
Auditee :	Debonair Limited
Audit Date From :	19/08/2018
Audit Date To :	19/08/2018
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	TUEV SUD
Auditor's Name(s) :	Md. Shamim Hossain, Md. Aulad Hossain(Lead), Farjana Nahar
Auditing Branch (if applicable) :	TUV SUD Bangladesh (Pvt.) Ltd.



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																																							
A Very Good	<ul style="list-style-type: none">• Minimum 7 Performance Areas rated A• No 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 C• No 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 D• No 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 :	Debonair Limited		
DBID number :	11529		
Audit ID :	131726		
Address :	Gorat, Ashulia, Savar, Dhaka-1241		
Province :	Dhaka	Country :	Bangladesh
Management Representative :	Mr. Syed Md. Ferdous- Senior General Manager-Human Resource, Compliance and EMS		
Contact person:	Mr. Syed Md. Ferdous	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Apparel
Product Type :	Woven Item		

Audit Details


Audit Range :	<input type="checkbox"/> Full Audit	<input checked="" type="checkbox"/> Follow-up Audit
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural <input type="checkbox"/> Small Producer
Audit Announcement :	<input type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input checked="" type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No	
Audit extent (if applicable) :	none	
Audit interferences or contingencies (if applicable) :	none	
Overall rating :	C	
Need of follow-up :	Yes	If YES, by : 19/08/2019

Rating per Performance Area (PA)

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

Executive summary of audit report

Debonair Limited is legally registered company which is established in 1991. The company located at Gorat, Ashulia, Savar, Dhaka-1241, Bangladesh. The company is engaged in the manufacturing of woven items. The production capacity of the company is 400,000 pieces per month. Total area of the factory is about 131,000 square feet and total production area of the factory is about 170,000 square feet.

The main production processes are listed as follows: Raw material receiving> Cutting > Sewing > Finishing > Packing.

The detailed layout of the premises is as follows:

Apart from the audited factory there is another factory named Orbitex Knitwear Limited (under same owner and same management but different business license) located in the factory premises. Only the audited factory and commonly used areas were under the audit scope.

There are 06 buildings and 06 sheds in the factory premises. Description of buildings and sheds are as below:

Building 01 (05 Storied)

Ground floor is commonly used as reception, conference room, fabric store, child care room, medical room, boiler room, compressor, cutting section, accessories store and office room for both the factories.

1st floor is used as sewing section, end line finishing section, CTPAT, inspection room and office room of audited factory.

2nd and 3rd floor is used by Orbitex Knitwear Limited.

4th floor is used as sewing section, end line finishing section, CTPAT, inspection room and office room of audited factory.

Rooftop is fully vacant.

Building 02 (05 Storied)

Ground floor is commonly used as warehouse.

1st floor is used commonly as dining and canteen.

2nd floor is used as sewing section and finishing section.

3rd floor is used commonly as sample section.

4th floor is commonly used as office area.

Rooftop is fully vacant.

Building 03 (single Storied) which is used as generator room for audited factory.

Building 04 (single Storied) which is used as security post, FACP and RMS room for audited factory.

Building 05 (single Storied) which is used as sub-station room for audited factory.

Building 06 (single Storied) which is used as pump house for audited factory.

Shed 01 is used commonly as template sewing section.

Shed 02 is commonly used as finished goods storage.

Shed 03 is used as workshop for audited factory.

Shed 04 is used as cooling tower for audited factory.

Shed 05 is used as hard waste for audited factory.

Shed 06 is used as wastage keeping area for audited factory.

The regular working hours are from 08:00 am to 05:00 pm with one lunch break of 01 hour from 12:30 pm to 1:30 pm and 1:00 pm to 2:00 pm. Only security section work activity is carried out in 3 shifts; from 6:00 am to 2:00 pm; 2:00 pm to 10:00 pm and 10:00 pm to 6:00 am (with 60 minutes' meal

break by rotation). Normal working days are from Saturday to Thursday. Factory remain closed on Friday for general workers. Facility has got approval of general working hours from labor office and yearly leaves are posted on notice board by the management complying with government holidays requirements. Electronic time keeping system is used for maintaining in and out times. Employees receive wages monthly in local currency.

Overtime work is volunteer in the factory. Factory management has policy on working hours and overtime works. As per facility management, the production of the factory is round the year same.

Audit Process: 03 Auditors named Md. Aulad Hossain (Lead auditor), Md. Shamim Hossain, Farjana Nahar (member auditors) on August 19, 2018 assessed / verified the factory's operations against the BSCI code of conduct (BSCI Version 2.0) and local legislations on a sampling basis during audit. There was another auditor named AFM Amin Sharif was present as a trainee on the day of audit.

On the day of audit, Auditors entered the facility and short opening meeting was conducted with the management to introduce audit team and describe audit process. Right after the short opening meeting, audit team went on a site/plant visit with permission for photography and workers interview from the management. The management team permitted to carry out the whole process as per the BSCI requirements.

The auditors also took interview of workers after finishing plant tour. In total, auditors selected 18 employees randomly for interview.

After plant tour and workers interview, audit team conducted detailed opening meeting. On behalf of factory management Mr. Syed Md. Ferdous- Senior General Manager-Human Resource, Compliance and EMS, Mr. Saidur Rahman Srijon- Manager- Human Resource and Compliance, Ms. Ayasha Siddiqua- Assistant Manager- Compliance, Md. Mahmood Ul Alam Limon- Deputy Manager- Compliance and Ms. Tania Sultana- Vice President of participation committee were present in the opening meeting.

Further, 18 attendance/time records and salary sheets of the selected employees from the month period of July 2018 (current month), February 2018 (random month) and September 2017 (random month).

Auditor conducted the closing meeting after completion of entire audit process (site tour, interview with the workers and management interview, document review). The same persons mentioned in opening meeting were attended in the closing meeting. Management Mr. Syed Md. Ferdous- Senior General Manager-Human resource, Compliance and EMS and Ms. Tania Sultana- Vice President of participation committee has signed the Findings Report after the end of closing meeting.

Attitude of factory management: The factory management was receptive, positive and extended their full cooperation throughout the audit. They showed positive attitude towards the compliance requirements.

During audit, addressable fire alarm system found in installation process at building-02. But the factory management was very much positive and installed manual smoke detectors in building-02. Auditor again checked that onsite corrective action.

Management also provide the documents which were needed to verify during the audit. Further, they have agreed with the area of improvement identified during the audit and given time scale for correction. The factory management has certain that they would correct those issues within the planned time frame that was mentioned in the corrective action plan.

Ratings Summary


Auditee's background information			
Auditee's name :	Debonair Limited	Legal status :	Private Limited Company
Local Name :	ডেবোনেয়ার লিমিটেড	Year in which the auditee was founded :	1991
Address :	Gorat, Ashulia, Savar,	Contact person (please select) :	Mr. Syed Md. Ferdous
Province :	Dhaka	Contact's Email :	ferdous@debonairgroupbd.com
City :	Dhaka-1241	Auditee's official language(s) for written communications :	Bengali
Region :	South Asia	Other relevant languages for the auditee :	English
Country :	Bangladesh	Website of auditee (if applicable) :	http://www.debonairgroupbd.com
GPS coordinates :	Latitude: 23.94322, Longitude: 90.30437	Total turnover (in Euros) :	52408520.93
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :	None	Production volume :	400000 pieces per month
Product Group :	Apparel	Production cost calculation :	Yes
If other, please specify :	None	Lost time injury calculation cost :	No
Product Type :	Woven Item		

Auditee's employment structure at the time of the audit		
Total number of workers :	2900	Total number of workers in the production unit to be monitored (if applicable) : 0
	MALE WORKERS	FEMALE WORKERS
Permanent workers	984	1508
Temporary workers	0	0
In management positions	34	1
Apprentices	0	0
On probation	187	186
With disabilities	2	1
Migrants (national citizens)	0	0
Migrants (foreign citizens)	0	0
Workers on the permanent payroll	1205	1695
Production based workers	0	0
With shifts at night	14	0
Unionised	0	0
Pregnant	-	30
On maternity leave	-	19

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: D

Deadline date:31/05/2019

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall comments: During audit, it was observed that, the auditee partially fulfills the requirements of this performance area as 03 questionnaires (1.1, 1.2 & 1.3) have been marked as a partially. The reason behind "partially and yes" marking has mentioned as: 1.1: Factory management has good understanding on BSCI requirements and it significances. Through showing some evidence towards integrating the BSCI Code into the auditee business culture, factory management confirming their positive initiative and necessity of effective management system. 1.2: Factory management has engaged a senior level management person to look after and the implement the code in the factory. He has a good understanding on their supply chain but he has no decision-making power to allocate budget to follow up BSCI requirements implementation. He has proper idea about the BSCI requirements. He is responsible for selecting and monitoring performance of business partner. 1.3: Factory management has developed a management system for selecting current and future business partners to find out their social performance capability with respect to the BSCI requirements. They have introduced complaint handling procedure of business partners. Through their selecting and monitoring system they have selected business partners. Facility management has communicated BSCI Code of Conduct with all business partners but did not communicated Terms of Implementation with all business partners. Factory has categorized by high, medium and low for their business partners are important. 1.4: Factory management has developed a capacity plan to meet the expectations of the delivery in times in a proper way. Also, facility management has made contingency plan as per required. Factory management have a good understanding of the production rate per production unit and production rate per worker. Based on conversation factory management it was observed that factory management has capability to develop social management system in the factory premises. They are aware on short term investments and long term solutions. They have started to trained related personnel e.g. merchandiser, marketing and sales to take into consideration not only price and quality but also willingness to respect the BSCI requirements.

1.1 - Not corrected: In accordance with amfori BSCI questionnaire 1.1: Finding: It was noted that factory management has developed most of the areas but still some areas of improvements are identified under different Performance Areas, which is the evidence of gaps in the overall management system against amfori BSCI COC requirements.

কোম্পানি বিভিন্ন বিভাগে চাহিদা আংশিক অর্জন করেছে। কোম্পানি বিভিন্ন বিভাগের প্রয়োজনীয় কাজগুলো সকল ক্ষেত্রে পূরোপুরি করে উঠতে পারেনি (আমফরি বিএসসিআই সিওসি অনুযায়ী)

1.2 - New issue: In accordance with amfori BSCI COC questionnaire 1.2: Finding: It was noted that facility management has nominated a senior management person as responsible for implement amfori BSCI COC but his roles and responsibilities do not define the financial budget allocation power.

কারখানাটিতে বিএসসিআই কোড বাস্তবায়নের জন্য সিনিয়র ব্যবস্থাপনা কর্মকর্তা নিযুক্ত রয়েছে, কিন্তু তার ভূমিকা এবং বাজেট বরাদ্দকরণ ক্ষমতা নির্ধারণ করেনি। (আমফরি বিএসসিআই সিওসি অনুযায়ী)

1.3 - Corrected: It was noted that facility has provided relevant training to the employees as well as monitored their all suppliers. New issue: In accordance with amfori BSCI questionnaire 1.3: Finding: It was noted that facility share only amfori BSCI COC to their suppliers but yet no TOI (Terms of Implementation) has been shared with any business partners.

কারখানা কর্তৃপক্ষ তাদের সকল বেসাময়িক অংশীদারদের সাথে বিএসসিআই টি ও আই যোগাযোগ করে নাই (আমফরি বিএসসিআই সিওসি অনুযায়ী)

Remarks from Auditee:

We would do corrective action accordingly.

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: C

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observation shows that the factory has set a partial system to implement & monitor the social management system, appointed a Senior Management Representative to implement and maintain company's Social Management System. Factory also has a system to select business partners as per their company policy. However, some problem identified in 1.1 & 1.3

সামগ্রিক পর্যালোচনা দেখা যায় যে, কারখানায় সামাজিক কর্মক্ষমতা নিরীক্ষণ একটি আংশিক সিস্টেম আছে, বিএসসিআই নিয়ম ও প্রবিধান অনুযায়ী কোম্পানির সামাজিক ম্যানেজমেন্ট সিস্টেম বজায় রাখার জন্য একজন সিনিয়র ব্যবস্থাপনা প্রতিনিধি নিযুক্ত করেছেন। এছাড়াও কারখানার ব্যবসায়িক অংশীদার নির্বাচন করার সিস্টেম আছে।

1.1 - Though the factory tried to adopt new requirement of BSCI COC, still they have lacking commitment towards integrating the BSCI Code into the auditee business culture, understand the content of the BSCI Code and Terms of Implementation for business partners to be involved in the BSCI monitoring process, understand the need to develop the internal procedures to integrate the BSCI Code into day-to-day business practices.

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

1.3 - The factory did not have proper structured system to select its subcontractor & Suppliers, did not train related staff those who will enforce BSCI requirements to suppliers and subcontractors and did not properly monitor their social performance as per BSCI requirements.

বিএসসিআই এর চাহিদা অনুযায়ী সাব কন্ট্রাকটরের ও সরবরাহকারীর সামাজিক কর্মকাণ্ডগুলো যথাযথভাবে নিরীক্ষণ করে না।

Remarks from Auditee

None

Performance Area 2 : Workers Involvement and Protection

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: C

Deadline date:31/12/2018

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall Comments: During audit, it was observed that, the auditee partially fulfills the requirements of this performance area as 03 questionnaires (2.1, 2.4 & 2.5) have been marked as a partially. The reason behind "partially and yes" marking has mentioned as: 2.1: Factory management has formed Participation Committee (PC) through collaboration of management and workers. Workers representative has been elected by workers. Records of election process checked and found fair election. This committee meeting is conducted ones in every two months. Where both (workers and management) trying to discuss about improving working conditions. Meeting minutes of PC forward to concern department as per law. Besides Factory management has formed safety committee in combination of worker and management and the meeting has conducted in regular basis. Workers representative of safety committee has selected by worker's representative of Participation Committee (PC). But workers were not properly aware of the workers' participation committee, its representatives, their activities and the function of the committee. 2.2: There is a long-term goal of the factory by which it will reflect a step-by-step approach toward sustainable improvement. Besides current vision, mission and objectives of the company is in line with the BSCI Code. Factory management conducted risk assessments to identify appropriate protective measures for workers. Management have a good understanding of where the risks lie for workers or the magnitude and likelihood of those risks. Member of PC shared that they always communicate with workers about plan to make sure more workers involvement and protections. 2.3: Factory management is providing the training on company's rules, legal rights and other safety issues and workers were aware. Factory management has posted BSCI New Version Code inside the production floor. Factory management has provided contracts letter and job description and keep one copy of both document in workers personal file. 2.4: On a regular basis factory management arranges training for owners, directors, newcomers, managers and worker's representatives etc. on the BSCI Code. Training materials were up to date. The person in charge for providing training is qualified. But few of the sampled interviewed workers of the factory were not well aware about the requirements of BSCI Code of Conduct. 2.5: Factory management has introduced grievance procedure for workers. They have done satisfactory survey among the workers on existing grievance mechanism. Most of the interviewed workers were found not aware about grievance resolution process and the process of appealing against any grievance and disciplinary action etc. Most grievance box were found in worker safe condition. Factory management has developed grievance handling procedure for local community and facility has provided only a grievance box outside of the factory for local community.

- 2.1 - Not Corrected: In accordance with the amfori BSCI COC Questionnaire 3.4 and Bangladesh labour Act 2006, Section 206: Finding: It was noted that 12 out of 18 workers were not properly aware of the workers' participation committee, its representatives, their activities and the function of the committee.
শ্রমিক/কর্মীরা তাদের অংশগ্রহণকারী কমিটি বা এর প্রতিনিধি অথবা তাদের কার্যপ্রণালী সম্পর্কে ভালোভাবে জানেনা (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 2.3 - Corrected: It was noted that sampled workers found aware about their job description, entitlement of leave in a year, gratuity/service benefit, annual leave settlement during completion of job.
- 2.4 - New issue: In accordance with amfori BSCI COC questionnaire 2.4: Finding: Randomly checked the 13 out of 18 workers sampled workers and mid-level management of the factory were found not well aware about the requirements of BSCI Code of Conduct.
১৮ জনের মধ্যে ১৩ জন শ্রমিকরা বিএসসি আই কোড অফ কন্ডাক্ট সম্পর্কে ভাল অবগত না। (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 2.5 - Corrected: It was noted that facility has introduced the regular survey on the grievance procedure. Not corrected: In accordance with amfori BSCI COC questionnaire 2.5: Finding: It was noted that workers are not well aware about the grievance resolution process and the process of appealing against any grievance and disciplinary action. In addition, no grievance box found in building-02 male toilet area.
অভিযোগ সমাধান প্রক্রিয়া এবং কোনো শাস্তিমূলক ব্যবস্থার বিরুদ্ধে আবেদন প্রক্রিয়া সম্পর্কে ভাল সচেতন নয়। (আমফরি বিএসসিআই সিওসি অনুযায়ী)

Remarks from Auditee:

We would do corrective action accordingly.

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: D

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observation shows that the factory has formed different committees among the workers representatives and management staff including Participation Committee, Welfare Committee, Safety Committee and Grievance Handling Committee. Management system shows that they are trying to make a bridge between workers and management on labor practices, monitoring factory work place conditions, grievance mechanism etc. However, lacking identified in this section are described in points below: 2.1, 2.3 & 2.5

সামগ্রিক পর্যবেক্ষণ দেখায় যে, কারখানা শ্রমিক প্রতিনিধি, অংশগ্রহণ কমিটি, কল্যাণ কমিটি, নিরাপত্তা কমিটি ও শ্রমিক অংশগ্রহণকারী কমিটি সহ ব্যবস্থাপনা কর্মীদের মধ্যে বিভিন্ন কমিটি গঠন করা হয়েছে।

- 2.1 - General workers as well as PC members were not properly aware about the PC activities and its roles & responsibilities in the premises. Furthermore, workers could not recognize the PC members in their department/floor and were found mostly unaware about the PC formation and its objectives.

সাধারণ শ্রমিকরা বর্তমান অংশগ্রহণকারী কমিটি সম্পর্কে যথাযথ অবগত ছিলনা, পাশাপাশি অংশগ্রহণকারী কমিটির সদস্যগণ অংশগ্রহণকারী কমিটির ভূমিকা ও তাদের দায়-দায়িত্ব সম্পর্কে পর্যাপ্ত অবগত নয় এবং সাধারণ শ্রমিকগণ অংশগ্রহণকারী কমিটির সদস্যদের চিহ্নিত করতে পারেনি।

- 2.3 - Workers are not well aware regarding their legal rights, responsibilities. Noted that, the factory did not provide complete job description to the workers for informing them about their responsibility. Workers also does not have any idea about their entitlement of leave in a year, gratuity/service benefit, annual leave settlement during completion of job.

শ্রমিকরা তাদের আইনগত অধিকার, দায়িত্ব এবং সুবিধা ইত্যাদি সম্পর্কে ভাল অবগত না।

- 2.5 - The factory developed a grievance procedure but Workers are not well aware about the grievance resolution process & the process of appealing against any disciplinary action. Also there was no practice of regular survey on the grievance procedure.

অভিযোগ সমাধান প্রক্রিয়া এবং কোনো শাস্তিমূলক ব্যবস্থার বিরুদ্ধে আবেদন প্রক্রিয়া সম্পর্কে ভাল সচেতন নয়। তাছাড়া অভিযোগ পদ্ধতির উপর নিয়মিত জরিপের কোন অনুশীলন নাই।	
<u>Remarks from Auditee</u>	
None	
Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
As there was no finding in this performance area in previous audit, so marked this performance area as not rated during follow up audit.	
<u>Remarks from Auditee:</u>	
Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A	
Deadline date:	
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<u>Remarks from Auditee</u>	
Performance Area 4 : No Discrimination	
1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
As there was no finding in this performance area in previous audit, so marked this performance area as not rated during follow up audit.	
<u>Remarks from Auditee:</u>	
Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A	
Deadline date:	
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<u>Remarks from Auditee</u>	

Performance Area 5 : Fair Remuneration

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: B

Deadline date:31/05/2019

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall Comments: During audit, it was observed that, the auditee partially fulfills the requirements of this performance area as 02 questionnaires (5.4 and 5.5) have been marked as a "partially". The reason behind "yes and partially" marking has mentioned as: 5.1: Factory management is providing industry minimum wage BDT. 5300 for assistant operator Payment, also facility has provided increment annually. 5.2: Wages are paid within 7th working day after completion of each wage period (1st to 30th or 31st). During workers interview session workers confirmed and expressed their satisfaction for timely payment. 5.3: Reviewing their wage structure it was observed factory management is providing wage based on their skilled. No deviation has identified on that. 5.4: Factory management has not calculated the living wage in proper way. The factory management ensuring minimum wage as per law but did not take initiative to achieve living wages. 5.5: Casual, annual and sick leave are provided to all the workers. But the calculation for the workers en-cashed earn leave found not as per law. Factory management has provision to provide Maternity leave and benefits. Factory management is providing all benefits to resigned workers as per law. 5.6: No illegal deduction was observed from the audit process. Factory management has group insurance policy for the workers. Besides workers are also getting increment as per local law.

- 5.4 -** Not corrected: In accordance with amfori BSCI Questionnaire point 5.4: Finding: It was noted through management interview that the factory management did not take initiative to achieve living wages though they are ensuring minimum wage as per law. Noted that living wages of the region is BDT 13,617 (approx.) and minimum wages is BDT 5300 for helpers. In other grades, the minimum salary is higher than of this.
কারণনা কতপক্ষ মান সম্মত জীবন ধারণ এর জন্য মজুরি প্রদান করে না। যাই হোক কারণনা কতপক্ষ নিম্নম অনুযায়ী ন্যূনতম মজুরি প্রদান করে। (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 5.5 -** New Issue: In accordance with amfori BSCI COC questionnaire 5.5: Finding: It was noted through documents review that factory has en-cashed the un-availed earn leave of year 2017 on April 2018. At the time of calculation, factory management has considered the salary of each workers of December 2017 instead of immediate previous month of calculation which is not as per law.
বাৎসরিক ছুটির টাকা ভুল ভাবে হিসাব করে দেওয়া হয়েছে।

Remarks from Auditee:

We would do corrective action accordingly.

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observations shows that the factory has ensure and pay all kinds remuneration to the workers as per law. All workers were provided with written and understandable information about their employment conditions with respect to wages before they enter employment and about the particulars of their wages for each pay period. The factory pays the wages within 7 working days of the following month. Moreover, the overall compliance level of the factory was found complete and consistent except one deviation was noted on living wages issue in 5.4

সামগ্রিক পর্যবেক্ষণ দেখা যে, কারখানা আইন অনুযায়ী শ্রমিকদের পারিশ্রমিক পরিশোধ করেছে। সকল শ্রমিকদের তাদের কর্মসংস্থানের অবস্থা সম্পর্কে লিখিত ও বোধগম্য তথ্য প্রদান করা হয়েছে। কারখানা চলতি মাসের 7 কার্যদিবসের মধ্যে মজুরি প্রদান করে। কারখানা জীবন ধারণের মজুরী প্রদানের কোন উদ্যোগ নেয় নাই।

- 5.4 -** The factory management did not take initiative to achieve living wages through they are ensuring minimum wage as per law. Noted that living wages of the region is BDT 11,220 (approx) and minimum wages for the industry is BDT 5300.

কারখানার অঞ্চলের জন্য জীবন ধারণের মজুরি কারখানা ব্যবস্থাপক দ্বারা নির্ণীত না এবং ন্যূনতম মজুরি ও জীবন ধারণের মজুরির মধ্যে পার্থক্য কমানো নিয়ে কোন উদ্যোগ নেই।

Remarks from Auditee

None

Performance Area 6 : Decent Working Hours

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A

Deadline date:

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall Comments During audit it was observed that, the auditee fulfills the requirements of this performance area. The reason behind "yes " marking has mentioned as: 6.1: The factory management has displayed notice regarding the working hours, overtime hours, lunch breaks, weekly and festival holidays on notice boards. They have collected working hour approval from concern authority. Regularly working hour of the factory is 48 hours weekly and 08 hours in a day. The person in charge for recruitment, he is aware on legal limit of working hour 6.2: During randomly checked sample months working hour analysis it was observed that overtime hours have not exceeded the legal limit. Workers get weekly holiday. Overtime work is volunteer in the factory. Factory management has policy on working hour. Factory management paying premium rate (200% of basic wage of per hour). 6.3: Reviewed 12 months' payroll and time records and among 12 months' auditor randomly checked 03 months' payroll and time records. Workers getting 01-hour lunch / rest break for all. All employees have full access of to go toilets without prior notice within working hour. Workers shared that they know about the resting breaks and this resting areas quite effective. 6.4: It has been identified that not production workers worked in weekly day.

6.4 - Corrected: It was noted that no weekend work record found as per production records, job card and salary sheet.

Remarks from Auditee:

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: C

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observation shows that the factory has a working hour policy posted in all prominent places in the premises. As per records provided by the factory, the factory uses electronic system to track the workers daily in and out time. As per provided records, the highest general working hour is 08 hours/day and 48 hours/week and highest overtime hour is 12 hours/day and 52 hours/week, which is meet the legal limit of working hours. The maximum consecutive working days were noted to be 18 days.

সামগ্রিক পর্যালোচনা দেখায় যে কারখানা একটি কাজের ঘন্টা নীতি চম্বরে সব স্থানে পোস্ট হয়েছে। কারখানা ইন এবং আউট সময় নির্ধারণের জন্য ইলেকট্রনিক সিস্টেম ব্যবহার করে। প্রদত্ত রেকর্ড অনুযায়ী, সর্বোচ্চ সাধারণ কর্মঘন্টা ৮ ঘন্টা/দিন এবং ৪৮ ঘন্টা/সপ্তাহে এবং সর্বোচ্চ অতিরিক্ত কাজ ১২ ঘন্টা/দিন এবং ৫২ ঘন্টা/সপ্তাহে হয়েছে যা কাজ করার আইনি সীমা অতিক্রম করেছে। সর্বাধিক একটানা ১৮ দিন কাজের রেকর্ড পাওয়া গেছে।

6.4 - Noted through production report of finishing section, there were weekly off days work that not reflected in provided wage list and job record, those days are 17/03/2017, 09/06/2017, 07/07/2017 and 14/07/2017.

সাপ্তাহিক বন্ধের দিনে কাজ করানো হয়।

Remarks from Auditee

None

Performance Area 7 : Occupational Health and Safety

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: B

Deadline date:31/12/2018

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall Comments: During audit, it was observed that, the auditee partially fulfills the requirements of this performance area as 10 questionnaires (7.1, 7.3, 7.4, 7.6, 7.9, 7.10, 7.11, 7.13, 7.17 & 7.23) have been marked as a partially. The reason behind "yes and partially" marking have mentioned as: Factory management is trying to develop their health and safety condition. Factory management has a policy on health and safety. Factory management has formed an occupational health and safety committee as the representatives were found in the factory and the documents but members of the committee were found not aware about their responsibility. The facility not continuing the business in line with the regulations on occupational health and safety relevant for its activity. Facility management did not involve worker representatives and workers in the drifting and enforcement of the internal audit and procedure on occupational health and safety. Still there has not occurred any major accident which indicates any contingencies, related to a lack of observance towards the occupational health and safety regulations. Facility has regularly recorded injury but do not have calculated lost time for injury properly as per BSCI requirement to improve the occupational health and safety procedures. Facility has not assessed risk for all type of risks. Facility management has allocated adequate human and financial resources to ensure identification of risks. Workers of factory are free to move during any emergency evacuation without seeking any permission. Factory management has providing the training on different types of topics i.e. health and safety, use of Personal protective equipment, firefighting, first aid and emergency drills. Factory management provides the PPEs to all it's workers by its own cost. All workers were wearing PPE except few workers in few sections. Facility has developed emergency procedure which has been displayed to the notice boards. Facility also visually displayed the accident and emergency procedure the easy understanding of general workers and guide the first aid providers. Facility has displayed warning signs where needed except few places. Factory management is conducting fire drills in regular interval. Factory management has few qualified electricians to look after the electrical system. Factory management has arranged trained fire fighters form concern authority. Facility has kept firefighting equipment to all required places where needed and also maintenance has been done on regular basis. During the audit, no exit door was found in blocked or locked condition. All exit was found clearly marked and illuminated with back-up power system. Evacuation plans has been posted in local language and it is placed showing the closest escape routes including emergency exits. The width of all exit doors was found within acceptable limits. Factory has trained first aider to provide first aid treatment issue. Factory management is providing pure drinking water to its workers. Safety guard of most of the machines were found in appropriate place. Factory management has developed trauma and serious illness procedure and training has been provided to workers and all first aiders were found aware on that. Medical information has displayed where workers can get their information and support. Though factory management providing training and make maintenance schedule to ensure all safety guard in appropriate place. Factory management provided workers dining and canteen area was clean though the sitting arrangement is insufficient. Facility have vehicle facility for workers, also transport agreement found available but no proper license record found available for bus & drivers. 7.24 is marked as N/A since factory management do not have provision for housing facility and it is not mandatory by law.

- 7.1 - Not corrected: In accordance with amfori BSCI COC questionnaire 7.1: Finding: a) It was noted that the facility management did not involve workers representatives and workers in the drifting and enforcement of the internal audit and procedure on occupational health and safety. কারখানায় স্বাস্থ্য ও নিরাপত্তা বিষয়ে অভ্যন্তরীণ পদ্ধতিতে এবং কার্যকরকরণে কর্মীদের প্রতিনিধি ও শ্রমিকদের পুরোপুরি অন্তর্ভুক্ত ছিল না (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 7.3 - New Issue: In accordance with amfori BSCI Questionnaire 7.3: Finding: It was noted that the facility management did not assess the risk for dining hall, child care room, bonded ware house, wastage areas, workshop, template sewing, cargo lift and trained the relevant employees to identify better ways to protect workers from hazard or accident. কারখানায় কর্তৃপক্ষ খাবার ঘর এবং চাইল্ড কেয়ার রুম, গুদাম এলাকার, বর্জ্য রাখার স্থানগুলো, ওয়ার্কশপ, টেমপ্লেট সূইং, কার্গো লিফ্ট এর ঝুঁকি নিরূপণ ও প্রশিক্ষণ প্রদান করা হয়নি (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 7.4 - Not corrected: In accordance with amfori BSCI BSCI questionnaire 7.4: Finding: It was noted that facility formed an Occupational Health & Safety committee but members of the committee were found not aware about their responsibility. স্বাস্থ্য ও নিরাপত্তা কমিটি তাদের দায়িত্ব সম্পর্কে সচেতন নয়। (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 7.6 - Not corrected: In accordance with amfori BSCI COC questionnaire 7.6 and Bangladesh Labor Rules 2015, rule 67(2): It was noted that a) 40% cutting and sewing machine operators were not using face mask during work. b) 01 out of 01 maintenance employees was not using hand gloves during work. c) Auto cutter machine operators not using ear plug, as the area is noisy. কারখানায় পরিদর্শনের সময় পরিলক্ষিত হয়: ক. আনুমানিক ৪০% কাটিং ও সূইং শ্রমিকরা মুখের ব্যবহার করছিলো না খ. ১ জন মেইনটেন্যান্স শ্রমিক হাত মোজা ব্যবহার করছিলো না গ. আটো কাটার শ্রমিকরা ইআর প্লাগ ব্যবহার পড়ছিলো না। (বাংলাদেশ শ্রম বিধি, ২০১৫ এর বিধিমালা ৬৭(২) অনুযায়ী)।
- 7.9 - Not corrected: In accordance with amfori BSCI COC questionnaire 7.9: Finding: It was noted that a) No zebra cross marking or any caution sign found in the cutting section at secondary emergency gate where people need to pass two steps to go out from the production floor. b) Slippery wet floor observed at male toilet and roof top at main building but no sign found posted. ক) কাটিং সেকশন এ জরুরী বহিঃগমন পথে উঠার সিঁড়িতে কোনো সতর্ক চিহ্ন ছিল না খ) টয়লেট ও ছাদ ভেজা অবস্থায় ছিলো কিন্তু কোনো সতর্ক চিহ্ন ছিল না (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 7.10 - Not corrected: In accordance with amfori BSCI COC questionnaire 7.10: Finding: It was noted that, the Factory has recorded injuries but has not conduct proper analysis of the occupational accidents/injury as per amfori BSCI requirement including lost time injury calculation and monetary value. কারখানার পেশাগত আঘাত / দুর্ঘটনাবলি রেকর্ড করেছে, কিন্তু বি এস সি আই নীতিমালা অনুযায়ী বিশ্লেষণ করা হয়নি (দুর্ঘটনা / আঘাতের কারণে নষ্ট হওয়া সময়ের হিসাব সহ) (আমফরি বিএসসিআই সিওসি অনুযায়ী)
- 7.11 - Not corrected: It was noted that approximately 10,000 square feet area of Finished goods shed not covered or include in the factory fire license. However, management has applied for the same 10th July 2018 to respective authority. (Bangladesh Labour Rules 2015, Rule-355) New issue: In accordance with the amfori BSCI COC questionnaire 7.11: Finding: It was noted that- a. Facility has 04 generators but no license permission found from respective authority for 03 generators (400 KW each). However, management applied the same on 18th January 2018. (As per section-27(a) of Energy Regulatory Commission Act 2003) b. No construction approval found for warehouse shed, template sewing shed, substation building, wastage shed and security building from respective authority (Bangladesh Building Construction Act-1952, section -3) কারখানার ফিনিশড গুডস শেডের এলাকা ফায়ার লাইসেন্স এ অন্তর্ভুক্ত নেই। যদিও আবেদন করা হয়েছে ক. ফ্যাক্টরিতে ব্যবহৃত তিনটি জেনারেটর এর কোনো অনুমোদন নাই। যদিও আবেদন করা হয়েছে (এনার্জি রেগুলেটরি কমিশন এক্ট ১৯২৩, সেকশন -২৭(ক)) খ. কারখানার ব্যবহৃত ওয়ার হাউস শেড, টেমপ্লেট সূইং শেড, সাবস্টেশন বিল্ডিং, বর্জ ও নিরাপত্তা কর্মীদের বিল্ডিং এর কোনো যথাযথ অনুমোদন নেই (বাংলাদেশ বিল্ডিং আইন -১৯৫২, সেকশন -৩)
- 7.13 - New Issue: In accordance with amfori BSCI COC questionnaire 7.13 and Bangladesh Electricity Rules 1937, Rule no-48: Finding: It was noted that a) 06 out of 06 electricians of the factory did not have any updated competency certificate (ABC certificate) from the respective authority. b)

electrical switch board found broken in cutting section.

ক। উপযুক্ত কর্তৃপক্ষ থেকে ৯ জনের মধ্যে ৬ জনের তাড়িতের কোন সমস্মতার সার্টিফিকেট নাই। (বাংলাদেশ ইলেকট্রিসিটি রুলস ১৯৩৭, রুল-৪৮) থ. কাটিং সেকশন এ বৈদ্যুতিক বোর্ড ভাঙা অবস্থায় ছিল

7.15 - Corrected: It was noted that all the aisles were blockage free and properly marked.

7.16 - Corrected: It was noted that no mismatch found in the layout plan in the buildings and sheds.

7.17 - Corrected: It was noted that sewing machine paddle matt (rubber) and eye guard of overlock machine found in appropriate placed. New Issue: In accordance with amfori BSCI COC Questionnaire 7.17: Finding: It was noted that randomly checked 12 out of 18 needle guards of sewing machine in sewing section were missing.
১৮টির মধ্যে ১২ টি সুইং মেশিনের নিডেল গার্ড ছিলো না (আমফরি বিএসসিআই সিওসি অনুযায়ী)

7.23 - New Issue: In accordance with amfori BSCI COC questionnaire 7.23: Finding: It was noted that facility has 04 vehicle facility for workers also transport agreement found available but no proper license record found available for bus & drivers.
০৪টি শ্রমিক বাস ও চালকদের বৈধ কাগজ অডিটের সময় পাওয়া যায় নি (আমফরি বিএসসিআই সিওসি অনুযায়ী)

Remarks from Auditee:

We would do corrective action accordingly.

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: D

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observation shows that the factory has established a complete 'health & safety' policy & procedures. The production floor was quite clean. Evacuation maps were available in all areas. Sufficient drinking water was available in the production floors. Fire extinguishers were also properly charged and ready for use. However, the overall health & safety condition of the factory was found to be good. However, some problems identified which are given below:

সামগ্রিক পর্যালোচনা দেখায় যে কারখানা একটি সম্পূর্ণ স্বাস্থ্য ও নিরাপত্তা নীতি ও পদ্ধতি প্রতিষ্ঠা করেছে। উৎপাদন স্থান বেশ পরিষ্কার ছিল। উদ্ধাসন পরিকল্পনা সব অঞ্চলে পাওয়া যায়। পানীয় জল উৎপাদন মেঝেতে ছিল। অগ্নি নির্বাপক যন্ত্র সঠিকভাবে চার্জ এবং ব্যবহারের জন্য প্রস্তুত করা ছিল। কারখানার সামগ্রিক স্বাস্থ্য ও নিরাপত্তা শর্ত ভাল পাওয়া গেছে।

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 are noted in each improvement areas.

কারখানার নিরাপত্তা বিধির কার্যক্রমের মধ্যে কিছু সফট পরিলক্ষিত হয়।

7.4 - The facility formed a OHS committee but members of the committee were found not aware about their responsibility.

স্বাস্থ্য ও নিরাপত্তা কমিটি তাদের দায়িত্ব সম্পর্কে সচেতন নয়।

7.6 - 40% workers of cutting section, sewing section, quilting section and finishing section were not using face during work.

কাটিং, সুইং, কুইলটিং ও ফিনিশিং সেকশন এর ৪০% কর্মী কাজের সময় ফেস মাস্ক ব্যবহার করে না।

7.9 - Potential hazards of the factory are not identified and no initiative has taken to identify.

কারখানা সম্ভাব্য হাজার্ড চিহ্নিত করেনা।

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

আঘাতের মূল কারণ কর্মকর্তা তদন্ত হয়না যা পেশাগত স্বাস্থ্য ও নিরাপত্তা উন্নত করবে।

7.11 - Shed -1 (quilting section) and Building -2 (ground floor: finished goods keeping area and others floor is under construction) areas were not covered or include in factory fire license. However, factory has applied on 15th June, 2017 to the concern authority for include those area in factory fire license.

কিছু এরিয়া ফায়ার লাইসেন্স এর অন্তর্ভুক্ত করা হয়নি। কারখানা অন্তর্ভুক্তির জন্য আবেদন করেছেন।

7.15 - a. Aisles were found partially blocked by goods, standing workers and tools at sewing section (2 aisles) and cutting section (1 aisles)
b. Aisles was not marking properly at packing section and skill development area.

ক. কিছু আইসলস আংশিক বন্ধ অবস্থা পাওয়া যায়।

খ. কিছু আইসলস যথাযথ চিহ্নিত অবস্থায় পাওয়া যায় নি।

7.16 - Machine layout plan was found mismatch with the actual arrangement on ground floor, 1st floor, 4th floor of the production building and Shed-1 (quilting section), as well management did not provide any training to workers on evacuation plan.

মেশিন লেআউট প্লান এর সাথে বর্তমান লেআউট এ সাদৃশ্য পাওয়া যায় নাই এবং শ্রমিকদের উদ্ধাসন পরিকল্পনার উপর প্রশিক্ষণ দেয়া হয় না।

7.17 - a. 10% paddle mat (rubber) and needle guard of sewing machine were found missing at sewing section.
b. 10% eye guards of over-lock machine were found displaced.

ক. ১০% সুইং মেশিন এর পাদানিতে রাবার ম্যাট ও নিডেল গার্ড ছিল না।

খ. ১০% ওভারলোক মেশিন এ আই গার্ড যথাযথ অবস্থা ছিল না।

Remarks from Auditee

None	
Performance Area 8 : No Child Labour	
1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
As there was no finding in this performance area in previous audit, so marked this performance area as not rated during follow up audit.	
Remarks from Auditee:	
Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<u>Remarks from Auditee</u>	
Performance Area 9 : Special protection for young workers	
1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
As there was no finding in this performance area in previous audit, so marked this performance area as not rated during follow up audit.	
Remarks from Auditee:	
Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<u>Remarks from Auditee</u>	
Performance Area 10 : No Precarious Employment	
1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
As there was no finding in this performance area in previous audit, so marked this performance area as not rated during follow up audit.	
Remarks from Auditee:	
Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A	Deadline date:
<u>Good practices</u>	
Nil	
<u>Areas of improvement</u>	
<u>Remarks from Auditee</u>	

Performance Area 11 : No Bonded Labour

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A

Deadline date:

GOOD PRACTICES:
AREAS OF IMPROVEMENT:

As there was no finding in this performance area in previous audit, so marked this performance area as not rated during follow up audit.

Remarks from Auditee:

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A

Deadline date:

Good practices

Nil

Areas of improvement
Remarks from Auditee
Performance Area 12 : Protection of the Environment

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: B

Deadline date:31/05/2019

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall Comments: During audit, it was observed that, the auditee partially fulfills the requirements of this performance area as 02 questionnaires (12.4 and 12.5) have been marked as a partially. The reason behind full and partially marking has mentioned as: 12.1: Factory management has assessed environmental impact assessment by one of the third-party service provider company. As per the assessment report, no significant impact was identified by existing production process. 12.2: Environmental policy and procedure is up to date. Workers aware of the company policy and procedures for waste management. 12.3: No legal permit of environmental aspect is required from department of environment as this is not required based on nature of production process. 12.4: The facility has not managed all kinds of waste including packaging materials in an environmentally safe condition. No burning waste in open fires. 12.5: Factory management understand the importance of proper water management. Factory management has mentioned that they will introduce a system to preserve natural water resource (recycling practices, preserve rain water etc.) to ensure better environment in the premises and reduce pressure on ground water but implementation of same were not identifiable. Management is trying to increase awareness of water waste reduction through some awareness session.

12.4 - Not corrected: In accordance with amfori BSCI COC questionnaire 12.4: Finding: It was noted that, wastages were not properly segregated at wastage shed-02 by types of hazard. Some wastage like flammable chemical drums with chemical, metal and plastic etc. found kept without segregation.

কিছু আবর্জনা যেমন কেমিক্যাল সহ ড্রাম, লোহা ও প্লাষ্টিক সঠিক ভাবে সাজানো অবস্থায় ছিল না (আমফরি বিএসসিআই সিওসি অনুযায়ী)

12.5 - Not corrected: In accordance with amfori BSCI COC questionnaire 12.5: Finding: It was noted that facility did not have any procedure to preserve natural water resource (recycling practices, preserve rain water etc.) to ensure better environment in the premises. However, facility management is in process to reuse the water through STP.

বৃষ্টির পানি সংরক্ষণ এর কোনো প্রকল্প বাস্তবায়ন ব্যবস্থা করে নি যদিও কর্তৃপক্ষের এ ব্যাপারে পরিকল্পনা রয়েছে। (আমফরি বিএসসিআই সিওসি অনুযায়ী)

Remarks from Auditee:

We would do corrective action accordingly.

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: B

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observation shows that the factory has developed a precise policy and procedure on environment management system. The waste collection and disposal record is properly maintained. However, problem identified in 12.4 & 12.5

সামগ্রিক পর্যালোচনা দেখা যায় যে, কারখানায় পরিবেশ ব্যবস্থাপনার জন্য একটি সুনির্দিষ্ট নীতিমালা ও পদ্ধতি আছে। বর্জ্য সংগ্রহ ও বিক্রয় রেকর্ড যথাযথভাবে রক্ষণাবেক্ষণ করা হয়।

12.4 - Waste management system in the factory was not proper, wastes kept in place which was found without segregation by its types and hazard.

কারখানার বর্জ্য ম্যানেজমেন্ট সিস্টেম সঠিক পাওয়া যায়নি।

12.5 - Factory did not have any procedure to prevent water lose and have a system to preserve natural water resource (recycling practices, preserve rain water etc.) to ensure better environment in the premises.

কারখানায় পানি অপচয় প্রতিরোধের কোনো পদ্ধতি ছিল না।

Remarks from Auditee

None

Performance Area 13 : Ethical Business Behaviour

1- Followup Audit [Audit Id - 131726] Audit Date: 19/08/2018 PA Score: A

Deadline date:31/12/2018

GOOD PRACTICES:

No good practices has identified under this performance area.

AREAS OF IMPROVEMENT:

Overall Comments: During audit, it was observed that, the auditee partially fulfills the requirements of this performance area as 01 questionnaires (13.1) has been marked as a partially. The reason behind full and partially marking has mentioned as: Factory management has developed an Anti-Bribery Policy. During audit, no corruption or bribery related issues were noticed from the interviewed workers. Factory management has included the business partners in the anti-bribery policy of the factory to ensure the non-involvement in any type of bribery. Factory management has not introduced any reward system to maintain ethical behavior. Factory management has identified the potential areas of corruption. They were well understood about severity of unethical behavior.

- 13.1 - Corrected: It was noted that facility management has communicated their anti-corruption/bribery policy with their suppliers. Not corrected: In accordance with amfori BSCI COC questionnaire 13.1: Finding: It was noted that in anti-corruption and bribery policy there is no reward system in placed and no effective training organized /provided the management staff and workers regarding the anti-corruption/bribery issues.

যদিও কারখানায় একটি অ্যান্টি-দুর্নীতি ও ঘুষ নীতি আছে, কিন্তু সেখানে প্রমিক হিসেবে দুর্নীতিবিরোধী/ঘুষ বিষয় সংক্রান্ত ব্যবস্থাপনা কর্মচারীদের প্রদত্ত বিশেষ কোন প্রশিক্ষণের আয়োজন করা হয়নি। (আমফরি বিএসসিআই সিওসি অনুযায়ী)

Remarks from Auditee:

We would do corrective action accordingly.

Full Audit [Audit Id - 106712] Audit Date: 22/08/2017 PA Score: A

Deadline date:21/08/2018

Good practices

Nil

Areas of improvement

The overall observations shows that the factory has maintained a proper record keeping system and was provided all necessary documents to the audit team for review. Factory has all legal licenses and permits to operate facility approved by the concerned authority. Management was transparent during the entire period of audit and they showed a positive attitude and was very supportive to the auditor during the site visit. They were very keen to maintain good business relations with all their business partners and were committed to fulfill their expectations. Currently the management has a policy on 'business ethics and anti-corruptions' which is posted in all prominent places in the premises and was communicated to the employees through awareness program and notice boards. However, problem identified in 13.1

সামগ্রিক পর্যবেক্ষণ দেখায় যে কারখানায় একটি সঠিক রেকর্ড পালন সিস্টেম বজায় রাখা হয়েছে এবং পর্যালোচনার জন্য অডিট টিমকে সব প্রয়োজনীয় কাগজপত্র সরবরাহ করা হয়েছিল। তারপরও, একটি সমস্যা চিহ্নিত হয়েছে।

- 13.1 - Though the factory has an anti-corruption and bribery policy in place but there is no effective training organized /provided the management staff and workers regarding the anti-corruption/bribery issues. Even though, no agreement was signed by their suppliers on the issues as well.

যদিও কারখানায় একটি অ্যান্টি-দুর্নীতি ও ঘুষ নীতি আছে, কিন্তু সেখানে প্রমিক হিসেবে দুর্নীতিবিরোধী/ঘুষ বিষয় সংক্রান্ত ব্যবস্থাপনা কর্মচারীদের প্রদত্ত বিশেষ কোন প্রশিক্ষণের আয়োজন করা হয়নি। কোন ঘুষ বিরোধী চুক্তি তাদের সরবরাহকারীদের সাথে স্বাক্ষরিত হয়নি।

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
Follow-up Audit	19/08/2018	131726	D	C	A	A	B	A	B	A	A	A	A	B	A	C
Full Audit	22/08/2017	106712	C	D	A	A	A	C	D	A	A	A	A	B	A	C

Producer Photos



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



Photo of the canteen (if applicable)
Workers dining hall.JPG



Photo of the inside of the main production hall
Pure drinking water point.JPG



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

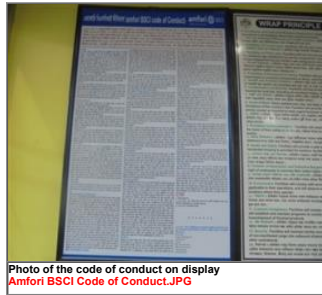


Photo of the code of conduct on display
Amfori BSCI Code of Conduct.JPG



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



External photo(s) of the production unit(s)
Security post.JPG



Photo of the inside of the main production hall
Accessories storage area.JPG



Photo of the sanitary facilities
Workers toilet.JPG



Photo first aid facilities
Doctors room.JPG



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



Photo of non-conformity
Auto cutter machine operators not using ear plug.JPG



Photo first aid facilities
First aid box.JPG



Photo of the inside of the main production hall
Child care room.JPG

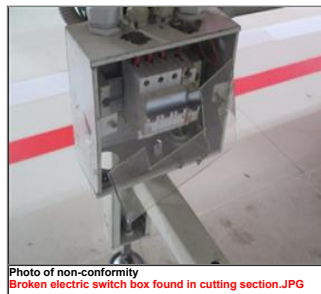


Photo of non-conformity
Broken electric switch box found in cutting section.JPG





Photo of fire safety equipment
Fire fighting equipments.JPG



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



Photo of non-conformity
Sewing machine operators not using face mask.JPG



Photo of fire safety equipment
Fire hose reel.JPG



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



Photo of non-conformity
Slippery floor condition at roof of main building.JPG



Photo of fire safety equipment
Public address system.JPG



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



Photo of non-conformity
Wastage found kept without segregation.JPG

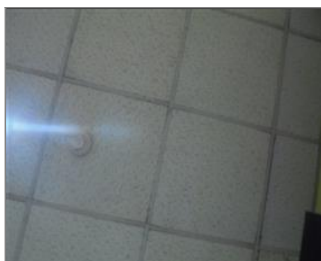


Photo of fire safety equipment
Smoke Detector.JPG