

Monitored Party <b>ZHEJIANG ZHICHENG IMP &amp; EXP CO.,LTD</b>	amfori ID <b>156-013239-000</b>	Address <b>Caijiafan Village, Anhua Town, Zhuji City, 311821 Shaoxing, Zhejiang Sheng, China</b>
Monitoring Activity <b>amfori Social Audit - Manufacturing</b>	Monitoring Type <b>Full Monitoring</b>	Monitoring Partner <b>TUV Rheinland</b>
Monitoring Start Date <b>08/06/2023</b>	Closing Meeting Finished Date <b>08/06/2023</b>	Submission Date <b>12/06/2023</b>
Expiration Date <b>12/06/2024</b>	Announcement Type <b>Semi Announced</b>	
Site <b>ZHEJIANG ZHICHENG IMP &amp; EMP CO., LTD</b>	Site amfori ID <b>156-013239-001</b>	

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## OVERALL RATING



## SECTION RATING

PA1: Social Management System	<b>C</b>	
PA 2: Workers Involvement and Protection	<b>A</b>	
PA 3: The Rights of Freedom of Association and Collective Bargaining	<b>A</b>	
PA 4: No Discrimination	<b>A</b>	
PA 5: Fair Remuneration	<b>B</b>	
PA 6: Decent Working Hours	<b>D</b>	

PA 7: Occupational Health and Safety	A	
PA 8: No Child Labour	A	
PA 9: Special Protection for Young Workers	A	
PA 10: No Precarious Employment	A	
PA 11: No Bonded Labour	A	
PA 12: Protection of the Environment	A	
PA 13: Ethical Business Behaviour	A	

## GENERAL DESCRIPTION

Name of lead auditor: Michael Sun; APSCA membership number: CSCA 21701859.

Monitoring partner name: TUV Rheinland.

Audit schedule details: The audit is planned for 1 auditor x 1 day.

Announcement Type: Semi-announced full audit.

Business partner information:

The auditee was founded on Nov. 15, 2018 and was located at Caijiafan Village, Anhua Town, Zhuji City, Shaoxing, Zhejiang, China /中国浙江省绍兴市诸暨市安华镇蔡家畈村. The auditee was specialized in leather goods manufacturing and the main production processing including: cutting, sewing, edge painting, gluing, assembly, inspection and packing.

Audited location information:

There were more than 40 buildings and more than 40 factories (garment factory, bag factory, environmental protection equipment factory and so on) within boundary. The auditee purchased one 5-storey production building (No. 1) and one 4-storey dormitory building (No. 1). The total areas of the production building were around 2855 square meters and the areas of the dormitory building were around 893 square meters. The 4-storey building(1F was used as office, canteen and kitchen, 2F, 3F and 4F was used as dormitory). The 5-storey building(1F was used as cutting, warehouse, 2F was used as sewing and gluing, 3F was used as sewing, inspection and packing, 4F was used as edge painting and cutting, 5F was used as warehouse). The auditee added the interlayer between 1F and 2F of the 5-storey building since 2023 and as claimed by auditee management that they would use it as office in the future.

Operating shifts and hours:

The normal working hours were 8 hours per day and 5 days per week. Sometimes, workers would work on Saturdays on voluntary basis, no work was done on Sundays or statutory holidays. One shift was arranged for all employees: 07:30-11:30, 13:00-17:00.

Time recording system:

Face identification machine was used to record time in/out.

Salary payment details:

Wage was paid in cash at 30th of each month with pay slip.

Worker number information:

- Total worker number: 26
- Production worker number : 14 males and 9 females.

Good practices: The factory provided food and dormitory for employees for free.

Worker organization details:

One worker representative was elected by workers on Nov. 14, 2022.

Circumstances:

There was no special circumstance during the audit.

Summary of findings:

Total 8 findings were cited in PA1, PA5, PA6, PA7 and PA12.

PA1: Insufficient social compliance management system

PA5: Insufficient coverage of social insurance

PA6: Monthly overtime exceeded law requirement

PA7: Insufficient management for occupational hazardous factors, machine safety etc., medical agreement.

PA12: Incomplete of environment factor monitoring.

Living wage calculation:

- # living wage 1) No anker wage available for the producers location, so we used the data provided by auditing company.
- 2) The calculation methodology refers to anker living wage structure.
- 3) The data comes from the local bureau of statistics for the current year.

Attachment:

No Government waivers or Collective bargaining agreements was maintained by this factory. No labor agency or contractor was used by the factory, thus, no labor agency contract or contractor license was applicable. No security guard was used and the door was locked by management after work.

## SITE DETAILS

Site  
**ZHEJIANG ZHICHENG IMP & EMP  
CO., LTD**

Site amfori ID  
**156-013239-001**

### GICS Classification

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Sector <b>Consumer Discretionary</b>	Industry Group <b>Consumer Durables &amp; Apparel</b>	Industry <b>Textiles, Apparel &amp; Luxury Goods</b>
Sub Industry <b>Apparel, Accessories &amp; Luxury Goods</b>		

### amfori Process Classifications

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N.A.

### NACE Classification

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N.A.

### GS1 Classifications

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N.A.

### Water Stress Situation

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N.A.

## METRICS

### Key Metrics

Total workforce	26	Workers
Legal minimum wage in local currency	2,070	Monthly
Lowest wage paid for regular work at the site	2,500	Monthly
Calculated living wage in local currency	2,426.54	Monthly
Total sample	26	Workers

### Other Metrics

Male workers	16	Workers
Female workers	10	Workers
Permanent workers - Male	16	Workers
Permanent workers - Female	10	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Management - Male	2	Workers
Management - Female	1	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers with night shift - Male	0	Workers
Workers with night shift - Female	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Domestic migrant workers - Male	16	Workers
Domestic migrant workers - Female	10	Workers
Foreign migrant workers - Male	0	Workers
Foreign migrant workers - Female	0	Workers
Workers hired directly - Male	16	Workers
Workers hired directly - Female	10	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Pregnant workers	0	Workers

Workers on parental leave - Male	<b>0 Workers</b>
Workers on parental leave - Female	<b>0 Workers</b>
Sample - Male	<b>16 Workers</b>
Sample - Female	<b>10 Workers</b>

# FINDINGS



## PA1: Social Management System

Site: ZHEJIANG ZHICHENG IMP & EMP CO., LTD | Site amfori ID: 156-013239-001

ENGLISH	LOCAL LANGUAGE
<b>Finding(s)</b>	
<p>It was noted that the factory had established social compliance management system. However, some social responsibility management systems had not been effectively implemented, resulting in some problems, such as insufficient coverage of social insurance and monthly overtime in ( Oct. 2022, Mar. 2023 and Apr. 2023) exceeding legal requirements. Interviewees stated that overtime was voluntary to choose. This question is rated as partial because: the factory had met requirement of most performance areas. Reference Code: the requirement of amfori BSCI manual</p>	<p>评估中发现工厂已建立了社会责任管理体系。但部分社会责任管理体系并没有得以有效实施导致一些问题的出现，如不足的社保覆盖率和月加班时间在（2022年10、2023年3月和2023年4月）超出法律规定要求。被访谈员工表示加班是自愿的。本问题点打分为部分不符合因为：工厂在大多数执行领域达到了要求。参考行为守则：amfori BSCI行为手册的要求</p>
<p>It was noted that the factory had set up written workforce planning procedure, but the procedure was not effectively implemented. Such as the sampled workers had excessive monthly overtime work in 3 sampled months . The factory management claimed that they could not finish production order on time if no sufficient overtime was arranged. This question is rated as partial because: the factory had production capacity management procedure but it had not implemented effectively. Reference Code: the requirement of amfori BSCI manual</p>	<p>评估中发现工厂建立了书面的产能规划程序，但该程序没有有效执行，比如抽样的工人在抽样3个月加班超时。管理层表示如果不安排充足的加班无法按时完成订单。本问题点打分为部分不符合因为：工厂有生产产能评估程序但没有有效的实施。参考行为守则：amfori BSCI行为手册的要求</p>



## PA 5: Fair Remuneration

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ENGLISH	LOCAL LANGUAGE
<b>Finding(s)</b>	
<p>It was noted that total 26 employees including 1 worker retired back to work. 25 employees should buy social insurance. The social insurance receipt from June 2022 to May 2023 were provided for review, the social insurance receipt of May 2023 showed that the factory did not provide social insurance(endowment insurance, medical insurance, unemployment insurance, maternity insurance and work-related injury insurance) for 22</p>	<p>评估中发现共26名员工包括1名退休返聘人员，25名员工应该购买社会保险。2022年6月至2023年5月社保缴费记录提供查阅，2023年5月社保记录显示工厂没有给25名应该缴纳社会保险的员工中的22名员工缴纳社会保险（养老、医疗、失业、生育和工伤保险）。管理层表示给部分员工不愿意缴纳社会保险，部分员工已经购买新农保且社保自愿选择。本问题点打分为完全不符合因为：只有3名管理人员购买了社会保险。（参考法律法规《中华人民共和国</p>

Finding(s)	
<p>out of 25 employees who should buy social insurance. The factory management claimed that some workers did not want to buy social insurance. Some workers had bought new rural social pension insurance and it was voluntary for choice. This question is rated as no because: only 3 management had bought social insurance. (Law and Regulation: Social Insurance Law of the People's Republic of China, Article 10, 23, 33, 44 and 53. Remark: The factory had not counted the number of workers who had bought new rural social pension insurance. Employer liability insurance valid from May 19, 2023 to May 18, 2024 were provided for all workers who had not bought social insurance.</p>	<p>《社会保险法》第十条、二十三条、三十三条、四十四条、五十三条》。备注：工厂没有统计参加新农保的员工人数。有效期从2023年5月19日至2024年5月18日的雇主责任险已经提供给了所有没有缴纳社保的员工。</p>

## PA 6: Decent Working Hours

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ENGLISH	LOCAL LANGUAGE
Finding(s)	
<p>It was noted that the attendance records from May 2022 to audit date were provided for review, 6 sampled workers' monthly OT hours had exceeded 36 hours in 3 sampled months. Maximum monthly overtime were 88 hours in Oct. 2022.</p> <p>(1) Through reviewing the attendance records in Oct. 2022, 6 selected employees' monthly overtime hours were 88 hours;</p> <p>(2) Through reviewing the attendance records in Mar. 2023, 6 selected employees' monthly overtime hours were 78 hours;</p> <p>(3) Through reviewing the attendance records in Apr. 2023, 6 selected employees' monthly overtime hours were 78 hours;</p> <p>Maximum monthly overtime arranged for sampled workers from June 01, 2023 to June 07, 2023 were 18 hours. As claimed by factory management that the attendance system was not completed such as could not alert when overtime near or over the limit. This question is rated as no because: all 6 sampled workers' monthly OT hours had exceeded 36 hours in 3 sampled months. (Laws and Regulations: China Labor Law, Article 41)</p>	<p>评估中发现2022年6月至审核日的考勤记录提供查阅，6名抽样员工月加班时间在抽样3个月都超过了36个小时，最多月加班在2022年10月达到了88个小时。</p> <p>(1)通过查阅2022年10月6名抽样员工考勤显示月加班为88小时；</p> <p>(2)通过查阅2023年03月6名抽样员工考勤显示月加班为78小时；</p> <p>(3)通过查阅2023年04月6名抽样员工考勤显示月加班为78小时；</p> <p>抽样工人中从2023年6月1日至2023年6月7日最多的月加班为18个小时。管理层表示考勤系统不完善比如没有办法预警当其加班时间快超过或已经超过要求时。本问题点打分为完全不符合因为：所有6名抽样员工月加班时间在抽样3个月都超过了36个小时。</p> <p>（参考法律法规：《中华人民共和国劳动法》第41条）。</p>

## PA 7: Occupational Health and Safety



ENGLISH	LOCAL LANGUAGE
<b>Finding(s)</b>	
<p>It was noted that there were gluing section and edge painting section in the factory, the workers in the 2 sections would contact occupational hazard factor of chemical. But the facility did not conduct occupational hazard factor monitoring for these 2 sections. The factory did not provide pre-job, on-job or off-job occupational health check to any worker. The factory management claimed that they did not conduct it as consideration of cost control. This question is rated as partially because: most areas in PA7 were well managed. Reference law: Provisions on the Administration of Occupational Health at Work Sites Article 20&amp; Law of the People's Republic of China on Prevention and Control of Occupational Diseases, Article 35.</p>	<p>评估中发现工厂有胶水车间和油边车间，这2个车间的员工会接触职业危害因素化学品。但是，工厂没有在这2个车间做职业危害因素测试。工厂没有提供职业岗前，在岗和高岗体检给任何员工。管理层表示没有做是出于成本控制考虑。本问题点打分为部分不符合因为：PA7区域的大部分有很好的管理。参考法规：《工作场所职业卫生管理规定》第20条&amp;中华人民共和国职业病防治法第35条</p>
<p>It was noted that all the sewing machines were not installed with the needle guard, 3 sewing machines and 3 punching machines were missing the pulley guards in the sewing area. As claimed by factory management that they would install it. This question is rated as partially because: most machines and equipment were well maintained. Reference Law: General rules of design on health and safety of production auditee, article 6.1.2.</p>	<p>评估中发现缝纫区域所有发缝纫机没有安装挡针板，3台的缝纫机和3台冲孔件没有皮带轮保护罩。工厂管理层表示他们将会进行安装，本问题点打分为部分不符合因为：大多数机器和设备已经很好维护。参考法规：《生产设备安全卫生设计总则》，第6.1.2条</p>
<p>It was noted that the factory had not sign medical agreement with local hospital for emergency use in the past year. The factory management claimed that they did not know this requirement. This question is rated as partially because: the first aider and first kit were available in the factory. Reference Code: the requirement of amfori BSCI manual</p>	<p>评估中发现工厂在过去一年内没有跟当地医院签订医疗协议供紧急使用。工厂管理层表示不了解这个要求。本问题点打分为部分不符合因为：车间有配备急救员和急救药箱。参考行为守则：amfori BSCI 行为手册</p>

## PA 12: Protection of the Environment

ENGLISH	LOCAL LANGUAGE
<b>Finding(s)</b>	
<p>It was noted that there was no waste gas monitoring for the cooking fumes of kitchen. As claimed by factory management that they would apply it. This question is rated as partially because:</p>	<p>评估中发现厨房的油烟没有废气监测。工厂管理层表示将会去申请办理，本问题点打分为部分不符合因为：大多数废弃物有很好的管理和监管。参考法规：《环境监测管理办法》，第21条</p>

**Finding(s)**

most waste was well managed and monitored.  
Reference law: Measures for the Administration of  
Environmental Surveillance, Article 21.