD | Site amfori ID: 156-051449-001

Question: 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on document review and management interview, it was noted that the auditee had established management procedures to implement the amfori BSCI Code of Conduct, appointed senior manager responsible for it, but it was not well implemented, such as the factory had established working hours control procedure; however, the monthly overtime hours exceeded legal limit.	工厂部分遵循该准则。基于文件查阅和管理层访谈，审核员发现被审核方已经建立了确保amfori BSCI有效实施的管理制度，指定高阶经理负责，但是它没有很好的实施，比如工厂已经建立了工作时间管理程序，然而月加班时间超过法律限制。

Question: 1.4 Is there satisfactory evidence that the auditee's workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on document review and management interview, it was noted that the facility had established procedures on workforce capacity evaluation, but the facility did not conduct workforce capacity assessment. Based on PA 6.2, the monthly overtime hours exceeded the law requirements.	工厂部分遵循该准则。基于文件查阅和管理层访谈，审核员发现企业已经建立了关于产能评估的程序，但是企业没有进行产能评估。基于PA6.2，审核员发现工人的月加班时间超过法律要求。

PA 2: Workers Involvement and Protection

Site: Anhui Ancheng Bamboo and Wood Tableware CO., LTD | Site amfori ID: 156-051449-001

Question: 2.5 Is there satisfactory evidence that the auditee has established, or participates in, an effective operational-level grievance mechanism for individuals and communities?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on document review and factory tour, it was noted that the auditee had set up related suggestion box	工厂部分遵循该准则。基于文件查阅和现场走访，审核员发现被审核方已经建立了意见箱管理程序和申诉机制；相应的负责人定期开启意见箱。然而，

Finding	
management procedures and related grievance mechanism; the responsible staff would open the suggestion box regularly. However, the auditee did not post complaints procedure beside the suggestion box.	被审核方没有在意见箱附近张贴申诉程序。

PA 5: Fair Remuneration

Site: Anhui Ancheng Bamboo and Wood Tableware CO., LTD | Site amfori ID: 156-051449-001

Question: 5.5 Is there satisfactory evidence that the auditee provides workers with the social benefits that are legally granted without negative impact on their pay, level of seniority, position, or promotion prospects?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on document review, management interview and workers interview, it was noted that the factory did not provide social insurance to the employees. The factory provided commercial accident insurance to all employees who were not covered by social insurance; the valid date was one year. The facility did not obtain waiver about social insurance from the local government. (Article72&73 of the Labor Law of the People's Republic of China) Remark: The reason that the employees did not purchase social insurance was that they wanted to make more money and were not willing to take part of their wage to purchase social insurance.	工厂部分遵循该准则。基于文件查阅，管理层和员工访谈，审核员发现工厂没有提供社会保险给员工。工厂有提供商业意外险给所有没有参加社会保险的员工，商业险有效期为一年。工厂没有取得当地政府颁发的有关社保的批文。（《中国人民共和国劳动法》第七十二条，第七十三条）备注：员工不参加社会保险的原因是他们不想拿出一部分工资购买社会保险以取得更多的当期收入。

PA 6: Decent Working Hours

Site: Anhui Ancheng Bamboo and Wood Tableware CO., LTD | Site amfori ID: 156-051449-001

Question: 6.2 CRUCIAL: Is there satisfactory evidence that the auditee request of overtime is in line with the requirements of the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee did not respect this principle. Based on document review, management and workers interview, it was identified that the overtime of the workers exceeded 36 hours in the randomly selected months, such as the overtime was 58 hours in November 2023, 60 hours in July 2023	工厂未遵循该准则。基于文件查阅，管理层和员工访谈，审核员发现工厂的员工在随机抽选月份加班超过36小时，例如工人在2023年11月加班58小时，在2023年7月加班60小时，在2023年3月加班58小时，工厂应确保每月加班不得超过三十六小时。(中华人民共和国劳动法第41条)

Finding	
and 58 hours in March 2023 respectively. The factory should make sure the monthly overtime not exceed 36 hours. (The PRC Labor Law article 41)	

PA 7: Occupational Health and Safety

Site: Anhui Ancheng Bamboo and Wood Tableware CO., LTD | Site amfori ID: 156-051449-001

Question: 7.4 Is there satisfactory evidence of active cooperation between management and workers (and/or their representatives) when developing and implementing systems towards ensuring OHS?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on document review, management and workers interview, it was noted that workers or worker representatives did not take part in health & safety risk assessment.	工厂部分遵循该准则。基于文件查阅，管理层和员工访谈，审核员发现工厂进行健康安全风险评估时，员工和员工代表没有参与其中。

Question: 7.9 Is there satisfactory evidence that the auditee makes visible potential hazards to the workers and visitors through signs and warnings?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on factory tour, it was noted that no warning sign was marked on one switch box in boiling section in the factory. (Warning Sign in the Guidelines for Safety Signs and Usage GB 2894-2008, article 4.2.3, warning sign, form 2, 2-7)	工厂部分遵循该准则。基于现场走访，审核员发现工厂蒸煮车间的一个电箱没有安装警示标识。（《安全标志及使用导则（GB 2894-2008）》警示标志4.2.3, 表2, 2-7）

Question: 7.11 Is there satisfactory evidence that the auditee confirms that the equipment and buildings used for production are stable and safe?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on factory tour, it was noted that partial goods were stored against the wall in incoming goods storage area. (Article 18 of Rules for Warehouse Fire Prevention Safety Management)	工厂部分遵循该准则。基于现场走访，来料存放区有部分货物靠墙堆放。（《仓库防火安全管理规则》第18条）

PA 13: Ethical Business Behaviour

Question: 13.1 Is there satisfactory evidence that the auditee actively opposes any act of corruption, extortion or embezzlement, or any form of bribery in its activities as a business enterprise?

ENGLISH	LOCAL LANGUAGE
Finding	
The auditee partially respects this principle. Based on document review and workers interview, it was noted that the interviewed workers were not aware of the business ethics although the auditee had provided training to the workers about the business ethics.	工厂部分遵循该准则。基于文件查阅和员工访谈，审核员发现被审核方虽然有提供商业道德的培训给员工，但是访谈员工并不了解相关内容。