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Auditee :	<b>Crosswear Industries Ltd.</b>
Audit Date From :	<b>14/10/2018</b>
Audit Date To :	<b>14/10/2018</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>ALGI</b>
Auditor's Name(s) :	<b>Shakil Ahmed(Lead), Towhidur Rahman</b>
Auditing Branch (if applicable) :	<b>ALGI Bangladesh</b>

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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																																							
<p><b>A</b> <b>Very Good</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated A</li> <li>• No Performance Areas rated C, D or E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A																													
A	A	A	A	A	A	A	A	A	A	B	B	B																													
A	A	A	A	A	A	A	B	B	B	B	B	B																													
<p><b>B</b> <b>Good</b></p>	<ul style="list-style-type: none"> <li>• Maximum 3 Performance Areas rated C</li> <li>• No Performance Areas rated D or E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td></tr> </table>	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	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
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B	B	B	B	B	B	B	B	B	B	C	C	C																													
<p><b>C</b> <b>Acceptable</b></p>	<ul style="list-style-type: none"> <li>• Maximum 2 Performance Areas rated D</li> <li>• No Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	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	C	D	D	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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	C	D	D																													
<p><b>D</b> <b>Insufficient</b></p>	<ul style="list-style-type: none"> <li>• Maximum 6 Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	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	<p>The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.</p>
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																													
<p><b>E</b> <b>Unacceptable</b></p>	<ul style="list-style-type: none"> <li>• Minimum 7 Performance Areas rated E</li> </ul> <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.</p>
A	A	A	A	A	A	E	E	E	E	E	E	E																													
A	A	B	B	C	D	E	E	E	E	E	E	E																													
E	E	E	E	E	E	E	E	E	E	E	E	E																													
<p><b>Zero Tolerance</b></p>	<p>A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)</p>	<p>Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.</p>																																							

**Main Auditee Information**

Name of producer :	<b>Crosswear Industries Ltd.</b>		
DBID number :	<b>30243</b>		
Audit ID :	<b>135498</b>		
Address :	<b>Durgapur, Kathgara Bazar, Zirabo, Ashulia, Dhaka</b>		
Province :	<b>Dhaka</b>	Country :	<b>Bangladesh</b>
Management Representative :	<b>Rashedul Islam (Assistant Manager- HR, Admin &amp; Compliance)</b>		
Contact person:	<b>Rashedul Islam</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Textiles, clothing, leather</b>	Product group :	<b>Apparel</b>
Product Type :	<b>Knitted Garments</b>		

**Audit Details**



Audit Range :	<input type="checkbox"/> Full Audit	<input checked="" 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 :	C		
Need of follow-up :	Yes	If YES, by : 14/10/2019	

**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
D	A	A	A	A	C	D	A	A	A	A	A	A

**Executive summary of audit report**

Crosswear Industries Ltd. is a Private Limited facility located at Durgapur, Kathgara Bazar, Zirabo, Ashulia, Dhaka, Bangladesh. The total land area occupied by this facility is about 5,800 square feet where the built-up area is about 5,600 square feet and production floor is about 28,000 square feet.

The facility was established in 2006. The facility is specialized in knit garments. Main production processes include cutting, sewing, finishing, and packing. On the audit day, there were total 1001 employees in the factory of which 747 employees were production workers and 254 employees were non-production employees.

Opening meeting: ALGI Bangladesh team conducted this follow up audit at Crosswear Industries Ltd. The assessment team reached the facility at morning time and was greeted by Rashedul Islam (Assistant Manager- HR, Admin & Compliance) and escorted the assessment team to the conference hall where an opening meeting was conducted. After an exchange of business cards and formal introduction, the assessment team explained the purpose of their visit and conducted the opening meeting with Rashedul Islam (Assistant Manager- HR, Admin & Compliance) and his team along with worker representatives to determine the audit agenda.

The assessment team explained the scope and objectives of the audit and complete processes involved in the audit including facility tour, documents review, and confidential employee interview. Further, the assessment team took permission to take pictures and conducting confidential workers interviews. The auditee allowed the assessment team to conduct a thorough audit including facility tour, documents review, and confidential interview and assured full cooperation throughout the audit. The assessment team explained and presented ALGI's Gifts and Gratuity letter to the facility management Rashedul Islam (Assistant Manager- HR, Admin & Compliance) who agreed and signed the same.

Facility Overview: The facility consists of 01 building and 03 sheds. The facility descriptions are as below:-

Building- 01 (06 Storied):

Ground floor: Security checkpoint, time section, medical room, day care center, inspection room, finished goods area, idle machine keeping area, and sewing complete garments waiting zone.

1st floor: Finishing section, and IE department.

2nd floor: Sewing section.

3rd floor: Sample section, cutting section, and CAD.

4th floor: Sewing section.

5th floor: Office, warehouse, and accessories store.

Roof top: Dining area and rest of the 50% space is free.

Shed 01 (Adjacent to the building): Generator, boiler, compressors, and substation.

Shed 02 (Adjacent to the building): Fabrics store.

Shed 03: Pump house.

Work Schedule: Based on documents review, management, and worker interviews, wages are paid monthly in cash. The regular working hours are from 08:00 AM to 5.00 PM with one lunch break of 60 minutes. Normal working days are from Saturday to Thursday and Friday is declared as weekly off for all employees and management staff. Security services which operate in 3 shifts from 6:00 AM to 2:00 PM, 2:00 PM to 10:00 PM and 10:00 PM to 6:00 AM. The auditee has installed electronic timekeeping system (punch card) to track the working hours of the employees.

Documents Review: One year payroll records and time records from October 2017 to September 2018 are provided for review. Management stated that April to September is peak season and October to March is off peak season. The assessment team selected 15 samples from September 2018 (Current month), 15 samples from April 2018 (Peak month) and 15 samples from October 2017 (Off peak month) for review.

Closing Meeting: At the end of all the audit processes, a closing meeting was conducted by the assessment team in the presence of Rashedul Islam (Assistant Manager- HR, Admin & Compliance) and his team along with worker representatives. First of all, the assessment team thanked the facility

management for spending their valuable time towards the audit and their cooperation throughout the audit process. Later the assessment team explained in detail the observations that come across during the audit process. The facility management was receptive to the observations and assured to take the necessary steps to correct the same at the earliest. Rashedul Islam (Assistant Manager- HR, Admin & Compliance), and Aklima Khatun (Worker Representative) agreed and signed the summary of findings.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Crosswear Industries Ltd.</b>	Legal status :	<b>Private Limited Company</b>
Local Name :	<b>ক্রসওয়্যার ইন্ডাস্ট্রিজ লিমিটেড</b>	Year in which the auditee was founded :	<b>2006</b>
Address :	<b>Durgapur, Kathgara Bazar, Zirabo, Ashulia,</b>	Contact person (please select) :	<b>Rashedul Islam</b>
Province :	<b>Dhaka</b>	Contact's Email :	<b>rashed@zihangroup.com.bd</b>
City :	<b>Dhaka</b>	Auditee's official language(s) for written communications :	<b>Bangla</b>
Region :	<b>South Asia</b>	Other relevant languages for the auditee :	<b>English</b>
Country :	<b>Bangladesh</b>	Website of auditee (if applicable) :	<b>www.zihangroup.com.bd</b>
GPS coordinates :	<b>Latitude: 23.895591   Longitude: 90.342459</b>	Total turnover (in Euros) :	<b>1036800.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>100.00</b>
Industry :	<b>Textiles, clothing, leather</b>	Of which domestic market % :	<b>0.00</b>
If other, please specify :	<b>None</b>	Production volume :	<b>400,000 pieces per month</b>
Product Group :	<b>Apparel</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :	<b>None</b>	Lost time injury calculation cost :	<b>No</b>
Product Type :	<b>Knitted Garments</b>		

<b>Auditee's employment structure at the time of the audit</b>		
Total number of workers :	<b>1001</b>	Total number of workers in the production unit to be monitored (if applicable) :
		<b>0</b>
	<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>
Permanent workers	<b>550</b>	<b>451</b>
Temporary workers	<b>0</b>	<b>0</b>
In management positions	<b>26</b>	<b>4</b>
Apprentices	<b>0</b>	<b>0</b>
On probation	<b>105</b>	<b>60</b>
With disabilities	<b>0</b>	<b>0</b>
Migrants (national citizens)	<b>0</b>	<b>0</b>
Migrants (foreign citizens)	<b>0</b>	<b>0</b>
Workers on the permanent payroll	<b>550</b>	<b>451</b>
Production based workers	<b>0</b>	<b>0</b>
With shifts at night	<b>6</b>	<b>0</b>
Unionised	<b>0</b>	<b>0</b>
Pregnant	<b>-</b>	<b>2</b>
On maternity leave	<b>-</b>	<b>1</b>

**Finding Report**



**Performance Area 1 : Social Management System and Cascade Effect**

1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: D

Deadline date:30/09/2019

**GOOD PRACTICES:**

Nil

**AREAS OF IMPROVEMENT:**

Based on satisfactory evidence the factory partially respects this performance area, because they have set a partial system to implement & monitor the social management system, also did not start monitoring the social performance of their suppliers and subcontractors. The factory management provided production plan with the overtime hours during the audit. However, The management has appointed a senior Management Representative to implement and maintain company's Social Management system and he has decision making power.

- 1.1 - Full Audit on 25-26 October, 2017: Although the factory management had experienced on Code of Conduct audit, developing a management system in place but still they did not show full commitment towards integrating the BSCI Code into the auditee business culture, understand the content of the BSCI Code and Terms of Implementation for business partners to be involved in the BSCI monitoring process, understand the need to develop the internal procedures to integrate the BSCI Code into day-to-day business practices.

**Follow-up Audit on 14 October, 2018:**

**Not Corrected:** Though the factory has developed a management system, they did not show full commitment towards integrating the BSCI Code into the auditee's business culture. Noted that they have developed different policies and procedures, but they do not have the good overview of factory policies and procedures. Further, some non-compliance issues were identified in following performance areas: Workers Involvement and Protection, Fair Remuneration, Decent Working Hours, Occupational Health and Safety and Protection of the Environment.

বিএসসিআই এর প্রতি পূর্ণ সমর্থন দেখানো হয় নাই।

- 1.3 - Full Audit on 25-26 October, 2017: The facility did not monitor their supplier's social performance to evaluate whether they respect the law, worker's right and social risk-free or not.

**Follow-up Audit on 14 October, 2018:**

**Not Corrected:** Still, the facility management did not start monitoring social performances of their significant business partners based on the new BSCI code. (As per BSCI Code)

কর্তৃপক্ষ তাদের সরবরাহকারীর সামাজিক কর্মক্ষমতা পর্যবেক্ষণ শুরু করেনি।

- 1.4 - Full Audit on 25-26 October, 2017: The Industrial Engineering (IE) department in collaboration with planning department set their daily target sheet based on, line-wise manpower utilization, workers efficiency along with scheduling working hours of 11 hours. If the facility plans to produce product considering 11 hours, workers have to do mandatory overtime.

**Follow-up Audit on 14 October, 2018:**

**Not Corrected:** Still the daily target sheet was found based on 8 & 10 hours which was found not realistic with ongoing running production hours. In addition, as the facility plans to produce product considering 10 hours in that case workers have to do mandatory overtime.

১০ ঘন্টার মধ্যে পণ্য উৎপাদন করার পরিকল্পনা থাকার কারণে শ্রমিকদের বাধ্যতামূলক ওভারটাইম করতে হয়।

**Remarks from Auditee:**

None

Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: D

Deadline date:30/09/2018

**Good practices**

Nil

**Areas of improvement**

Based on satisfactory evidence the factory partially respects this performance area, because they have set a partial system to implement & monitor the social management system, also did not monitor the social performance of their suppliers and subcontractors. The factory management provided production plan with the extra working hour during the audit. However, The management has appointed a senior Management Representative to implement and maintain company's Social Management system and he has decision making power.

- 1.1 - Although the factory management had experienced on Code of Conduct audit, developing a management system in place but still they did not show full commitment towards integrating the BSCI Code into the auditee business culture, understand the content of the BSCI Code and Terms of Implementation for business partners to be involved in the BSCI monitoring process, understand the need to develop the internal procedures to integrate the BSCI Code into day-to-day business practices.

কারখানার ব্যবসায়িক সংস্কৃতির মধ্যে বিএসসিআই কোড এর প্রতি পূর্ণ অঙ্গীকার প্রদর্শন করা হয়নি।

- 1.3 - The facility did not monitor their supplier's social performance to evaluate whether they respect the law, worker's right and social risk-free or not.

কর্তৃপক্ষ তাদের সরবরাহকারীর সামাজিক কর্মক্ষমতা পর্যবেক্ষণ শুরু করেনি।

- 1.4 - The Industrial Engineering (IE) department in collaboration with planning department set their daily target sheet based on, line-wise manpower



utilization, workers efficiency along with scheduling working hours of 11 hours. If the facility plans to produce product considering 11 hours, workers have to do mandatory overtime.

১১ ঘণ্টার মধ্যে পণ্য উৎপাদন করার পরিকল্পনা থাকার কারণে শ্রমিকদের বাধ্যতামূলক ওভারটাইম করতে হয়।

**Remarks from Auditee**

None

<b>Performance Area 2 : Workers Involvement and Protection</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:30/09/2019
<b>GOOD PRACTICES:</b> Nil	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence the factory partially respects this performance area, because still, workers were not well informed about grievance procedure of the factory as well as written grievance procedure did not comply with the code requirement. Management is trying to make a bridge between workers and management on labor practices, monitoring factory workplace conditions, grievance mechanism etc.	
<p><b>2.1 -</b> Full Audit on 25-26 October, 2017: Although the factory has formed a Participation Committee parallel means of Workers Union among the workers and management representative through an election process. However, general workers, as well as PC members, were not aware of the PC roles and responsibilities. Furthermore, PC members were also mostly unaware about the agenda written in the meeting minutes. (As per Bangladesh Labor Law 2006, Section: 206) <b>Follow-up Audit on 14 October, 2018:</b></p> <p><b>Corrected:</b> General workers, as well as PC members, were found aware of the PC roles and responsibilities as well as about the agenda written in the meeting minutes.</p>	
<p><b>2.5 -</b> Full Audit on 25-26 October, 2017: Though the facility management conducted a survey regarding grievance procedure, but approximate 60% interviewed workers were found not aware about the grievance procedure of the factory. However, the written procedure did not define, a person responsible for its administration, potential conflicts of interest and how to overcome them (e.g. if a grievance is against the person who administers the mechanism), timelines to address grievances and the process for "appeals" or escalation as an additional guarantee. <b>Follow-up Audit on 14 October, 2018:</b></p> <p><b>Not Corrected:</b> Though the facility management conducted a survey regarding grievance procedure, approximate 40% interviewed workers were found not aware of the grievance procedure of the factory. However, still the written procedure did not define, a person responsible for its administration, potential conflicts of interest and how to overcome them (e.g. if a grievance is against the person who administers the mechanism), timelines to address grievances and the process for "appeals" or escalation as an additional guarantee.</p> <p>অভিযোগ কিভাবে প্রদান করতে হয় সে সম্পর্কে শ্রমিকরা জানেনা।</p>	
<b>Remarks from Auditee:</b> None	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: B	Deadline date:30/09/2018
<b>Good practices</b> Nil	
<b>Areas of improvement</b> Based on the satisfactory evidence the factory partially respects this performance area, because still, the management did not provide effective training to the worker's representatives about their responsibilities, also workers were not well informed about grievance procedure of the factory. However, the management has formed different committees among the worker's representatives and management staff including participation committee and grievance handling committee. Management system shows that they are trying to make a bridge between workers and management on labor practices, monitoring factory workplace conditions, grievance mechanism etc.	
<p><b>2.1 -</b> Although the factory has formed a Participation Committee parallel means of Workers Union among the workers and management representative through an election process. However, general workers, as well as PC members, were not aware of the PC roles and responsibilities. Furthermore, PC members were also mostly unaware about the agenda written in the meeting minutes. (As per Bangladesh Labor Law 2006, Section: 206)</p> <p>যদিও কারখানায় নির্বাচনের মাধ্যমে একটি পার্টিসিপেশন কমিটি- পিসি গঠন করা হয়েছে; উপরন্তু, সাধারণ শ্রমিকের পাশাপাশি পিসি সদস্য পিসি ভূমিকা ও দায়িত্ব সম্পর্কে অবগত ছিল না। এমনকি, পিসি সদস্যরা আলচনা বিষয়ে কোনো রকম অবগত ছিল না।</p>	
<p><b>2.5 -</b> Though the facility management conducted a survey regarding grievance procedure, but approximate 60% interviewed workers were found not aware about the grievance procedure of the factory. However, the written procedure did not define, a person responsible for its administration, potential conflicts of interest and how to overcome them (e.g. if a grievance is against the person who administers the mechanism), timelines to address grievances and the process for "appeals" or escalation as an additional guarantee.</p> <p>অভিযোগ সম্পর্কে শ্রমিকরা জানেনা।</p>	
<b>Remarks from Auditee</b> None	

<b>Performance Area 3 : The rights of Freedom of Association and Collective Bargaining</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<p>Based on the satisfactory evidence as well as providing information it was noted that the factory has met the principle, as the factory has established a complete FOA policy and procedures in place to ensure workers right to associate &amp; organize collectively. Evidence also shows that the factory has formed a formal 'Workers Committee' parallel means of worker association. As per management statement and company policy, workers are free to form the association as per law and are free to bargain. 3.3 was marked as N/A as no worker was found who is directly involved with any trade union.</p>	
<u>Remarks from Auditee</u>	
None	
<b>Performance Area 4 : No Discrimination</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<p>Based on the satisfactory evidence as well as providing information it was noted that the factory has met the principle by taken the required initiative. The overall observation shows that the factory has formed and practices a non-discrimination policy and procedures in place. During the closed-door interview, none of the workers complained of any form of discrimination. All workers are treated equally in the factory.</p>	
<u>Remarks from Auditee</u>	
None	

<b>Performance Area 5 : Fair Remuneration</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:30/09/2019
<b>GOOD PRACTICES:</b> The facility management provide monthly attendance bonus to all workers.	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence the factory partially respects this performance area, because did not take step to provide living wage to all workers. However, all workers were provided with written and understandable information about their employment conditions with respect to wages before they enter into the employment and about the particulars of their wages for each pay period.	
<p><b>5.1 -</b> Full Audit on 25-26 October, 2017: As per provided wage list of three sampled month (September 2017, July 2017 &amp; October 2016), noted that 03 out of 35 workers did not get their minimum wages as per Bangladesh minimum wage gazette 2013. Noted that they are getting below BDT6420 though their designation is finishing poly man (Grade-4), (e.g. one worker is getting BDT 6200 instead of BDT 6420). (As per Bangladesh Minimum Wage Gazette 2013) <b>Follow-up Audit on 14 October, 2018:</b> <b>Corrected:</b> After verification of the three sampled months (September 2018, April 2018, October 2017), workers are getting minimum wage as per local requirements.</p> <p><b>5.4 -</b> Full Audit on 25-26 October, 2017: The auditee did not provide sufficient remuneration to all workers that allow workers to meet a decent standard of living. It was noted that possible gaps existing between the actual remuneration and the fair remuneration figure for 80% workers. However, calculated living wage estimate relevant for the region is BDT11220 (Approx). <b>Follow-up Audit on 14 October, 2018:</b> <b>Not Corrected:</b> Still, the auditee did not provide sufficient remuneration to all workers that allow workers to meet a decent standard of living. It was noted that possible gaps existing between the actual remuneration and the fair remuneration figure for 60% workers. However, calculated living wage estimate relevant for the region is BDT11220 (Approx).</p> <p>কারখানার অঞ্চলের জন্য জীবন ধারণের মজুরি কারখানা ব্যবস্থাপক দ্বারা নির্গিত না এবং ন্যূনতম মজুরি ও জীবন ধারণের মজুরির মধ্যে পার্থক্য কমানো নিয়ে কোন উদ্যোগ নেই।</p>	
<b>Remarks from Auditee:</b> None	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: C	Deadline date:30/09/2018
<u>Good practices</u> Nil	
<u>Areas of improvement</u> Based on the satisfactory evidence the factory partially respects this performance area, because they did not ensure minimum wage to some workers, also did not take step to provide living wage to all workers. However, all workers were provided with written and understandable information about their employment conditions with respect to wages before they enter into the employment and about the particulars of their wages for each pay period.	
<p><b>5.1 -</b> As per provided wage list of three sampled month (September 2017, July 2017 &amp; October 2016), noted that 03 out of 35 workers did not get their minimum wages as per Bangladesh minimum wage gazette 2013. Noted that they are getting below BDT6420 though their designation is finishing poly man (Grade-4), (e.g. one worker is getting BDT 6200 instead of BDT 6420). (As per Bangladesh Minimum Wage Gazette 2013)  কিছু শ্রমিক ন্যূনতম মজুরী পাচ্ছেনা।</p> <p><b>5.4 -</b> The auditee did not provide sufficient remuneration to all workers that allow workers to meet a decent standard of living. It was noted that possible gaps existing between the actual remuneration and the fair remuneration figure for 80% workers. However, calculated living wage estimate relevant for the region is BDT11220 (Approx).</p> <p>কারখানার অঞ্চলের জন্য জীবন ধারণের মজুরি কারখানা ব্যবস্থাপক দ্বারা নির্গিত না এবং ন্যূনতম মজুরি ও জীবন ধারণের মজুরির মধ্যে পার্থক্য কমানো নিয়ে কোন উদ্যোগ নেই।</p>	
<b>Remarks from Auditee</b> None	

<b>Performance Area 6 : Decent Working Hours</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: C	Deadline date:30/09/2019
<b>GOOD PRACTICES:</b> Nil	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence as well as provided information it was noted that the factory partially respects this performance area, because workers had to work excessive working hours that crossed the law limit. However, They have a working hour policy posted in all prominent places on the premises. As per records provided by the factory, the factory is using an electronic timekeeping system to track the workers daily in and out time. As per working hour policy, the highest working hours is 10 hours/day with 2 hour overtime and 60 hours/week.	
<p><b>6.2 -</b> Full Audit on 25-26 October, 2017: As per provided wages and time records in sample three months (September 2017, July 2017 and October 2016), workers had to work extra overtime in September 2017 &amp; July 2017 which exceed the local legal limit. In the month of September 2017, 28 out of 35 sampled worker's daily overtime was found more than 04 hours (e.g. 01 worker's daily overtime was maximum 13 instead of 4 hours) &amp; 05 out of 35 sampled worker's weekly overtime was found more than 24 hours (e.g. 01 worker's weekly overtime was maximum 43 hours instead of 24 hours). In the month of July 2017, 05 out of 27 sampled worker's daily overtime was found more than 04 hours (e.g. 01 worker's daily overtime was maximum 08 instead of 4 hours) and noted that there were no weekly working hours violation. (As per Bangladesh Labor Law 2006, Section 100 &amp; periodically revised notification from Ministry of Labor and Employment on October 17, 2017)</p> <p><b>Follow-up Audit on 14 October, 2018:</b></p> <p><b>Not Corrected:</b></p> <p>In the month of April 2018, 12 out of 13 workers had worked extra overtime. Daily maximum overtime hours were found 12 instead of 04 and weekly maximum overtime hours were found 27 instead of 24. However, working hours were found within legal limit in rest of the sample two months (October 2017 and September 2018) (As per Bangladesh Labor Law 2006, Section 100 &amp; periodically revised notification from Ministry of Labor and Employment on October 09, 2018)</p> <p>অতিরিক্ত ওভারটাইম করানো হয়েছিল।</p>	
<b>Remarks from Auditee:</b> None	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: C	Deadline date:30/09/2018
<b>Good practices</b> Nil	
<b>Areas of improvement</b> Based on the satisfactory evidence as well as providing information it was noted that the factory partially respect this performance area, because workers had to work excessive working hours that crossed the law limit. However, They have a working hour policy posted in all prominent places on the premises. As per records provided by the factory, the factory using an electronic timekeeping system to track the workers daily in and out time. As per working hour policy, the highest working hours is 10 hours/day with 2 hour overtime and 60 hours/week.	
<p><b>6.2 -</b> As per provided wages and time records in sample three months (September 2017, July 2017 and October 2016), workers had to work extra overtime in September 2017 &amp; July 2017 which exceed the local legal limit. In the month of September 2017, 28 out of 35 sampled worker's daily overtime was found more than 04 hours (e.g. 01 worker's daily overtime was maximum 13 instead of 4 hours) &amp; 05 out of 35 sampled worker's weekly overtime was found more than 24 hours (e.g. 01 worker's weekly overtime was maximum 43 hours instead of 24 hours). In the month of July 2017, 05 out of 27 sampled worker's daily overtime was found more than 04 hours (e.g. 01 worker's daily overtime was maximum 08 instead of 4 hours) and noted that there were no weekly working hours violation. (As per Bangladesh Labor Law 2006, Section 100 &amp; periodically revised notification from Ministry of Labor and Employment on October 17, 2017)</p> <p>অতিরিক্ত ওভারটাইম করানো হয়েছিল।</p>	
<b>Remarks from Auditee</b> None	

**Performance Area 7 : Occupational Health and Safety**

1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: D

Deadline date:30/09/2019

**GOOD PRACTICES:**

Nil

**AREAS OF IMPROVEMENT:**

Based on the satisfactory evidence the factory partially respects this performance area, because still, management has not good overview on machine safety & proper aisles ensuring, also the management did not ensure adequate space for workers of sewing section and finishing section. However, the factory is fully equipped with full range of firefighting equipment along with hydrant system, automatic fire alarm, and detection system. Evacuation plans were posted on each floor. Fire drills were conducted once a month. Exits and electrical panels were properly marked. First aid boxes were kept on each floor.

**7.1 -** Full Audit on 25-26 October, 2017: a) There was no ventilation/air circulation system in the childcare room as well as the management did not recruit any childcare attendant yet. (Bangladesh Labor Rules 2015, Rule-95) b) The facility management did not conduct the hearing test for those workers who work in more than 80DB noise area. (As per Bangladesh Labor Rules 2015, Rule: 68-4)

**Follow-up Audit on 14 October, 2018:**

**Corrected:** a) The facility management installed exhaust fan in the child care room & recruited a child care attendant.

**Not Corrected:** b) Still, the facility management did not conduct the hearing test for all workers who work in more than 80DB noise area. (As per Bangladesh Labor Rules 2015, Rule: 68-4)

শ্রমিকদের শ্রবন পরীক্ষা হয় নাই।

**7.3 -** Full Audit on 25-26 October, 2017: Though the factory is situated beside busy road, the management did not assess risk of the workers when crossing the road & what types of safety measure is needed.

**Follow-up Audit on 14 October, 2018:**

**Corrected:** The facility management assessed the risk regarding busy road and they instructed security guards to use red flag to stop vehicles when workers cross the road.

**7.4 -** Full Audit on 25-26 October, 2017: The facility did not have an effective & functioning 'safety committee' including management & workers to ensure active cooperation between two parties to develop and implement a system towards ensuring OHS issues in the premises. Furthermore, existing committee members were not properly aware of OHS issues. (Bangladesh Labor Rules 2015, Rule-85)

**Follow-up Audit on 14 October, 2018:**

**Corrected:** The facility management conduct meeting with safety committee once in two months and Interviewed existing committee members were found aware of OHS issues.

**7.10 -** Full Audit on 25-26 October, 2017: The factory is keeping the record of injury but no system in place to analyze the injury & taken corrective action by identifying root cause which will improve the occupational health and safety.

**Follow-up Audit on 14 October, 2018:**

**Corrected:** The facility management start identifying the root cause of injuries that occurred in workplace as well as they took both corrective & preventive action for those cases.

**7.15 -** Full Audit on 25-26 October, 2017: a) The factory management did not ensure proper exit way/aisles for the workers who are working beside the wall in sewing sections located at 2nd and 4th floor. b) The facility did not ensure 9.5 cubic meter space for each worker in sewing sections located at 2nd floor & 4th floor. Calculated space was 6.8 cubic meter (5,100 square feet\*.028\*10/210) for each worker. Noted that, floor area was 5,100 square feet, the height of the floor was 10 feet and workers on the 2nd floor was 215 & on the 4th floor was 210. As a result, the production floor was congested and approximate 20 workers were blocked by the co-worker as well as 2 workers were blocked by the pillar. (As per Bangladesh Labor Law 2006, Section: 56) c) The factory has two staircases and handrail is installed with one side of each staircase, but as per local law when the staircases are more than 1.15 meter, the handrail is required on both sides of the staircase as per Bangladesh Labour Rules 2015, Rule-54.

**Follow-up Audit on 14 October, 2018:**

**Not Corrected:** a) Still, the factory management did not ensure proper exit way/aisles for the workers who are working beside the wall in sewing sections located at 2nd and 4th floor and in finishing section. In addition, aisles were found blocked by table, fabrics & standing workers in sewing and finishing section. (As per Bangladesh Labour Law 2006, Section-72-c)

b) The facility did not ensure 9.5 cubic meter space for each worker in sewing sections located at 2nd floor & 4th floor. Calculated space was 5.4 cubic meter (5,100 square feet\*.028\*10/262) for each worker. Noted that, floor area was 5,100 square feet, the height of the floor was 10 feet and workers on the 2nd floor was 262 & on the 4th floor was 261. As a result, the production floor was congested and approximate 40 workers were blocked by the co-worker. (As per Bangladesh Labor Law 2006, Section: 56)

c) The factory has two staircases and handrail is installed on only one side of each staircase, but as per local law when the staircases are more than 1.15 meter, the handrail is required on both sides of the staircase as per Bangladesh Labour Rules 2015, Rule-54.

ক) কিছু শ্রমিক এর জন্য বহিঃগমন রাস্তা নিশ্চিত করা হয় নাই। খ) উৎপাদন এলাকা জনাকীর্ণ ছিল। গ) কারখানার দুটি সিঁড়ি এবং হাতল প্রতিটি সিঁড়িতে একপাশে আছে।

**7.17 - Full Audit on 25-26 October, 2017:** Approximate 60% safety guards of button attached machines were nonfunctional. (Bangladesh Labor Law 2006, Section-63)

**Follow-up Audit on 14 October, 2018:**

**Not Corrected:** Still approximately 50% safety guards of button attached machines were found nonfunctional. (Bangladesh Labor Law 2006, Section-63)

**New findings:** Linked point of Steam pipes was found without safety barrier which was close to the workplace. (As per BSCI Code)

ক) বাটন সংযুক্ত মেশিনের নিরাপত্তা গার্ড অকার্যকর ছিল। খ) বাষ্প পাইপ পয়েন্ট নিরাপত্তা বাধা ছাড়া পাওয়া যায়।

**7.21 - Full Audit on 25-26 October, 2017:** There was no canteen facility in the premises for workers. (Bangladesh Labor Law 2006, Section-92)

**Follow-up Audit on 14 October, 2018:**

**Corrected:** The facility management set up a canteen facility for the workers to take light foods.

**7.23 - The question 7.23 has been marked with N/A since the facility does not provide transportation to the workers.**

**7.25 - Full Audit on 25-26 October, 2017:** The dining area is located in a fabricated shed & situated on the roof top. As a result, the temperature in the dining area was very high. However, there were only 02 electric fans which were not sufficient to control the temperature of 1600 square feet dining area. Moreover, the facility did not keep a thermometer on each floor as per Bangladesh Labor Rules 2015, Rule: 45(2).

**Follow-up Audit on 14 October, 2018:**

**Partially Corrected:** The facility management installed 06 electric fans which were found sufficient to control the temperature of dining area but they did not keep a thermometer on each floor yet as per Bangladesh Labor Rules 2015, Rule: 45(2).

এখনো থার্মোমিটার প্রতিটি মেঝেতে দেয়া হয় নাই।

**Remarks from Auditee:**

None

Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: D

Deadline date:30/09/2018

Good practices

Nil

Areas of improvement

Based on the satisfactory evidence the factory partially respects this performance area, because still, the management did not form an effective OHS committee. Noted that management has not good overview on machine safety & proper aisles ensuring, also the management did not insure adequate space for workers of sewing section. however, The factory is fully equipped with full range of firefighting equipment along with hydrant system, automatic fire alarm, and detection system. Evacuation plans were posted on each floor. Fire drills were conducted once a month. Exits and electrical panels were properly marked. First aid boxes were kept on each floor.

**7.1 - a) There was no ventilation/air circulation system in the childcare room as well as the management did not recruit any childcare attendant yet. (Bangladesh Labor Rules 2015, Rule-95) b) The facility management did not conduct the hearing test for those workers who work in more than 80DB noise area. (As per Bangladesh Labor Rules 2015, Rule: 68-4)**

ক) শিশু পরিচর্যা কেন্দ্রে বায়ু চলাচলের ব্যবস্থা ছিল না। খ) শ্রমিকদের শ্রবণ পরীক্ষা হয় নাই।

**7.3 - Though the factory is situated beside busy road, the management did not assess risk of the workers when crossing the road & what types of safety measure is needed.**

ঝুঁকি মূল্যায়ন পরিচালনার মাধ্যমে সম্ভাব্য ঝুঁকি নির্ণীত হয়নি।

**7.4 - The facility did not have an effective & functioning 'safety committee' including management & workers to ensure active cooperation between two parties to develop and implement a system towards ensuring OHS issues in the premises. Furthermore, existing committee members were not properly aware of OHS issues. (Bangladesh Labor Rules 2015, Rule-85)**

কার্যকর এবং কার্যকরী 'নিরাপত্তা কমিটি' ছিল না।

**7.10 - The factory is keeping the record of injury but no system in place to analyze the injury & taken corrective action by identifying root cause which will improve the occupational health and safety.**

আঘাতের মূল কারণ আর তদন্ত হওয়া যা পেশাগত স্বাস্থ্য ও নিরাপত্তা উন্নত করবে।

**7.15 - a) The factory management did not ensure proper exit way/aisles for the workers who are working beside the wall in sewing sections located at 2nd and 4th floor.**

b) The facility did not ensure 9.5 cubic meter space for each worker in sewing sections located at 2nd floor & 4th floor. Calculated space was 6.8 cubic meter (5,100 square feet\*.028\*10/210) for each worker. Noted that, floor area was 5,100 square feet, the height of the floor was 10 feet and workers on the 2nd floor was 215 & on the 4th floor was 210. As a result, the production floor was congested and approximate 20 workers were blocked by the co-worker as well as 2 workers were blocked by the pillar. (As per Bangladesh Labor Law 2006, Section: 56)

<p>c) The factory has two staircases and handrail is installed with one side of each staircase, but as per local law when the staircases are more than 1.15 meter, the handrail is required on both sides of the staircase as per Bangladesh Labour Rules 2015, Rule-54.</p> <p>ক) কিছু শ্রমিক এর জন্য বহির্গমন রাস্তা নিশ্চিত করা হয় নাই। খ) উৎপাদন এলাকা জনাকীর্ণ ছিল। গ) কারখানার দুটি সিঁড়ি এবং হাতল প্রতিটি সিঁড়িতে একপাশে আছে।</p>
<p><b>7.17 -</b> Approximate 60% safety guards of button attached machines were nonfunctional. (Bangladesh Labor Law 2006, Section-63)</p> <p>৬০% বাটন সংযুক্ত মেশিনের নিরাপত্তা গার্ড অকার্যকর ছিল।</p>
<p><b>7.21 -</b> There was no canteen facility in the premises for workers. (Bangladesh Labor Law 2006, Section-92)</p> <p>ক্যান্টিন সুবিধা ছিল না।</p>
<p><b>7.25 -</b> The dining area is located in a fabricated shed &amp; situated on the roof top. As a result, the temperature in the dining area was very high. However, there were only 02 electric fans which were not sufficient to control the temperature of 1600 square feet dining area. Moreover, the facility did not keep a thermometer on each floor as per Bangladesh Labor Rules 2015, Rule: 45(2).</p> <p>ডাইনিং রুমে বৈদ্যুতিক পাখা ছিল না।</p>
<p><u>Remarks from Auditee</u></p> <p>None</p>
<p><b>Performance Area 8 : No Child Labour</b></p>
<p>1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A <span style="float: right;">Deadline date:</span></p>
<p><b>GOOD PRACTICES:</b></p>
<p><b>AREAS OF IMPROVEMENT:</b></p>
<p><u>Remarks from Auditee:</u></p>
<p>Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A <span style="float: right;">Deadline date:</span></p>
<p><u>Good practices</u></p> <p>Nil</p>
<p><u>Areas of improvement</u></p> <p>Based on the satisfactory evidence as well as information gathered from employees and management interview it was noted that the factory has completely met the principle. The factory has established a complete 'Child Labor Policy' and as per this 'no child labor' notice is posted inside the factory in prominent places. In addition, age verification certificate, national ID card, birth registration certificate or academic certificate (if any) are well maintained in the respective personnel files. During hiring, a registered doctor checks workers age based on their age proof records (age certificate, national ID card, birth certificate etc.).</p>
<p><u>Remarks from Auditee</u></p> <p>None</p>



<b>Performance Area 9 : Special protection for young workers</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<p>Based on the satisfactory evidence through documents review, facility walkthrough as well as gathering information from management &amp; employee interview it was noted that the factory has completely met the principle. The factory has a policy and procedures on young workers which is posted in all prominent places in the premises, and communicated to the workers through training and awareness program. Further, from factory tour, no suspected young worker was observed and none was noticed by the factory workers as well. Moreover, as per policy, the factory has a written standard procedures (as per local law and ILO standards) for special protection of the young workers found to be worked in the premises. Questions 9.2, 9.3, 9.4, 9.5 and 9.6 have been marked as 'Not Applicable' as no young working has been detected during the audit.</p>	
<u>Remarks from Auditee</u>	
None	

<b>Performance Area 10 : No Precarious Employment</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> Nil	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence from documents review as well as interviews with the workers it was noted that the factory has met the principle completely. Appointment letter, ID card and service book are given to all the regular workers immediately upon joining. During the employees' interview, all interviewed employees stated that they sign labor contracts with the facility but they have obtained the copies of their labor contracts upon joining. These labor contracts were in the local language.	
<p><b>10.1 -</b> Full Audit on 25-26 October, 2017: During facility visit, one worker was found working without ID card and he stated that he was appointed on that facility on 16th October. The facility management appointed this worker without setting proper grades, designation and corresponding wages as per minimum wages notification. Further, factory management was unable to show any contract with him. <b>Follow-up Audit on 14 October, 2018:</b></p> <p><b>Corrected:</b> In the month of October, the facility management appointed 14 workers with setting proper grades, designation and corresponding wages as per minimum wages notification as well as randomly checked workers from different sections were found holding their own ID card.</p>	
<p><b>10.2 -</b> Full Audit on 25-26 October, 2017: The facility did not provide appointment letter to the 30 out of 48 newly appointed workers during recruitment. The management stated that they take one month time to complete their procedural job. (As per Bangladesh Labor Rules 2015, Rule: 19) <b>Follow-up Audit on 14 October, 2018:</b></p> <p><b>Corrected:</b> The facility management appointed 14 workers in current month and appointment letter have been given to all workers upon joining.</p>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: B	Deadline date:30/09/2018
<u>Good practices</u> Nil	
<u>Areas of improvement</u> Based on the satisfactory evidence from documents review as well as interviewed with the workers it was noted that the factory has met the principle partially. They did not follow all the requirement of local law related to employment. ID card and service book are given to all the regular workers immediately upon joining. During the employees' interview, all interviewed employees stated that they sign labor contracts with the facility but they have obtained the copies of their labor contracts after one-month of joining. These labor contracts were in the local language.	
<p><b>10.1 -</b> During facility visit, one worker was found working without ID card and he stated that he was appointed on that facility on 16th October. The facility management appointed this worker without setting proper grades, designation and corresponding wages as per minimum wages notification. Further, factory management was unable to show any contract with him.</p> <p>নতুন শ্রমিকের বেতন ও সুবিধাদি সম্পর্কে সচ্ছতা ছিলনা।</p>	
<p><b>10.2 -</b> The facility did not provide appointment letter to the 30 out of 48 newly appointed workers during recruitment. The management stated that they take one month time to complete their procedural job. (As per Bangladesh Labor Rules 2015, Rule: 19)</p> <p>নিয়োগের সময় নিয়োগপত্র দেয়া হয় না।</p>	
<u>Remarks from Auditee</u> None	

<b>Performance Area 11 : No Bonded Labour</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
Based on the satisfactory evidence as well as gathering information from the management & employee interview it was noted that the factory has completely met the principle. As per factory policy and practices, the employees are free to leave the factory when they resign from the services, with payment. There is no restriction on worker's movement within the premises. The workers are not forced to stay back once they get authorized leave from the management. 11.2 marked as N/A, though there is no migrant worker in the facility.	
<b>Remarks from Auditee</b>	
None	
<b>Performance Area 12 : Protection of the Environment</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:30/09/2019
<b>GOOD PRACTICES:</b>	
Nil	
<b>AREAS OF IMPROVEMENT:</b>	
Based on the satisfactory evidence during facility walkthrough as well as gathering information from documented records and management interview it was noted that the factory has met the principle partially because waste management system of the factory was found not proper. However, the factory has developed a precise policy and procedure on environment management system. The waste collection and disposal record is properly maintained.	
<p><b>12.4 - Full Audit on 25-26 October, 2017:</b> The wastage management system was not proper in the facility. Wastage was kept outside of the building without according to its types and hazards.</p> <p><b>Follow-up Audit on 14 October, 2018:</b></p> <p><b>Not Corrected:</b> Still the wastage management system was not proper in the facility. Wastage was kept both inside &amp; outside of the building without segregation according to its types and hazards. (As per BSCI Code)</p> <p>বর্জ্য বেবস্থাপনা সঠিক ছিল না।</p>	
<b>Remarks from Auditee:</b>	
None	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A	Deadline date:30/09/2018
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
Based on the satisfactory evidence during facility walkthrough as well as gathering information from documented records and management interview it was noted that the factory has met the principle partially because waste management system of the factory was found not proper. However, the factory has developed a precise policy and procedure on environment management system. The waste collection and disposal record is properly maintained.	
<p><b>12.4 - The wastage management system was not proper in the facility. Wastage was kept outside of the building without according to its types and hazards.</b></p> <p>বর্জ্য বেবস্থাপনা সঠিক ছিল না।</p>	
<b>Remarks from Auditee</b>	
None	

<b>Performance Area 13 : Ethical Business Behaviour</b>	
1- Followup Audit [Audit Id - 135498] Audit Date: 14/10/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<b>Remarks from Auditee:</b>	
Full Audit [Audit Id - 110663] Audit Date: 25/10/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
Based on the satisfactory evidence as well as the gathered information it was noted that the factory has met the principle. The factory has maintained a proper record keeping system and was provided all necessary documents to the audit team for review. Currently, the management has a policy on 'business ethics and anti-corruption' which is posted in all prominent places on the premises and was communicated through notice boards.	
<u>Remarks from Auditee</u>	
None	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Follow-up Audit	14/10/2018	135498	D	A	A	A	A	C	D	A	A	A	A	A	A	C
Full Audit	25/10/2017	110663	D	B	A	A	C	C	D	A	A	B	A	A	A	C

**Producer Photos**









Photo of fire safety equipment  
Fire alarm switch.JPG



Photo of non-conformity  
Wastage without segregation.JPG



Photo of the inside of the main production hall  
Sample section.JPG



Photo of fire safety equipment  
Fire control pannel.JPG



Photo of non-conformity  
Worker blocked by coworker.JPG



Photo of the inside of the main production hall  
Sewing section.JPG



Photo of fire safety equipment  
Fire extinguisher.JPG



Photo of the canteen (if applicable)  
Canteen.JPG



Photo of the inside of the main production hall  
Substation.JPG



Photo of fire safety equipment  
Fire fighting equipment.JPG



Photo of the canteen (if applicable)  
Dining area.JPG



Photo of the nursery (if applicable)  
Exhaust fan in child care room.JPG



Photo of fire safety equipment  
Lightning arrester.JPG



Photo of the code of conduct on display  
BSCI CoC posted.JPG



Photo of the sanitary facilities  
Drinking water point.JPG





Photo of fire safety equipment  
PA system.JPG



Photo of the inside of the main production hall  
Accessories store.JPG



Photo of the sanitary facilities  
Toilet.JPG



Photo of fire safety equipment  
Pump house.JPG



Photo of the inside of the main production hall  
Boiler.JPG