
Auditee :	Williams Sweaters Ltd.
Audit Date From :	02/03/2020
Audit Date To :	02/03/2020
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	UL-RS
Auditor's Name(s) :	Prince ASM Hassan Imam(Lead), Tofael Hossain
Auditing Branch (if applicable) :	



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.
Access www.bsciplatform.org, for entitled users only.

All rights reserved. No part of this publication may be reproduced, translated, stored in a retrieval system, or transmitted, in any form or by any means electronic, mechanical, photocopying, recording or otherwise, be lent, re-sold, hired out or otherwise circulated without the amfori consent.

This is an extract of the amfori BSCI Audit Report, which is available in the amfori BSCI Platform. © amfori, 2018 - The English version is the legally binding One.

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 ANo Performance Areas rated C, D or E These are three examples: <table><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	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
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																													
B Good	<ul style="list-style-type: none">Maximum 3 Performance Areas rated CNo Performance Areas rated D or E These are three examples: <table><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	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
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																													
C Acceptable	<ul style="list-style-type: none">Maximum 2 Performance Areas rated DNo Performance Areas rated E These are three examples: <table><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	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
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																													
D Insufficient	<ul style="list-style-type: none">Maximum 6 Performance Areas rated E These are three examples: <table><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>D</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	D	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.
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	D	E	E	E	E	E																													
E Unacceptable	<ul style="list-style-type: none">Minimum 7 Performance Areas rated E These are three examples: <table><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	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
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																													
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 :	Williams Sweaters Ltd.		
DBID number :	341761		
Audit ID :	174356		
Address :	Palashbari, Dhamsona, Ashulia,, Savar 1341 Savar		
Province :	Dhaka	Country :	Bangladesh
Management Representative :	Mr. Md. Rahim Uddin Khandakar - Manager (HR, Compliance and Admin)		
Contact person:	Mr. Md. Rahim Uddin Khandakar	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Apparel
Product Type :	All Kinds of Sweaters		

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 checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input 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 : 02/03/2021

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	D	A	A	A	A	D	A	A	A	A	C	A

Executive summary of audit report

This BSCI full audit conducted at the facility WILLIAMS SWEATERS LTD. on dated March 02, 2020. On the audit day Hassan Prince - APSCA RA 21702599 (Lead auditor), Tofael Hossain - APSCA RA 21702701 (Team Auditor) and Ms. Raunak Parvin (APSCA RA 21702831) reached at the facility at 10:15 am.

Note that Raunak Parvin is new hired full-time auditor under training process. She is BSCI approved active auditor however her name is in process to add in UL BSCI Portal. Her BSCI Certificate no is IDChELjxCd, done on November 29, 2018.

The facility located at Palashbari, Dhamsona, Ashulia, Savar, Dhaka., Savar Dhaka 1341, Bangladesh. The main products of this auditee is Sweater. This is a 100% export oriented facility.

The factory WILLIAMS SWEATERS LTD incorporated in the year 2012 under the group of Williams Group. Recently the factory has been separated from the Williams Group and ownership transferred to the present owner since 2018. Presently the ownership belongs to Eng. Shaikh Mohammad. Zobair – Managing Director and Mr. Saiful Islam – Chairman.

Total audit was 3.0 man-days onsite and 0.5 man-day for report writing.

The auditor conducted an opening meeting with management and workers representative of this factory below -

Mr. Mamun Halim – General Manager
 Mr. Abdur Rahim – Manager (HR, Compliance)
 Mr. Palash Datta – Manager (HR, Compliance)
 Mr. AL-Mamun – Vice president of Participation Committee.

The management provides the permission to do all the audit process including document review, workers interview, health and safety walk through and to take photos. After finishing all the audit process a closing meeting was conducted on the same day with factory management and workers representative below-

Mr. Mamun Halim – General Manager
 Mr. Abdur Rahim – Manager (HR, Compliance)
 Mr. Palash Datta – Manager (HR, Compliance)
 Mr. AL-Mamun – Vice president of Participation Committee.

The management informed that they agreed with all the observation and will try to remove these observation as early as possible. Finally the management, representative and auditor signed the onsite findings report.

Building description:
 Factory operated in 02 buildings and 04 sheds.
 Building 01: 02 storied:
 Ground floor used as jacquard section, office, distribution area, inspection area and maintenance room and staff dining.
 1st floor used as linking, trimming, mending, PQC, finishing, Iron, washing and inspection room and finished goods area.

Building 02 single storied used as security post, reception area, medical room, childcare room and generator room.

All sheds were single storied:
 Shed 01: Used as jacquard section, warehouse and sample section.
 Shed 02: Boiler room, winding section, re-coning section, accessories store, workers dining and canteen.
 Shed 03: Substation.
 Shed 04: Wastage shed.

Incorporation in the year 2012 No. C105631/12 on dated November 18, 2012.
 Factory License: 17192/Dhaka Category "G", Valid till June 30, 2020
 Fire License: DD/Dhaka/23909/2013, total area coverage 38627 square feet. for Valid till June 30, 2020.
 Boiler license: Boiler license no 11599 registered on dated February 25, 2020 and valid till February 21, 2021. However, the information was not shown in the boiler department website as the registration is very recent.
 Group Insurance Records: Auditee has applied for the biometric registration of Group insurance with Bangladesh Knitwear Manufacturer and Exporters Association however, no certificate issued yet.
 Latest Drinking Water Test Report: Done from icddr on dated May 02, 2019 Test report no. APR1916420.
 Waste water testing report done by Department of Environment on dated December 23, 2019 and all the parameters found within the acceptable limit.
 Trade license: 20182617239003545 issued by Sanirvar Dhamsona Union Parishad, Ashulia, Savar, Dhaka, valid till June 30, 2020.

Environmental Clearance Certificate No. 19-30710 valid till June 27, 2020 for the power plant and NO. 19-21679 valid till April 01, 2020 for Fabric dying and chemical processing unit. Both category are "Red".

Facility has one appointed doctor and none medical assistant.

Electrician: 01 electricians and all have valid permit and one assistant for helping.

Boiler operator: Boiler operators personal file verified and found all have valid permit.

Workers Participation committee selection records: Selected participation committee. Meeting held on two months interval. However, meeting minutes are not sent to the factory inspection department. Last meeting was conducted on February 22, 2020.

H&S Committee: committee formed with 08 members. Last meeting conducted on February 02, 2020.

Fire Drill record: Last fire drill was conducted on dated February 20, 2020, total participant no 253 and evacuation time is 2.45 minutes. This drill is day drill and conducted around 12:47 pm. Factory conducts fire drill on one month interval. However, internal fire drill not notified to the FSCD authority. Moreover, jacquard section has two shifts but no fire drill conducted for night shift worker.

Training records for fire fighters: Total fire emergency team is reported 1776; Fire fighter: 611; Rescue team: 588; First aider: 577. Fire training is done by fire service and internal fire safety officer Mr. Rafiqul Islam. Last fire training conducted internally on dated 12-Jan-20. Last fire training done by fire service on dated 28-29-Dec-19. Total 520 are trained from fire service. Total 714 are trained by external stake holders (Fire service and BKMEA)

Training records on First Aider: First aider total 176 nos. Provided latest training on January 01, 2020.

Layout plan approval: Serial no: 2019, approval taken on November 28, 2017. Approved by Chief Factory inspector of Narayanganj.

Medical room attendant's personal file / Doctor's personal file: Reviewed.

Agreement with the Hospital/ clinic: Centre for Woman and Child Health (CWCH), Beron, Savar, Dhaka – 1349.

Internal audit report: Checked.

Organogram: Checked developed on 31/12/2019.

MR Letter issued to Checked. Mr. Rahim Uddin Khandakar – Manager (HR, Admin & Compliance).

New worker orientation training: most recent conducted on 11/02/2020.

Training on amfori BSCI code of conduct. Most recent training for worker was conducted on 10/02/2020.

And mid level management on 26/01/2020.

Grievance policy & Disciplinary action policy: Checked.

Discrimination policy: Checked.

Eid bonus provided as per law. 01 year service period 50% of basic. 06 month service period: 25% of basic salary.

H&S Risk assessment: Checked.

Factory floor layout plan: Checked.

Env. Training most recent conducted on 25.02.2020.

Training on Anti-Corruption: Worker: 04/02/2020. Staff: 05/01/2020.

22 personal files: Checked.

Accident & Injury record: Reviewed, only some minor injury recorded. Last injury seen on dated February 20, 2020 Finger cut injury by needle.

Personal file / ID cards/Appointment / Age proof records / Employment Contract Agreement: Verified for sampled employee.

Wastage disposal contract with Starlink Enterprise, Dendabor, Polibiddut, Ashulia, Savar, Dhaka.

Time cards / records: Reviewed for the months of August and December 2019 and January 2020.

Payroll sheets & Overtime payment records: Reviewed for the months of August and December 2019 and January 2020.

Copy of pay slips/ Copy of overtime slips sample: Reviewed for the months of January 2020.

Maternity benefit payment documents & Register: Facility has no maternity benefit claim till now although the facility is running since 2018 under the present ownership and management. However, facility maintain policy for maternity benefit as per law.

Leave documents: review for samples.

Festival holiday list: For the year 2019 and 2020

Below pictures are not applicable:

1. Dormitories (No dormitory for onsite)
2. Contractor license/permit- Not applicable
3. Agency labor contract- Not applicable
4. Government waivers-Not applicable
5. Collective bargaining agreements- Not applicable
6. Inconsistencies between time and production records- Not applicable
7. Group insurance certificate (Social insurance) - Not available

Ratings Summary


Auditee's background information			
Auditee's name :	Williams Sweaters Ltd.	Legal status :	Private Limited Company
Local Name :	Williams Sweaters Ltd.	Year in which the auditee was founded :	2012
Address :	Palashbari, Dhamsona, Ashulia,, Savar 1341	Contact person (please select) :	Mr. Md. Rahim Uddin Khandakar
Province :	Dhaka	Contact's Email :	rahim@williamsbd.com
City :	Savar	Auditee's official language(s) for written communications :	Bangla
Region :	South Asia	Other relevant languages for the auditee :	English
Country :	Bangladesh	Website of auditee (if applicable) :	None
GPS coordinates :	N 23°55'53.96484" E 90°15'57.39048"	Total turnover (in Euros) :	2252250.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :		Production volume :	700000 pcs/ month
Product Group :	Apparel	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	All Kinds of Sweaters		

Auditee's employment structure at the time of the audit			
Total number of workers :	295	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	178	117	
Temporary workers	0	0	
In management positions	8	0	
Apprentices	0	0	
On probation	45	20	
With disabilities	0	0	
Migrants (national citizens)	0	0	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	178	117	
Production based workers	71	46	
With shifts at night	0	33	
Unionised	0	0	
Pregnant	-	0	
On maternity leave	-	0	

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: B

Deadline date:02/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

From the overall document check, workers and management interview it has revealed that factory already established a good management system to implement the BSCI code in day to day business culture. One responsible Management representative has been given authority to implement this. Factory has done their supply chain mapping and production capacity plan as per amfori BSCI expectation. However gaps have been identified during implementation of the code mentioned in 1.1- Auditee found well conversant in English and accepted the onsite CAP in English language. Thus the local language CAP was not provided during the audit.

- 1.1 -** Findings: Auditee's overall management system found not fully effective as social benefit, health and safety condition found not well maintained. Besides, auditee had maintained the manual time keeping system with uniform in & out time 08:00 am to 05:00 pm which is not realistic. However, the time card signed by both time keeper and workers. [amfori BSCI Code 1.1]. [In accordance with BSCI Qs. 1.1]

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: D

Deadline date:02/06/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The overall observation shows that the factory has formed a selected workers committees among the workers. There are different types of training on workers, management, association members to aware them on legal rights and responsibility. The factory also provides different type of COC training which they subscribe. There is corporate policy on grievance and there is system implemented for internal and external grievance. However gaps have been identified during implementation-

- 2.1 -** Findings: Auditee has formed a Participation Committee however, the committee has not formed through election as per law. Committee meetings are held on two weeks interval however, the meeting minutes are not sent to the labor department as per law. [Bangladesh Labour Code (2006), Sec.205]
- 2.3 -** Findings: 22 out of 22 interviewed employees found not aware about the legal rights and benefits such as leaves, maternity benefits, service benefits, overtime benefits, deduction system and the basic requirement of amfori BSCI Code. [amfori BSCI Code 2.3].
- 2.5 -** Findings: Auditee has developed a grievance mechanism where they receive written and verbal complaint from the workers through confidential complaint box and verbal grievances. However, while reviewing the complaint box register it was noted that the complaints submitted in the complaint box are undersigned by the employee which breaks the confidentiality of the worker. Apparently the complaint mechanism found not fully active and understanding of the worker found not effective. [In accordance with BSCI Qs. 2.5]

Remarks from Auditee:

None

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Overall evidence shows that auditee has written freedom of association policy and procedures in place to ensure workers right to associate & organize collectively. Evidence also shows that the factory has formed a formal 'Workers Participation Committee' parallel means of worker association. No observation noted in this performance area. Qs. 3.2 marked as N/A as there is no trade union in this facility.

Remarks from Auditee:

None

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: The satisfactory evidence shows that the auditee takes the necessary measures to avoid or eradicate discrimination in the workplace. This evidence is collected from documents review, management and workers interview. The auditee takes the necessary preventative measures to ensure workers are not disciplined, dismissed or discriminated against because of their complaints against infringements of their rights. This is confirmed by worker's representative interview. There is reported preventative and remedial measures, and so workers are not harassed or disciplined on any grounds of discrimination. Factory management has grievance policy procedure for the entire employees. No observation noted in this performance area.	
Remarks from Auditee: None	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A	Deadline date:02/09/2020
GOOD PRACTICES: Auditee has completed the living wage calculation as per BSCI expectation.	
AREAS OF IMPROVEMENT: The factory has implemented the legal minimum wage set by the Bangladesh government minimum wage board. The last declared wage was published in 2018 for this type of industry and factory follow this minimum wage notification accordingly. The lowest wage is reported 8000 BDT per basic month for a grade level helper and this is acceptable. Employees wage is settled as per the grade of the employee showing in minimum wage gazette. Last paid month is January 2020. Auditor checked the salary records for the month of August 2019 (Peak) and December 2019 (Non-peak) and January 2020 (Most recent). Wage is paid through hand cash. Note that wage period is 01 of current month to 30/31st. Approximately 40% workers who are working in linking, trimming, mending and iron section paid on piece rate basis. All sample employee salary and overtime found paid in a timely manner as per minimum wage. Wage is paid within 7 working days after end of each pay period and no delay payment is reported. There is satisfactory evidence showing that the level of wages reflects the skills and education of workers. Copies of pay slips and overtime slips are reviewed. Additionally sample employees bonus for Eid UL Firt and Eid Ul Azha, Maternity benefit payment documents & Register, Leave documents and reviewed the leave status of sample workers, leave encashment documents for the existing workers and final settlement records are reviewed. For festival holiday 13 days festival holiday in 2020 is reviewed. However gaps have been identified during implementation of the code mentioned in 5.5- 5.5 - Findings: A. Auditee had no provision of providing the annual leave as required by law. [In accordance with Bangladesh Labor Rule 2015, section 107.]. B. Group insurance certificate for the employee for workplace accident or death are not obtained by the facility although paid the applicable fee to the BKMEA for 2019 and 2020. [Bangladesh Labour Code (2006), Amendment (2013), Sec.99]	
Remarks from Auditee: None	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Auditee's time keeping system is manual time card system for all employees. General working hour is 1 shift from 8 am to 5 pm with 1 hour of meal break for all workers in all shifts. However, Jacquard section operates in 2 shifts; 8 am to 5 pm in first shift and 8 pm to 5 am in second shift. These working hour is approved by chief factory inspector. Security section operates in 3 shifts from 6 am to 2 pm; 2 pm to 10 pm & 10 pm to 6 am and also approved by chief factory inspector. Payroll sheets & Overtime payment records are required for January 2020, August 2019 and December 2019. The general working hour is found 48 hours per week and maximum 2 hours of daily overtime in reviewed periods. There is no rest break violation and no lack of 7th day rest issue found. There is adjustment work done for festival which is paid and given as per Bangladesh Labor Rules 2015. The auditee fully respects this performance area.	
Remarks from Auditee: None	

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: D

Deadline date:02/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The factory has developed a management system for occupational health and safety. The factory continuously seeks to improve workers' protection by carrying out risk assessments. The auditee regularly provides trainings for preventing injury. The factory posted signs and warnings. There is system for reporting accidents and injuries with analysis to avoid in future. The auditee has installed properly working firefighting equipment. The general escape routes are found accessible and clearly marked with evacuations plans in relevant places. The factory ensures safeguards for machine part. There are first-aiders and registered doctor and nurse onsite. The auditee provides potable water and the rest rooms are found clean with running water with privacy. The factory maintains acceptable temperature, humidity, space, sanitation, illumination which are reportedly adequate for the health and safety of workers. The factory does not provide transportation or dormitory. Below gaps have been identified in implementation-

- 7.1 - Findings: a. Auditee's overall health and safety condition found with gaps in some areas to implement a good condition. Moreover, auditee has taken some corrective actions during the audit which should be identified by the auditee's internal mechanism. For example, one exit sign found not working at winding section and auditee corrected the findings upon notification. [In accordance with BSCI Qs. 71.] b. The wastage shed not included in the fire license coverage. [In accordance with Fire Service & Civil Defense Act 2003, Section-4(1)].
- 7.2 - Findings: Group insurance certificate for the employee for workplace accident or death are not obtained by the facility although paid the applicable fee to the BKMEA for 2019 and 2020. [Bangladesh Labour Code (2006), Amendment (2013), Sec.99]
- 7.3 - Findings: Auditee found using 09 gas cylinders for operating the boiler and placed them near the main exit point of the winding shed but no risk assessment conducted for these cylinders and no test report found for it. [amfori BSCI Code 7.3].
- 7.4 - Findings: Auditee has formed a safety committee however, the members are not selected by any elected Participation committee as the formation of the participation committee found not as per law. [In accordance with Bangladesh Labor Rules 2015-Eighth Chapter- Welfare Arrangements-Rule 81]
- 7.5 - Findings: Last fire drill was conducted on dated February 20, 2020, total participant no 253 and evacuation time is 2.45 minutes. This drill is day drill and conducted around 12:47 pm. Factory conduct fire drill on one month interval. However, internal fire drill not notified to the FSCD authority. Moreover, jacquard section have two shifts but no fire drill conducted for night shift worker. [Bangladesh Labor Rules 2015-Chapter-Eight- Welfare Arrangements(80)]
- 7.6 - Findings: 08 out of 12 sampled checked workers from linking section and 04 out of 06 sampled checked workers from the jacquard section found not using required PPE such as mace mask and ear plug. Moreover, 05 out of 05 sampled workers found handling chemicals in washing section and spot removing room found using fabric mask instead of chemical resistance mask. [In accordance with Bangladesh Labor Rules 2015, section - 67(2)].
- 7.7 - Findings: Improper eye-wash station hand operated installed in the spot removing room. 08 Chemical containers found without secondary containment and MSDS in the washing production floor, accessories store and in the open area beside the Jacquard shed 02. [In accordance with Bangladesh Labor Rule 2015, section 68 (10)].
- 7.10 - Findings: Auditee maintain injury register as prescribed by law however, the register have not been submitted to the labour department as per law. [Bangladesh Labor Rules 2015-Seventh Chapter- Special Rules for Health, Health Rules & Safety-Rule 73]
- 7.14 - Findings: Fire alarm and PA system of the entire factory found non-functional while checking. However, auditee had installed manual smoke detector throughout the factory. [Bangladesh Labor Code (2006), Sec.62(5)].
- 7.17 - Findings: Upper pulley cover missing and displaced found with 100% linking machines. 01 electric boiler found laced just beside the exit way from the distribution area in Building 01. Eye-safety guard missing found with 02 out of 02 sampled checked bar-tack machines and needle guard displaced found with 100% sewing machines. [In accordance with Bangladesh Labor Law 2006, section-63(1)].

Remarks from Auditee:

None

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

No observation noted in this performance area. The overall assessment shows that the auditee fulfils the requirements of this area. There was no child labor identified during document review, plant tour and worker interviews. Factory had a written policy not to engage in child labor usage. Employees' national ID card and birth certificate were checked upon hiring. No historical child labor was reported by the interviewed workers.

Remarks from Auditee:

None

Performance Area 9 : Special protection for young workers

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

No young workers were reported by the facility management and by the workers as well. The auditor noted that no young workers engagement onsite by the factory in any production process. However, the auditee has policy on young worker engagement. Young worker is discouraged but not restricted for employment.

Remarks from Auditee:

None

Performance Area 10 : No Precarious Employment

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A

Deadline date:02/06/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The factory does not engage with short/part-time/ seasonal workers. There is no temporary worker reported on the day of the audit. The facility ensures the employment relationship does not cause insecurity and social or economic vulnerability of workers. However gaps have been identified during implementation of the code mentioned in 10.2-

- 10.2 -** Findings: Auditee not updating the annual leave status in the workers service book as require by law. [Bangladesh Labor Rules: 2015. Chapter 02. Code 21/d].

Remarks from Auditee:

None

Performance Area 11 : No Bonded Labour

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

No observation noted in this performance area. The factory does not engage in any form of Prison, servitude, forced, bonded, indentured, trafficked or non-voluntary labor. No migrant workers are hired (11.2 is graded N/A). Based on satisfactory evidence it was noted that the main auditee entirely respects this Performance Area.

Remarks from Auditee:

None

Performance Area 12 : Protection of the Environment

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: C

Deadline date:02/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The auditee does not engage any excessive use of production related to chemicals. There is a washing facility where general detergents are used. Auditee sold the wastage to the local vendor. However, gaps have been identified during implementation-

- 12.1 -** Findings: Auditee not yet conducted any assessment upon the surrounding environment from their operation. [amfori BSCI Code 12.1].
- 12.3 -** Findings: Auditee's production process involves washing where some chemicals and detergent are used. However, the facility has not obtained any Environmental Clearance certificate or NOC from the Department of Environment and there is no waste water testing done for the produced wastes in the facility. [In accordance with Bangladesh Environment Conservation Act (1995)]
- 12.4 -** Findings: Wastage found kept in the wastage store without segregation. [Bangladesh Labor Law 2006, Section-54].

Remarks from Auditee:

None

Performance Area 13 : Ethical Business Behaviour

Full Audit [Audit Id - 174356] Audit Date: 02/03/2020 PA Score: A

Deadline date:02/09/2020

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

The factory has written policy for corruption, extortion or embezzlement, or in any form of bribery in its activities as a business enterprise. There is no evidence reported to being involved in falsifying information. The processed personal information is maintained and recorded with reasonable care. However, gap has been identified during implementation of the code mentioned in 13.2-

- 13.2 -** Findings: Auditee had maintained the manual time keeping system (manual time card) where the time card showed the uniform in & out time of the workers (08:00 am to 05:00 pm) instead of actual in & out time. Moreover, if a worker performed 02 hours of overtime in a day the time card still showed the out time as 05:00 pm instead of showing the actual out time after performing the overtime. [amfori BSCI code 13.2].

Remarks from Auditee:

None

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	02/03/2020	174356	B	D	A	A	A	A	D	A	A	A	A	C	A	C

Producer Photos



Photo of non-conformity
12.4 Wastage found not segregated.JPG



Photo of non-conformity
7.1 Exit sign found rectified.JPG



Photo of non-conformity
7.14 Fire alarm not functional.JPG



Photo of non-conformity
7.17 Eye guard found missing.JPG



Photo of non-conformity
7.17 Needle guards found displaced.JPG



Photo of non-conformity
7.17. 01 electric boiler found laced just beside the exit way.JPG



Photo of non-conformity
7.6 Upper pulley cover missing.JPG



Photo of non-conformity
7.6 Linking section worker not using PPE.JPG



Photo of non-conformity
7.6 Worker found using fabric mask instead of chemical mask.JPG



Photo of non-conformity
7.7 Improper eyewash station.JPG



Photo of non-conformity
7.7 Chemical without secondary containment and MSDS.JPG



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



External photo(s) of the production unit(s)
Facility outlook.JPG



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



Photo first aid facilities
Doctor room.JPG



Photo first aid facilities
First aid box.JPG



Photo first aid facilities
First aid kits.JPG



Photo of fire safety equipment
Exit sign and fire alarm switch.JPG



Photo of fire safety equipment
Fire alarm.JPG



Photo of fire safety equipment
Fire extinguisher.JPG



Photo of fire safety equipment
Fire fighting equipment.JPG



Photo of fire safety equipment
Manual Smoke detector.JPG



Photo of fire safety equipment
Smoke detector.JPG



Photo of the canteen (if applicable)
Canteen.JPG



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



Photo of the code of conduct on display
BSCI COC Posted.JPG



Photo of the inside of the main production hall
Complaint box.JPG



Photo of the inside of the main production hall
Drinking water station.JPG



Photo of the inside of the main production hall
Finished goods area.JPG



Photo of the inside of the main production hall
Generator room.JPG



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



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



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



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



Photo of the inside of the main production hall
Notice board.JPG



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



Photo of the inside of the main production hall
Spot removing area.JPG



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



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



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



Photo of the nursery (if applicable)
Child care room.JPG



Photo of the sanitary facilities
Toilet area.JPG