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## I. AUDIT INFORMATION


Client:	*****	
Auditor:	Zhang Lida, Grace Wong & Jamie Ng	
Audit Date:	2010-1-14	
Audit Location:	*****	
V-Trust Contact:	Clara Chen - CS manager	
Tel:	+86-20-89089880	
Fax:	+86-20-89089025	
E-mail:	cs@v-trust.com	

## II. AUDIT SUMMARY

Section	Score (10 / section)	Acceptable	If NO, detail Corrective Action requested
A. General	9	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
B. Working Hours	8	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> PENDING	1. During the confidential interview for workers, we found that some of the workers didn't completely understand the policy of wages, overtime working hours and wage. 2. There is no worker's signature as confirmation for the time cards.
C. Wages and Compensation Services	8	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> PENDING	
D. Underage Labor	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
E1. Forced Labor	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
E2. Prison Labor	10	<input checked="" type="checkbox"/> YES	

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		<input type="checkbox"/> NO <input type="checkbox"/> PENDING	
F. Disciplinary Practices	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
G. Discrimination	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
H. Employee Representation	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
I. Facilities	7	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
J. Fire Protection	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
K1. General Environmental Health and Safety (EHS)	8	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> PENDING	1. The punching machine is not with adequate protection system. The solution factory adopting now is that the workers use tweezers for operation to avoid the direct contact with the machine. Still, auditors found that some workers on site operate with hands directly. 2. There is not any authorized cooperated company to deal with/return the hazardous waste. There is not a related written policy of dealing with the hazardous/chemical waste. 3. The eye wash outside the chemical waste storage room could not function properly. 4. According to on site observation,
K2. Health and Safety	6	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
K3. Environmental	6	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> PENDING	

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			some workers didn't wear required PPE during the operation.
L1. Welfare – Dormitories	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING <input type="checkbox"/> N/A	
L2. Welfare - Canteen/Cafeteria Services	7	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING <input type="checkbox"/> N/A	The food service workers in kitchen did not wear gloves, surgical mask, and caps.
L3. Welfare – Medical	10	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING	
<b>Total</b>	<b>149/170</b>	<b>Final score</b>	<b>88 / 100</b>


### III. SPECIAL ATTENTION

#### Strength:


1.	It is a new manufacturing site, with 750 staffs and abundant green landscape
2.	Factory documentation and production process is complete.
3.	The quality control system in factory is well established. There are complete test equipments in QC department, including oven for high-low temperature, salt spray test machine, pull test machine, torque testing machine, running test machine for pepper mill, etc.
4.	Through communicate with factory management staffs and the worker confidential interview, we find that factory is quite aware of social compliance. On the other hand, factory implements the related policies according to SA8000 standard and other clients'.
5.	Factory is experienced with social compliance audit which was conducted by client or 3 <sup>rd</sup> party inspection service. For example, factory has passed the audits of Wal-mart, Tesco, Tribo, SGS, ITS, etc.

#### Weakness:


6.	There is not any authorized cooperated company to deal with/return the hazardous waste. There is not a related written policy of dealing with the hazardous/chemical waste.
7.	The punching machine is not with adequate protection system. The solution factory adopting now is that the workers use tweezers for operation to avoid the direct contact with the machine. Still, auditors found that some workers on site operate with hands directly.
8.	According to the on-site observation, some of the workers are not well aware of the importance of the PPE. And they did not wear required PPE as required.
9.	The eye wash outside the chemical waste storage room could not function properly.
10.	There is no worker's signature as confirmation for the time cards.
11.	Some of the workers don't completely understand the policy of wages, overtime working hours and

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	wage.
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IV. CONCLUSION	
<h1>Passed</h1>	
<b>Conclusion (88 /100)</b>	
<b>Approved by:</b> Tony Lee, Operation Manager	Signature & Stamp

.....  
Please find our audit details from next page

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## A. General

### A1. Company Overview

Company Name: (English & Local Language) \*\*\*\*\* Manufacturing Co., Ltd

Vendor Name: (English & Local Language) \*\*\*\*\* Manufacturing Co., Ltd

Address: (English & Local Language) \*\*\*\*\* , PRChina

Phone: \*\*\*\*\*

Fax: \*\*\*\*\*

Business License: Certificate No.: No.441\*\*\*\*\*

Legal Representative: \*\*\*\*\*

Date issued: 2003-9-11

Registered Capital: 15 million Hong Kong Dollar

Senior Management Representative Responsible for SA8000 Code: Mr. \*\*\*\*\*

Phone: \*\*\*\*\*

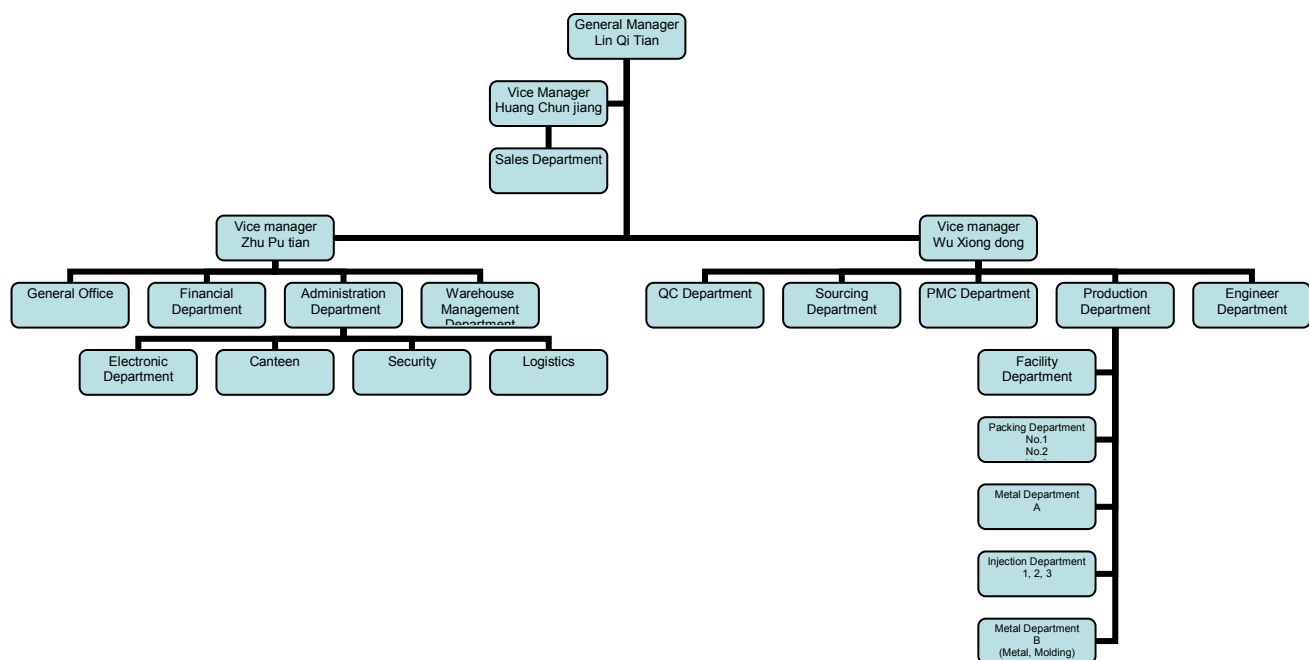
Fax: \*\*\*\*\*


E-Mail: not provided

Principle Products Manufactured (Give Examples): Dish ware

### A2. Company Organization

Please attach general organizational chart.



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### A3. Language(s) Spoken:

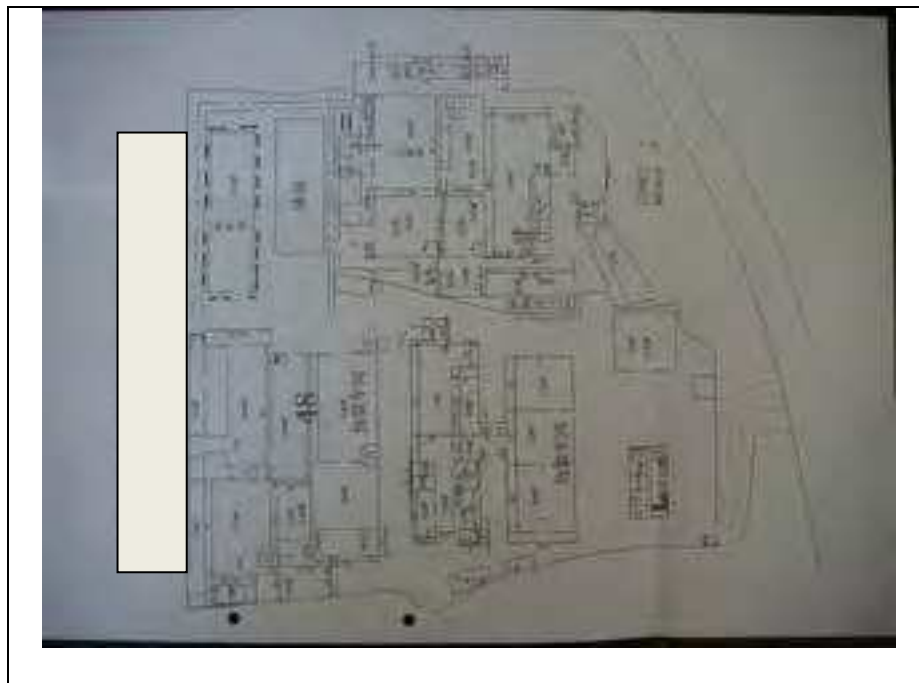
Please indicate primary languages spoken by employees: **Chinese**

### A4. Production Process:

Please indicate which production processes and tool room machines the company possesses.


Production Process	Details
Raw material	Facilities
Feeding(for injection)	Mixture machines
Injection	Injection machines
Punching	Hydraulic punching Machines
Semi-finished products	Handwork and IPQC perform final inspection
Packing	Handwork
Inspection	QA perform final inspection

### A5. Floor Plan (Manufacturing, Office, and/or Dormitory, as applicable).Please attach general layout.



### B. Working Hours (press "√" into Yes, No, Pending or N/A)


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
B .1 Does facility have a written policy	√				Date of Issue:2005-9-28

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for working hours and overtime in compliance with local law(s)? Date of Issue:					
B .2 Are legal working hours and facility working hours made available to all employees?	√				
B .3 Are hours worked adequately documented (e.g., time cards)?	√				
B .4 Is overtime voluntary?	√				
B .5 What are the maximum hours worked per day ? ____hours. Per week____hours Is this within the legal maximum and written policy for work hours?	√				¥8 hours per day, ¥48.5 hours per week
B .6 What are the maximum overtime hours worked per month? ____hours. (Provide detailed analysis.) Is this within the legal maximum and written policy for work hours?	√				36 hours
B .7 Are the employees allowed one day off in seven?	√				
B .8 Are employees permitted time off with doctor's certificate when sick or for maternity?	√				
a) B .9 Are workers allowed adequate: a) meal breaks? b) personal breaks?	√				

### C. Wages and Compensation

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
C.1 Does facility have written policy on wages and compensation which is in compliance with the local laws? Date of Issue:	√				Date of Issue: 2005-9-28
C.2 Are legal and company minimum wage rates posted or available to employees?	√				
C.3 Do wages and compensation meet legal and	√				Minimum Hourly Rate: ¥ 530 Minimum Overtime Rate: ¥4.57


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policy requirements? Minimum Hourly Rate: Minimum Overtime Rate: Regular Work Days: Rest Days: Holidays:					Regular Work Days: 6 days per week Rest Days: 1 day per week Holidays: 11 days
C.4 Are legally required withholdings being withheld correctly, and being paid to the proper agency(s)? Explain.				√	
C.5 Are employees made aware of these withholdings and other deductions prior to employment?				√	
C.6 Are deductions for food and housing reasonable and legal?				√	Staffs have ¥1 allowance for breakfast per day, and the lunch and supper are free.
C.7 Are deductions for company provided items reasonable and legal?				√	
C.8 Are legally required benefits provided (bonus, paid vacation, meal allowances, etc.)? Describe.	√				Factory provides ¥30 price to staff for non-absence At least 5 days with salary Staffs have ¥1 allowance for breakfast per day, and the lunch and supper are free.
C.9 Do employees receive detailed paystubs?	√				
C.10 Are employees paid in a timely manner?	√				In 28 <sup>th</sup> -30 <sup>th</sup> , salary will be paid for staffs
C.11 Is the payment of wages made readily available to employees?	√				Employees sign the payrolls and receive salary on cash directly every month.

#### D. Underage Labor

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
D.1 For information purposes, record if there is a compulsory age for school attendance in the country/ region? If yes, up to what age is school compulsory?	√				16 years old




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D.2 Does the facility have a written policy specifying the youngest age for workers hired in the facility? Date of Issue: If yes what is the minimum age? Does it meet standard requirement?	√				Date of issue: 2005-9-28 Legal minimum age: 16 years old
D.3 In the absence of law, does the facility's policy meet the SA8000 code?	√				
D.4 Is the law and or policy communicated to all employees?	√				
D.5 Are the employees' ages in compliance with the policy and local laws?	√				
D.6 If young workers are employed, are they on assignments allowable, as specified by law?				√	
D.7 Are documents supporting age information kept on record?	√				

#### E1. Forced Labor

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
E1.1 Does the facility have a written policy concerning forced labor, which meets the requirements of the SA8000 Code? Date of Issue:	√				Date of issue: 2007-11-5
E1.2 Does the facility use any forced labor?		√			
E1.3 Does the facility use any bonded labor?		√			
E1.4 Are employees permitted to leave employment after giving reasonable notice?	√				
E1.5 Is there any evidence of the use of security staff and/or supervision to coerce workers?		√			

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## E2. Prison Labor


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
E2.1 Does facility have a written policy against the use of prison labor in their facility or subcontracting to prisons? Date of Issue:	√				Date of issue: 2005-9-28
E2.2 Does the facility use any prison labor?		√			

## F. Disciplinary Practices

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
F.1 Does the facility have a written procedure regarding disciplinary practices which provides freedom from mental or physical abuse? Date of Issue: ____.	√				Date of issue: 2007-11-5
F.2 Is the procedure communicated to all?	√				
F.3 Is there any evidence of the use of corporal punishment or physical coercion?		√			
F.4 Is there any evidence of the use of excessive mental or verbal abuse or intimidation?		√			
F.5 Is there any evidence of the use of security staff or other nominated staff (other than supervisors) used to discipline workers?		√			
F.6 Are unreasonable disciplinary fines used? If yes, record the fine(s) and the offense(s).		√			

## G. Discrimination


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
G.1 Does the facility have a written policy against discrimination? Date of Issue:	√				Date of Issue: 2005-9-28

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Is the policy communicated to all?					
G.2 Is there evidence of discrimination in recruitment? In workplace In patterns of dismissal		√			There is not evidence found through communicating with factory management staffs and workers confidential interview.

#### H. Employee Representation


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
H.1 Do employees have the ability to approach management on issues of concern?	√				
H.2 Are there employee representative(s) in place?	√				Mr. Chen Zhao hong
H.3 Are there management representative(s) appointed to interface with employee representative(s)?	√				
H.4 Are there regularly scheduled meetings between representative(s) and management, and are meeting minutes on file?	√				
H.5 Are the employee representative(s) aware of the SA8000 Code of Business Practices, and supporting documents, or the facility equivalent?	√				
H.6 Is there evidence of management action on issues of concern relating to the SA8000 Code of Business Practice? Describe.	√				Factory resolutely opposes to use child labor, forced labor, prison labor, and against gender and race/nation discrimination.

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H.7 Is there evidence of unequal treatment between employee representative(s) and other employees? Describe.		√			
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#### I. Facilities


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
I.1 Does facility have written policy to adopt the local laws governing the health, safety, environmental, and working conditions in its facilities? Date of Issue: ____	√				Date of Issue:2007-11-5
I.2 Is there a senior management representative for health, safety, welfare, and general facilities? Name:	√				He Xiao ping
I.3 Is facility kept clean and maintained in good condition? - Walkways and Aisles - Yard and Storage Areas - Lifts and Stairways - Manufacturing Areas - Electrical Equipment - Other	√				
I.4 Are routine facility inspections conducted?	√				
I.5 Are all machinery, equipment, and facility maintained in safe working condition and adequately repaired following breakdown?	√				
I.6 Is an effective means of communication available for internal and external emergency notification?	√				
I.7 Do temperature and humidity controls meet safe working practices?	√				
I.8 Do general ventilation controls provide a safe working environment?	√				

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I.9 Is lighting adequate?	√				
I.10 Is there regular and systematic refuse collection? Date of Last Collection: _____	√				Date of Last Collection:2010-1-13
I.11 Has the physical and structural integrity of all buildings been professionally inspected? This may be indicated by the factory having a "Certificate of Occupancy". Date of Last Inspection:	√				Date of Last Inspection:2009-5-30
I.12 Have the boilers, unfired pressure vessels, and furnaces been professionally inspected? Date of Last Inspection:	√				Date of Last Inspection:2009-8-12
I.13 Are allowable floor loading weights determined, posted and adhered to?				√	All of the workshops are single-floor design buildings.
I.14 If the facility had any citations or penalties from violations of working condition laws in the past 12 months, have they all been corrected within the required time frame?		√			
I.15 Do all employees have access to potable water for drinking purposes?	√				Water drinking facilities are place in each workshop.
I.16 Are adequate toilet facilities available, functional, and in clean condition?	√				Clean, functioning toilets and sinks (taps) with running water are placed in each workshop.
I.17 Are hand-washing facilities available, functional, in clean condition, and located within the toilet facilities area?	√				
I.18 Are security personnel adequately trained?	√				
I.19 Are smoking rules observed?	√				

#### J. Fire Protection


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
<b>A) Emergency Preparedness</b>					

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J. 1 Does the site have an adequate written emergency preparedness plan?	√				
J. 2 Are personnel trained on fire prevention and emergency preparedness plans?	√				
J. 3 Has a site coordinator been designated to administer the fire prevention procedures and emergency preparedness plans?	√				
<b>B) Exit and Evacuation</b>					
J.4 Does the site have an emergency alarm system for notifying personnel to evacuate the site?	√				
J.5 Is emergency powered lighting installed, in appropriate locations and inspected periodically?	√				
J.6 Are aisles and emergency exit doors clearly marked, illuminated, accessible, and kept clear of obstructions, internally and externally?	√				
J.7 Are evacuation routes posted in the work areas with clear directions on how to exit?	√				
J.8 Does each employee have access to not less than two remotely located emergency exits?	√				
J.9 Are doors, passageways, or those that could be mistaken for emergency exits, appropriately marked "NOT AN EXIT".				√	
J.10 Do emergency exit doors open freely (unlocked) in the direction of travel, and without any special knowledge to open?	√				
J.11 Does the site conduct annual emergency evacuation drills?	√				
<b>C) Housekeeping</b>					
J.12 Is trash stored in non-	√				


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combustible containers and emptied on a regular basis?					
J.13 Are combustible scraps, debris and waste materials (e.g. oily rags) stored in covered metal containers and removed from the work site promptly?	√				
J.14 Are areas free of unnecessary combustible materials?	√				
J.15 Are floors kept clean from spills and materials?	√				Water drinking facilities are place in each workshop.
J.16 Are containers labeled with their contents and properly stored?	√				
J.17 Are hazardous and other areas appropriately posted with "No Smoking" signs?	√				
J.18 Is heat producing equipment such as portable heaters, motors, ovens, etc., kept clear of combustible materials (including dust, grease, oil, and fibers)?	√				
J.19 Are materials properly stored inside and outside of the building?	√				
<b>D) Electrical</b>					
J.20 Is electrical equipment and wiring properly maintained, covered/insulated to prevent exposure of wires?	√				
J.21 Are wires properly attached to fixtures, plugs, circuit breakers, and other equipment?	√				
J.22 Are electrical covers in place for junction boxes, outlets, panel boards and are they free from obstruction?	√				
J.23 Does the site have a lightning protection system?		√			
<b>E) Special Hazards</b>					
J.24 Are flammable liquids properly stored in safety cabinets	√				

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and/or properly ventilated and electrically protected flammable storage rooms?					
J.25 Are flammable liquids in use properly stored in safety dispensing containers?	√				
J.26 Does the site have a hot-work procedure established for operations using flames or producing sparks (welding / grinding / cutting / brazing / soldering)?	√				
J.27 Are gas cylinders properly marked, used, inspected, stored and secured?	√				
J.28 Are combustible dust operation areas maintained and clean (wood / flour / starch)?				√	
J.29 Are solvent spray painting or dust-producing operation areas maintained, clean and constructed of non-combustible materials and at least 20 feet from flames, sparks, operating electric motors, and other ignition sources?				√	
J.30 Is adequate ventilation present to prevent accumulation of flammable vapors during spraying operations?				√	
J.31 Are personnel properly trained in the handling and use of flammable and combustible materials? B) Alarms and Extinguishers	√				
J.32 Are fire alarms clearly marked, accessible, and maintained operational?	√				
J.33 Are adequate fire extinguishers available, clearly marked, and accessible?	√				
J.34 Are fire extinguishers fully charged and visually inspected monthly?	√				




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J.35 Are emergency response personnel trained on proper operation of fire extinguishers?	√				
J.36 Are fires investigated to determine root causes and examined to prevent a reoccurrence?	√				
J.37 Are other fire fighting equipment routinely inspected and maintained?	√				

#### K1. General Environmental Health and Safety (EHS)


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
K.1 Does the facility have a written EHS program that includes policies and procedures for environmental, health, safety (EHS) and working conditions? Date of Issue:	√				Date of Issue:2006-6-20
K.2 Are facility's written EHS programs available to all employees in the local language?	√				
K.3 Has an EHS coordinator been designated? Name:	√				Name: Li Bao ping
K.4 Does the facility have an EHS committee/team?	√				
K.5 Does the facility promote workplace EHS awareness?	√				
K.6 Is job-specific EHS training/ education provided to all employees prior to starting a new job?	√				
K.7 Are all employees given the opportunity to voice EHS opinions/concerns? If so, describe.	√				By training course.
K.8 Are there controls in place to prevent new components, materials, chemicals, machinery, and products from entering the facility, which have not been reviewed for potential EHS hazards?	√				Different materials and products are marked with different labels/marks/signs and stored in different storages

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K.9 Do containers coming onto the facility have legible affixed labels?	√				
K.10 Are contractor personnel given site EHS rules and orientation?				√	
K.11 Have the employees been trained on the subject of chemical safety?	√				
K.12 Are up-to-date MSDS's present for all chemical produced, imported, or used, and are they available to all employees in the local language?	√				
K.13 Is a current chemical inventory available for all hazardous chemicals produced, imported, and/or used at the site?	√				
K.14 Are functional emergency eyewash stations and showers provided where corrosive chemicals or high volumes of solvents are handled and used?	√				The water pressure of eyewash station, which is placed outside of the hazardous/chemical warehouse, is not so enough to wash eyes.
K.15 Are storage and process tanks, piping, and valves containing hazardous chemicals labeled and/or color-coded?	√				

## K2. Health and Safety


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
a) K.16 Are all reported accidents and near misses investigated? a) Accident/near miss investigation form used and filled out completely? b) Employees instructed and encouraged to report accidents and near misses? c) Corrective/preventive actions tracked to completion?	√				
11.17 Are employees discriminated against for reporting accidents?		√			
K.18 Is loose clothing, jewelry, and long hair prohibited near moving	√				

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machinery?					
K.19 Have the employees been trained on the subject of machine safeguarding?	√				
A) K.20 Are machine safeguards provided and used? a) Points of operation? b) Power transmission devices? c) Other hazardous moving parts? d) Pulleys and belts? e) Fan blades protected with a guard and have limited openings?	√				
a) K.21 Are starting/stopping controls adequate? a) Provided for each operator? b) Protected from accidental activation? c) Labeled and/or properly color-coded? d) Emergency stops of the palm/mushroom type and colored red?	√				The hazardous facilities have not been placed the secondary start protection
K.22 Are any machines, equipment, and fixtures not covered above, in safe operating condition?	√				
K.23 Is adequate local exhaust ventilation present where paints and chemicals (e.g., solvents, solder, dust) are used?	√				
K.24 Are all personnel exposures maintained at or below safe exposure levels? Describe	√				
K.25 Does the facility have a written procedure for the control of hazardous energy? Date of Issue:	√				
K.26 Is training provided to all authorized users, affected employees, or other employees who are impacted by the hazardous energy control	√				

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procedure?					
K.27 Is sufficient lockout and tagout isolation equipment available? Describe: <input type="checkbox"/> Locks <input type="checkbox"/> Tags <input type="checkbox"/> Group lock box <input type="checkbox"/> Breaker lockouts <input type="checkbox"/> Valve lockouts <input type="checkbox"/> Hasps	√				
K.28 Is the energy to equipment and machinery locked out prior to service or maintenance?	√				
K.29 Has a documented hazard assessment been completed which identifies the personal protective equipment (PPE) required for each operation?	√				
K.30 Are the following provided and used? <input type="checkbox"/> Eye/face protection <input type="checkbox"/> Foot Protection <input type="checkbox"/> Hearing Protection <input type="checkbox"/> Hand Protection <input type="checkbox"/> Head Protection <input type="checkbox"/> Protective Clothing <input type="checkbox"/> Respiratory Protection <input type="checkbox"/> PPE Provided To Visitors	√				The polishing workers are wearing surgical mask, gloves and safety glasses. And welding workers, burnishing workers are wearing safety glasses, hearing protection and gloves.
K.31 Have the employees been trained on the subject of personal protective equipment?	√				
K.32 Are signs posted in all areas where personal protective equipment must be worn?	√				
K.33 Have the authorized crane/hoist operators received job-specific safety training?				√	
K.34 Are inspections conducted on cranes, hoists, and slings?				√	
K.35 Are capacity limits clearly marked on cranes, slings, and hoists?	√				
K.36 Are stairs provided with				√	

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standard handrails and midrails?					
K.37 Are open stairs, platforms, and elevated floors guarded by railings on open sides?				√	
11.38 Are only approved working platforms used when employees are elevated to perform work?				√	
K.39 Are elevated work platforms (i.e., baskets), secured to the lifting device (i.e., forklift, high lift, etc)?				√	
K.40 Are all ladders in good condition for use?				√	
K.41 Are floor and roof openings covered or protected to prevent falls?				√	
K.42 Does the facility has a written procedure for entry into confined space areas? Date of Issue:				√	
K.43 Have the employees who enter confined spaces been trained on the subject of entry into confined space areas?				√	
K.44 Are confined spaces identified and secured? [ ] Storage tanks [ ] Process vessels [ ] Diked tank farms [ ] Boilers [ ] Ovens [ ] Silos [ ] Underground trenches [ ] Enclosed conveyors [ ] Other				√	
K.45 Have the authorized forklift operators received forklift safety training?	√				
K.46 Are forklifts inspected and maintained in good, safe, working condition?	√				
K.47 Are there "Stop" signs, mirrors, and posted speed limits in areas where pedestrian traffic may					√

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be present?					
K.48 Are trailers/containers secured from movement prior to entry for loading and unloading?	√				The finished goods are transported in loading port, and there is an awning which can prevent contamination and protect against product deterioration. Even though it's raining, trailers/containers can reverse into the loading port.

### K3. Environmental

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
K.49 Is hazardous waste managed properly?	√				
K.50 Is all hazardous waste disposed of at an approved government site?	√				
K.51 Does the facility have a process waste water discharge permit?	√				
K.52 Has the facility obtained the necessary registration from the local environmental agency for all air discharge points?	√				
K.53 Does the facility has a septic system or discharge permit to dispose of sewage?	√				

### L1. Welfare-Dormitories


AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
L.1 Does the facility provide dormitory living for employees?	√				
L.2How many employees per room? # workers per room _____	/	/	/	/	1-6 person per room
L.3 Does each employee have sufficient living space in the dormitory.	√				
L.4 Are there adequate toilet and shower facilities?	√				Adequate clean, functioning toilets and sinks (taps) with running water are placed in each workshop.
L.5Are dormitories kept clean and maintained in good condition? [ ] General Dormitory	√				

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[ ] Dormitory Rooms [ ] Toilets [ ] Showers					
L.6 Is a laundry facility available?	√				
L.7 Is a recreation area available?	√				
L.8 Does building appear structurally sound and in good repair? Date of Last Inspection:	√				Date of Last Inspection:2009-5-30
L.9 Are there written dormitory rules for residents and/or guests to follow? If so, are they posted in the local language?	√				
L.10 Are appropriate actions taken for not following dormitory rules? Describe.	√				Education, warning, demerits recording and dismissing
L.11 Are workers permitted to exit and re-enter the dormitory freely during their personal time off from work? Any curfew times?	√				Not any curfew times.
L.12 Are dormitory rooms, toilets, and showers segregated between men and women?	√				
L.13 Are security measures taken to protect workers and their property?	√				
L.14 Does the dormitory have a written procedure for fire safety and emergency preparedness in compliance with Section 10? Date of Issue:	√				Date of Issue:2009-12-1

## L2. Welfare-Canteen/Cafeteria Services

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
L.15 If food preparation areas are subject to local government audit or licensing, has approved audit/license been received? Date of Audit/License:	√				Date of Audit/License:2008-1-12
L.16 Are food service areas kept clean and hygienic?	√				


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L.17 Are food service personnel trained in food preparation hygiene?	√				
L.18 Is there a system in place to ensure that food handlers are in good health?	√				There are 9 food service persons. And they all have health certificates.
L.19 Is food kept clear of the floor areas?	√				
L.20 Are food storage methods and controls adequate to prevent spoilage?	√				There are 9 food service persons. And they all have health certificates.

### L3. Welfare-Medical Services

AUDIT QUESTIONS	Yes	No	Pending	N/A	COMMENTS
L.21 Does facility have written procedure for handling medical emergencies? Date of Issue:	√				Date of Issue:2009-12-1
L.22 Is common emergency medical treatment available? Explain. If there is an on-site clinic, is the medical clinic in compliance with local laws and standards?	√				First-aid room.
L.23 Does the facility keep injury/ illness records and are they used for corrective actions?	√				
L.24 Does each shift have adequate personnel trained in first aid and cardiopulmonary resuscitation (CPR)?	√				
L.25 Are first aid supplies reasonably available at the facility and dormitory?	√				
L.26 Does the facility have a blood borne pathogen process?	√				Conduct annual physical examination.
L.27 Is medical waste segregated and properly disposed of?	√				



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## M. Related Pictures

### 1. Factory outward view



Factory outward view



Factory outward view

### 2. Workshop



Raw material warehouse



Raw material warehouse




Raw material warehouse



Sign of raw material



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Semi-finished product warehouse



Semi-finished product warehouse



Storage for in coming material



Storage for semi-finished products




Sign of semi-finished products



Label with different information



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Storage for rejected material



Fans in warehouse



Tools area in molding department



Molding department on site




Polishing mold



Mold maintenance



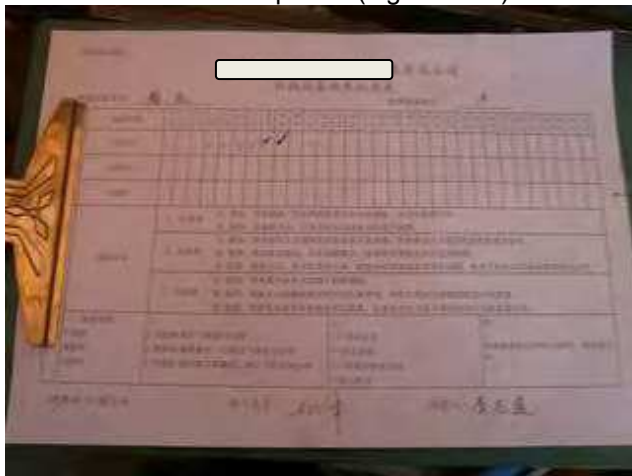
	<b>SOCIAL AUDIT</b>	Client :	*****	Conclusion
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Mold development (digital lathe)



Mold development (digital lathe)



Machine inspection & maintenance record on site



Metal workshop



Metal workshop



Metal workshop





Metal workshop



Metal workshop



Punching workshop



Punching workshop




Punching workshop



Operator on punching machine



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Operator on punching machine



Operated with tweezers



Hydraulic punching machine



Polishing workshop




Workers are conducting polishing.



Workers are conducting polishing.



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Injection workshop



Injection machines



Injection machines




Injection machines



Workers on injection machines



Workers on injection machines

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PPE post



Electronic fan in injection workshop



Male locker room in packing shop



Female locker room in packing workshop




Disinfection hand-wash area



Screen between disinfection area and packing site



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Workers in packing area



Finished products warehouse



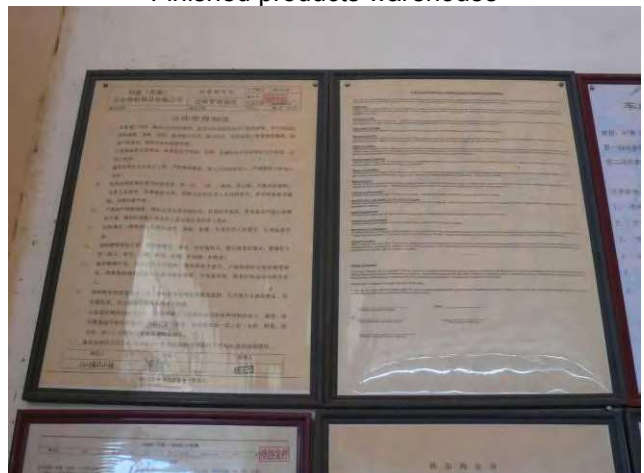
Finished products warehouse




Finished products warehouse

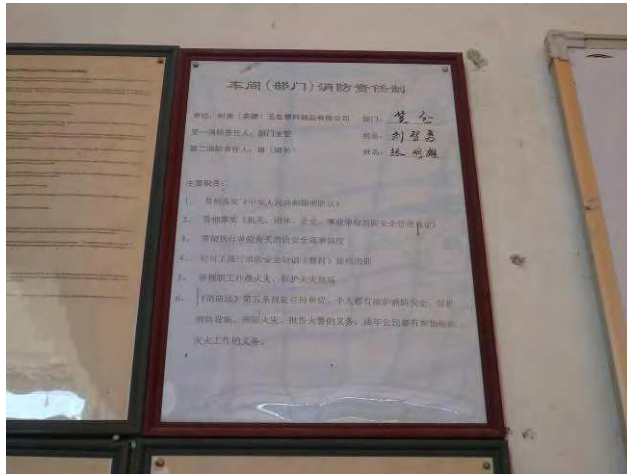


Posted policy on site

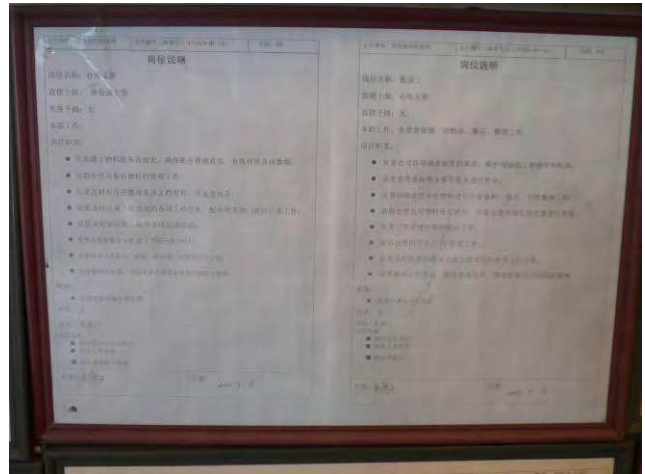


Posted policy on site

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Posted policy on site



Posted policy on site



C-TPAT announcement



Legal wages and labor practice announcement




SA8000 policy



PPE requirement



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General factory layout



Fire extinguisher on site



Inspection record of fire extinguisher




Fire extinguisher



Hydrant



Fire extinguisher operation guidance

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No smoking sign



Electronic sign



Emergency lighting and exit sign



Explosion-proof lamp




Evacuation guidance is printed on all the aisles



Evacuation guidance is printed on all the aisles



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Loading port



Awning



Hazard storage inside workshop(with cage and secondary container)




Hazard storage inside workshop(with cage and secondary container)



Hazard and chemical storage



Hazard and chemical storage inside view

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Hazard and chemical storage inside view



MSDS posted inside



Eye-wash equipment placed outside



QC department




QC department inside



Guidance posted inside the test room



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Salt spray test machine



Oven



Micro-wave oven




High-low temperature machine



Pull test machine



Torque testing machine

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Running test machine



Carton drop test



Employee Representation



Employee Representation




Members of Employee Representation



Members of CPC



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First-aid room



First-aid room



First-aid room




First-aid guidance



First-aid kit box on site



First-aid kit box onsite

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First-aid kit box on site



Drinking area on site



Trash and waste store



Trash store




Trash store



Rat cages

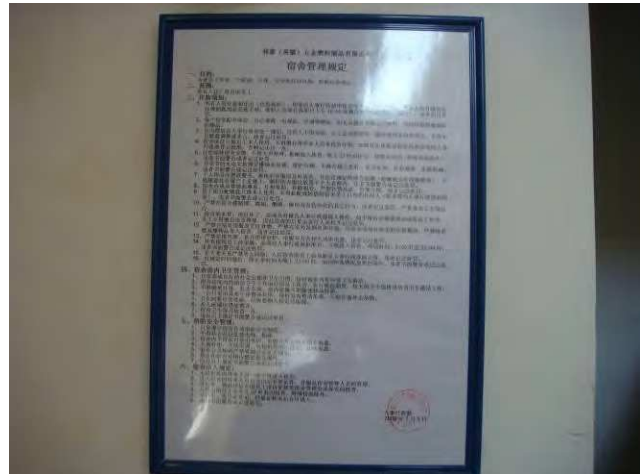
### 3. Dormitory



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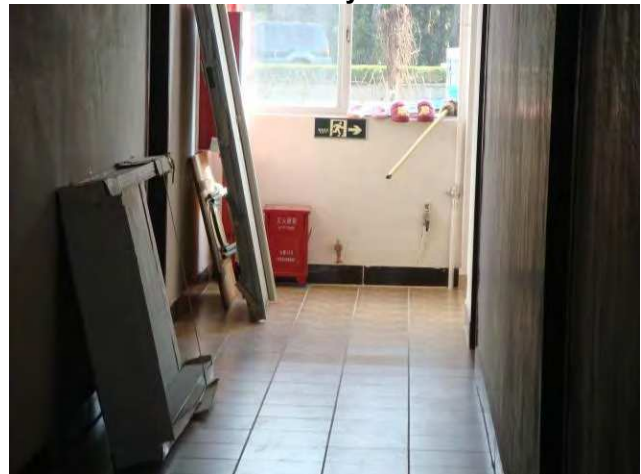
Outward view



Dormitory rule



Hydrant and fire extinguisher located in different areas on each floor for all sleeping quarters




Hydrant and fire extinguisher located in different areas on each floor for all sleeping quarters



The secondary stair



Room inside view

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Room inside view



Room inside view



Room inside view



Washing room

#### 4. Kitchen & Canteen




Outward view



Rules



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Canteen inside view



Canteen inside view



Canteen inside view



Kitchen




Food preparation



Food preparation



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Food storage



Food storage



Cooker



Entertainment baner




Sport ground



Karaoke

#### 5. Related documents, records, certificates and permits

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Business licensee



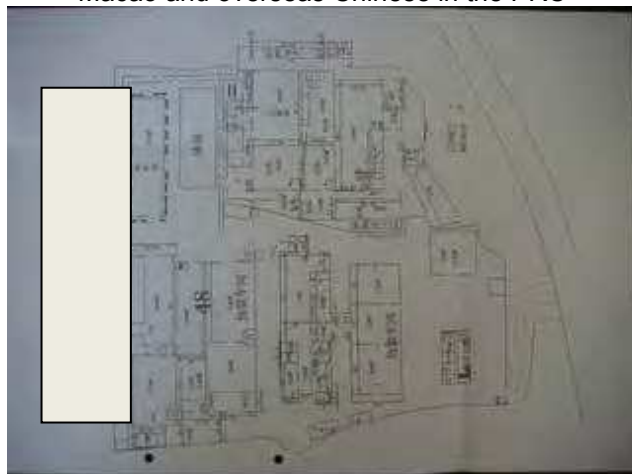
Tax licensee



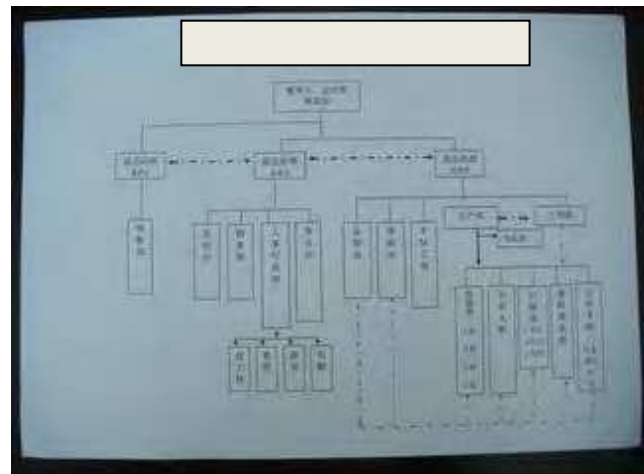
Certificate of approval for establishment of enterprises with investment of Taiwan, Hong Kong, Macao and overseas Chinese in the PRC



Legal organization ID




Factory layout



Organization chart



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ISO: 9001



ISO: 14000



ISO: 22000



C-TPAT audit by ITS




Social compliance audit by ITS



Social compliance audit by STR



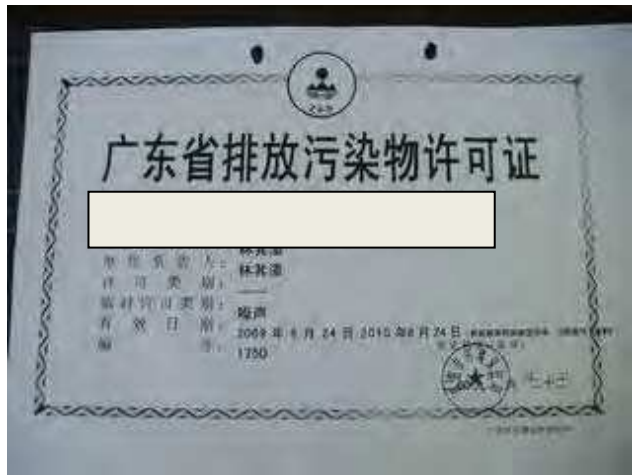
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Wal-mart audit



Environment inspection and assessment report



Discharge permit



Health licensee



12 months time cards



12 months payroll

2009年1月份员工工资表											
姓名	工号	基本工资	绩效工资	加班费	社保费	公积金	合计	姓名	工号	基本工资	绩效工资
张三	001	1500	500	100	100	50	2250	李四	002	1800	600
王五	003	2000	700	150	150	75	3075	赵六	004	2200	800
钱七	005	2500	900	200	200	100	3800	孙八	006	2800	1000
周九	007	3000	1100	250	250	125	4525	吴十	008	3200	1200
郑十一	009	3500	1300	300	300	150	5250	冯十二	010	3800	1400
褚十三	011	4000	1500	350	350	175	5975	卫十四	012	4200	1600
马十五	013	4500	1700	400	400	200	6600	朱十六	014	4800	1800
徐十七	015	5000	1900	450	450	225	7225	高十八	016	5200	2000
何十九	017	5500	2100	500	500	250	7850	吕二十	018	5800	2200
宋二十	019	6000	2300	550	550	275	8525	张二十一	020	6200	2400
李二十一	021	6500	2500	600	600	300	9100	王二十二	022	6800	2600
赵二十二	023	7000	2700	650	650	325	9725	钱二十三	024	7200	2800
孙二十三	025	7500	2900	700	700	350	10350	周四十四	026	7800	3000
周二十四	026	7800	3100	720	720	360	10680	吴十五	027	8000	3200
吴二十五	027	8000	3200	750	750	375	11000	郑十六	028	8200	3400
郑二十六	028	8200	3300	780	780	390	11270	冯十七	029	8500	3600
冯二十七	029	8500	3400	800	800	400	11600	卫十八	030	8800	3800
卫二十八	030	8800	3500	820	820	410	11950	朱十九	031	9000	4000
朱二十九	031	9000	3600	850	850	425	12225	马三十	032	9200	4200
马三十	032	9200	3700	880	880	440	12500	徐三十一	033	9500	4400
徐三十一	033	9500	3800	900	900	450	12850	高三十二	034	9800	4600
高三十二	034	9800	3900	920	920	460	13180	何三十三	035	10000	4800
何三十三	035	10000	4000	950	950	475	13525	吕三十四	036	10200	5000
吕三十四	036	10200	4100	980	980	490	13800	宋三十五	037	10500	5200
宋三十五	037	10500	4200	1000	1000	500	14100	张三十六	038	10800	5400
张三十六	038	10800	4300	1020	1020	510	14450	李三十七	039	11000	5600
李三十七	039	11000	4400	1050	1050	525	14725	王三十八	040	11200	5800
王三十八	040	11200	4500	1080	1080	540	15000	赵三十九	041	11500	6000
赵三十九	041	11500	4600	1100	1100	550	15300	钱四十	042	11800	6200
钱四十	042	11800	4700	1120	1120	560	15580	周四十一	043	12000	6400
周四十一	043	12000	4800	1150	1150	575	15825	吴四十二	044	12200	6600
吴四十二	044	12200	4900	1180	1180	590	16100	郑四十三	045	12500	6800
郑四十三	045	12500	5000	1200	1200	600	16400	冯四十四	046	12800	7000
冯四十四	046	12800	5100	1220	1220	610	16710	卫四十五	047	13000	7200
卫四十五	047	13000	5200	1250	1250	625	17000	朱四十六	048	13200	7400
朱四十六	048	13200	5300	1280	1280	640	17280	马四十七	049	13500	7600
马四十七	049	13500	5400	1300	1300	650	17580	徐四十八	050	13800	7800
徐四十八	050	13800	5500	1320	1320	660	17880	高三十九	051	14000	8000
高三十九	051	14000	5600	1350	1350	675	18125	何四十	052	14200	8200
何四十	052	14200	5700	1380	1380	690	18400	吕四十一	053	14500	8400
吕四十一	053	14500	5800	1400	1400	700	18700	宋四十二	054	14800	8600
宋四十二	054	14800	5900	1420	1420	710	19010	张三十三	055	15000	8800
张三十三	055	15000	6000	1450	1450	725	19275	李三十四	056	15200	9000
李三十四	056	15200	6100	1480	1480	740	19540	王三十五	057	15500	9200
王三十五	057	15500	6200	1500	1500	750	19800	赵三十六	058	15800	9400
赵三十六	058	15800	6300	1520	1520	760	20060	钱三十七	059	16000	9600
钱三十七	059	16000	6400	1550	1550	775	20325	周四十八	060	16200	9800
周四十八	060	16200	6500	1580	1580	790	20580	吴四十九	061	16500	10000
吴四十九	061	16500	6600	1600	1600	800	20800	郑五十	062	16800	10200
郑五十	062	16800	6700	1620	1620	810	21030	冯五十一	063	17000	10400
冯五十一	063	17000	6800	1650	1650	825	21275	卫五十二	064	17200	10600
卫五十二	064	17200	6900	1680	1680	840	21540	朱五十三	065	17500	10800
朱五十三	065	17500	7000	1700	1700	850	21800	马五十四	066	17800	11000
马五十四	066	17800	7100	1720	1720	860	22060	徐五十五	067	18000	11200
徐五十五	067	18000	7200	1750	1750	875	22325	高三十六	068	18200	11400
高三十六	068	18200	7300	1780	1780	890	22580	何五十七	069	18500	11600
何五十七	069	18500	7400	1800	1800	900	22800	吕五十八	070	18800	11800
吕五十八	070	18800	7500	1820	1820	910	23030	宋五十九	071	19000	12000
宋五十九	071	19000	7600	1850	1850	925	23275	张三十四	072	19200	12200
张三十四	072	19200	7700	1880	1880	940	23540	李六十	073	19500	12400
李六十	073	19500	7800	1900	1900	950	23800	王六十一	074	19800	12600
王六十一	074	19800	7900	1920	1920	960	24060	赵六十二	075	20000	12800
赵六十二	075	20000	8000	1950	1950	975	24325	钱六十三	076	20200	13000
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周四六十四	077	20500	8200	2000	2000	1000	24800	吴六十五	078	20800	13400
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朱六十九	082	21800	8700	2120	2120	1060	26060	马七十	083	22000	14400
马七十	083	22000	8800	2150	2150	1075	26325	徐七十一	084	22200	14600
徐七十一	084	22200	8900	2180	2180	1090	26580	高三十二	085	22500	14800
高三十二	085	22500	9000	2200	2200	1100	26800	何七十三	086	22800	15000
何七十三	086	22800	9100	2220	2220	1110	27030	吕七十四	087	23000	15200
吕七十四	087	23000	9200	2250	2250	1125	27275	宋七十五	088	23200	15400
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张三十五	089	23500	9400	2300	2300	1150	27800	李七十六	090	23800	15800
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冯八十四	097	25500	10200	2500	2500	1250	29800	卫八十五	098	25800	17400
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张三十六	106	27800	11100	2720	2720	1360	32060	李九十二	107	28000	19200
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王九十三	108	28200	11300	2780	2780	1390	32580	赵九十四	109	28500	19600
赵九十四	109	28500	11400	2800	2800	1400	32800	钱九十五	110	28800	19800
钱九十五	110	28800	11500	2820	2820	1410	33030	周四九十六	111	29000	20000
周四九十六	111	29000	11600	2850	2850	1425	33275	吴九十七	112	29200	20200
吴九十七	112	29200	11700	2880	2880	1440	33540	郑九十八	113	29500	20400
郑九十八	113	29500	11800	2900	2900	1450	33800	冯九十九	114	29800	20600
冯九十九	114	29800	11900	2920	2920	1460	34060	卫一百	115	30000	20800
卫一百	115	30000	12000	2950	2950	1475	34325	朱一百一	116	30200	21000
朱一百一	116	30200	12100	2980	2980	1490	34580	马一百二	117	30500	21200
马一百二	117	30500	12200	3000	3000	1500	34800	徐一百三	118	30800	21400
徐一百三	118	30800	12300	3020	3020	1510	35030	高三十九	119	31000	21600
高三十九	119	31000	12400	3050	3050	1525	35275	何一百四	120	31200	21800
何一百四	120	31200	12500	3080	3080	1540	35540	吕一百五	121	31500	22000
吕一百五	121	31500	12600	3100	3100	1550	35800	宋一百六	122	31800	22200
宋一百六	122	31800	12700	3120	3120	1560	36060	张三十七	123	32000	22400
张三十七											





12 months payroll



12 months payroll



12 months payroll




12 months payroll



12 months payroll



Labor contract and personnel record

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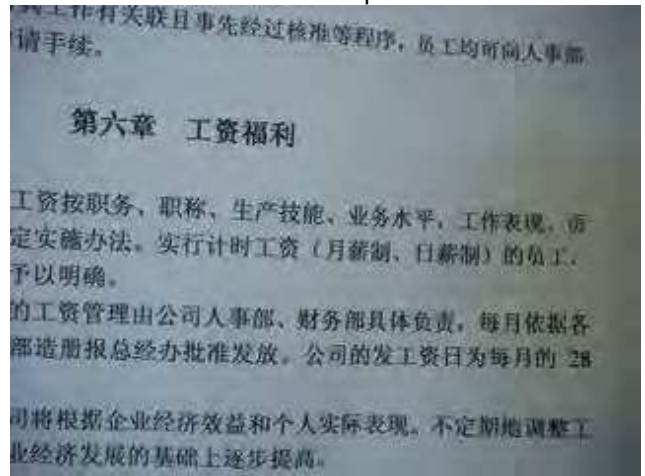
ID card copy in personnel record



ID card identification in personnel record



Training records in personnel record



Salary-pay method & date




Employee list



Employee Manual

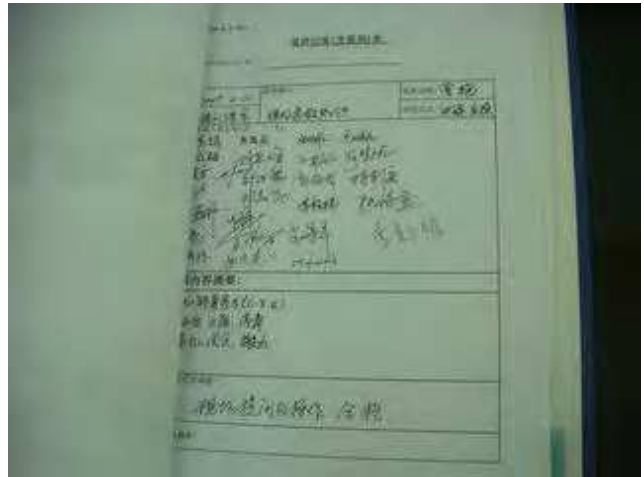




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Health training record



Health training record



Operation guidance




Quality manual

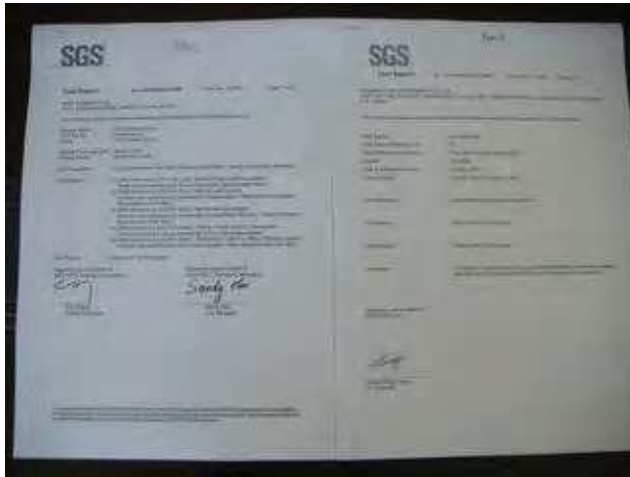


QC training records



AQL form

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Inspection and test report of in coming material



Inspection and test report of in coming material



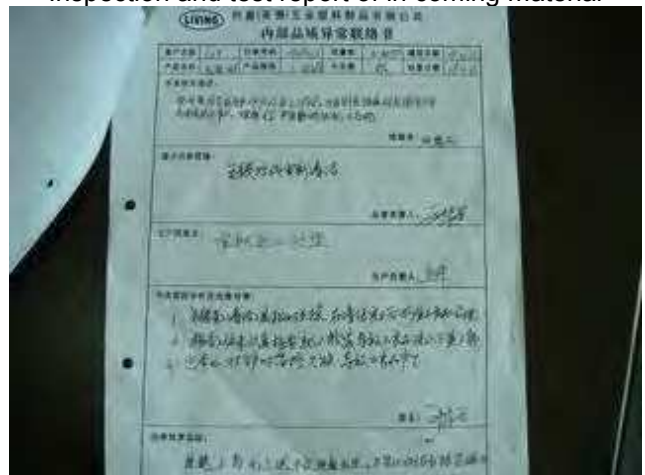
Inspection and test report of in coming material




Inspection and test report of in coming material



Internal final inspection report



Operation policy for rejected products

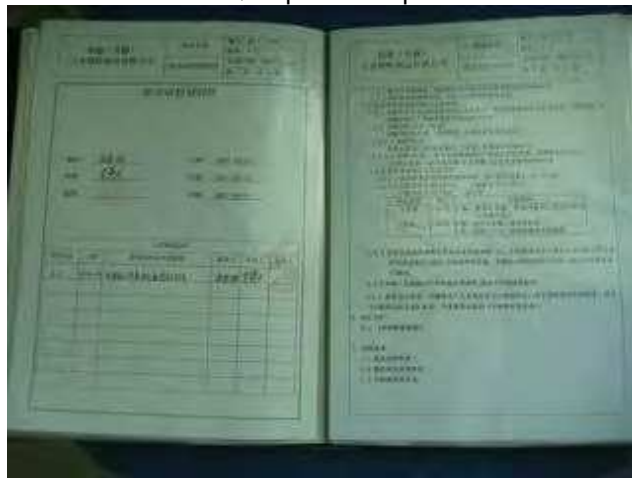
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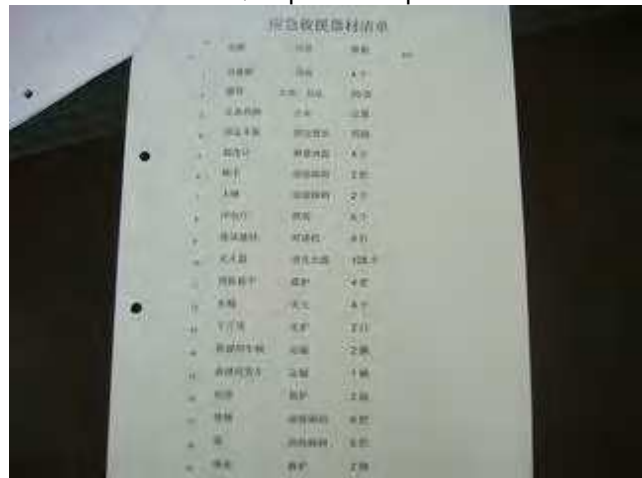
CIQ inspection report



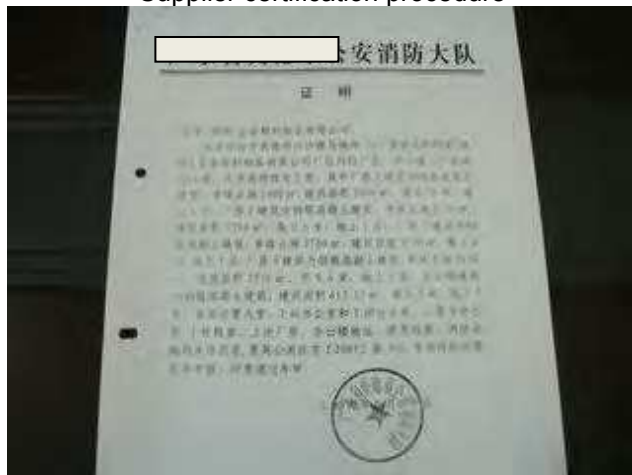
CIQ inspection report



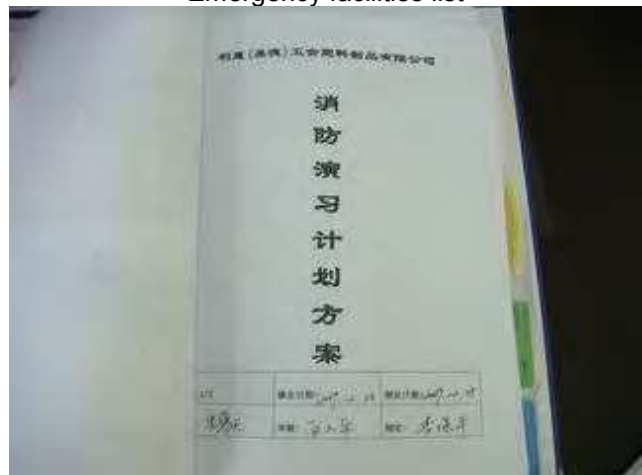
Supplier certification procedure



Emergency facilities list




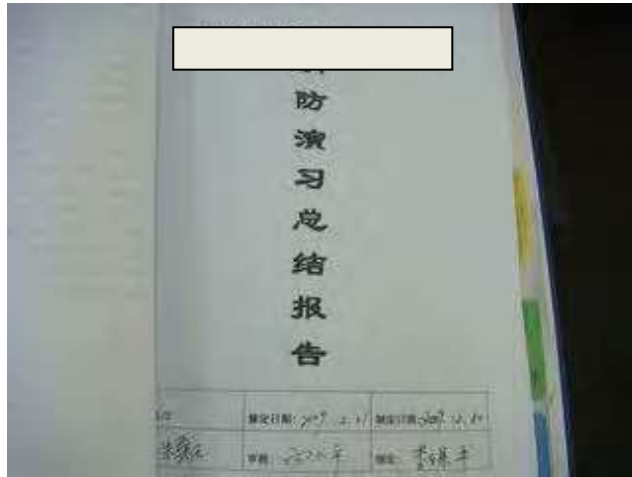
Fire safety inspection certificate



Fire-drill plan



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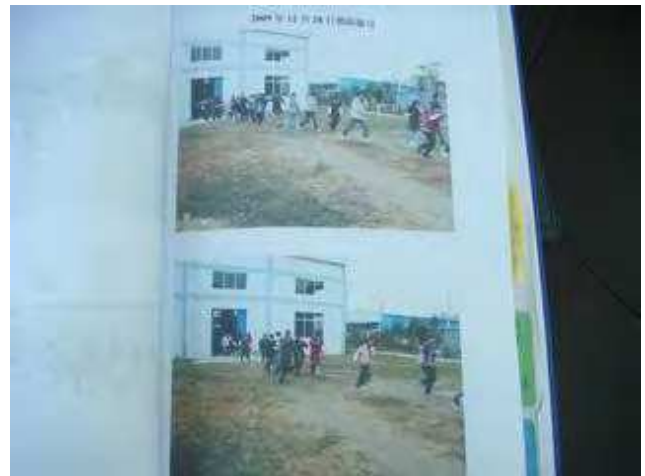
Fire-drill report



Fire-drill record



Fire-drill record




Fire-drill record



Fire-drill record

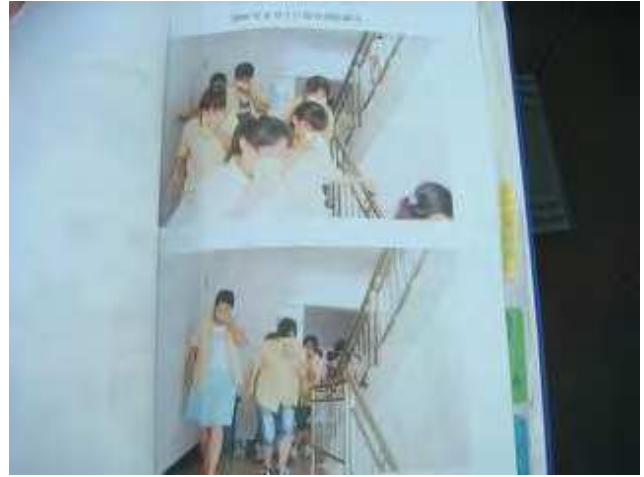


Fire-drill record

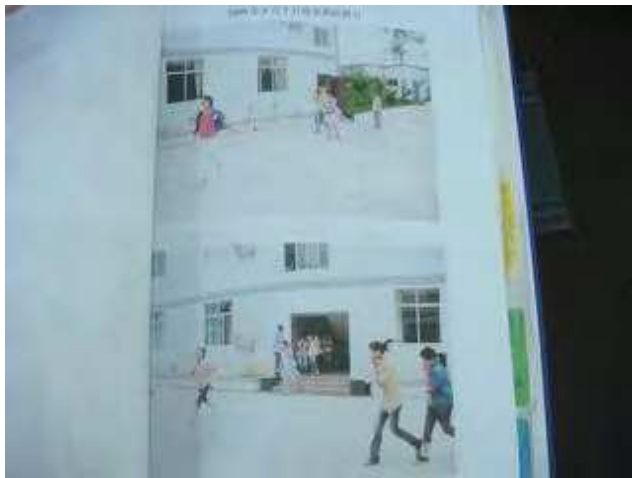
	SOCIAL AUDIT	Client :	*****	Conclusion
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Fire-drill record



Fire-drill record



Fire-drill record

Nil

Nil

#### 6. Workers in confidential interview




Injection worker: Li Ai zhen



Injection worker: Li Ai zhen



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Injection worker: Li Yang pu



Injection worker: Li Yang pu



IPQC: Su Xue xia




IPQC: Su Xue xia



IQC: Li Ting fen



IQC: Li Ting fen

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Metal workshop: Deng Nan shuang



Metal workshop: Deng Nan shuang



Supervisor of molding department: Liu Zu hao



Supervisor of molding department: Liu Zu hao




Packing worker: Pan Xiao ying



Packing worker: Pan Xiao ying

## 7. VTR Auditor




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VTR Auditor

Nil

Nil

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## CAP SUMMARY

Failure Reason & Corrective Action Plan			
	Failure Item	Failure Description & Corrective Action	Corrective Date
1.	Production safety	There is not a related written policy for safety protection of punching operation. And there is not enough protection provided to the punching operators. Some workers are by hands while somebody use tweezers when they are operating the punching machines. Factory should provide more training course to strengthen and improve the safety operation concept for all of the workers. Besides, the hazardous facilities should be placed the secondary start protection.	One week.
2.	Wages and working hours	Through the confidential interview for workers, we found that some of the workers didn't complete understand the policy of wages, overtime working hours and wage. Some workers said that they never overwork on Saturday, while some said that they usually overtime work on Saturday. Factory should consist the policy of working time and wage to all of the staffs and let them complete understand.	Two months
3.	Wages and working hours	There is no workers' conformed signatures on time cards.	Two months
4.	EHS	There is not any authorized cooperated company to deal with/return the hazardous waste. There is not a related written policy of dealing with the hazardous/chemical waste. Besides, the water pressure of eyewash station, which is placed outside of the hazardous/chemical warehouse, is not so enough to wash eyes.	One week.
5.	EHS	On site, auditor found that some workers didn't wear PPE while it was necessary. And the food service workers in kitchen did not wear gloves, surgical mask, and caps.	One week.

\*\*\*\*\* **This is The End of the Report** \*\*\*\*\*

The above reflects our findings for the particular factory in concern on the date of our service only. This report does not certify, confirm or imply: a) compliance with any government, industry or association regulations or standards, unless stated otherwise; or, b) the quality of any specific products manufactured by the factory/sellers/suppliers; or, c) the shipment of any specific products. This report does not discharge or release the factory/sellers/suppliers from their commercial, legal or contractual obligations with buyers in respect of products manufactured by the factory/sellers/suppliers. Our services, including reports and certificates, are subject to the General Conditions of Service of V-Trust which have been sent to your company. They can be resent upon written request. This report cannot be partially copied.