

# Workplace Conditions Assessment Report

Measured Results —Improved Performance



## TEAM CONCEPTS PRINTING FTY

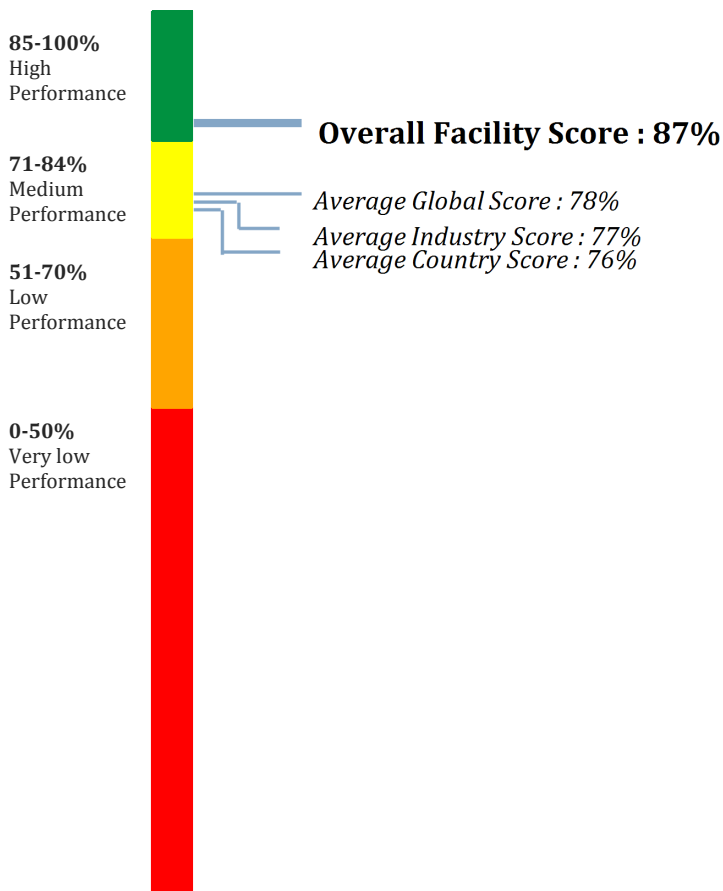
### GENERAL INFORMATION

Overall Facility Score : **87%**

Report No :	F_IAR_5381	City :	Dongguan
Audit Date :	Sep 19, 2014	Country :	China
Last Audit :	Apr 01, 2014 (48%)	Auditors :	Primary: Winne Tao
Assessment Stage :	Re-Audit		Secondary: Rina Fu
Schedule Type :	Announced	Service Provider:	Intertek

### WORKPLACE PERFORMANCE INDEX AND SUMMARY

Participating facilities: 14182



Assessment area	Score results	Number of non-compliances by rating				
		Zero Tolerance	Major	Moderate	Minor	Notscored
<b>Overall</b>	<b>87%</b>	-	-	5	4	-
Labor	<b>100%</b>	-	-	-	-	-
Wages & Hours	<b>85%</b>	-	-	1	-	-
Health & Safety	<b>93%</b>	-	-	1	2	-
Management Systems	<b>65%</b>	-	-	2	1	-
Environment	<b>67%</b>	-	-	1	1	-

## A. FACILITY PROFILE

### A1. FACILITY INFORMATION

<b>Facility Name:</b>	Team Concepts Printing Fty	<b>Facility Legal Status:</b>	Privately owned
<b>Facility Legal Name:</b>	Dongguan Hongjin Printing Factory (The facility use Team Concepts Printing Fty as external English name)	<b>Year facility began operations:</b>	2006
<b>Audit Location:</b>	Jinfu 2 Rd, Huanan Ind Park Liaobu Town	<b>Located in special economic zone:</b>	No
<b>City:</b>	Dongguan	<b>Person responsible for overall social compliance issues:</b>	Mr. Wu Gaoxiong
<b>Country:</b>	China	<b>Valid certificate for social compliance certification program:</b>	None
<b>Contact Name:</b>	Mr. Wu Gaoxiong	<b>Vendor Name:</b>	N/A
<b>Contact Title:</b>	Manager	<b>Security systems in place:</b>	<i>Yes Fencing wall was enclosed the facility. There was one access gate with security guard posted on site to monitor the access to the facility.</i>
<b>Industry:</b>	Paper products		
<b>Building Description:</b>	One 3-storey building were used as production floor and warehouse(1944 square meters); one 3-storey building was used as office; one 5-storey building was used as dormitory(413.1 square meters). A canteen and kitchen was located on the first floor of the 5-storey building. All buildings are reinforced concrete structures.		
<b>Special building type:</b>	None NA		

## A2. PRODUCTION INFORMATION

<b>Products manufactured/ Services provided:</b>	Printing products	<b>Time record system(s) used:</b>	Swipe Card system
<b>Production process/ Service elements:</b>	Printing, Modeling, Cutting, Gluing, Pasting, Inspection, Packing.	<b>Chemicals or hazardous materials on-site:</b>	Yes <i>Glue, Alcohol, IPA Isopropyl Alcohol, Ink.</i>
<b>Production capacity a week:</b>	2 containers	<b>Current production/ Services for client:</b>	NA
<b>Total number of machines:</b>	40 sets		
<b>Main machine types:</b>	Print machines, cutting machines, modeling machines, paste machine, etc.		
<b>Shifts and Operating hours:</b>	Employees in all departments worked for 5 days a week in 1 shift, the normal working hours was from 08:00 to 12:00 and from 13:30 to 17:30.		

## A3. EMPLOYEE INFORMATION

<b>Range of total number of employees at the facility:</b>	101-500 employees	<b>Female Employees:</b>	52
<b>Union name:</b>	None	<b>Male Employees:</b>	52
<b>Employs juvenile workers:</b>	None	<b>Mgmt Employees:</b>	30
<b>Hires through employment agent:</b>	No <i>No such employee was found in the facility.</i>	<b>Production (Non- Management) Employees:</b>	74
<b>Employee nationalities/ provinces:</b>	Guangdong, Hunan, Hubei, etc.	<b>Local Employees:</b>	6
		<b>Foreign/Migrant Employees:</b>	98
		<b>Languages spoken in the facility:</b>	Chinese
		<b>Management and employees speak same language :</b>	Yes

## A4. SUBCONTRACTOR INFORMATION

No subcontractor information given

## A5. GENERAL INFORMATION

This was a re-audit on behalf of the client. The purpose and procedures of this visit were explained to Mr. Wu Gaoxiong/ Manager and other facility representatives. The audit was permitted immediately. In general, the attitude of the facility management was positive. Locked doors encountered during facility tour were unlocked quickly. At last, a closing meeting was held with Mr. Wu Gaoxiong/ Manager. All violations were accepted.

### Emergency Preparedness Summary

The facility had good control to manage the emergency preparedness. They provided the fire safety equipment throughout the facility such as fire extinguishers, fire alarms and fire hydrants. All the firefighting equipments were inspected monthly. Evacuation maps were posted on each floor with emergency team, emergency plan, position of firefighting equipments, and photo of fire teams. Emergency routes were clear marked on each floor which can lead employees to emergency exits. Exit signs were posted at exit doors. Fire evacuation drills were conducted for all employees in 2014. The facility conducted the fire drills twice a year and arranged the fire fighting trainings every month, especially for new coming employees.

## A6. AUDIT PROCESS

### *Audit pay period provided for review*

Records	From	To
5 Months Payroll	March 2014	July 2014
5 Months Attendance	02-04-2014	19-09-2014
<b>Special Comments</b>	This is an re-audit and the last audit day was April 1, 2014.	

### *Employee interview sampling*

Individual	20
Group	2 groups of 5
Total interviewed	30 samples (18 females + 12 males)

### *Payroll and attendance records sampling*

Period	From	To	Peak Season	Records Reviewed
Current Period	01-07-2014	31-07-2014	No	20
Period 1	01-06-2014	30-06-2014	No	5
Period 2	01-05-2014	31-05-2014	No	5
<b>Total</b>				30

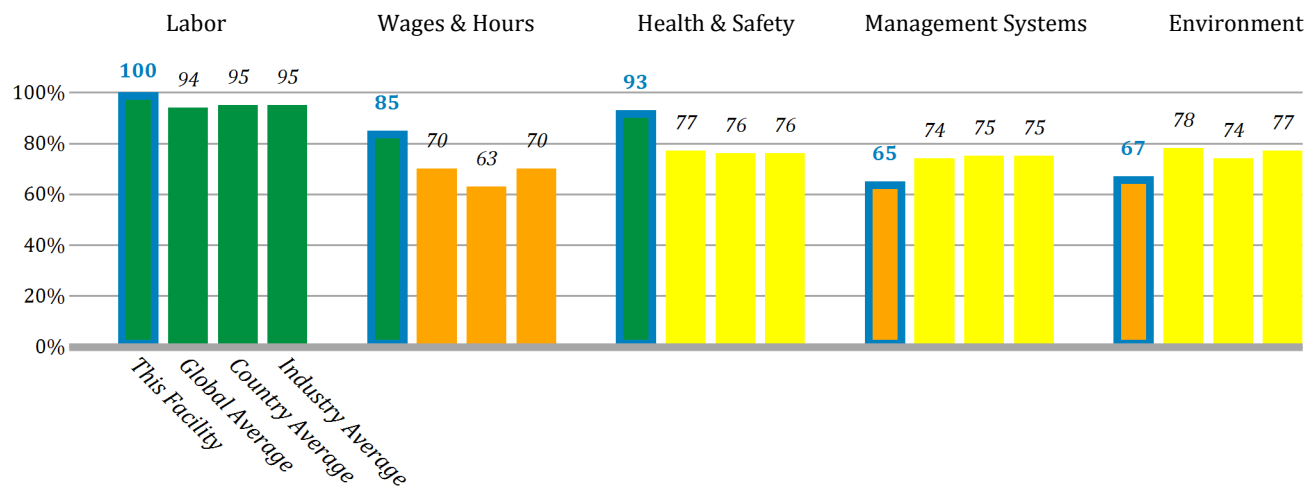
### *Other records reviewed*

Personnel records	Security log book
Production records	Non-Production records
Employment contracts	Legal Permits
Social insurance documentation	Employee leave register
Health examination records	Machine maintenance records

## B. KEY PERFORMANCE METRICS

### B1. COMPARISON BENCHMARK

Current performance — Global average, China average, Paper products average

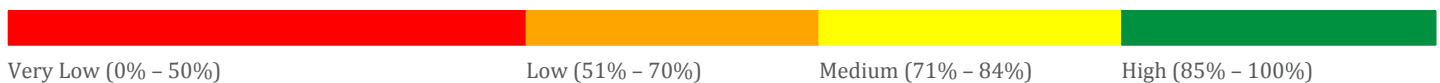


### B2. PERFORMANCE TREND ANALYSIS

Section Name	Current (19-Sep-2014)	Last (Not Applicable)	First (01-Apr-2014)	Change (Current-Last)	Change (Current-First)
Labor	100	Not Applicable	87	Not Applicable	14 % ▲
Wages & Hours	85	Not Applicable	15	Not Applicable	466 % ▲
Health & Safety	93	Not Applicable	57	Not Applicable	63 % ▲
Management Systems	65	Not Applicable	61	Not Applicable	6 % ▲
Environment	67	Not Applicable	32	Not Applicable	109 % ▲
<b>Overall Score</b>	<b>87</b>	<b>Not Applicable</b>	<b>48</b>	<b>Not Applicable</b>	<b>81 % ▲</b>

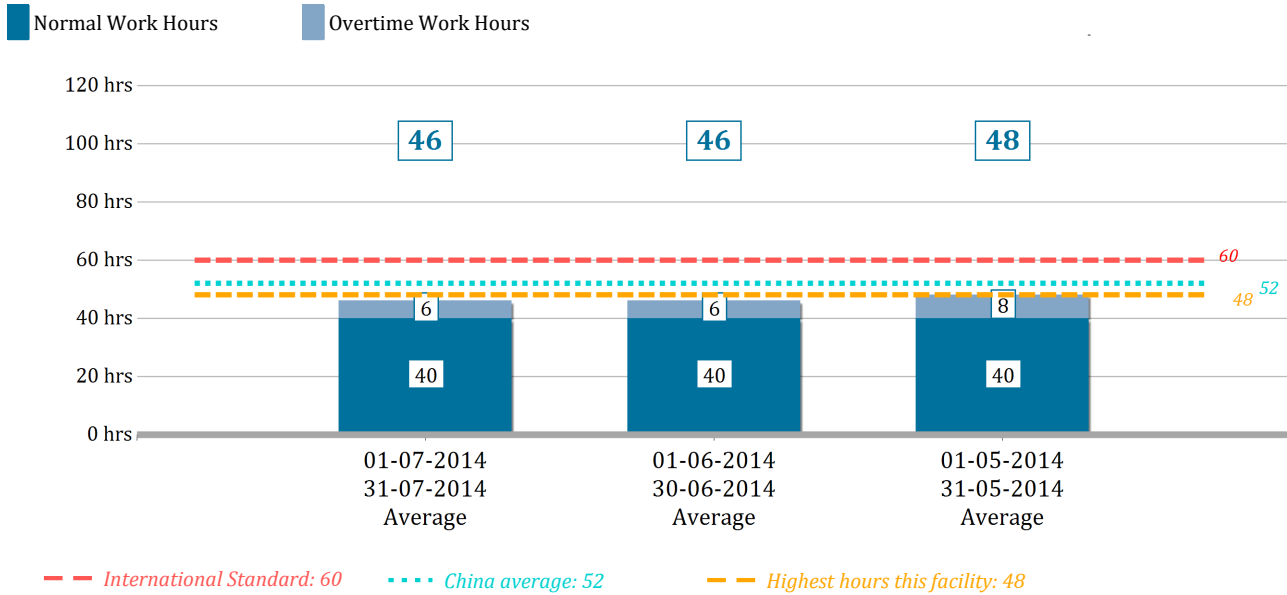
▲ Advancers   ■ Constant   ▼ Decliner

#### PERFORMANCE RATING

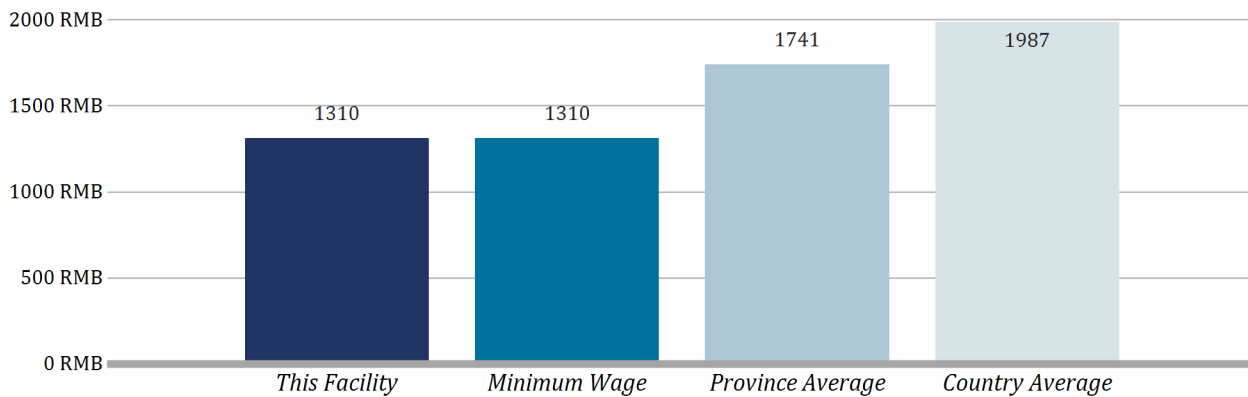


## B3. WORKING HOURS AND WAGES

### Average total hours worked weekly



### Average wages paid in local currency (RMB)



### Special wage circumstances:



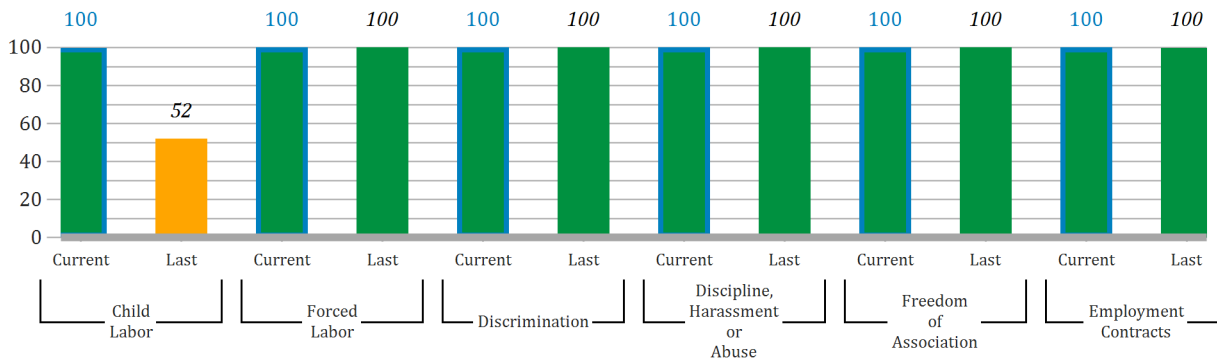
**Wages and hours summary:** Employees used IC card system to record their working hours. The employees work for 5 days per week in 1 shift. The normal working hour is from 08:00-12:00, 13:30-17:30. The weekday in the facility was from Monday to Friday. Generally, employees worked daily overtime hours 0 or 2 hours. The overtime hours per month were 8 hours to 30 hours for the random samples. The facility provided insufficient social insurance for some employees as per facility provided information. All employees enjoyed the monthly allowance based on their skills and working station. All regular wage paid was always in compliance with local law requirement. Employee was paid for overtime hour in compliance with local law, i.e. 150% of normal rate for overtime worked on weekday, 200% of normal rate. Paid annual leave, statutory holiday, maternity leave and sick leave were provided as per legal requirement, but it was noted that 104 out of 104 employees had participated in employment injury insurance and only 98 employees had participated in basic medical insurance (including maternity insurance), basic endowment insurance and unemployment insurance as per social insurance receipt of August 2014.

## C. PERFORMANCE DETAILS

Current (19-Sep-2014) Last (01-Apr-2014)

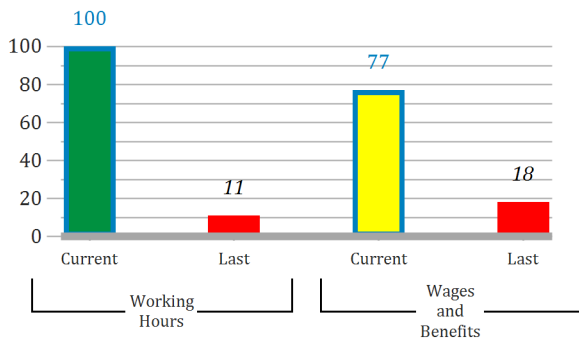
### C1. Labor

100%



### C2. Wages & Hours

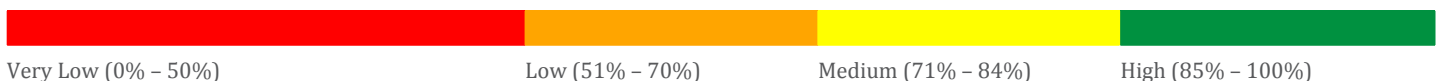
85%



#### Sub Section: Working Hours

Status	Findings	% Global freq of compliance
● Corrected	<p><b>114.00 : Previous Non-Compliance :</b> The provided time records are inaccurate and discrepancies are noted.</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014) This finding had been corrected. During this audit, auditor cross-checked payroll and timecard records against production related records obtained by auditor during facility tour, such as Daily Production Output Records, Material Delivery Records, QC Records etc. Meanwhile, Leave Application Records and Resignation Records provided by facility were cross-checked against payroll and timecard records, there was no inconsistency found. Furthermore, according to employee interview, there was no inconsistency found either. All employees scan timecard when they were in and out of work. During this audit, working hour and wage was verified.</p>	87%

#### PERFORMANCE RATING





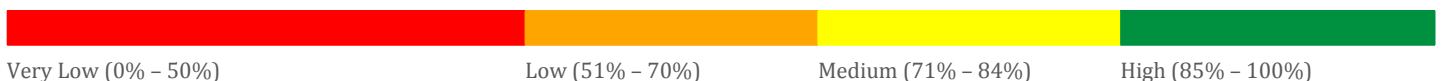
Sub Section: **Working Hours**

Status	Findings	% Global freq of compliance
● Corrected	<b>119.00</b> : Previous Non-Compliance : Auditor was unable to verify if the total normal working hours are within allowable limit under applicable law or agreement.	81%
● Corrected	<b>120.00</b> : Previous Non-Compliance : Auditor was unable to verify if the total overtime hours exceeds allowance limits under applicable law or agreement.	55%
● Corrected	<b>121.00</b> : Previous Non-Compliance : Auditor was unable to verify if the total working hours (normal & overtime) are above the international industry average of 60 hours or higher.	68%
● Corrected	<b>123.00</b> : Previous Non-Compliance : The auditor was unable to verify if employees themselves record or acknowledge the recording of real working hours on regular basis	82%
● Corrected	<b>125.00</b> : Previous Non-Compliance : The auditor was unable to verify that employees are provided with at least one day off in seven (7) in accordance with local law.	73%
● Corrected	<b>126.00</b> : Previous Non-Compliance : The auditor was unable to verify that employees are provided with at least one day off following six consecutive days worked.	73%

Sub Section: **Wages and Benefits**

Status	Findings	% Global freq of compliance
● Corrected	<b>133.00</b> : Previous Non-Compliance : The provided payroll records are inaccurate and discrepancies are noted.	87%
● Corrected	<b>141.00</b> : Previous Non-Compliance : The auditor was unable to verify if regular hourly work paid to all employees meets at least the minimum wage/ agreed wage.	81%
● Corrected	<b>142.00</b> : Previous Non-Compliance : The auditor was unable to verify if the wage calculation method is correct.	82%
● Corrected	<b>145.00</b> : Previous Non-Compliance : The auditor was unable to verify if overtime wage is calculated and paid at the premium rate as legally required	75%

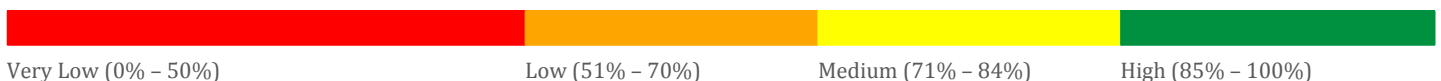
**PERFORMANCE RATING**



Sub Section: **Wages and Benefits**

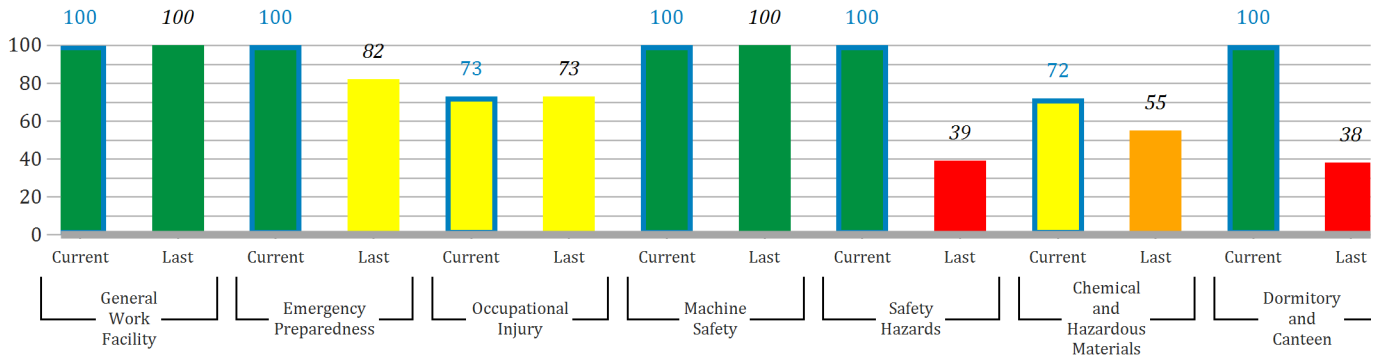
Status	Findings	% Global freq of compliance
● <b>Moderate</b>	<p><b>148.00</b> : The facility does not provide social security, pensions, healthcare and/ or other insurance to employees as per legal requirement.</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had not been corrected. Insufficient social insurance participated. Based on the provided social insurance payment receipt, 104 out of 104 employees had participated in employment injury insurance and only 98 employees had participated in basic medical insurance (including maternity insurance), basic endowment insurance and unemployment insurance as per social insurance receipt of August 2014.</p> <p><b>Social Insurance Law of the People's Republic of China Article 53</b>        Employees shall participate in child-bearing insurance, and the child-bearing insurance premiums shall be paid by employers rather than employees in accordance with the relevant provisions of the state.</p> <p><b>Social Insurance Law of the People's Republic of China Article 23</b>        Employees shall participate in the basic illness or injury insurance for employees, and the basic illness or injury insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state.</p> <p><b>Social Insurance Law of the People's Republic of China Article 10</b>        Employees shall participate in the basic retirement insurance, and the basic retirement insurance premiums shall be jointly paid by employers and employees.</p> <p><b>Social Insurance Law of the People's Republic of China Article 33</b>        Employees shall participate in the disability caused by work-related injury or occupational disease insurance, and the disability caused by work-related injury or occupational disease insurance premiums shall be paid by their employers rather than the employees.</p> <p><b>Social Insurance Law of the People's Republic of China Article 44</b>        Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state.</p> <p><b>People's Republic of China Labor Law Article 72</b>        The sources of social insurance funds shall be determined according to the categories of insurance, and an overall pooling of insurance funds form the society shall be introduced step by step. The employing unit and laborers must participate in social insurance and pay social insurance premiums in accordance with the law. Social Insurance Law of the People's Republic of China</p>	64%
● <b>Corrected</b>	<p><b>151.00</b> : <i>Previous Non-Compliance</i> : The auditor was unable to verify if holiday work is accurately compensated</p>	79%
● <b>Corrected</b>	<p><b>153.00</b> : <i>Previous Non-Compliance</i> : Employees are not given sufficient legally mandated maternity leave, pay and/ or benefits</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.It was noted that the facility has provided 98 days' maternity leave to eligible employees which is incompliance with law.</p>	93%

**PERFORMANCE RATING**



### C3. Health & Safety

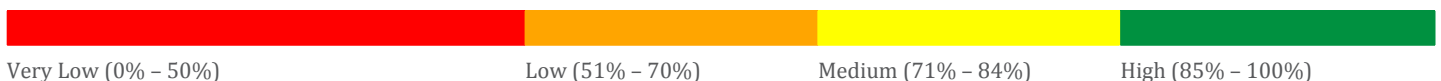
93%



#### Sub Section: Occupational Injury

Status	Findings	% Global freq of compliance
● Minor	<p><b>209.00</b> : The facility does not conduct and/ or pay for regular occupational health examinations for employees when applicable</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014) This finding had not been corrected. Occupational health examination was not conducted by qualified unit. It was noted that the facility provided occupational health examination to all 20 glue operators and printing employees but it was conducted by Dongguan Youhua hospital which was not a qualified unit.</p> <p><b>People's Republic of China Law of Prevention and Control of Occupational Diseases Article 32</b>            The employer shall conduct regular occupational health examination for those laborers who are engaged in using or contacting noxious articles in their working process as required by medical administrative department under the State Council. The occupational health examination should be conducted before laborers start to take work post, in the course of the work post and after leave the work post and employer should inform the laborers of the result of the occupational health examinations. The expense of the occupational health examination should be borne by employers. Employer should not arrange laborers without the occupational health examination to be engaged in the work with using or contacting noxious articles, or laborers with any occupational prohibitions to be engaged in the prohibited work from them. Once the occupational health examination indicates that employee is suffering from the occupational disease in relation to his or her occupation, the employer shall transfer such a laborer out of his or her original work post, and allocate him or her in a proper way. Employer should not rescind or terminate the contracts signed with those employees without the occupational health examination at time of leaving the work post. The occupational health examination should be conducted by the medical organizations authorized by the medical administrative department above province-level.</p>	72%

#### PERFORMANCE RATING



**Sub Section: Occupational Injury**

Status	Findings	% Global freq of compliance
● Minor	<p><b>211.00</b> : The facility does not apply for testing of factors of occupational hazards at least once a year and the report kept for review</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had not been corrected.The facility did not conduct evaluation on occupational hazard factors. It was noted that the facility did not entrust qualified unit to conduct the occupational hazards factors testing (for example, air in print workshop and gluing workshop).</p> <p><b>Provisions on the Supervision and Administration of Workplace Occupational Health Article 20</b>            An employing entity with occupational hazards shall entrust an occupational health technical service agency with corresponding qualification to conduct evaluation on occupational hazard factors at least once every year. An employing entity with severe occupational hazards shall, in addition to the above requirement, entrusts an occupational health technical service agency with corresponding qualification to conduct assessment on occupational hazard status at least once every three years. The results of the evaluation and assessment shall be kept in archive, reported to local administration department of work safety, and announced to the workers.</p>	71%

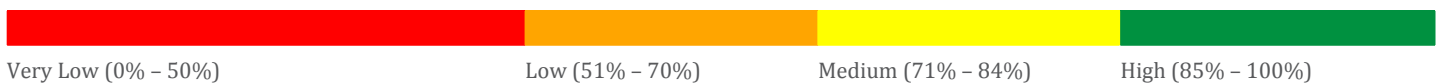
**Sub Section: Safety Hazards**

Status	Findings	% Global freq of compliance
● Corrected	<p><b>233.00</b> : <i>Previous Non-Compliance</i> : Not all special equipment operators (forklift, cargo lift, boiler operator, electrician, hot work e.g. boring and welding, confined space work, energy isolation, line opening etc) are licensed where applicable</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, the facility provided the cargo lift safety management staff's license for review.</p>	75%
● Corrected	<p><b>238.00</b> : <i>Previous Non-Compliance</i> : The facility (including construction projects) does not have all of the building permits and/or fire safety permits as per the legal requirements</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, the facility provided valid report of construction acceptance checks of all buildings for review.</p>	71%

**Sub Section: Chemical and Hazardous Materials**

Status	Findings	% Global freq of compliance
● Corrected	<p><b>254.00</b> : <i>Previous Non-Compliance</i> : The facility does not monitor the employees to ensure the personal protective equipment (PPE) for control of exposure to chemical and hazardous materials is used correctly</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.All glue operators wore proper PPE such as rubber gloves and active carbon masks.</p>	92%

**PERFORMANCE RATING**



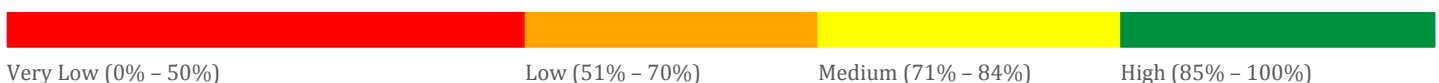
Sub Section: **Chemical and Hazardous Materials**

Status	Findings	% Global freq of compliance
● <b>Moderate</b>	<p><b>257.00</b> : The facility does not conduct regular emergency drills (e.g. chemical leakage, accident drill) for all employees who work with chemicals or hazardous materials</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had not been corrected.No hazardous chemical emergency response drill. During facility tour, auditor found that hazardous chemicals such as glue and paint were used at the printing and cementing workshop on 1F and 2/F at Production Building. However, facility could not provide chemical emergency drill record in recent year. During interview with Mr. Wu in charge of the EHS department, he confirmed that they did not conduct chemical drill last year. During interview with 4 randomly selected employees, they confirmed that they never attended any chemical drill last year.</p> <p><b>Regulations on the safty administration of hazardous chemicals Article 70</b>            Dangerous chemical units shall formulate the advance plan for emergent treatment of dangerous chemical accidents of their respective units, allocate the personnel of emergent treatment and the appliances and equipments of emergent treatment, and shall organize drillings regularly. The advance plan for emergent treatment of dangerous chemical accidents shall be reported for record to the local department of safety supervision and administration of the people's government at the level of city divided into districts.</p>	84%

Sub Section: **Dormitory and Canteen**

Status	Findings	% Global freq of compliance
● <b>Corrected</b>	<p><b>266.00</b> : <i>Previous Non-Compliance</i> : The dormitory is not separate from the production and/or warehouse building</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, dormitory building was not used for production anymore. 1/F of the dormitory building was used for kitchen and canteen and one recreation room; 2/F and above were employees living room.</p>	91%
● <b>Corrected</b>	<p><b>271.00</b> : <i>Previous Non-Compliance</i> : Not all emergency evacuation exits in the dormitory are clearly marked</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, emergency evacuation exit signs were affixed at all emergency exits of canteen.</p>	91%
● <b>Corrected</b>	<p><b>273.00</b> : <i>Previous Non-Compliance</i> : There is not emergency lighting throughout the emergency exits and routes in the dormitory</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, emergency lights were affixed at all emergency exits of canteen.</p>	90%

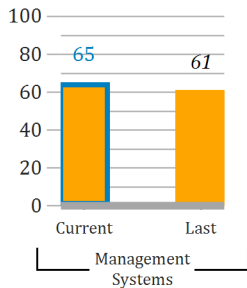
**PERFORMANCE RATING**





## C4. Management Systems

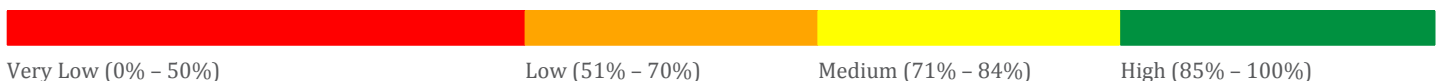
65%



### Sub Section: Management Systems

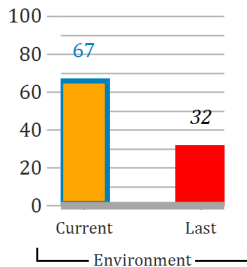
Status	Findings	% Global freq of compliance
● <b>Moderate</b>	<p><b>291.00</b> : The facility does not have a comprehensive written social compliance policy</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)This finding had not been corrected.The facility did not have comprehensive written compliance policy.</p>	77%
● <b>Minor</b>	<p><b>300.00</b> : There are no written records (correspondence, report, meeting minutes, etc) of a regular management review of the social compliance system</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)This finding had not been corrected.No management review record was provided for review.</p>	58%
● <b>Corrected</b>	<p><b>301.00</b> : <i>Previous Non-Compliance</i> : The facility does not have appropriately defined and documented responsibilities and authorities for managers, supervisors and employees</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)This finding had been corrected.The facility has defined responsibilities and authorities for managers and supervisors and employees for social compliance.</p>	76%
● <b>Moderate</b>	<p><b>307.00</b> : The facility does not establish, maintain or document appropriate procedures to evaluate and select suppliers and/or subcontractors based on their performance and commitment towards social compliance</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)This finding had not been corrected.It was noted that the facility did not establish, maintain, and document such procedures to evaluate and select suppliers and/or subcontractors.</p>	65%

### PERFORMANCE RATING



## C5. Environment

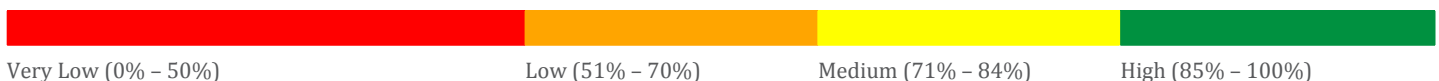
67%



### Sub Section: Environment

Status	Findings	% Global freq of compliance
● <b>Minor</b>	<p><b>320.00</b> : The facility does not have any environmental management system in place</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)This finding had not been corrected.It was noted that no environmental management system was established.</p>	66%
● <b>Corrected</b>	<p><b>322.00</b> : <i>Previous Non-Compliance</i> : The facility does not have all required environmental permits, licensees and / or registrations</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)These findings had been corrected.1. In this audit, the facility provided the valid original Environmental Impact Report Form for review. 2. In this audit, the facility provided the valid original environmental impact assessment approval for review.3. In this audit, the facility provided the valid environmental protection acceptance check report for their completed construction project for review.</p>	71%
● <b>Moderate</b>	<p><b>327.00</b> : Solid waste are not disposed using licensed vendor per local legislation</p> <p><i>Auditor's comment</i> Re-audit (September 19, 2014)This finding had not been corrected.No hazard wastes transfer permit. It was noted that the hazard wastes such as waste empty containers with paint and waste oil rags were transferred from Dongguan to Shenzhen, but the facility did not provide the transfer permit issued by Dongguan environmental department.</p> <p><b>People's Republic of China Law on the Prevention and Control of Environmental Pollution by Solid Waste Article 57</b></p> <p>Entities engaged in the collection, storage and treatment of hazardous waste shall apply to the environmental protection administrative department of the people's government at or above the county level for business licenses. Entities engaged in businesses of utilizing hazardous waste shall apply to the environmental protection administrative department of the State Council or the environmental protection administrative department of the people's government of a province, autonomous region and municipality directly under the Central Government for business licenses. Specific measures for the administration thereof shall be prescribed by the State Council. It is forbidden to collect, store, utilize or treat hazardous waste without a business license or against the provisions of the business license. It is forbidden to supply or entrust hazardous waste to entities that do not have business licenses for the collection, storage, utilization and treatment.</p>	83%

### PERFORMANCE RATING





Sub Section: **Environment**

Status	Findings	% Global freq of compliance
● <b>Corrected</b>	<p><b>328.00</b> : <i>Previous Non-Compliance</i> : The discharged wastewater / storm water does not meet the discharge limits for regulated constituents</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, the facility monitored the discharged water pollutants from washing halftone process and the result was acceptable.</p>	93%
● <b>Corrected</b>	<p><b>329.00</b> : <i>Previous Non-Compliance</i> : The air emissions do not meet the discharge limits for regulated constituents</p> <p><b>Auditor's comment</b> Re-audit (September 19, 2014)This finding had been corrected.In this audit, the facility monitored the atmospheric pollutants and the result was acceptable</p>	85%

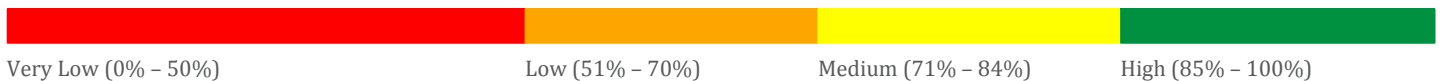
**% Global Frequency of Compliance:** Represents the implementation percentage performance of all suppliers participating in the WCA Community globally for each issue

**Identification numbers:** Represents the finding ID associated with each checklist question

**RECOMMENDATION FOR IMPROVEMENT PLAN TIMELINE**

- Minor Take action within 0 ~ 6 months to make necessary improvements.
- Moderate: Take action within 0 ~ 3 months to make necessary improvements.
- Major : Take action within 0 ~ 1 month to make necessary improvements.
- Zero Tolerance: Take immediate action to make necessary improvements.

**PERFORMANCE RATING**





## D. STRENGTHS AND CHALLENGES

Facility Strengths: Facility performance ranks in the top percentile of the population and/or has implemented a best practice process	Rating	Global Freq. of Compliance%
Fire sprinkler is properly installed throughout the facility and regularly maintained.	Moderate	41%
Total overtime hours are within allowable limits under applicable law or agreement.	Moderate	55%

Challenges: Facility performance ranks in the bottom percentile of the population	Rating	Global Freq. of Compliance%
The facility does not conduct regular emergency drills (e.g. chemical leakage, accident drill) for all employees who work with chemicals or hazardous materials	Moderate	84%
Solid waste are not disposed using licensed vendor per local legislation	Moderate	83%
The facility does not have a comprehensive written social compliance policy	Moderate	77%
The facility does not conduct and/ or pay for regular occupational health examinations for employees when applicable	Minor	72%
The facility does not apply for testing of factors of occupational hazards at least once a year and the report kept for review	Minor	71%
The facility does not have any environmental management system in place	Minor	66%
The facility does not establish, maintain or document appropriate procedures to evaluate and select suppliers and/or subcontractors based on their performance and commitment towards social compliance	Moderate	65%
The facility does not provide social security, pensions, healthcare and/ or other insurance to employees as per legal requirement.	Moderate	64%

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