

Monitoring result for Changzhou Qiaokang Decoration Materials Co., LTD on site Site 1

Monitoring

Monitored Party	: Changzhou Qiaokang Decoration Materials Co., LTD
amfori ID	: 156-038101-000
Site	: Site 1
Site amfori ID	: 156-038101-001
Address	: NO.2,Yuanzhong Road,Industrial Park, Shangxing Town, Liyang City
	: CHANGZHOU
	: Jiangsu Sheng
	: China
Monitoring Activity	: amfori Social Audit - Manufacturing
Monitoring Type	: Full Monitoring
Submission Date	: 27/06/2022
Expiration Date	: 27/06/2023

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Overall rating



Section rating

PA1: Social Management System	D
PA 2: Workers Involvement and Protection	B
PA 3: The Rights of Freedom of Association and Collective Bargaining	A
PA 4: No Discrimination	A
PA 5: Fair Remuneration	B
PA 6: Decent Working Hours	D
PA 7: Occupational Health and Safety	A
PA 8: No Child Labour	A
PA 9: Special Protection for Young Workers	A

PA 10: No Precarious Employment	A
PA 11: No Bonded Labour	A
PA 12: Protection of the Environment	B
PA 13: Ethical Business Behaviour	A

General description

[Location and size]:

The announced full audit for Changzhou Qiaokang Decoration Materials Co., LTD. / 常州康乔装饰材料有限公司 (Business license registration number: 91320481MA21MQ4M86), located at No.2, Yuanzhong Road, Industrial Park, Shangxing Town, Liyang City, Jiangsu Province, China / 中国江苏省溧阳市上兴镇工业集中区园中路2号 was conducted on June 21-22, 2022. The auditee was established on June 4, 2020. The total construction areas were 9900 square meters.

[Structure of facility]:

The auditee used one 2-storey building as office, one flat building and one 2-storey "U" type of building as workshops and warehouses. No kitchen & canteen and dormitory were provided by the auditee. The main products of the auditee were plastic curtain, and the main processes were mixing, prilling, extrusion, assembly and packing.

[Employee analysis]:

There were 92 employees working in the auditee. Among them 9 were production employees and 83 were non-production employees. All employees were permanent employees and 35 were migrant employees. And there were total 50 female employees.

[Summary of working hour]:

The auditee used electric attendance system to record workers' working time. All employees work for 8 hours per day and 5 days a week from Monday to Friday. Security guards and extrusion workers worked for three shifts, first shift was from 8:00 to 16:00, second shift was from 16:00 to 24:00 and third shift was from 0:00 to 24:00; Other employees worked for one shift from 8:00 to 17:00 with 1 hour for lunch time from 11:30 to 12:30 and 2 hours as overtime hour from 18:00 to 20:00 for production workers. The peak months were not obvious.

The attendance records from June 2021 to the audit day were reviewed in the audit. 10 sampled workers' attendance records from May 2022 (current month), December 2021 (random month) and August 2021 (random month) were selected for checking. According to the provided attendance records and workers interviews, the maximum daily overtime hours were 2 hours, the maximum weekly overtime hours were 14 hours and the maximum monthly overtime hours were 54 hours in December 2021.

[Summary of compensation]:

The local minimum wage was RMB 2280 per month equal to RMB 13.10 per hour since August 1, 2021, and RMB 2020 per month equal to RMB 11.61 per hour before August 1, 2021. Payroll records from June 2021 to May 2022 were provided for review. 10 sampled workers' payroll records from May 2022 (current month), December 2021 (random month) and August 2021 (random month) were selected for checking. Workers were paid by hourly rate basis; the minimum basic wage was RMB 17.82 per hour, which was high than the legal requirement. Wage was released by cash at about 20th of next month. The auditee paid 150% and 200% of normal rate for the overtime on regular working days and rest days respectively. No overtime work was arranged on Sundays and holidays. More than 80% employee had participated in social insurances.

[Occupational Health and Safety]:

The auditee had established policies and procedures on occupational health and safety based on amfori BSCI standards and local law requirements. Firefighting equipments such as fire hydrants, fire extinguishers and fire alarms were available and well maintained in the place. The space, illumination was adequate for the health and safety of workers.

[Summary of interview]:

10 workers were interviewed on site, including 5 females. And all of them were permanent workers and local workers.

[Special scene during on site observed]:

None

[Remarks]:

1. There are no agencies and contractor used by the auditee, which makes the contractor license/permit and agency labor contract not applicable. No government waivers and collective bargaining agreements are available in the auditee.
2. This audit was conducted by one auditor, named Carol Ding (Lead auditor with APSCA registration number of CSCA 21700103). This auditor belonged to QIMA LIMITED with APSCA registration number of 11600049.

Site Details

Site : Site 1
Site amfori ID : 156-038101-001

GICS Classification

Sector	: Consumer Staples	Industry	: Household Products
Industry Group	: Household & Personal Products	Sub Industry	: Household Products

amfori Process Classifications

N.A.

NACE Classification

N.A.

GS1 Classifications

N.A.

Water Stress Situation

N.A.

Metrics

Key Metrics

Total workforce	92 Workers
Legal minimum wage in local currency	2280 Monthly
Lowest wage paid for regular work at the site	3100 Monthly
Calculated living wage in local currency	2310 Monthly
Total sample	10 Workers

Other Metrics

Male workers	42 Workers
Female workers	50 Workers
Permanent workers - Male	42 Workers
Permanent workers - Female	50 Workers
Temporary workers - Male	0 Workers
Temporary workers - Female	0 Workers
Seasonal workers - Male	0 Workers
Seasonal workers - Female	0 Workers
Management - Male	2 Workers
Management - Female	2 Workers
Apprentices - Male	0 Workers
Apprentices - Female	0 Workers
Workers on probation - Male	0 Workers
Workers on probation - Female	0 Workers
Workers with night shift - Male	23 Workers
Workers with night shift - Female	0 Workers
Workers with disabilities - Male	0 Workers
Workers with disabilities - Female	0 Workers
Domestic migrant workers - Male	25 Workers
Domestic migrant workers - Female	10 Workers
Foreign migrant workers - Male	0 Workers
Foreign migrant workers - Female	0 Workers
Workers hired directly - Male	42 Workers
Workers hired directly - Female	50 Workers
Workers hired indirectly - Male	0 Workers
Workers hired indirectly - Female	0 Workers
Unionised workers - Male	0 Workers
Unionised workers - Female	0 Workers
Workers under CBA - Male	0 Workers
Workers under CBA - Female	0 Workers
Pregnant workers	0 Workers
Workers on parental leave - Male	0 Workers
Workers on parental leave - Female	0 Workers
Sample - Male	5 Workers
Sample - Female	5 Workers

Findings

PA1: Social Management System

The auditee had established a system of social responsibility, conducted internal assessment and management review, and conformed to BSCI requirements and relevant local law requirements in most performance areas. However, some performance areas should be improved, for example, systematically overtime and insufficient social insurance coverage were found.

受审核方已建立社会责任体系,进行了内审及管理评审,在大部分执行领域符合了BSCI要求和相关的法规要求。但一些领域仍需要提高,如存在系统性地加班和社保参保不足。

Through the auditee had complied workforce capacity procedure, but the auditee had not conducted production cost calculation. There's no satisfactory evidence that the workforce capacity in the company is sufficient and properly planned to match delivery order contracts' expectations and excessive overtime was detected.

受审核方虽然编撰了产能程序,但是没有进行生产成本计算,也没有关于劳动生产能力分析及生产计划的完善记录,并存在加班超时的情况。

PA 2: Workers Involvement and Protection

The auditee had posted the BSCI Code of Conduct publicly and provided BSCI training to all employees, but according to interviews, Auditor noted that the sampled worker representative was not quite aware of BSCI values and principles.

受审核方张贴了BSCI行为准则,提供了BSCI行为准则的培训给所有员工,但抽样访谈的员工代表并不太清楚BSCI的标准和原则。

The auditee failed to provide the regular survey records on the written procedure for the grievance mechanism.

受审核方未提供关于申诉机制程序的定期评审记录。

PA 5: Fair Remuneration

The wages paid to all randomly selected workers met the living wage, but the auditee had not evaluated the living wage for all workers.

所有随机抽取的员工发放的工资满足生活工资,但受审核方没有评估工人的生活工资。

1. Insufficient social insurance participated. Through reviewing current social insurance receipts of current 12 months, auditor noted that there were currently 92 employees (including 4 retirees, no newly joined employees, dispatched employees and temporary employees) in May 2022, only 75 employees (85.22%) had participated in basic endowment insurance, unemployment insurance and employment injury insurance, 74 employees (84.10%) had participated in basic medical insurance and maternity insurance. The auditee purchased the commercial injury insurance for 10 employees, and the validating period was within February 28, 2023. Reference Law: Social Insurance Law of the People's Republic of China, Article 10, Article 23, Article 33, Article 44, Article 53 2. Through document review, auditor noted that according to the procedure implemented since September 1, 2021, the auditee only provided maternity leave for 128 days, which did not meet the requirements of the updated law implemented on February 10, 2022, that was, maternity leave was not less than 158 days. Through management interview and employee interview, the auditor noted that no employee of the auditee was pregnant or took maternity leave in the last 12 months. Reference Law: Regulations of Jiangsu Province on population and family planning (2021 Revision).

1. 社会保险参保不足。通过文件审核,审核员查阅了最近12个月的社保收据,发现:受审核方2022年5月共92名员工(包含4名退休返聘员工,无新进员工、劳务派遣工和临时工),只有75名员工(85.22%)参加了养老保险、失业保险和工伤保险,只有74名员工(84.10%)参加了医疗保险和生育保险。受审核方为10名员工购买商业意外伤害险,商业保险的有效期截止于2023年2月28日。2. 通过文件审核,审核员发现:受审核方的2021年9月1日起实施的程序文件中规定,员工产假128天,不符合2022年2月10日实施的新法律要求,即员工产假不低于158天。通过管理人员访谈和员工访谈,审核员发现:受审核方在最近12个月,没有员工怀孕和休产假。

PA 6: Decent Working Hours

Monthly overtime hours exceeded the legal requirement (36 hours per month). The auditee had provided the attendance records from June 2021 to audit day. According to the sampled records, the monthly overtime hours of 7 out of 10 sampled workers were 46 hours in May 2022 (current month), 7 out of 10 sampled workers were 54 hours in December 2021 (random month) and 7 out of 10 sampled workers were 48 to 50 hours in August 2021 (random month) respectively. Reference law: the PRC Labor Law article 41.

工人的工作时间超出法规要求(每月36小时)。受审核方提供了2021年6月到审核当天的考勤记录。抽样发现,2022年5月(当前月),抽取的10名员工中7人,月加班为46小时;2021年12月(随机月),抽取的10名员工中7人,月加班为54小时;2021年8月(随机月),抽取的10名员工中7人,月加班为48至50小时。

PA 7: Occupational Health and Safety

1. The auditee was in line with most of the regulations on occupational health and safety relevant for its activities such as the regulations on electricity, escape routes and emergency exit, first aid etc. But the auditee was not fully in line with the occupational health and safety regulations applicable for its activities such as chemical safety, material stored in warehouse, etc. 2. Auditor noted that there were noise and dust injuries in the production area, but the auditee only provided occupational disease physical examinations for 14 out of total 26 employees exposed to occupational hazards in the past 12 months. Meanwhile, the auditee did not provide pre-post and off-duty occupational disease physical examinations. Reference law: PRC Law of Prevention and Control of Occupational Diseases article 35

1. 受审核方大部分符合了职业健康安全与其活动相关的规定如关于电力、逃生路线和紧急出口、急救等方面的规定。但是，受审核方没有完全遵守适用于其活动的职业健康安全规定，如化学品安全，仓库堆货等。2. 审核员发现：生产区域有噪音和粉尘伤害，受审核方在最近12个月，只为接触职业危害因素岗位的26名员工中14人，提供了职业病体检。同时，没有提供岗前和离岗职业病体检。

Not all employees were covered with injury insurance. The auditee only provided the injury insurance or commercial injury insurance for 85 out of 92 employees.

没有所有员工覆盖工伤保险。受审核方仅为全部92名员工中的85名员工提供了工伤保险或商业意外伤害险。

Through document review, auditor noted that the provided infectious disease risk assessment lacked the content of novel coronavirus.

通过文件，审核员发现：提供的传染病风险评估中缺少新冠病毒的内容。

Through worker representative interview and document review, auditor noted that there was no employee representative in the health and Safety Management Committee.

通过员工代表访谈和文件审核，审核员发现：健康安全委员会里，没有包含员工代表。

Through factory tour, auditor noted that there was no MSDS posted in the areas where chemicals were used and stored. Reference Law: Chemical Safety Usage in Workplace, Article 12

通过现场走访，审核员发现：使用和存储化学品的区域，没有张贴化学品物质安全资料表。

Through factory tour, auditor noted that the emergency procedure had been established but not posted in the production areas.

通过现场走访，审核员发现：受审核方已建立应急程序，但没有张贴在生产区域。

Through factory tour, auditor noted that partial goods were stored against the wall in material warehouse and finished products warehouse. Reference law: General Rules for Fire Safety Management of Storage Occupancies GA1131-2014 Article 6.8.

通过现场走访，审核员发现：原料仓和成品仓库的部分货物靠墙堆放。

PA 12: Protection of the Environment

Through document review, auditor noted that the auditee had identified the significant impacts and environmental implications associated to its activity, but there was no grievance mechanism in place to address the environmental concerns of surrounding communities.

通过文件审核，审核员发现：受审核方识别了其商业活动的重大影响以及对环境造成的后果，但受审核方没有建立有关周围社区环境问题的申诉机制。

Through document review, auditor noted that the auditee had not set up the water manage procedure, and had not calculated the water consumption in past one year.

通过文件审核，审核员发现：受审核方既没有制订用水管理程序，也没有统计过去一年的用水量。

PA 13: Ethical Business Behaviour

The audited auditee had established procedure to collect, use and processes personal information with reasonable care and in accordance with privacy and information security laws and regulatory requirements for employee, however, the business partner and customers were not contained.

受审核方已制定程序，合理谨慎地收集、使用和处理个人信息，并符合隐私和信息安全法律和对员工的监管要求，但是，未包含业务伙伴和客户。