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Auditee :	<b>Azim &amp; Son (Pvt.) Ltd Unit - 2</b>
Audit Date From :	<b>03/01/2018</b>
Audit Date To :	<b>04/01/2018</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>UL-RS</b>
Auditor's Name(s) :	<b>Zahidun Nabi, Tahera Aktar Banu(Lead), Amatullah Nur A Marzan</b>
Auditing Branch (if applicable) :	

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



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

**Main Auditee Information**

Name of producer :	<b>Azim &amp; Son (Pvt.) Ltd Unit - 2</b>		
DBID number :	<b>28715</b>		
Audit ID :	<b>115314</b>		
Address :	<b>Gacha Road, Fakir Market, Gazipur 1704, Bangladesh Gazipur</b>		
Province :	<b>Dhaka</b>	Country :	<b>Bangladesh</b>
Management Representative :	<b>Md. Azizur Rahman Mallik</b>		
Contact person:	<b>Md. Azizur Rahman Mallik</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Textiles, clothing, leather</b>	Product group :	<b>Apparel</b>
Product Type :	<b>All type of Woven top &amp; bottom</b>		

**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	
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 :	A		
Need of follow-up :		If YES, by :	

**Rating per Performance Area (PA)**

PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
B	A	A	A	A	A	A	A	A	A	A	A	A

**Executive summary of audit report**

BSCI amfori Initial audit at Azim & Son (Pvt.) Ltd Unit - 2 (Factory license, 14385/Gazipur, Category "I" valid up to June 30, 2018) on Announced with Window basis. The auditors arrived at the facility at 9:00 am, Md. Azizur Rahman Mallik was greeted to the auditors, GM, HR, Admin & Compliance, and his management team including Participation committee representative. After exchanging business cards, an opening meeting was held. The auditors explained the purpose and procedures of this assessment on 3-January-2018 and it is first day & 4-January -2018 second day as two days audit allocated man-days 5; a full assessment including document review, facility walkthrough, and employees' interview was allowed by the facility management receptively. Md. Azizur Rahman Mallik, GM, HR, Admin & Compliance signed the statement of integrity.

Building Description: There is 3 buildings and 6 sheds reported as below:

Building #1:  
 Ground floor: Office, Substation room, child care, Doctor's room, fabric warehouse.  
 1st floor: Office, Finishing section, temporary finished goods storage area.  
 2nd floor: Finishing section & finishing goods store, sewing section, inspection room  
 3rd floor: Finishing section, sewing section & packing section  
 4th floor: Sample section, Cutting section, workers dining, worker's canteen, staff dining and accessories store.  
 5th floor: Sewing section  
 6th floor: Wastage store Left over garments store, excess material room, CAD room  
 Roof: Open

Building #2: [Under construction]  
 Ground floor: Washing section, dry process, chemical store, chemical sub store, maintenance room, 4 boiler room & 2 generator room.  
 1st floor: Wet process section, sample section, PP spray section & Office room

Building #3  
 Ground floor: Machineries of ETP & water tank  
 1st floor: Office & Machineries  
 Shed#1 Gas room  
 Shed#2 Generator room  
 Shed#3 Boiler room  
 Shed#4 Wastage store  
 Shed#5 Security post  
 Shed#6 Temporary chemical storage area

License/Certificate related information:  
 Certificate of Incorporation dated on 27-March-1984.  
 Business Licence: SL No-400, dated on 3-Aug-2017 and valid up to 30-Jun-2018.  
 Fire license: DD/Dhaka/22082/2010 and valid up to 30-Jun-2018, Area-121851 square feet.  
 Group Insurance: BGA/insu/2016/506 issued on 7-May-2017 and expired on 6-May-2018.  
 Boiler Certificate: BABO: 6231 issued on 26-Dec-2017 and valid up to 25-Jun-2018, BABO: 9466 issued on 6-Jul-2017 and valid up to 5-Jul-2018, BABO: 6083 issued on 30-Apr-2017 and valid up to 29-Apr-2018; BABO: 6084 issued on 30-Apr-2017 and valid up to 29-Apr-2018.  
 Generator license: BERCP/POWER/PPP-0577/L/0954/5643 dated on 18-Oct-2017 and valid up to 17-Oct-2018.  
 Drinking water test report: Sample ID: TON 2017020187 issued on 22-Feb-2017 and valid up to 21-Feb-2018.  
 Environment clearance Certificate: Environmental clearance certificate is posted in digitalized website for the government of Bangladesh which is new for Department of Environment Bangladesh. Auditee received the updated certificate as per the provided hardcopy. However in the website for citizen charter it's not found updated. This factory has received the updated certificate on 3-Jan-18 but this update is not reflected in the website accordingly.  
 Waste water test report: SL No-22.02.0000.111.68.009.13.1095 issued on 13-Aug-2017.  
 Official building certificate about safety: SL No-3379 and Layout plan approved by chief factory Inspector dated on 27-Dec-2017.  
 Acid license valid up to 30-Jun-2018.  
 Air Emission test report: EQRL/Indoor air quality/1586/2017 issued on 25-Sep-2017 and valid up to 24-Sep-2018 from Environmental Consultant Ltd, 8 Garden Rose (1st floor.) Monipuri Para, Tejgaon, Dhaka-1215, Bangladesh, and Email-ecl@enviroconsultant.org: Web-www.enviroconsultant.org;

Noise test report: EQRL/Indoor air quality/1587/2017 issued on 25-Sep-2017 and valid up to 24-Sep-2018 from Environmental Consultant Ltd, 8 Garden Rose (1st floor,) Monipuri Para, Tejgaon, Dhaka-1215, Bangladesh, and Email-ecl@enviroconsultant.org; Web-www.enviroconsultant.org; Environment Impact assessment on 25-Sep-2017 from Environmental Engineering and sustainability Services. Address-Azad Center (12th floor), Suit#12/C, 55 Purana Paltan, Dhaka-1000, Bangladesh. email-info@eeass.com.

Document & Record related information:  
Checked sample 36 employees personal file, leave record and last 3 months payroll record. November 2017, October 2017 & September 2017 salary and time card records and pay slip. Worker contracts & Job descriptions all sample employees as per BSCI  
Evidence of the qualifications of the person in charge of implementing BSCI & his certificate and qualification record.  
Employment contracts including those related to security personnel and other services  
Employment contracts and/or posters where workers' rights and obligations are displayed.  
Festival bonus record: Sample employee's record reviewed.  
Resign & Final settlement file: U2041113165, Jesmin, S.M. Operator, Asia Begum, U2041228697, Gr. opr, Md. Jamal, U2091004031, Cutting asst.  
Maternity benefit related record: U2111514600, Jonaky, JPO, Lipi Akter U2111512989.  
Fire equipment list record: ABC-84, CO2-38, Foam-2, Hydrant hose box-21, Emergency light-149, Smoke detector-326, Fire alarm-36 & gong bell-6, Push door-42; Underground water reservoir- 37512 gallon & overhead reservoir-No overhead reservoir reported; Mr. Rataon Chandro Das, Fire & Safety Officer; First aid box-13.  
Last annual leave encashment record: Sample employee's record reviewed.  
Doctor: Dr. Farhana Mahabub, Reg-A57560  
Nurse: Ms. Sabina Yesmin, Reg-18723, Ms. Ranuara Khatun, Reg-6049  
Electrician: Md. Arifur Rahman, license no-135/33577 valid up to 8-Apr-2018.  
Boiler Operator: Mr. Monirul Islam & Shohidul Islam.  
Safety Officer: Mr. Raton Chandro Dass, Safety Officer  
Wastage agreement: M/S-H enterprise, Zaman Market, Kunia, Gassa Gazipur, Bangladesh, 10-Jan-2017 and validity upto 9-Jan-2020;  
Medical agreement: Reviewed, Taherunnesa Memorial Medical College & Hospital; Kunia Targas, Board Bazar, Gazipur, Bangladesh, Validity on 1-Jun-2017 to 1-Jun-2020;  
Security agreement: Elite Security Service Ltd, House-3, Road# 6/A, Baridhara, Dhaka-1212, Bangladesh, 1-Jun-2017 to validity until further notice;  
Purchase invoices of the PPEs bought by the auditee: Reviewed. Last wastage challan No-4478 and dated on 27-Dec-2017; Dated No-1-Jan-2018, Challan No-4479.  
Valid inspection of machinery -Reviewed.  
Documentary evidence on production capacity planning-Reviewed.  
Evidence that the BSCI Code of Conduct and Terms of Implementation have been distributed to significant business partners: Reviewed.  
Signed BSCI Code of Conduct and relevant Terms of Implementation-Reviewed.  
Evidence of business partners' social performance (quarterly reports, audit reports, valid certificates)-Reviewed.  
Documentary evidence of the social policy and procedures to implement BSCI-Reviewed  
Documentary evidence of the worker's representative election: SL no-40.02.0000.101.41.001(260)2016/370 dated on 27-Mar-2017 by labour department and election held on 9-Mar-2017. Total member reported 18(Workers-13 & management-5)  
Documentary evidence of regularly scheduled worker's meetings: Last meeting held on 7-Nov-2017 and meeting minutes send to labour dept on 9-Nov-2017.  
Records of agreements with worker's representatives: Reviewed.  
Documented working rules: Reviewed  
Documentary evidence of grievances lodged/investigated (e.g. BSCI Template 8 filled in): Lodged record found blank.  
Recruitment and dismissal procedures and records: Reviewed.  
Documentary evidence on disciplinary procedures: Survey record reviewed on 8-Feb-2017 to 16-Feb-2017  
Documentary evidence on disciplinary cases and the measures taken: Last verbal grievance recorded in lodge dated on 19-Dec-2017; Issue-Bad smell spread on floor and solved this issue on this day.  
Machine -Cutting-19, Sewing-613, Finishing-21, Washing-38.  
Accident Injury record: Last recorded dated on 3-Jan-2018; Yusuf, 842, Mechanic, Minor-cut injury by machine; Last Labour department send report on 31-Dec-2017  
Internal audit-6-Dec-2017 monthly and BSCI CoC on 21-Oct-2017.  
Training related information:  
Last First aid training on 5-Dec-2017; PPE-14-Dec-2017, Machine safety-29-Nov-2017 & 10-Jul-2017, Chemical-20-Dec-2017, Occupational health & safety-23-Oct-2017; Environment-23-Oct-2017; New worker-20-Dec-2017; Benefit training- 28-Nov-2017; Safety committee-13-Nov-2017, Total-10, Workers -5 & 5 Management; Water use and reduction training on 13-Nov-2017; Water use training on 3-Jan-2018.; Grievance survey record training on 8-Feb-2017 to 16-Feb-2017; Anti-Discrimination survey training on 1-10-2017 to 10-Oct-2017(Survey on 7-Oct-2017, Murefa Begum, ID-526, Checker, Mehedy, ID-4545, QI.; Participation Committee meeting on 7-Nov-2017 and send to labour dept on 9-Nov-2017., BSCI code of conduct on 10-Jul-2017 & 18-Jul-2017, Workers BSCI code of conduct on 23-Oct-2017. Fire training - Last fire training internal-17-Oct-2017 & external-BGMEA-250; from fire Service and civil defense authority -50 employees. New & Expectant mother risk assessment training on 2-Dec-2017, Accident injury root cause analysis training on 4-Dec-2017 and community grievance & awareness training on 3-Aug-2017.  
Closing Meeting: At the end of the assessment, a closing meeting was held with Md. Azizur Rahman Mallik, GM, HR, Admin & Compliance, and his management team including worker representative. The auditors stated all findings and gave relative suggestions to Md. Azizur Rahman Mallik, GM, HR, Admin & Compliance appeared receptively of all the findings and then Md. Azizur Rahman Mallik, GM, HR, and Admin & Compliance signed the findings report.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Azim &amp; Son (Pvt.) Ltd Unit - 2</b>	Legal status :	<b>Private Limited Company</b>
Local Name :	<b>Azim &amp; Son (Pvt.) Ltd Unit - 2</b>	Year in which the auditee was founded :	<b>1984</b>
Address :	<b>Gacha Road, Fakir Market, Gazipur 1704, Bangladesh</b>	Contact person (please select) :	<b>Md. Azizur Rahman Mallik</b>
Province :	<b>Dhaka</b>	Contact's Email :	<b>azizur@azimandson.com</b>
City :	<b>Gazipur</b>	Auditee's official language(s) for written communications :	<b>English</b>
Region :	<b>South Asia</b>	Other relevant languages for the auditee :	<b>Bangla (Local language)</b>
Country :	<b>Bangladesh</b>	Website of auditee (if applicable) :	<b>www.azimandson.com</b>
GPS coordinates :	<b>23.810332 90.4125181</b>	Total turnover (in Euros) :	<b>18850000.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>1.00</b>
Industry :	<b>Textiles, clothing, leather</b>	Of which domestic market % :	<b>0.00</b>
If other, please specify :		Production volume :	<b>210232 pcs per month</b>
Product Group :	<b>Apparel</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :		Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>All type of Woven top &amp; bottom</b>		

<b>Auditee's employment structure at the time of the audit</b>			
Total number of workers :	<b>1750</b>	Total number of workers in the production unit to be monitored (if applicable) :	<b>0</b>
	<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>	
Permanent workers	<b>438</b>	<b>1312</b>	
Temporary workers	<b>0</b>	<b>0</b>	
In management positions	<b>68</b>	<b>9</b>	
Apprentices	<b>0</b>	<b>0</b>	
On probation	<b>0</b>	<b>0</b>	
With disabilities	<b>0</b>	<b>0</b>	
Migrants (national citizens)	<b>0</b>	<b>0</b>	
Migrants (foreign citizens)	<b>0</b>	<b>0</b>	
Workers on the permanent payroll	<b>438</b>	<b>1312</b>	
Production based workers	<b>0</b>	<b>0</b>	
With shifts at night	<b>80</b>	<b>0</b>	
Unionised	<b>0</b>	<b>0</b>	
Pregnant	<b>-</b>	<b>16</b>	
On maternity leave	<b>-</b>	<b>13</b>	



**Finding Report**



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

Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: B

Deadline date:04/04/2018

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

Bases on the overall observation shows the auditee partially fulfils the requirement of performance area 1. The factory set up completed policy and procedure on social accountability. For example, the procedures on hiring, working hour, benefit, dealing with grievances, training workers, promoting ethical behavior were established by the factory. Md. Azizur Rahman Mallik, General Manager Admin HR and Compliance was BSCI representative and took whole charge of BSCI affairs in the factory, and the senior manager was familiar with amfori BSCI new requirement. The factory conducted internal BSCI self-assessment and internal audit to identify and improve the problem every year, and the internal audit checklist and summary was provided. The factory established supplier social performance management system including establishing supplier management policy on BSCI and assessment. All these processes were documented under procedures and integrated into worker trainings.

However, gaps had been identified in implementation:

Auditor has offered to translate the Onsite Report in the local language but factory management has stated it is not necessary as they are fluent in English.

- 1.1 - Bases on satisfactory evidence the main auditee partially respect this principal because- There are few gaps has been identified in the other section like environment, machine safety and precarious employment which can be avoided by implementing amfori BSCI code of conduct in there day to day practice. [In accordance with amfori BSCI code 1.1]

**Remarks from Auditee:**

None

**Performance Area 2 : Workers Involvement and Protection**

Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

Auditee entirely respect this principle as per amfori BSCI standard-The overall satisfactory evidence shows the auditee fulfils the requirement of performance area 2. There were 18 worker representatives in factory. According to interview statement with worker representative and workers, they were familiar with workplace-related issues, their labor right e.g. the law, work contracts, job description, working rules. The factory also provided on-board training on workers' right to workers. Auditee had an effective grievance mechanism: the mechanism consisted of using suggestion & complain boxes, worker representation and an open door policy on coming up with suggestion directly to workers' supervisor. All these processes were documented under procedures and integrated into worker trainings.

**Remarks from Auditee:**

None

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

Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A

Deadline date:

**GOOD PRACTICES:**

None

**AREAS OF IMPROVEMENT:**

Based on the satisfactory evidence it is noted that auditee entirely respects this principle as per amfori BSCI standard- the auditee fulfils the requirement of performance area 3. Refer to PA 2, there were 18 worker representatives in a factory. No collective bargain agreement was concluded between the factory and workers, but the auditee did not prevent workers from bargaining for the agreement. Worker's representatives from having access to or interacting with workers in the workplace freely.

**Remarks from Auditee:**

None

<b>Performance Area 4 : No Discrimination</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on satisfactory evidence it is noted that auditee respect this principle as per amfori BSCI standard- the auditee fulfils the requirement of performance area 4. The factory made one policy on anti-discrimination. The policy defined that the factory would not discriminate workers by race, gender and ages etc. And according to interview statement with workers, workers could use the grievance system through suggestion boxes or telling to worker representatives once workers' right was infringed. Furthermore, the policy on discipline measures made by the factory was in line with legal requirement. All these processes were documented under procedures and integrated into worker trainings.	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 5 : Fair Remuneration</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence it is noted that auditee entirely respects this principle as per amfori BSCI standard- the auditee fulfills the requirement of performance area 5. The factory set up wages and benefit paying system, which included paid statutory 14 days holidays, sick leave, annual leave, casual leave and maternity leave etc. Based on the wages from September 2017, October 2017 and November 2017 provided by the factory, the minimum wage paid by the factory was at least BDT 5300 per month, which met legal requirement. Auditee paid skill allowance and saving bonus for workers. Satisfactory evidence showed that the factory provided skill training to workers and workers' skill allowance will be increased accordingly when workers received more training. During the audit, the factory assessed the local decent living stand, the wages paid to workers were more than the living standard. All these processes were documented under procedures and integrated into worker training.	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 6 : Decent Working Hours</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on satisfactory evidence it is noted that auditee entirely respect this principle as per amfori BSCI standard- the auditee entirely fulfils the requirement of performance area 6. The factory made a policy of working hour's system and controlled working hours. According to the policy and implementation records, workers worked 8 hours per day, 6 days per week. 2 shifts were arranged for washing workers, 3 shifts were arranged for security guards and other workers were arranged in 1 shift. According to provided attendance records from September 2017, October 2017 & November 2017 workers usually worked OT 2H on regular day, worked OT 10H on Saturday to Thursday and rested on Friday. Workers had right to choose working overtime or not. Workers can take a rest during the work time when they felt tired. Relative trainings were provided to all workers. All this processes and implementation can be verified by worker interview and document review.	
<b>Remarks from Auditee:</b> None	



<b>Performance Area 7 : Occupational Health and Safety</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:04/02/2018
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>Bases on satisfactory evidence the main auditee partially respect this principal-the auditee partially fulfills the requirement of performance area 7. The committee of health and safety was set up by the factory, and health and safety risk assessment were conducted in auditee. According to assessment records, the highest risks of health and safety in the factory were fire safety, chemical safety, and mechanical safety. For fire safety, the factory ensured enough extinguishers in every workstation and fire hydrant, emergency lights and fire alarm were available in the factory. All these facilities of fire safety were checked every month and were effective during the testing on-site. For mechanism safety, all processes of operation were set up, workers were well trained to operate it correctly. Meanwhile, the factory obtained MSDS of chemicals. According to the interviewee statement, workers understood well of the risk of mechanism and knew to wear relate personal protective equipment. The factory also set up emergency .However, gaps had been identified in implementation:</p> <p><b>7.17 -</b> Bases on satisfactory evidence the main auditee partially respect this principal because- There is lack of effort the check the machineries by the person in charge in the sewing section. One over lock machine is found not properly fixed and operator is observed working with that machines by tie up by rope (This machine is observed old) which is not in accordance with the BSCI code on machines safety. [In accordance with amfori BSCI Code 7.17]</p> <p><b>7.23 -</b> NA. Remark : No transportation was provided to workes.</p>	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>Based on the satisfactory evidence the auditee entirely respects this performance area-the auditee fulfils the requirement of performance area 8. The policy of recruiting was set up by the factory. And it regulated that the factory would not recruit workers under 18. The factory checked workers' ID during recruiting and HR specialist knew the skills of asking workers' experience and ages when he had any doubt of workers' ID card no or age according to interview with HR Assistant Manager. Auditee established remediation measure of child labor in order to set up measure of recruiting child labor incidentally. After checking all personnel files of workers, no child labor was identified in the factory.</p>	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> <p>Based on the satisfactory evidence the auditee entirely respects this performance area 9.1 to 9.6 were rated as not applicable. The policy of young worker protection was made by the factory. The factory understood the legal requirement of young workers according to interview with management. And the risk assessment procedure of young workers was established as per requirement of BSCI. During the audit, no young workers were identified in the auditee.</p>	
<b>Remarks from Auditee:</b> None	

<b>Performance Area 10 : No Precarious Employment</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:04/02/2018
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence the auditee partially respects this performance area-the auditee partially fulfils the requirement of performance area 10.Labor contracts were all concluded between the factory and workers. The contracts statement included the description of working hours, training, rest time and leave etc. which were in accordance with legal requirement and ILO. Auditee provided a copy of contract to every worker. Based on interview statement of workers, workers understood well of the content of labor contract and no illegal employment was identified during the audit. However, gaps had been identified in implementation:  <b>10.2 -</b> Bases on satisfactory evidence the main auditee partially respect this principal because- Checked 10 sample employee on the work floor is observed to provide with identity cards not with the updated form no 6. [In accordance with Bangladesh Labor Rules 2015-Chapter Two-Appointment and service rules regulation-Rule 19(5)]	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 11 : No Bonded Labour</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence the auditee entirely respects this performance area- the auditee fulfils the requirement of performance area 11.The factory established the policy on anti-forced labor. The management understood well the scope of forced labor. And according to onsite observation and interview statement of workers, workers confirmed that there were no evidence showed in the factory, for example, they could resign according to legal requirement and they could leave the factory freely without being searched. No inhumane or degrading treatment was found during the audit and according to interview with workers. The discipline policy was also in line with legal requirement.	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:30/04/2018
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence the auditee partially respects this performance area-the auditee partially fulfils the requirement of performance area 12. Environmental Impact Assessment report and approval were provided by the factory. The land belonged to the factory was industrial land and water used by the factory was come from municipal water. The main wastes produced by the factory were solid hazardous waste, boundary noise and waste gas. The factory also made the policy on saving water and implemented it all the time. The water consumption records were provided for audit review. However, gaps had been identified in implementation:  <b>12.3 -</b> Based on satisfactory evidence the main auditee partially respect this principal because- The environmental clearance certificate is posted in digitalized website for the government of Bangladesh which is new for Department of Environment Bangladesh. Auditee received the updated certificate as per the provided hardcopy. However in the website for citizen charter it's not found updated. This factory has received the updated certificate on 3-Jan-18 but this update is not reflected in the website accordingly. [In accordance with BSCI Question amfori 12.3]	
<b>Remarks from Auditee:</b> None	
<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 115314] Audit Date: 03/01/2018 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b> None	
<b>AREAS OF IMPROVEMENT:</b> Based on the satisfactory evidence the auditee entirely respects this performance area-the auditee fulfils the requirement of performance area 13. The policy on anti-corruption was made by the factory. And the factory analyzed the risk of corruption and found that the process of purchase and sale might be related to corruption. So workers of purchase and sale were well trained and signed anti-corruption and confidential agreement with the factory. During the audit, no misrepresentation was provided by the factory, all information could be cross checked.	
<b>Remarks from Auditee:</b> None	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	03/01/2018	115314	B	A	A	A	A	A	A	A	A	A	A	A	A	A

**Producer Photos**



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



Photo first aid facilities  
First aid kit.JPG



Photo of the canteen (if applicable)  
Eating place.JPG



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

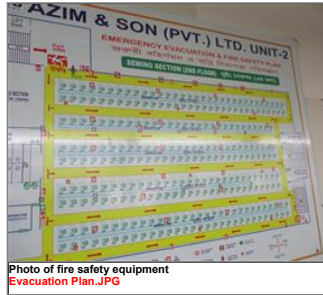


Photo of fire safety equipment  
Evacuation Plan.JPG



Photo of the code of conduct on display  
New BSCI Code of Conduct posted in local language.JPG



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

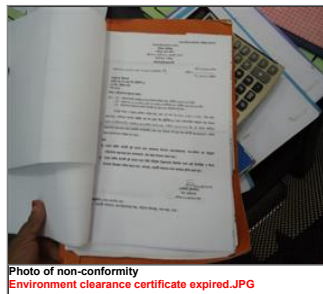


Photo of non-conformity  
Environment clearance certificate expired.JPG



Photo of the personal protection equipments (if applicable)  
Mask and safety boot provided to the chemical section employee.JPG



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



Photo of non-conformity  
Overlock machine is not properly fixed.JPG



Photo of the sanitary facilities  
Toilets for employees.JPG



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



Photo of the canteen (if applicable)  
Canteen.JPG