
Auditee :	Sublime Greentex Ltd.
Audit Date From :	11/09/2019
Audit Date To :	12/09/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	BureauVeritas
Auditor's Name(s) :	Junaid Hasan(Lead), Rafiqul Islam, Md. Shamim Hossain
Auditing Branch (if applicable) :	



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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence																																							
<p>A Very Good</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated A • No Performance Areas rated C, D or E <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 Good</p>	<ul style="list-style-type: none"> • Maximum 3 Performance Areas rated C • No Performance Areas rated D or E <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>
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>C Acceptable</p>	<ul style="list-style-type: none"> • Maximum 2 Performance Areas rated D • No Performance Areas rated E <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>D Insufficient</p>	<ul style="list-style-type: none"> • Maximum 6 Performance Areas rated E <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>E Unacceptable</p>	<ul style="list-style-type: none"> • Minimum 7 Performance Areas rated E <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>Zero Tolerance</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 :	Sublime Greentex Ltd.		
DBID number :	368134		
Audit ID :	162165		
Address :	Gilarchala, Sreepur, Gazipur-1740, Bangladesh Dhaka		
Province :	Dhaka	Country :	Bangladesh
Management Representative :	Mohammd Abdul Barek_Assistant General Manager (HR, Admin & Compliance)		
Contact person:	Mohammad Abdul Barek	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Apparel
Product Type :	Knit Items		

Audit Details



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit	
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms	
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Small Producer
Audit Announcement :	<input type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input checked="" type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No		
Audit extent (if applicable) :	none		
Audit interferences or contingencies (if applicable) :	none		
Overall rating :	C		
Need of follow-up :	Yes	If YES, by : 12/09/2020	

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	C	A	D	A	A	A	A	A	A	A

Executive summary of audit report

This was the semi-announced BSCI Full up Audit. Sublime Greentex Ltd. was established in 2015 and located in, address: Gilarchala, Sreepur, Gazipur-1740, Bangladesh under the Business license number C-120993/15 and factory license No. 18066/Gazipur. The facility is specialized in manufacturing of all kinds of Knit items (Tops & Bottoms). The main production processes included cutting, sewing, finishing and packing. The Peak seasons of the factory is round the year same.

In view of facilities, the factory is made in 3 buildings & 3 sheds. Floor and section wise factory layout is as follows:

Building # 1

Basement: Fire pump room for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

Ground floor: Common cutting, fusing, fire pump room, office for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

1st floor: Common sample room, bundling and numbering area, office for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

2nd floor: Sewing, sub accessories distribution room, needle issue room, finishing, spot removing room, packing, office, showroom of Sublime Greentex Ltd.

3rd floor: Sewing, sub accessories distribution room, needle issue room, finishing, spot removing room, packing, of Sublime Greentex Ltd.

4th floor: Sewing, sub accessories distribution room, needle issue room, finishing, spot removing room, packing, staff canteen, prayer room of Sublime Greentex Ltd.

5th floor: Sewing, sub accessories distribution room, needle issue room, finishing, spot removing room, packing of Executive Intimates Ltd (Separate entity under same management)

6th floor: Sewing, sub accessories distribution room, needle issue room, finishing, spot removing room, maintenance room and packing Executive Intimates Ltd (Separate entity under same management)

Building # 2

Ground floor: Common child care, medical room, accessories and fabric store, fire control room for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

1st floor: Common office, inspection room, finished goods store, workers dining room, canteen, and female prayer room for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

Building # 3 (Utility building)

Ground floor: Common generator, substation, security post for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

Shed # 1:

Ground floor: Common compressor room for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

Shed # 2:

Ground floor: Common wastage store for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

Shed # 3:

Ground floor: Common chemical room for Sublime Greentex Ltd & Executive Intimates Ltd (Separate entity under same management)

Factory had maintained automatic time card for time keeping system for all workers. There were a total of 1516 employees (474 males & 1042 females) and the youngest worker was above 20 years in the factory which was complying with the local law. Neither migrant workers nor agency workers were found in the facility.

Per payroll review and interviews with management and employees, all the workers were paid by monthly wage system. Wages were paid & issued once in a month within first 7 working days of the following pay period. All the employees' wages were paid by cash. Last payment date was September 7th, 2019 for the month of August 2019. Factory had provided lowest minimum wage as BD. Tk-8000/- to the workers which met the local law.

Per payroll and time records review, auditors reviewed sample records of 40 employees from August 2019 as current month (Attendance & Payroll), May 2019 as (attendance & Payroll) a random (1st) month and from January 2019 (Attendance & Payroll) a random (2nd) month. All were permanent workers in the factory. Maximum works performed 84 hours per week & consecutive work performed 7 to 13 days in a month. However, maximum working hours found (daily 8 hours general working hour + 4 hours overtime) 12 hours in a day which is as per law.

The regular working hours in the factory was from 8:00 am to 5:00 pm with a 60 minutes lunch break in 2 shifts from 12:30 pm to 1:30 pm and 1:00 pm to 2:00 pm. The weekend was Friday.

A total of 40 employees (12 males and 28 females) from different sections were selected and conducted interview individually and group wise. According to the interviews, employees were satisfied with the working conditions in positive way toward regarding the timely payment, non-discrimination, and non-forced labor in the factory. All employees were hired directly by the company. There were neither migrant nor agency workers hired in the factory.

At the end of the audit, a closing meeting was held with factory representative; all of the current findings along with corresponding corrective action plans were disclosed and communicated to facility management and Mr. Mohammd Abdul Barek _ Assistant General Manager (HR & Compliance) signed the onsite CAP and agreed to take corrective actions.

Remarks:

1. Kindly be noted that the factory management was convenient with English. So they requested to the auditors to provide the Corrective Action Plan in English.

Ratings Summary



Auditee's background information			
Auditee's name :	Sublime Greentex Ltd.	Legal status :	Private Limited Company
Local Name :	সাবলাইম গ্রীনটেক্স লি:	Year in which the auditee was founded :	2015
Address :	Gilarchala, Sreepur, Gazipur-1740, Bangladesh	Contact person (please select) :	Mohammad Abdul Barek
Province :	Dhaka	Contact's Email :	barekhr@sgl.executivebd.com
City :	Dhaka	Auditee's official language(s) for written communications :	English and Bengali
Region :	South Asia	Other relevant languages for the auditee :	English
Country :	Bangladesh	Website of auditee (if applicable) :	www.meghna-executive.com
GPS coordinates :	Latitude: 24.1944395, Longitude: 90.4230011	Total turnover (in Euros) :	27144373.83
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :		Production volume :	550,000 Pieces per month
Product Group :	Apparel	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	No
Product Type :	Knit Items		

Auditee's employment structure at the time of the audit		
Total number of workers :	1516	Total number of workers in the production unit to be monitored (if applicable) :
	MALE WORKERS	FEMALE WORKERS
Permanent workers	474	1042
Temporary workers	0	0
In management positions	22	2
Apprentices	0	0
On probation	58	134
With disabilities	2	2
Migrants (national citizens)	0	0
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	474	1042
Production based workers	0	0
With shifts at night	11	0
Unionised	0	0
Pregnant	-	21
On maternity leave	-	9

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: D

Deadline date:31/10/2019

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Remarks: The overall observation shows that the auditee partially fulfils the requirements of the performance area. Factory had conducted meeting with workers as they did not have any elected worker's participation committee. They also provided occupational health and safety training the workers. However, gaps were identified such as the factory is trying to adopt requirement of BSCI COC, they have lacking in commitment towards integrating the BSCI Code into their 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. Moreover, through documents review & management interview that factory management did not prepare proper capacity planning for its production. For example: facility has prepared a production capacity planning based on 10 hours per day instead of 8 hours and facility running their production 10 to 12 hours per day on a regular basis. Management understand English and they were comfortable with English.

1.1 - 1.1 It was noted that the factory is trying to adopt requirement of BSCI COC, they have lacking in commitment towards integrating the BSCI Code into their 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. This violates amfori BSCI Performance Area 1.1
Management understand English and they were comfortable with English.

1.4 - 1.4 It was noted through documents review & management interview that factory management did not prepare proper capacity planning for its production. For example: facility has prepared a production capacity planning based on 10 hours per day instead of 8 hours and facility running their production 10 to 12 hours per day on a regular basis. This violates amfori BSCI Performance Area 1.4
Management understand English and they were comfortable with English.

Remarks from Auditee:

1.1: We wil correct as early as possible. 1.4: We wil correct as early as possible.

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A

Deadline date:31/10/2019

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Remarks: The overall observation shows that the auditee partially fulfils the requirements of the performance area. Factory had conducted meeting with workers and they have elected the members of the worker's participation committee. They also provided occupational health and safety training the workers. However, gaps were identified such as the facility had a grievance procedure for its employees but the procedure did not define how to deal with potential conflict of interest. Moreover, auditee did not involve workers' representatives in grievance mechanism process as per amfori BSCI COC. Management understand English and they were comfortable with English.

2.5 - 2.5 It was noted that the facility had a grievance procedure for its employees but the procedure did not define how to deal with potential conflict of interest. Moreover, auditee did not involve workers' representatives in grievance mechanism process as per amfori BSCI COC. This violates amfori BSCI Performance Area 2.5
Management understand English and they were comfortable with English.

Remarks from Auditee:

2.5: We wil correct as early as possible

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

Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

None

AREAS OF IMPROVEMENT:

Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. As per document review and workers interview, workers are free to report any grievance by proper channel to the management. The factory had no labor union. Facility management had arranged sufficient suggestion boxes and also appointed welfare officer for the welfare of the workers.
N/A

Remarks from Auditee:

Nil

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: C	Deadline date:31/10/2019
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. It was noted during the factory tour, employee's interview, management interaction and review of payroll records that the facility pays equal wages to all the employees for same nature of work and job requirements and also promotion & training opportunity is based on the worker's willingness and competency. The facility has a policy and procedures on non-discrimination, which has been communicated to the workers through induction program and different kind of trainings. However, gaps were identified such as the facility had a policy and procedure to protect discrimination. However, did not assess the most common activities through which discrimination may occur (e.g. hiring process, increment, promotion etc.). However, no discrimination noted during audit process on the audit date. Management understand English and they were comfortable with English. 4.1 - 4.1 It was noted that the facility had a policy and procedure to protect discrimination. However, did not assess the most common activities through which discrimination may occur (e.g. hiring process, increment, promotion etc). However, no discrimination noted during audit process on the audit date. This violates amfori BSCI Performance Area 4.1 Management understand English and they were comfortable with English.	
Remarks from Auditee: 4.1: We wil correct as early as possible	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:31/10/2019
GOOD PRACTICES: 1. Factory provided attendance bonus BDT: 300/- to 500/- to workers as per designation.	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee partially fulfils the requirements of the performance area. The factory respected the local law requirements, and the wages related regulations were posted and clearly communicated to all employees. All workers were paid as per minimum requirement of Bangladesh law. All workers' wages were calculated by monthly rate. The minimum wage paid by the factory was BDT 8000 per month according to the wage records. All workers are provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid. However, gaps were identified such as the facility did not estimate living wage to determine a potential gap between present local minimum wage and living wage to meet a decent living standard and so no actions to fill the gaps. However, factory is providing minimum wages to all the workers as per law. Management understand English and they were comfortable with English. 5.4 - 5.4: During this follow up audit, it was noted that still The facility did not estimate the living standard in the region calculating their living wage properly to determine a potential gap between present local minimum wage and living wage and so no action plan is in place to fill the gaps as per amfori BSCI COC. However, factory is providing minimum wages to all the workers as per law. This violates amfori BSCI Performance Area 5.4 Management understand English and they were comfortable with English.	
Remarks from Auditee: 5.4: We wil correct as early as possible	

Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: D	Deadline date:31/10/2019
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT:	
<p>Remarks: The overall observation shows that the auditee partially fulfils the requirements of the performance area as per law. The factory clearly communicated working hour policy to all employees through employee handbook. Interviewed employees confirmed that the overtime is voluntary and they could choose to perform overtime or not. Awareness training is provided to every employee upon hiring as a part of orientation on company policy on working hours and legal limitation with respect to weekly hours, overtime hours. However, gaps were identified such as the factory working hours exceeded the legal limit of 72 hours in a week. A review of the 40 sample population employee time records for August 2019, May 2019 and January 2019 yielded the following: 24 (Selected from cutting, sewing and finishing section) of 40 sample population employees worked in excess of 72 hours per week (i.e. 73 to 80 hours) in August 2019, which exceeded the statutory weekly working limit of 72 hours for 1 week period. 40 (Selected from cutting, sewing and finishing section) of 40 sample population employees worked in excess of 72 hours per week (i.e. 74 to 84 hours) in May 2019, which exceeded the statutory weekly working limit of 72 hours for 1 to 2 weeks period. 40 (Selected from different sections) of 40 sample population employees worked in excess of 72 hours per week (i.e. 73 to 82 hours) in July 2018, which exceeded the statutory weekly working limit of 72 hours for 1 to 2 weeks period. Moreover, factory workers had performed weekend work with compensatory leave. Based on attendance records, workers were required to work on August 02, 2019, May 10 & 24, 2019 and January 4 & 18, 2019. A review of the 40 sample population employee time records for August 2019, May 2019 and January 2019 yielded the following: 40 (selected from cutting, sewing and finishing section) of 40 sample population employees did not have 1 rest day in a week in August 2019 (continuously work 8 days from 1st to 8th August 2019) which was not in compliance with the client's requirement. 40 (selected from cutting, sewing and finishing section) of 40 sample population employees did not have 1 rest day in a week in May 2019 (continuously work 7 to 13 days from 4th to 16th & 18th to 30th May 2019) which was not in compliance with the client's requirement. 40 (selected from cutting, sewing and finishing section) of 40 sample population employees did not have 1 rest day in a week in January 2019 (continuously work 10 to 13 days from 1st to 10th & 12th to 24th January 2019) which was not in compliance with the client's requirement. Management understand English and they were comfortable with English.</p>	
6.2 -	6.2 It was noted that the factory working hours exceeded the legal limit of 72 hours in a week. A review of the 40 sample population employee time records for August 2019, May 2019 and January 2019 yielded the following: 24 (Selected from cutting, sewing and finishing section) of 40 sample population employees worked in excess of 72 hours per week (i.e. 73 to 80 hours) in August 2019, which exceeded the statutory weekly working limit of 72 hours for 1 week period. 40 (Selected from cutting, sewing and finishing section) of 40 sample population employees worked in excess of 72 hours per week (i.e. 74 to 84 hours) in May 2019, which exceeded the statutory weekly working limit of 72 hours for 1 to 2 weeks period. 40 (Selected from different sections) of 40 sample population employees worked in excess of 72 hours per week (i.e. 73 to 82 hours) in July 2018, which exceeded the statutory weekly working limit of 72 hours for 1 to 2 weeks period. This violates amfori BSCI Performance Area 6.2 This violates with the Notification from Ministry of Labor and Employment of The People's Republic of Bangladesh, 40.00.0000.016.32.009.11, (Part 1)-46, Dated on 16th April 2019, Management understand English and they were comfortable with English.
6.4 -	6.4: It was noted that the factory had performed weekend work with compensatory leave. Based on attendance records, workers were required to work on August 02, 2019, May 10 & 24, 2019 and January 4 & 18, 2019. A review of the 40 sample population employee time records for August 2019, May 2019 and January 2019 yielded the following: 40 (selected from cutting, sewing and finishing section) of 40 sample population employees did not have 1 rest day in a week in August 2019 (continuously work 8 days from 1st to 8th August 2019) which was not in compliance with the client's requirement. 40 (selected from cutting, sewing and finishing section) of 40 sample population employees did not have 1 rest day in a week in May 2019 (continuously work 7 to 13 days from 4th to 16th & 18th to 30th May 2019) which was not in compliance with the client's requirement. 40 (selected from cutting, sewing and finishing section) of 40 sample population employees did not have 1 rest day in a week in January 2019 (continuously work 10 to 13 days from 1st to 10th & 12th to 24th January 2019) which was not in compliance with the client's requirement. This violates amfori BSCI Performance Area 6.4 Management understand English and they were comfortable with English.
Remarks from Auditee: 6.2: We wil correct as early as possible 6.4: We wil correct as early as possible	

Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:30/09/2019
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>Remarks: The overall observation shows that the auditee partially fulfils the requirements of the performance area. General working condition is safe, and management is to improve a safer and healthier working environment. Risk assessment had been conducted by the facility. Pre-job training and ongoing refresh training are provided regularly. Drinking water is provided on each floor. HS management checks HS issue regularly. There were at least 2 exits from each floor. Firefighting equipment's been adequate and checks were up-to-date Fire drills conducted in worker's production areas, electrical equipment was maintained in good condition such as sockets, plugs, switches and main fuse boards in the production site. There were adequate first aid kits in production area and they were well stocked. First aid training had provided. Factory had also provided onsite dispensary and medical room. However, gaps were identified such as some lacking's were observed in the Health and Safety System applicable in the occupational health and safety regulations in the factory activities. Thus, relevant issues were noted in some areas to improve in the Health and Safety section. In addition, facility management did not provides regular training for workers and mid management on how to avoid accidents and minimize their impacts and also regularly analyses the accident records to gather lessons learned and adjust the protocols accordingly and material safety data sheet (MSDS) was not available for the chemical (Pulimak 2 as spot removing chemical). Moreover, overlock sewing machine operators in the section were not using mask during working though factory had provided the same. Furthermore, factory was unable to provide approved building plan of basement of building#1 and 2 of 4 three needle sewing machines in the sewing section did not have needle guards. Moreover, eye guards of 37 of 202 overlock sewing machines in the sewing section were not in proper place. For this reason, the purpose of safety was not served properly. Furthermore, part of steam pipe in the finishing section on the 2nd & 3rd floor of building#1 were not wrapped. Management understand English and they were comfortable with English.</p> <p>7.1 - 7.1 It was noted that there are some lacking on Health and Safety System observed applicable in occupational health and safety regulations in factory activities. Thus relevant issues were noted in each improvement areas. This violates amfori BSCI Performance Area 7.1; Management understand English and they were comfortable with English.</p> <p>7.2 - 7.2 It was noted that facility management did not provides regular training for workers and mid management on how to avoid accidents and minimize their impacts and also regularly analyses the accident records to gather lessons learned and adjust the protocols accordingly. This violates amfori BSCI Performance Area 7.2, Management understand English and they were comfortable with English.</p> <p>7.6 - 7.6. It was noted that 20 of 202 overlock sewing machine operators in the section section were not using mask during working though factory had provided the same. This violates amfori BSCI Performance Area This violates amfori BSCI Performance Area 7.6; This violates with Bangladesh Labor Law 2006, Chapter 5, Section 53(1), This violates with Bangladesh Labor Rules 2015, Chapter 6, Section 67(3), Management understand English and they were comfortable with English.</p> <p>7.7 - 7.7 It was noted that no material safety data sheet (MSDS) was available for the chemical (Pulimak 2 as spot removing chemical). This violates amfori BSCI Performance Area 7.7; This violates in accordance with The Labour Rules, 2015, Chapter-7, Section-68 (10), Management understand English and they were comfortable with English.</p> <p>7.11 - 7.11 It was noted that factory was unable to provide approved building plan of basement of building#1. This violates with BSCI Performance Area 7.11; This violates with BNBC, Chapter-3, Section-3.1.1, BNBC, Chapter-2, Section-2.1.7 (G), Management understand English and they were comfortable with English.</p> <p>7.17 - 7.17 It was noted that 2 of 4 three needle sewing machines in the sewing section did not have needle guards. Moreover, eye guards of 37 of 202 overlock sewing machines in the sewing section were not in proper place. For this reason, the purpose of safety was not served properly. Furthermore, part of steam pipe in the finishing section on the 2nd & 3rd floor of building#1 were not wrapped. This violates amfori BSCI Performance Area 7.17; This violates Bangladesh Labour law 2006, Section-63, Management understand English and they were comfortable with English.</p> <p>7.23 - Facility did not provide any transport facility to the workers.</p>	
Remarks from Auditee: 7.1: We will correct as early as possible. 7.2: We will correct as early as possible. 7.6: We will correct as early as possible. 7.7: We will correct as early as possible. 7.11: We will correct as early as possible. 7.17: We will correct as early as possible.	
Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: <p>Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. Through management interview, worker representative interview and employee interview, all knew the child labor forbidden policy and confirmed no child labor in the factory. Facility has developed training program with scope of labor laws, prohibition of child labor and company policies related to hiring of new applicant to responsible persons for skill enhancement. No child labor was noted in the factory. There is formal procedure for checking ages of workers at application stage, and age verification proof had maintained in workers personnel file. HR department obtains true copy of age verification document such as national identity card, birth certificate, academic educational certificate is required from new applicants at the time of hiring and that document after verification is kept with employee application for future proceedings and if obtained document is fake or doesn't meet the criteria of minimum work age that the record is sent to the rejection file. Completed Application Form containing date of birth of applicant is signed by employee and HR personnel and is kept in personnel files. No deviation was found in the age stated by employees in our selected samples from records Checks from all workers that the youngest worker present was age above 18 years.</p> <p>N/A</p>	
Remarks from Auditee: Nil	

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. Through management interview, worker representative interview and employee interview, all knew the child labor forbidden policy and confirmed no child labor in the factory. Facility has developed training program with scope of labor laws, prohibition of child labor and company policies related to hiring of new applicant to responsible persons for skill enhancement. No child labor was noted in the factory. There is formal procedure for checking ages of workers at application stage, and age verification proof had maintained in workers personnel file. HR department obtains true copy of age verification document such as national identity card, birth certificate, academic educational certificate is required from new applicants at the time of hiring and that document after verification is kept with employee application for future proceedings and if obtained document is fake or doesn't meet the criteria of minimum work age that the record is sent to the rejection file. Completed Application Form containing date of birth of applicant is signed by employee and HR personnel and is kept in personnel files. No deviation was found in the age stated by employees in our selected samples from records Checks from all workers that the youngest worker present was age above 18 years. N/A	
Remarks from Auditee: Nil	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. Factory does have a comprehensive recruitment policy. A detailed understandable contract/ job letter with all legal terms and conditions was provided to workers before joining. Employment contracts were signed by every employees and management as the condition of employment. One copy of employment contract was kept in personnel file and one was issued to employees as confirmed during review of personnel files and employees' interview. N/A	
Remarks from Auditee: Nil	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. Factory policy forbids forced labour; there was no forced, bonded or involuntary labor. No worker is required to lodge deposits or ID cards in the factory. There are no deposits of money, ID card, original personal legal documents on commencement of employment. Facility allows employees to go out of the working areas and even outside the company premises outside of their respective working hours. In case, an employee who needs to leave the work area during working hours for justifiable cause may do so with the appropriate permission from the authorized officers of the Department. No sign of fear or exaggerated obedience displayed by employees during site visit. Facility limits the duties and responsibilities of the security guards assigned to the facility shall be limited to normal security matters such as the protection of the company property and personnel security Facility employees' salary and benefits are paid directly to them and no portion of salary is withheld as a form of guarantee. Work performed is on the basis of recognized employment relationship established through national law and practice for regular workers. It was noted that the factory had signed the labour contracts with all sampled workers, which was confirmed through the employee interview. N/A	
Remarks from Auditee: Nil	

Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:31/10/2019
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee partially fulfils the requirements of the performance area. Auditee had established documented management system to deal with the environmental management. However, gaps were identified such as factory did not have Proper identification of water springs, rivers, lakes and other water ecosystems in the area. Moreover, no documented risk assessments that justify management decisions on water use. Management understand English and they were comfortable with English. 12.5 - 12.5 It was noted that factory did not have proper identification of water springs, rivers, lakes and other water ecosystems in the area. This violates amfori BSCI Performance Area 12.5. Management understand English and they were comfortable with English.	
Remarks from Auditee: 12.5: We wil correct as early as possible.	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 162165] Audit Date: 11/09/2019 PA Score: A	Deadline date:
GOOD PRACTICES: None	
AREAS OF IMPROVEMENT: Remarks: The overall observation shows that the auditee fulfils the requirements of the performance area. The company established a business ethics policy. All documents maintained by the factory related to the business activities. The company manager was the designated person responsible for implement the Code of ethics. N/A	
Remarks from Auditee: Nil	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	11/09/2019	162165	D	A	A	C	A	D	A	A	A	A	A	A	A	C

Producer Photos



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



External photo(s) of the production unit(s) Fire alarm checked.JPG



External photo(s) of the production unit(s) NC 7.17 Three needle sewing machines in the sewing section did not have needle guard.JPG



External photo(s) of the production unit(s) Creche.JPG



External photo(s) of the production unit(s) Fire alarm switch.JPG



External photo(s) of the production unit(s) NC 7.6 Overlock sewing machine operators in the sewing section were not using mask.JPG



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



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



External photo(s) of the production unit(s) No smoking sign.JPG



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



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



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



External photo(s) of the production unit(s)
Doctors room.JPG



External photo(s) of the production unit(s)
Fire extinguisher.JPG



External photo(s) of the production unit(s)
PA System.JPG



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



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



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



External photo(s) of the production unit(s)
Emergency light check.JPG



External photo(s) of the production unit(s)
Fire hosepipe.JPG



External photo(s) of the production unit(s)
Raw material store.JPG



External photo(s) of the production unit(s)
Emergency phone number.JPG



External photo(s) of the production unit(s)
Firefighting equipment.JPG



External photo(s) of the production unit(s)
Risk assessment posted.JPG



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



External photo(s) of the production unit(s)
First aid box.JPG



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



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



External photo(s) of the production unit(s)
Gong bell.JPG



External photo(s) of the production unit(s)
Suggestion box.JPG



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



External photo(s) of the production unit(s)
Grievance mechanism flow chart posted.JPG



External photo(s) of the production unit(s)
Time keeping system.JPG



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



External photo(s) of the production unit(s)
MSDS posted in the local language.JPG



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



External photo(s) of the production unit(s)
Finished goods store.JPG



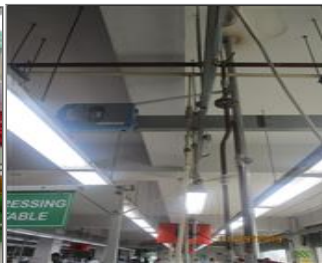
External photo(s) of the production unit(s)
NC 7.17 Eye guards of overlock sewing machines in the sewing section were not proper place.JPG



External photo(s) of the production unit(s)
Workers dining room.JPG



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



External photo(s) of the production unit(s)
NC 7.17 Part of steam pipe in the finishing section was not wrapped.JPG