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Auditee :	<b>Mahmood and Company</b>
Audit Date From :	<b>18/09/2020</b>
Audit Date To :	<b>18/09/2020</b>
Expiry Date of the Audit :	<b>Please refer to the producer profile in the amfori BSCI platform</b>
Auditing Company :	<b>TUV SUD</b>
Auditor's Name(s) :	<b>Kamal Kumar Ghisingh(Lead), Roy Ratnesh Kumar</b>
Auditing Branch (if applicable) :	<b>TUV SUD SOUTH ASIA (TIRUPUR)</b>

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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>
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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>
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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																													
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<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>
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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>Mahmood and Company</b>		
DBID number :	<b>375274</b>		
Audit ID :	<b>193022</b>		
Address :	<b>658 KATRA, BARHIYAN TOLA, NAWABGANJ BARABANKI</b>		
Province :	<b>Uttar Pradesh</b>	Country :	<b>India</b>
Management Representative :	<b>Mr.Noor Alam and Mr.Mohammed Rasheed</b>		
Contact person:	<b>Mohammed Rasheed</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Textiles, clothing, leather</b>	Product group :	<b>Apparel</b>
Product Type :	<b>Scarves, Stoles and Leather Belts</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 <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 :	B	
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
C	A	A	A	A	A	A	A	A	A	A	A	A

**Executive summary of audit report**

The facility Mahmood and Company is Proprietorship company is located at 658, KATRA, BARHIYAN TOLA, NAWABGANJ, BARABANKI, Uttarpradesh, India. The facility started its operation on this site from 1999. The factory is into the manufacturing and exports of scarves, stoles and leather belt (Occasionally) to their foreign customers. Facility has declared there is not any peak season for their business for this year.

No process for the manufacturing of leather belt was noted on the day of audit in the factory. The factory management stated that the factory do the trading for the leather belt, when they receive any order from their clients.

Process flow:  
Receipt of the Raw Material (Dyed and Printed fabric from their supplier) - hand Cutting – Stitching - Finishing - packing and dispatch of goods.

The facility has one building with ground floor and first floor Total land area of the factory is 2400 Square feet and production area is 2000 Square feet.

Building details are as below:

Ground floor:  
Raw material receipt section, cutting section, Stitching Section, finishing section, packing section and Dispatch section, Scrap store, toilets

First floor – Owner’s residential place used as rest room for the management people.

The facility working in single shift from 09:00 AM to 06:00 PM with one lunch break of 60 minutes from 01:00 PM -02:00 PM and tea break of 15 minutes from 04:15 PM to 04:30 PM. The facility is providing weekly off on every Sunday.

Audit Process: This full audit was conducted by 02 Auditors in one day, covered 1 (One Man day), Kamal Kumar Ghisingh (Lead Auditor / APSCA# RA 21700674) and Ratnesh Kumar Roy (Team Auditor / APSCA #RA 21700772) on 18th September 2020. Auditors assessed / verified against the amfori BSCI code of conduct (BSCI 2014 Version) and local legislation on a random sampling basis. Auditors entered the facility and invited by Mr. Mohammed Rasheed – General Manager and exchanged business card with each other. There after auditors started short opening meeting and Auditors explained about the purpose of the visit and obtained necessary permission to take photographs, access all the areas in the facility during facility tour and went along with him for the factory tour.

After completion of facility tour started detailed opening meeting and on behalf of factory management Mr. Mohammed Rasheed – General Manager, Mr. Noor Alam – Managing Director, Mr. Sarfaraz Ahmaed – Packer (Worker Representative from Grievance Committee) and Mr. Noor Ahmad – Production Supervisor were present in the opening meeting.

The auditors selected 10 employees (All Male) randomly for interview. Further 10 attendance/time records and salary sheets of the selected employees during current audit, August 2020 (Current month), March 2020 (Random month) and October 2019 (Random month) were taken as sample to verify Wages & working hours.

The audit was conducted on random sampling basis. The observations are based on facility tour, document review and employees interview. The company has given access to related areas and documents & records to the auditors for review and audit. The employee’s interviews were conducted confidentially without presence of management. The interviewed employees are satisfied with the facilities provided by the management. Employees received salary on time. No negative feedback observed during employees’ interview.

Auditors conducted the closing meeting after completion of entire audit process (site tour, interview with the workers and management interview and document review). The same person mentioned in opening meeting were present in the closing meeting and Mr. Mohammed Rasheed – General Manager and worker representative signed the CAP after the end of closing meeting.

During factory tour it is noted that the factory has provided overall safe working environment to their employees however some of the areas are not complied as per the legal requirement and amfori BSCI Code of Conduct.

Attitude of factory management: The factory management was receptive, positive and extended their cooperation throughout the audit. They showed positive attitude towards the compliance requirements. Factory management provided the document which was needed to verify during the audit. During the closing meeting, they have agreed with the non-compliance issues identified during this full audit and given time scale for correction. The factory management has agreed to take corrective action within the planned time frame that was mentioned in the corrective action plan.

**Auditor Notes:**

1. Following documents not applicable for this factory so below documents not uploaded in the amfori BSCI portal. Government waivers, Contractor License/ Permit, Agency License and agreement (since no security agency was engaged by the facility) it is not required by law and Collective Bargaining agreement. Also, Environment permits Provident fund and Employee State Insurance Fund challans not applicable since factory is under shop and establishment. Collective bargaining not applicable as union does not exist in the facility. Hence these documents are not attached under document attachment.
2. # COVID 19 During the lock down period, the factory was closed from dated 25.03.2020 to 31.03.2020 as per the Government instruction and from dated 01.04.2020 to 31.05.2020. The factory resumed for work from dated 01.06.2020 with proper health and safety facility and instruction against the ongoing pandemic. Further, the factory has provided the full wages for the month of March 2020, April 2020 and May 2020 to their all employees. However, there was no State enforcement to pay wages for lock down period.
3. The employee strength was noted to be 10 (All Male) against the audit application of 09 (All Male).
4. #COVID19, factory has taken all precautionary measure to safe their employees against COVID-19, monitoring body temperature of all employees two times in a day and maintaining record of the same. Factory has provided sufficient soap and hand sanitizer at all toilets and locations in the factory for cleaning hand at regular interval and sanitize hand. Factory has displayed safety poster at all locations in the factory.
5. It was noted from review of records & management interaction that no female workers observed in any of the production process and management stated that factory is not residing in residential area which is a rural area and no female are interested to work in any facility. Further, it was confirmed through the worker's interview also. In future they are willing to engage female employees in the factory for their light process like if any female interest to join their factory.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>Mahmood and Company</b>	Legal status :	<b>Proprietorship</b>
Local Name :	<b>Not applicable</b>	Year in which the auditee was founded :	<b>1999</b>
Address :	<b>658 KATRA, BARHIYAN TOLA, NAWABGANJ</b>	Contact person (please select) :	<b>Mohammed Rasheed</b>
Province :	<b>Uttar Pradesh</b>	Contact's Email :	<b>mohammed@mahmoodandcompany.com</b>
City :	<b>BARABANKI</b>	Auditee's official language(s) for written communications :	<b>English</b>
Region :	<b>South Asia</b>	Other relevant languages for the auditee :	<b>Hindi</b>
Country :	<b>India</b>	Website of auditee (if applicable) :	<b>None</b>
GPS coordinates :	<b>26.931820, 81.207670</b>	Total turnover (in Euros) :	<b>232558.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>100.00</b>
Industry :	<b>Textiles, clothing, leather</b>	Of which domestic market % :	<b>0.00</b>
If other, please specify :	<b>Not Applicable</b>	Production volume :	<b>25000 Pieces Per Month</b>
Product Group :	<b>Apparel</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :	<b>Not Applicable</b>	Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>Scarves, Stoles and Leather Belts</b>		

<b>Auditee's employment structure at the time of the audit</b>			
Total number of workers :	<b>10</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>9</b>	<b>0</b>
Temporary workers		<b>0</b>	<b>0</b>
In management positions		<b>1</b>	<b>0</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>10</b>	<b>0</b>
Production based workers		<b>0</b>	<b>0</b>
With shifts at night		<b>0</b>	<b>0</b>
Unionised		<b>0</b>	<b>0</b>
Pregnant		<b>-</b>	<b>0</b>
On maternity leave		<b>-</b>	<b>0</b>

**Finding Report**



<b>Performance Area 1 : Social Management System and Cascade Effect</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: C	Deadline date: 19/10/2020
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During audit it was observed that, the auditee partially fulfills the requirements of this performance area as 02 questions (1.1 &amp; 1.3 has been marked). The reason behind Yes and partially marking has mentioned below. The factory has obtained the Registration certificate under Shop or Commercial Establishment with 15 number of employee strength and and the same was noted to be valid till 31.03.2024. All the employee were engaged from the company roll. Factory has appointed a senior person, as Management Representative for development and Implementation of BSCI standards. The factory has displayed the BSCI Code of Conduct at their Notice Board. Further, It was noted during the audit process that factory has obtained acknowledgement of BSCI code of conduct and Terms of implementation from their 08 out of 08 number of business partner and also the factory has conducted the Internal audit for the verification of implementation of BSCI code of conduct in their business partner's facility. The Factory has list of their business partners and provided for auditor verification of 08 business partners who are there suppliers. Factory has conducted capacity planning and also the factory has the system of the cost calculation.</p>	
1.1 -	It was noted that factory management is partially complying with this question as some of non-compliances were identified under different Performance Areas, which is the evidence of gaps identified in the overall management system against BSCI COC requirements. It was noted through the review of the record that the factory has obtained the commitment letter from their 08 out of 08 business partner on BSCI code of and terms of Implementation. Also factory has conducted monitoring audit onsite for 08 out of 08 business partners. However monitoring audit report does not covers assessment of fair remuneration, employment contracts and environment.
1.3 -	It was noted through the review of the record that the factory has obtained the commitment letter from their 08 out of 08 business partner on BSCI code of and terms of Implementation. Also factory has conducted monitoring audit onsite for 08 out of 08 business partners. However monitoring audit report does not covers assessment of fair remuneration, employment contracts and environment.
<b>Remarks from Auditee:</b>	
<b>Performance Area 2 : Workers Involvement and Protection</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During audit it was observed that, the auditee fulfills the requirements of this performance area. The factory management has formed grievance committee through collaboration of management and workers. Grievance committee election was conducted on dated 02.01.2020 and also the factory has provided suggestion box at different location to lodge any grievance. Further, the workers are also aware of the same. The recent grievance committee meeting was conducted on regular basis. The recent meeting was conducted on dated 31.07.2020 and previous meeting was conducted on dated 23.12.2019. Besides Factory management has formed health and safety committee in combination of worker and management and the meeting has conducted in regular basis. The recent meeting conducted on dated 31.07.2020 and the previous meeting conducted on dated 23.12.2019. Factory management is providing the training on company rules, legal rights and other safety issues for existing workers. Factory management has posted amfori BSCI New Version Code of conduct at notice board. Factory management has provided employment contracts letter and kept one copy of the document in workers personal file. Factory management has introduced grievance procedure for workers. The interviewed workers were aware about grievance procedure. No non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 3 : The rights of Freedom of Association and Collective Bargaining</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>It was observed that, the auditee fulfills the requirements of this performance area and there was no non compliance noted on the day of audit. During audit, It was noted through Audit process including interaction with factory management, interview with workers and documents review that, the factory does not have labor union/collective bargaining agreements but they formed a grievance committee. The recent grievance committee meeting was conducted on dated 31.07.2020 and 23.12.2019. The Meeting minutes of grievance committee was properly recorded. Factory management has an open door policy to form or joins Trade union independently. Factory allowed workers representative to access workers at any time and committee meeting was conducted during the working hours and no deduction made for discussion timing. And the same was noted during the interview process. No non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	

<b>Performance Area 4 : No Discrimination</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During audit, it was observed that, the auditee fulfills the all requirements of this performance area. The reason behind Yes marking have mentioned below. During close door interview, no complaint on discrimination revealed from workers. No discrimination on hiring which was evident by reviewing the documentation. Also, interviewed workers informed that they are not discriminated in terms of race, caste, religion, age, gender or marital status. Overtime opportunity for all workers is equal and also voluntary. Factory management has separate policy against discrimination. Factory has posted that policy in different prominent places i.e. notice board and inside the production floor. The factory management has conducted periodic internal meeting and also covered the harassment, discrimination related issues. The anti-discrimination policy is complying with legal requirements. No non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 5 : Fair Remuneration</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During audit it was observed that, the auditee fulfills the requirements of this performance area. The reason behind Yes marking has mentioned below, Factory management is providing more than the prescribed wages of UP state minimum wages to all employees in the manner of category wise. The details are as follows Unskilled category are getting INR 15500, Semi Skilled category workers are getting INR. 17050 per month and Skilled category workers getting INR. 18600 per month. Which is more than the the minimum wages prescribed by the UP State Minimum Wages Notification. Also noted facility has provided increment on every year. As per workers interview, wages are paid on or before th working day after completion of each wage period (1st to 30th or 31st). Through the review of the record it was noted that the payment made to the all the workers through cash. The wages calculated and paid on monthly basis along with all required legal facility. Reviewing their wage structure, it was observed factory management is providing wage based on legal requirement. No deviation has identified on that. No illegal deduction was observed from the audit process. Factory has provided wages slips to all employees and maintained wage records of all employees. Factory has extended leaves to all employees.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 6 : Decent Working Hours</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>Overall Comments: During audit it was observed that, the auditee fulfills the requirements of this performance. The reason behind Yes marking has mentioned below. The facility management has displayed notice regarding the working hours, overtime hours, lunch breaks, weekly and festival holidays on notice boards. They have communicated the working hour to concern authority. Facility's working hours are General Shift: 09.00 AM to 06.00 PM Lunch Break: 01.00 PM to 02.00 PM and tea break between 04:15 PM to 04:30 PM. Weekly Holiday: Sunday. The person in charge for recruitment, he is aware on legal limit of working hour. During randomly checked sample months working hour analysis it was observed that No overtime performed from last months. Overtime work is voluntary in the facility if any. Facility management has policy on working hour. Facility management committed to pay premium rate (200% of basic wage of per hour). Reviewed 12 months payroll and time records and among 12 months auditors randomly checked 03 months payroll and time records (August 2020 - Recent Month, March 2020 and October 2019 (Random Month). All employees have full access of to go toilets without prior notice within working hours. Workers shared that they know about their break time. Production workers has not worked in weekly day off. Workers shared that they know about the rest breaks and this is quite effective. The factory has the manual time recording system to record the attendance for their workers. No non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	



<b>Performance Area 7 : Occupational Health and Safety</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:19/10/2020
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During the audit it was observed that, the auditee partially fulfills the requirements of this performance area. The performance area where the auditee partially fulfills the requirement is as follows 7.1, 7.3, 7.16, 7.17 and 7.19. The 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. Last two meetings were conducted on 31.07.2020 and 23.12.2020. The facility continuing the business in line with the regulations on occupational health and safety relevant for its activity. Facility conducted the risk assessment and covered work place safety. Workers 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, Chemical handling training, firefighting and first aid training. The Last firefighting training was conducted by external third party (Universal Enterprises) on dated 02.07.2020 to their 07 employees and the factory has maintained the record for the same. The Last first aid training was conducted on dated 30.08.2018 which was conducted through St-John Ambulance for 02 employees and first aid training certificate and the same was noted to be valid for three years from the date of issue. Last Health and Safety training including all the health and safety aspect conducted on dated 10.07.2020 and the previous training conducted on dated 10.12.2019. The Factory management has provides the PPEs to all workers by free of cost. All the workers were wearing PPE during the audit. Facility has developed emergency procedure which has been displayed to the notice board and at different section of the building. The Facility also visually displayed the accident and emergency procedure to the easy understanding of general workers and guide the first aid providers. Facility has displayed warning signs where needed. Factory management had appointed qualified electricians to look after the electrical system. 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 provided at all location of the facility. Factory has trained first aider to provide first aid treatment issue. Factory Management has provided 01 First Aid Box, 08 Fire Extinguishers, 03 Emergency Lights, 03 Fire Alarm call points, 03 Fire Alarm Hooters and 03 Smoke Detectors in the factory. Factory management is providing clean drinking water to its workers and the factory has maintained the portable drinking water test record also. The recent test was conducted through external laboratory on dated 27.08.2020. All the toilets were found clean and maintained properly by the management. 7.21, 7.23 and 7.24 is marked as Not Applicable since factory management do not have provision for canteen facility, housing facility and no transport facility and it is not mandatory by law.</p>	
7.1 -	It was noted through documents review, plant tour, workers and management interview that there are some lacks in Health and Safety System, which observed applicable in occupational health and safety regulations in factory activities. Those relevant issues are noted in each improvement areas.
7.3 -	It was noted through the review of the record that the factory has conducted risk assessment covering production areas but risk assessment for expected mothers, pregnant workers, disabled workers and migrant workers were not included in the risk assessment. However no migrant worker, disabled worker or female worker was present on the day of audit.
7.16 -	It was noted during the factory tour that the 01 out of 03 number of evacuation map displayed in the cutting section provided in the facility found not as according to the actual layout for the evacuation provided in the facility. The direction of the arrow mark found going towards inside hall against the exit path to go outside.
7.17 -	It was noted during the factory tour that the factory has not provided the needle guard to the 02 out of 02 number of sewing machine provided in the factory.
7.19 -	It was noted from interaction with factory management that factory has not drafted the emergency procedure to deal with cases of trauma and serious illness.
<b>Remarks from Auditee:</b>	
<b>Performance Area 8 : No Child Labour</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>It was observed during the audit that, the auditee fulfills the requirements of this performance area. The reason behind yes marking are as follows. During the audit, No child workers were observed in the factory premises. The factory has a policy on prohibition of child labor which stated that the factory does not permit child labor. The factory management has maintained 10 out of 10 selected samples copy of Birth Certificates, Educational Certificates and National ID Card in each workers personal files for better verification of age of them. Factory has provided company ID cards to all employees. Factory management has a systematic analysis of circumstance of child labor occur. No Non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 9 : Special protection for young workers</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During audit it was observed that, the auditee fulfills the requirements of this performance area. The reason details are as follows for the reason of marking yes for this PA. No young workers found working in the factory on the day of audit. Hence 9.6 is marked Not applicable and No non-compliance observed on the day of audit. However, factory has procedure in place to young workers and anyone can raise grievance at factory including young workers</p>	
<b>Remarks from Auditee:</b>	

<b>Performance Area 10 : No Precarious Employment</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>It was observed during the audit that, the auditee fulfills the requirements of this performance area. Factory management respects social security of workers. Through the audit process, interview with workers and documents review it was identified that no workers been deprived by factory management. Factory management has included workplace disciplinary practices including appealing procedures in the workers contract forms. However, workers job descriptions are described in the employment conditions and already communicated to the newly joined workers. The factory management recruits the workers through internal reference. Factory management issues appointment letter to the randomly selected 10 out of 10 sample workers of the factory. The randomly selected sample workers personal files including nomination forms and declaration forms, promotion letters, service records, Age proofs are maintained by the factory. Workers service book is updated. No Non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 11 : No Bonded Labour</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>It was observed during the audit that, the auditee fulfills the requirements of this performance area. The reason behind yes marking are as follows. The Factory management does not engage any forced labor, bonded labor and prisoned labour in the factory. They developed a well procedure of no bonded labor. Manager and supervisor level were well aware on bonded labour policy. Employees are free to leave factory and no restriction on workers to free movement in the premises. No pressure from security guards to hold workers once they get authorized leave from management. During interview, workers confirmed that all of their dues correctly paid in case they want to leave factory for better opportunity. During documents review no evidence of any punishment were found and randomly selected sampled workers are found well aware on disciplinary procedure of the factory. No non-compliances observed on the day of audit.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 12 : Protection of the Environment</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>During audit it was observed that, the auditee fulfills the requirements of this performance area. Management has assessed environmental impact assessment by internal team. As per the assessment report, no significant impact was identified by existing production process. Environmental policy and procedure is up to date. Workers aware of the company policy and procedures for waste management Facility does not generate product waste from the facility as they are involved in themanufacturing and export of the scarves, stoles and Leather Belt in small quantity without used of any chemicals.Facility has conducted air monitoring in the facility. The recent Air monitoring test was conducted on dated 27.08.2020. No burning waste in open fires. The factory is not using water in their process in the factory other than the domestic purpose.</p>	
<b>Remarks from Auditee:</b>	
<b>Performance Area 13 : Ethical Business Behaviour</b>	
Full Audit [Audit Id - 193022] Audit Date: 18/09/2020 PA Score: A	Deadline date:19/10/2020
<b>GOOD PRACTICES:</b>	
<b>AREAS OF IMPROVEMENT:</b>	
<p>It was observed during the audit that the auditee partially fulfills the requirements of this performance area. Factory management has developed an Anti-Corruption Policy and factory has conducted Anti Bribery training to their employees on 20.07.2020 and previous on dated 18.02.2020 for their 10 number of employees. During the interaction with management and workers, factory didnt faced any issue related to bribery or corruption. Factory management transparent and provided access for Factory tour, Employees interview and documents review.</p>	
<p><b>13.1 -</b> It was noted from documents review that the factory has established Anti Bribery policy and procedure. However, factory has not added reward sytem in the procedure.</p>	
<b>Remarks from Auditee:</b>	

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	18/09/2020	193022	C	A	A	A	A	A	A	A	A	A	A	A	A	B

**Producer Photos**



External photo(s) of the production unit(s)  
COVID19 Precaution Displayed.JPG



External photo(s) of the production unit(s)  
Drinking Water Point .JPG



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



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



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



External photo(s) of the production unit(s)  
No Child Labour Displayed.JPG



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



External photo(s) of the production unit(s)  
Safe Assembly Area.JPG



External photo(s) of the production unit(s)  
Security Guard with Sanitization Facility.JPG



External photo(s) of the production unit(s)  
Social Policy Displayed.JPG



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



Photo first aid facilities  
First Aid Box.JPG



Photo of fire safety equipment  
Aisle Mark with Direction Sign.JPG



Photo of fire safety equipment  
Centralised Fire Alarm Panel.JPG



Photo of fire safety equipment  
Emergency Evacuation Procedure.JPG



Photo of fire safety equipment  
Emergency Light Tested.JPG



Photo of fire safety equipment  
Evacuation Map.JPG



Photo of fire safety equipment  
Exit with Emergency Light.JPG



Photo of fire safety equipment  
Fire Alarm Call Point Hooter and Smoke Detector.JPG



Photo of fire safety equipment  
Fire Alarm Call Point Tested.JPG



Photo of fire safety equipment  
Fire Extinguisher.JPG



Photo of the inside of the main production hall  
Checking and Finishing Section.JPG



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



Photo of the inside of the main production hall  
Fabric Storage Area.JPG



Photo of the inside of the main production hall  
Packing Section.JPG



Photo of the inside of the main production hall  
Stitching Section.JPG



Photo of the inside of the main production hall  
Store Room.JPG



Photo of the inside of the main production hall  
Toilet View.JPG



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



Photo of non-conformity  
Incorrect Evacuation Map for Direction.JPG



Photo of non-conformity  
Needle Guard Not Provided.JPG