
Auditee :

Audit Date From : **11/12/2019**

Audit Date To : **12/12/2019**

Expiry Date of the Audit : **Please refer to the producer profile in the amfori BSCI platform**

Auditing Company : **BureauVeritas**

Auditor's Name(s) :

Auditing Branch (if applicable) :



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



Rating	A combination of ratings per Performance Area where:	Consequence
A Very Good	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated A • No Performance Areas rated C, D or E These are three examples: A B B B A A A A A A A B B B B B B B	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
B Good	<ul style="list-style-type: none"> • Maximum 3 Performance Areas rated C • No Performance Areas rated D or E These are three examples: A A A A A A B B B B B B B A A A A A B B B B B B B C B B B B B B B B B B C C C	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
C Acceptable	<ul style="list-style-type: none"> • Maximum 2 Performance Areas rated D • No Performance Areas rated E These are three examples: A A A A A A A A A C C C C A A A A A B B B B C C C D C C C C C C C C C C D D	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
D Insufficient	<ul style="list-style-type: none"> • Maximum 6 Performance Areas rated E These are three examples: A A A A A A A A A A D D D A A A B B B C C C D D D E D D D D D D D E E E E E E	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
E Unacceptable	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated E These are three examples: A A A A A A E E E E E E E A A B B C D E	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
Zero Tolerance	A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)	Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.

Main Auditee Information



Name of producer :			
DBID number :			
Audit ID :			
Address :			
Province :		Country :	
Management Representative :			
Contact person:		Sector :	Non-Food
Industry Type :	Plastic Industry	Product group :	Other plastic like products (please specify)
Product Type :	Shopping bags		

Audit Details



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit	
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms	
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Small Producer
Audit Announcement :	<input type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input checked="" type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No		
Audit extent (if applicable) :	none		
Audit interferences or contingencies (if applicable) :	none		
Overall rating :	B		
Need of follow-up :		If YES, by :	

Rating per Performance Area (PA)												
PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
B	A	A	A	A	C	A	A	A	B	A	A	A

Executive summary of audit report	
	<p>XXXX was established under the business investment license No. XXXX dated October 13, 2009 issued by the Planning and Investment of XXXX. The last amendment was dated August 23, 2018. The factory is fully owned by a local investment company. The factory is located at XXXX.</p> <p>With a total area of 38,571.7 square meters, the factory consists of 11 buildings in the construction area of 20,000 square meters as detailed below: One 1-storey building (Building #3): Parking building One 1-storey building (Building #4): Handle knit building (thread handle and fabric handle) One 1-storey building (Building #5): Finishing building (QC and packing) One 1-storey building (Building #6): Printing building One 2-storey building (Building #7): Office One 1-storey building (Building #8): Finishing building (QC and packing) One 1-storey building (Building #9): Canteen. One 1-storey building (Building #10, 11, 12): Production building (Lamination section, Cutting section, inspection, semi-products warehouse and material warehouse) One 1-storey building (Building #13): Sewing building. (6 sewing lines) Supporting area included: toilet, security room, waste storage, air-compressors room and clinic room.</p> <p>The main manufacturing processes included materials receiving, weaving, printing, lamination, cutting, sewing, finishing, inspection, packing and shipping. The peak season was not obvious.</p> <p>The factory applied a finger sprint system to monitor employee working hours. The factory applied piece rate salary for finishing, handle knit, printing, sewing and cutting section and monthly salary for other sections.</p> <p>Since January 1, 2018, the legal minimum wage applied to this factory was VND 3,090,000 per month. Since January 1, 2019, the legal minimum wage applied to this factory was VND 3,250,000 per month. On working day, the factory allowed VND 15,000 per area bonuses, social allowance (VND 50,000 per area) and performance incentive allowance (VND 10,000 of basic salary per month). Employees were paid by bank transfer on the 15th of the following month.</p> <p>Per factory management discussion and documentation checking, it was noted that the factory has established the labor union named XXXX. The chairman of the labor union is currently XXXX, who was elected in August 14, 2017. At present, 100% of the employees were members of the Labor Union and they contribute VND 32,500 per month for fee of trade union. The workers are free to join the organized or collective bargain.</p> <p>Remark: Audit Company: Bureau Veritas Consumer Products Service Audit Company APSCA Number: 11600002 Lead Auditor Name: Linh Le APSCA number: 21701212 Team member: Dieu Dinh APSCA number: 21703049A</p>

Ratings Summary



Auditee's background information			
Auditee's name :		Legal status :	
Local Name :		Year in which the auditee was founded :	2009
Address :		Contact person (please select) :	
Province :		Contact's Email :	
City :		Auditee's official language(s) for written communications :	
Region :		Other relevant languages for the auditee :	English
Country :		Website of auditee (if applicable) :	
GPS coordinates :		Total turnover (in Euros) :	45071440.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Plastic Industry	Of which domestic market % :	0.00
If other, please specify :		Production volume :	20 million pcs/ month
Product Group :	Other plastic like products (please specify)	Production cost calculation :	Yes
If other, please specify :	Shopping bags	Lost time injury calculation cost :	Yes
Product Type :	Shopping bags		

Auditee's employment structure at the time of the audit			
Total number of workers :	783	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	381	390	
Temporary workers	0	0	
In management positions	14	4	
Apprentices	0	0	
On probation	0	0	
With disabilities	0	0	
Migrants (national citizens)	0	0	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	178	191	
Production based workers	215	199	
With shifts at night	72	0	
Unionised	381	390	
Pregnant	-	13	
On maternity leave	-	18	

Finding Report



Performance Area 1 : Social Management System and Cascade Effect	
Full Audit [Audit Id - Audit Date: 11/12/2019 PA Score: B	Deadline date: 12/03/2020
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>All policies and procedures which respect the Amfori BSCI Code had been established. The factory had established the amfori BSCI team with a senior manager and qualified staffs to monitor and update the Code of conduct in place. The training was provided annually to workers. The internal audit had been conducted every year to find out the non-compliance and taken corrective action in place. In addition, the top management had often reviewed the BSCI system to ensure all the rights of workers are guaranteed. The facility established procedure to select and monitoring business partners and monitoring records were retained and available to review.</p> <p>Nhà máy đã thiết lập các quy trình chính sách đảm bảo tuân thủ bộ tiêu chuẩn amfori BSCI. Nhà máy thành lập ban BSCI với 1 giám đốc và các thành viên đã được đào tạo về bộ tiêu chuẩn cập nhật và giám sát hệ thống. Quy trình chính sách đã đào tạo cho công nhân viên. Nhà máy đã tiến hành đánh giá nội bộ hàng năm để tìm ra sự không phù hợp và có các hành động khắc phục. Bên cạnh đó, lãnh đạo nhà máy thường xuyên xem xét hệ thống BSCI nhằm đảm bảo tất cả quyền lợi cho công nhân viên. Nhà máy đã thiết lập chính sách và quy trình lựa chọn, giám sát nhà cung cấp. Các tài liệu giám sát có sẵn để xem.</p> <p>1.1 - Based on satisfactory evidence, the main auditee does not fully respect the following principle because the factory had not established an effective system to integrate amfori BSCI standards in its daily operation, some issues were found during the audit. This violated amfori BSCI Performance Area 1.1 Ghi nhận hệ thống quản lý chưa hiệu quả.</p>	
Remarks from Auditee: Nil	
Performance Area 2 : Workers Involvement and Protection	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The auditee had fully respected this PA. In addition, the grievance mechanism was in place and reviewed. There were 03 suggestion boxes be set up at production workshop and toilet for employees to raise their concerns to management. Besides, the factory also organized meeting between trade union as worker's representative and management to listen and discussion the specific concerning issues. The long term goal to protect the workers also established.</p> <p>Hộp thư góp ý được thiết lập bên ngoài phòng bảo vệ, nhà ăn và nơi làm việc để người lao động khiếu nại lên quản lý nhà máy. Nhà máy cũng tổ chức các cuộc gặp mặt giữa đại diện công đoàn để lắng nghe và thảo luận các vấn đề liên quan cụ thể. Nhà máy đã xây dựng kế hoạch dài hạn để bảo vệ người lao động.</p>	
Remarks from Auditee: Nil	
Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>Mr. XXXX was elected to be chairman of trade union and registered by local authority. The Collective Bargaining Agreement was established and registered as per legal requirement. The trade union also conducted regular meeting with the facility management to discuss about workers' concerns, health and safety, etc... All interviewed employees confirmed that they were free to vote their representatives and they would like to joint or leave trade union depend on their options. Workers were not suffered any retaliation for participating in election processes of trade union. There was no evidence of discrimination between unionized members and un-unionized workers. They were provided equal treatment for all activities in place. Based on satisfactory evidences, the facility fully respected to this performance area.</p> <p>Công đoàn cơ sở và Thỏa Ước Lao Động Tập Thể đã được thành lập và đăng ký với cơ quan chức năng. Đối thoại định kỳ 3 bên được thực hiện nhằm trao đổi về các thắc mắc khiếu nại, ATLD, v.v... của NLD. NLD xác nhận họ được tự do tham gia công đoàn và lựa chọn người đại diện cho họ. NM không phân biệt đối xử giữa các thành viên công đoàn và ko gia nhập công đoàn. Dựa trên những bằng chứng khách quan, cty đã tuân thủ đầy đủ nguyên tắc của Amfori BSCI</p>	
Remarks from Auditee: Nil	

Performance Area 4 : No Discrimination	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The facility has established a written anti-discrimination policy. This policy was posted at the bulletin boards as well as communicating with employees. Interviewed employees confirmed that they had equal treatment on hiring, wage payment and incensement, overtime opportunities, training practices, periodical health examination, social benefits and even disciplinary practices etc. in line with local laws. Based on the satisfactory evidences, the facility fully respected to this performance area. NM đã ban hành chính sách và quy trình chống phân biệt đối xử và đào tạo cho CN mới khi tuyển dụng và đào tạo định kỳ hằng năm. CN được phỏng vấn xác nhận họ được đối xử công bằng khi tuyển dụng, nâng lương, làm thêm giờ, cơ hội được đào tạo, khám sức khỏe, các phúc lợi xã hội và khi bị xử lý kỉ luật. Dựa trên những bằng chứng khách quan, cty đã tuân thủ đầy đủ nguyên tắc của Amfori BSCI.	
Remarks from Auditee: Nil	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The factory was fully respect the principles because * The wage scales in 2018, 2019 were established and registered local authority. * The wage was paid in the timely manner. * The insurance was provided to 100% workers and paid to the insurance company on time. Nhà máy tuân thủ bộ tiêu chuẩn: *Thang lương, bảng lương được thành lập và đăng ký với cơ quan chức năng. * 100% công nhân tham gia bảo hiểm,	
Remarks from Auditee: Nil	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: C	Deadline date:12/03/2020
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The working hours were properly recored and provided to review. In addition, the break and day off were sufficient provided as legal requirement. Ghi nhận giờ giấc làm việc và nghỉ ngơi đúng luật. 6.4 - Based on satisfactory evidence, the main auditee does not fully respect the following principle because: It was noted that 04 out of 30 selected samples population workers at finishing inspection section had worked from 7 to 13 consecutive days in September 2019 (from Sep 16th to Sep 22nd, 2019) without a day-off. This violation may cause the potential of negative health effects, as interview, workers are willing to work overtime in order to increase the income. In addition, the factory already acknowledged that the more than 7 consecutive working day should be in line with the requirement; they made the plan to arrange at least 4 days off in month. However, due to the urgent shipment of the last minutes order and problem with machine in the last minutes, the factory could not follow the production plan. The factory had arranged at least 4 day-off in month which met the local law. Therefore, the finding was raised as "Partially Non-Compliance". Ghi nhận người lao động làm việc liên tiếp từ 7 đến 13 ngày trong tháng 9 năm 2019 tại bộ phận QC thành phẩm.	
Remarks from Auditee: Nil	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:12/01/2020
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>1. Fire safety equipment were sufficient provided 2. PPEs were sufficient provided. 3. The factory was well organization, all aisles were sufficient and kept free of obstruction 4. All the exits were unlocked and free of obstruction 5. The firefighting team was established and well trained. 6. The workers were well trained on HSE and fire safety annually.</p> <p>1. Trang thiết bị phòng cháy chữa cháy đầy đủ và bảo quản tốt 2. Trang thiết bị bảo hộ lao động được cung cấp và sử dụng đầy đủ 3. nhà máy sắp xếp gọn gàng 4. Lối thoát hiểm thông thoáng 5. Đội phòng cháy chữa cháy đã được thành lập và huấn luyện 6. Công nhân được huấn luyện ATVSLD định kỳ</p> <p>7.7 - Based on satisfactory evidence, the main auditee does not fully respect the following principle because some paint cans in printing area were not kept in the secondary containment. This violated amfori BSCI Performance Area 7.7 and Law on Chemical No. 06/2007/QH12, Article 21. Storage and maintenance of hazardous chemical in production and trading. Ghi nhận một số hóa chất trong xưởng in chưa được lưu trữ trong khay chống tràn.</p> <p>7.23 - Remarks: No transportation was available to employees.</p> <p>7.24 - Remarks: No dormitory was available to employees.</p>	
Remarks from Auditee: Nil	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The child labor policy and procedure were established as BSCI required. In addition, no child labor was found during the audit dates. Chính sách và quy trình không sử dụng lao động trẻ em đã thiết lập theo yêu cầu của BSCI. Không có lao động trẻ em trong nhà máy.</p>	
Remarks from Auditee: Nil	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>No young labor was found during audit process. The youngest age of employees was 18 years old. The candidates were required to bring adequate personnel file (e.g. CV, job application, health certificate, photo of ID...) and the HR staff would review during interview process employees were hired based on their ability. And the policy to protect the young workers was established and provided to review. Không có lao động trẻ được phát hiện trong quá trình kiểm toán. Tuổi trẻ nhất của nhân viên là 18. Các ứng viên được yêu cầu phải mang đầy đủ hồ sơ nhân (ví dụ CV, đơn xin việc, giấy khám sức khỏe, photo CMND ...) và các nhân viên nhân sự sẽ xem xét trong quá trình phỏng vấn nhân viên được tuyển dụng dựa trên khả năng của họ.</p>	
Remarks from Auditee: Nil	

Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: B	Deadline date:13/02/2020
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>No temporary workers used in the factory. The workers were requested to probate and the undefined labor contract was provided as legal requirement. Ghi nhận nhà máy không sử dụng lao động thời vụ, công nhân ký hợp đồng lao động thử việc, và đồng lao động theo đúng luật.</p> <p>10.2 - Based on satisfactory evidence, the main auditee did not respect this principle because: It was noted that the factory had provided 2 months of training for new hires firstly who did not know about sewing, printing, knitting and laminating, however, there was no training material, training program, skill testing were provided to review. The factory did not have training function as well and all trainees were arranged to study at workplace by production supervisor/senior employee. This violated amfori BSCI Performance Area 10.2 and local Labor Law, Article 61. Ghi nhận nhà máy áp dụng chương trình đào tạo cho công nhân mới tại bộ phận may, in, dệt quai, tráng, tuy nhiên, tài liệu đào tạo, chương trình đào tạo, kiểm tra tay nghề chưa có sẵn để xem. Nhà máy chưa có chức năng đào tạo, công nhân được đào tạo trực tiếp trên chuyên sản xuất bởi tổ trưởng hoặc công nhân có kinh nghiệm.</p>	
Remarks from Auditee: Nil	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>All employees were not required to deposit or their original IDs were not kept by management for any reasons. The employees were hired based on their skills and ability. The workers could refuse if they did not want to work overtime. In addition, no restricted movement was applied. No inhumane or degrading treatment, corporal punishment, mental or physical coercion and verbal abuse happened in the factory. Protect the workers also established. Công nhân không phải đặt cọc hoặc cung cấp giấy tờ gốc cho nhà máy khi tuyển dụng. Công nhân có thể từ chối làm tăng ca. Không giới hạn đi lại trong nhà máy. Không có những vấn đề liên quan đến nhân quyền như xúc phạm đến thân thể cũng như tinh thần.</p>	
Remarks from Auditee: Nil	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:12/03/2020
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory signed service contract with authorized waste collectors. Records of disposal waste were maintained, environmental training was provided for employees. Nhà máy đã ký hợp đồng xử lý chất thải độc hại, và nhận thức về môi trường đã được huấn luyện cho cán bộ công nhân viên.</p> <p>12.4 - Based on satisfactory evidence, the main auditee does not fully respect the following principle because some empty paint cans which considered as hazardous waste were not stored in the secondary containment. This violated amfori BSCI Performance Area 12.4 and 'Law on Environment Protection number No. 55/2014/QH13, Article 91. Ghi nhận một số thùng hóa chất trống khay hóa chất chưa được lưu trữ trong khay chống tràn.</p>	
Remarks from Auditee: Nil	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id -] Audit Date: 11/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The factory established as well as communicated corruption, extortion policy to their business partners, their employees for follow. Nhà máy thành lập cũng như truyền tham nhũng, chính sách tổng tiền cho các đối tác kinh doanh của mình, các nhân viên của họ để thực hiện.</p>	
Remarks from Auditee: Nil	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	11/12/2019		B	A	A	A	A	C	A	A	A	B	A	A	A	B

Producer Photos



External photo(s) of the production unit(s)
Assembly point was designated.JPG



External photo(s) of the production unit(s)
Bulletin board.JPG



External photo(s) of the production unit(s)
Canteen was well maintained.JPG



External photo(s) of the production unit(s)
Chemical room was well maintained.JPG



External photo(s) of the production unit(s)
Comment box was provided.JPG



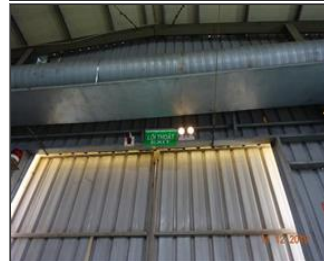
External photo(s) of the production unit(s)
Cutting area.JPG



External photo(s) of the production unit(s)
Drinking water was equipped.JPG



External photo(s) of the production unit(s)
Electric control panel was equipped with inner cover.JPG



External photo(s) of the production unit(s)
Emergency light had been tested.JPG



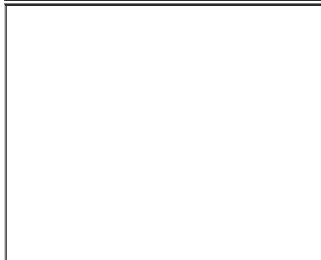
External photo(s) of the production unit(s)
Evacuation plan had been posted.JPG



External photo(s) of the production unit(s)
Eye wash station was equipped.JPG



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



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



External photo(s) of the production unit(s)
Finished good warehouse.JPG



External photo(s) of the production unit(s)
Fire alarm system had tested.JPG



External photo(s) of the production unit(s)
Fire extinguisher had been inspected by authorized department.JPG



External photo(s) of the production unit(s)
Fire extinguisher instruction had been posted.JPG



External photo(s) of the production unit(s)
Fire extinguisher was inspected monthly by internal team.JPG



External photo(s) of the production unit(s)
Fire fighting equipment were well equipped and maintained.JPG



External photo(s) of the production unit(s)
Fire hose was equipped.JPG



External photo(s) of the production unit(s)
Fire hose was tested.JPG



External photo(s) of the production unit(s)
First aid kit was provided.JPG



External photo(s) of the production unit(s)
Hand washing area at toilet.JPG



External photo(s) of the production unit(s)
Machine operating instruction was posted...JPG



External photo(s) of the production unit(s)
NC_12.4_The empty can of paint was not stored in the secondary containment.JPG



External photo(s) of the production unit(s)
Needle guard was installed.JPG



External photo(s) of the production unit(s)
PPEs for fire fighting team.JPG



External photo(s) of the production unit(s)
Smoke detector had been equipped.JPG



External photo(s) of the production unit(s)
Time record machine.JPG



External photo(s) of the production unit(s)
Toilet for workers..JPG



External photo(s) of the production unit(s)
Toilet paper was provided.JPG



External photo(s) of the production unit(s)
Yarning section.JPG