
Auditee :	Masihata Sweaters Ltd.
Audit Date From :	06/01/2020
Audit Date To :	07/01/2020
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	Intertek
Auditor's Name(s) :	Mamonur Rahman Khan, Mohammad Abul Kashem, Md. Zuiel Hossen(Lead)
Auditing Branch (if applicable) :	Intertek Bangladesh



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 style="text-align: center;">A Very Good</p>	<ul style="list-style-type: none"> Minimum 7 Performance Areas rated A No Performance Areas rated C, D or E <p>These are three examples:</p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A																													
A	A	A	A	A	A	A	A	A	A	B	B	B																													
A	A	A	A	A	A	A	B	B	B	B	B	B																													
<p style="text-align: center;">B Good</p>	<ul style="list-style-type: none"> Maximum 3 Performance Areas rated C No Performance Areas rated D or E <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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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 style="text-align: center;">C Acceptable</p>	<ul style="list-style-type: none"> Maximum 2 Performance Areas rated D No Performance Areas rated E <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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C	C	C	C	C	C	C	C	C	C	C	D	D																													
<p style="text-align: center;">D Insufficient</p>	<ul style="list-style-type: none"> Maximum 6 Performance Areas rated E <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																													
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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 style="text-align: center;">Zero Tolerance</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>																																							

Producer : Masihata Sweaters Ltd.

DBID : 4170 and Audit Id : 172517

Audit Date : 06/01/2020

Audit Type : Full Audit

Main Auditee Information

Name of producer :	Masihata Sweaters Ltd.		
DBID number :	4170		
Audit ID :	172517		
Address :	South Panishail, BKSP, Kashimpur, Gazipur-1349		
Province :	Dhaka	Country :	Bangladesh
Management Representative :	Mr. Md. Feroz Kobir Prodhan		
Contact person:	Md. Feroz Kobir Prodhan	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Apparel
Product Type :	Sweater items		

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 :	C		
Need of follow-up :	Yes	If YES, by : 07/01/2021	

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	D	A	C	A	A	A	A	A	A	A	B	A

Executive summary of audit report

Masihata Sweaters Ltd. is a 100% export oriented readymade garments manufacturer located at Plot No # 12, South Panishail, BKSP, Kashimpur, Gazipur, Dhaka, Bangladesh. The facility premises consist of total 2 building and 16 sheds. Total land area was approximate 150362.68 square feet, production area was approximate 231749 square feet and warehouse area approximate 60000 square feet.

This amfori BSCI Full audit was conducted by ITS Labtest Bangladesh Ltd. Three auditors (Mamonur Rahman Khan - APSCA: 21700982; Md. Zuiel Hossen – 21701262 and Mohammad Abul Kashem – APSCA: RA 21702386) in day one (06th January 2020) and (Md. Zuiel Hossen and Mamonur Rahman Khan) in day two (07th January 2020) assessed and verified the facility's operations against the amfori BSCI Code of Conduct and local legislation. Facility management was positive towards this audit and provided full access to the auditors.

Facility's working hours are as follows:

- There is 01 general shift which is from 08:00 am to 05:00 pm including 01-hour Interval for rest or meal from 01:00 pm to 02:00 pm.
- For jacquard there are 02 working shifts. Shift 01: working hour is from 08:00 am to 05:00 pm including 01-hour Interval for rest or meal from 01:00 pm to 02:00 pm. Shift 02 working hour is from 08:00 pm to 05:00 am including 01-hour Interval for rest or meal from 01:00 am to 02:00 am.
- Facility has 03 shifts (06:00 am to 02:00 pm, 02:00 pm to 10:00 pm and 10:00 pm to 06:00 am) in security section with including 01-hour Interval for rest or meal in each shift. In general, the employee work for 06 days in a week (Saturday to Thursday) and Friday is weekly holiday. Security sections weekly holiday provided as rotation basis. All employees were recruited permanently and receive wages by monthly and piece rated basis in local currency within 7th working day after payment circle. Payment cycle was 21st to 20th of each month. The factory uses electronic (face detection) machine for recording daily attendance.

Auditors conducted opening meeting, site observation, workers, worker representatives, management interview, document review and closing meeting. Mr. Feroz Kobir Prodhan- General Manager (Administration, Human Resource and Compliance) was responsible for implementation of social compliance system in the facility. Facility had appointed two medical officers, 03 Nurses and 03 Medical Assistants for continuous medical services to the workers.

Main product of the facility was sweater garments and production capacity were sweater garments 16,00,000 pieces per month. Facility has started its operation since 2002. Main production processes were Winding, Knitting, Linking, Trimming, Mending, Washing, PQC (pre-quality check), Finishing and Packing. Based on management interview, their major clients were from Europe and North America. On the audit day, total workforce strength was 5392 in the facility.

The facility premises consist of total 02 buildings and 16 Shed. Detail description is given below:

Building- 01 (6 storied):

Ground floor is used as linking section, trimming section, mending section, sewing section, washing section, finishing section, spot removing room, office area, maintenance room, boiler room and sub-station room.

1st floor is used as linking section, trimming section, mending section, sewing section, washing section, finishing section, Spot removing room, office area and inspection room.

2nd floor is used as linking section, trimming section, mending section, sewing section, washing section, finishing section, Spot removing room, office area and inspection room.

3rd floor is used as linking section, trimming section, mending section, sewing section, washing section, finishing section, Spot removing room, office area and inspection room.

4th floor is used as linking section, trimming section, mending section, sewing section, washing section, finishing section, Spot removing room, office area and finished goods area.

5th floor is used as linking section, trimming section, mending section, sewing section, washing section, finishing section, Spot removing room, office area, finished goods area and accessories store area.

Roof top fully vacant.

Building- 02 (Single storied): Ground floor is used as Generator room and sub-station room.

Shed- 01: is used as finished goods storage area, receive and delivery store, jacquard section, laboratory, idle machine store and prayer room.

Shed- 02: is used as staff dining, canteen and accessories store.

Shed- 03: is used as Doctor's room, child care room and jacquard section.

Shed- 04: is used as Jacquard section & Mending Inspection

Shed- 05: is used as Distribution area & Container
Shed- 06: is used as Jacquard section & Empty drum room.
Shed- 07: is used as Wastage area.
Shed- 08: is used as Effluent Treatment Plant area.
Shed- 09: is used as Rain Water Harvesting Plant
Shed- 10: is used as Chemical store.
Shed- 11: is used as Coal boiler area & Machine room.
Shed- 12: is used as Wash & Drier, Boiler, Compressor, auto placket section
Shed- 13: is used as RMS room, Toilet & Security guard room.
Shed- 14: is used as Fire control & Fire pump house.
Shed- 15: is used as Workers dining hall.
Shed- 16: is used as Compressor room.

In opening and closing meeting Mr. Feroz Kobir Prodhon- General Manager- Administration, Human Resource and Compliance, Md. Afjal Hossain - Assistant Manager- Admin, Md. Saidul Islam Sumon – Assistant Manager of Compliance and Md. Arifur Islam – Vice-President of participation committee were present in the opening meeting. Auditor described the whole audit process, standards, scope, and explained the amfori BSCI code of conduct and local laws to what extent these are related to this audit in the opening meeting. Meanwhile, management assured the auditors to help throughout the audit. Required documents were provided in time, photocopy of the required documents was also given in time. Facility management provided a separate room for conducting employee's interview. Besides, at the time of facility visit attitude of the facility management was good.
Site tour:

During site tour all areas of the facility such as Jacquard, Knitting, Linking, Trimming, Mending, Washing, PQC (pre-quality check), Finishing and Packing.

Documents review and interview:

All employees are permanent. 37 permanent employees were selected for interviews from different production processes. Among them 18 were female and 19 were male. Facility provided last 12 months payroll records and on sample basis, payroll records and time cards for the month of November-December 2019 (recent paid month), February-March 2019 (off peak month) and July-August 2019 (peak month) were reviewed. Moreover, attendance register, production records, garments inspection report, broken needle register and many other documents relevant to this audit were reviewed by the auditors. All selected employees were taken under confidential interview and all relevant documents were reviewed as per requirement. Facility peak month from April to October and off-peak month from November to March.

Improvement areas were identified in Social Management System and Cascade Effect (PA 1), Workers Involvement and Protection (PA 2), No Discrimination (PA 4), Fair Remuneration (PA 5), Occupational Health and Safety (PA 7), Protection of Environment (PA 12) & Ethical Business Behaviour (PA 13).

For other areas, no non-conformity was noted in other performance areas.

A closing meeting was conducted at the end of the audit. All the attendees of opening meeting were also present in closing meeting. Auditors communicated all the findings in detail and discussed on the area of improvements to the auditees. The auditee was positive on the discussion and agreed on the area of improvements.

Ratings Summary



Auditee's background information			
Auditee's name :	Masihata Sweaters Ltd.	Legal status :	Private Limited
Local Name :	মাহিহাতা সুয়েটার্স লিঃ	Year in which the auditee was founded :	2002
Address :	South Panishail, BKSP, Kashimpur,	Contact person (please select) :	Md. Feroz Kobir Prodhan
Province :	Dhaka	Contact's Email :	feroz@masihata.com
City :	Gazipur-1349	Auditee's official language(s) for written communications :	English
Region :	South Asia	Other relevant languages for the auditee :	Bengali
Country :	Bangladesh	Website of auditee (if applicable) :	www.masihata.com
GPS coordinates :	Latitude: 23.993798 Longitude: 90.261794	Total turnover (in Euros) :	80621606.21
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :		Production volume :	1600000 pieces per month
Product Group :	Apparel	Production cost calculation :	Yes
If other, please specify :		Lost time injury calculation cost :	Yes
Product Type :	Sweater items		

Auditee's employment structure at the time of the audit			
Total number of workers :	5392	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	2696	2696	
Temporary workers	0	0	
In management positions	95	5	
Apprentices	0	0	
On probation	40	40	
With disabilities	0	0	
Migrants (national citizens)	0	0	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	2696	2696	
Production based workers	995	994	
With shifts at night	137	0	
Unionised	0	0	
Pregnant	-	35	
On maternity leave	-	23	

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: C

Deadline date:30/04/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee partially fulfils the requirements of the performance area. Factory had conducted meeting with workers as they had an elected worker’s participation committee. They also provided occupational health and safety training the workers. However, gaps were identified such as factory is trying to adopt requirement of BSCI COC, No supplier mapping, No TOI & COC was communicated with supplier, no supplier monitoring etc.

- 1.1 - In accordance with BSCI Performance Area (Social Management System and Cascade Effect) No. 1.1 (Is there satisfactory evidence that the auditee has set up an effective management system to implement the BSCI Code of Conduct) Finding: It was noted that the established management system of the facility needs some improvement in implementing BSCI Code of Conduct in their business practice in few performance areas. Note: The facility has other effective system, policies and procedures in place to implement the BSCI COC in their business practice, so partial rating is given in this section.
- 1.3 - In accordance with BSCI Performance Area (Social Management System and Cascade Effect) No. 1.3 (Is there satisfactory evidence that the auditee has a good overview of the significant business partners and their level of alignment with the BSCI Code of Conduct?): It was noted that; Finding (a): Facility management has not updated all the suppliers in the amfori BSCI platform as per supplier mapping. Finding (b)Facility management has not been prepared supply chain mapping for all sub-suppliers and sub-contractors so auditor could not identify factories in listed all sub-suppliers and sub-contractors. Finding (c): BSCI Code of Conduct and Terms of Implementation has not communicated with all the sub-suppliers. Finding (d): Facility management has not monitored social performance their suppliers as per BSCI code of conduct. Note: Facility has documented partial information for business partners and has a policy and procedure for supplier selection, so partial rating is given in this section.

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: D

Deadline date:30/04/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee partially fulfils the requirements of the performance area. Factory had conducted meeting with workers as their elected worker’s participation committee. They also provided occupational health and safety training the workers. They have provided some awareness training on wages and benefit. However, gaps were identified such as workers & workers representatives were not genuinely involved while developing vision, mission and long-term goal, 20 out of 37 interviewed employees were not aware regarding their leave status, rights, facility did not have updated training material in amfori BSCI code of conduct & there is no process for “appeals” or escalation as an additional guarantee.

- 2.2 - In accordance with BSCI Performance Area (Workers Involvement and Protection) No. 2.2: (Is there satisfactory evidence that the auditee defines long-term goals for protecting workers in line with the aspirations of the BSCI Code of Conduct?): Finding: It was noted that facility has established a mission, vision and long-term goal but not in line with BSCI principles. Moreover, workers & workers representatives were not genuinely involved while developing vision, mission and long-term goal of the facility. Note: The facility has own vision, mission and long-term goal, so the answer of this question has been given as partially.
- 2.3 - In accordance with BSCI Performance Area (Workers Involvement & Protection) No. 2.3: Is there satisfactory evidence that the auditee takes specific steps to make workers aware of their rights and responsibilities? Findings: It was noted that randomly checked 20 out of 37 interviewed employees were not aware regarding their leave status, rights regarding leave for example casual, maternity and earned leave; overtime rate; insurance benefit; long term work benefit at the time of resign. Note: Interviewed employees could tell about the rights regarding the health and safety and as continuous training program is maintained at the facility, so partial rating is given in this section.
- 2.4 - In accordance with BSCI Performance Area (Workers Involvement and Protection) No. 2.4: (Is there satisfactory evidence that the auditee builds sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation?) Findings: It was noted that facility did not have updated training material in amfori BSCI code of conduct. However, they have provided training to the employee but approximately 30% workers were not aware about amfori BSCI.
- 2.5 - In accordance with BSCI Performance Area (Workers Involvement and Protection) No. 2.5: (Is there satisfactory evidence that the auditee has established, or participates in, an effective operational-level grievance mechanism for individuals and communities?): Finding: It was noted that facility had a grievance mechanism but there is no process for “appeals” or escalation as an additional guarantee & no time line was provided in the grievance register. Moreover, workers representatives were not involved in solving the grievance. Note: As their grievance policy and procedure, so, this section was rated as partial.

Remarks from Auditee:

None

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee fulfils the requirements of the performance area. As per document review and workers interview, workers are free to report any grievance by proper channel to the management. The factory had no labor union. However, facility had an elected participation committee and this committee conduct regular meeting. Facility management had arranged enough suggestion boxes and appointed welfare officer for the welfare of the workers.</p>	
Remarks from Auditee:	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: C	Deadline date:30/04/2020
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>The overall observation shows that the auditee partially fulfils the requirements of the performance area. It was noted during the factory tour, employee's interview, management interaction and review of payroll records that the facility pays equal wages to all the employees for same nature of work and job requirements and also promotion & training opportunity is based on the worker's willingness and competency. The facility has a policy and procedures on non-discrimination, which has been communicated to the workers through induction program and different kind of trainings. However, gaps were identified such as facility did not conduct any internal assessment on the most frequent grounds used for discrimination.</p>	
<p>4.1 - In accordance with BSCI Performance Area (No Discrimination) No. 4.1: (Is there satisfactory evidence that the auditee takes the necessary measures to avoid or eradicate discrimination in the workplace?) Finding: It was noted that facility did not conduct any internal assessment on the most frequent grounds used for discrimination as well as the most common activities through which discrimination may occur and did not identify the root cause of discriminatory behaviors. Note, as facility has a discrimination policy, so partial rating is given in this section.</p>	
Remarks from Auditee:	
None	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:30/04/2020
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>It was observed that, the auditee partially fulfils the requirements of this performance area. Casual, annual and sick leave are provided to all the workers. Factory management has provision to provide Maternity leave and benefits. No illegal deduction was observed from the audit process. Factory management has group insurance policy and group insurance certificate for the workers. Besides workers are also getting increment as per local law. However, gaps were identified such as facility did not identify possible gaps between the actual remuneration and the living costs of the employees.</p>	
<p>5.4 - In accordance with BSCI Performance Area (Fair Remuneration) No. 5.4: (Is there satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living?): Finding: It was noted that the factory management did not take initiative to achieve living wages and no action plan is in place to fill up gap between present local minimum wage and living wage. Though they are ensuring minimum wage as per law. Note: As facility has calculated living wage, so partial rating is given in this section.</p>	
Remarks from Auditee:	
None	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>During audit it was observed that, the auditee fulfils the requirements of this performance area. The factory has displayed notice regarding the working hours, overtime hours, lunch breaks, weekly and festival holidays on notice boards. Regular working hour of the factory is 08 hours. During randomly checked sample months working hour analysis it was observed that overtime hours within the legal limit. Friday is declared as weekly holiday for all employees. Overtime work is volunteer in the factory. Factory management has policy on working hour.</p>	
Remarks from Auditee:	

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A Deadline date:30/04/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee partially fulfils the requirements of the performance area. General working condition is safe, and management is to improve a safer and healthier working environment. Risk assessment had been conducted by the facility. Pre-job training and ongoing refresh training are provided regularly. Drinking water is provided on each floor. HS management checks HS issue regularly. There were at least 2 exits from each floor. Firefighting equipment's been adequate, and checks were up-to-date Fire drills conducted in worker's production areas, electrical equipment was maintained in good condition such as sockets, plugs, switches and main fuse boards in the production site. There were adequate first aid kits in production area and they were well stocked. First aid training had provided. Factory had also provided onsite dispensary and medical room. However, gaps were identified such as facility did not maintain health certificate and list of medical tests in form 26 and 26, no regular monitoring and testing for the workers who are affected by transmittable and non-transmittable diseases, factory's generator license (1 gas generator of 1.064 KW) has been expired on 19th November 2019, evacuation plan was not updated, management did not have emergency procedure of trauma & serious illness, toilet area was not clean and in hygienic condition in different.

- 7.1 - In accordance with BSCI Performance Area (Occupational health and safety) No. 7.1 (Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?) and Bangladesh Labour Rules 2015, Rule 68 (4):(The owner of the institute shall conduct the physical fitness test of the workers on his/her own cost, by a registered Physician, for the activities that are described in Sub-section (1) and (2) and he/she would receive a Medical Certificate of each worker as per Form-26, certifying his fitness for performing the activities.): Finding: It was noted that the facility has a practice to conduct regular (yearly basis) occupational health check up for all the employees working in hazardous condition including, boiler operator, electricians, thread sucking operators, etc. but did not maintain health certificate and list of medical tests in form 26 and 26 (a) as per legal requirement Note, since the facility is conducting regular health check-ups, partial rating is provided to this section.
- 7.3 - In accordance with BSCI Performance Area (Regulations) No.7.3: Is there satisfactory evidence that the auditee regularly carries out risk assessments for safe, healthy and hygienic working conditions? Findings: It was noted that no regular monitoring and testing for the workers who are affected by transmittable and non-transmittable diseases. Note: As facility conduct risk assessment at all the production processes. Hence partial rating has been given
- 7.11 - In accordance with BSCI Questionnaire point 7.11 (Is there satisfactory evidence that the auditee confirms that the equipment and buildings used for production are stable and safe?) and the Bangladesh Energy Regulatory Commission Act, 2003 chapter-6, section 30, (License can be renewed, cancelled and revised by a process prescribed by regulation.): Finding: It was noted that factory's generator license (1 gas generator of 1.064 KW) has been expired on 19th November 2019. However, factory has applied and paid the fees to the concern department to renew generator license on 10th December 2019. Note: As facility has applied for the generator license, so partial rating has given for this section.
- 7.16 - In accordance with BSCI Performance Area (Occupational Health & Safety) No. 7.16 (Is there satisfactory evidence that the auditee ensures evacuations plans meet legal requirements and that these plans are posted in relevant places so workers can see and understand them?) & Bangladesh Labour Rules 2015, Rule – 55 (8): (The arrangement should be made to show evacuation plan of exit in one or more places easily visible in each floor of each floor of the factory). Finding: It was noted that evacuation plan was not updated with current floor layout at ground floor, 1st floor, 2nd floor, 3rd floor, 4th floor and 5th floor of building # 01. Note: Other areas were found updated as per current layout, so partial rating has been given in this section
- 7.19 - In accordance with BSCI Performance Area (Occupational Health and Safety) No. 7.19: (Is there satisfactory evidence that the auditee has emergency procedures, in writing, to deal with cases of trauma or serious illness including for when the patient has to be transferred to an appropriate medical facility?) Finding: It was noted that factory management did not have emergency procedure of trauma & serious illness.
- 7.22 - In accordance with BSCI Performance Area (Occupational Health and Safety) No.7.22 (Is there satisfactory evidence that the auditee provides workers with clean washing facilities, changing rooms and toilets that are also respectful of local customs?) & In accordance with The Labour Rules, 2015, Chapter-19, Vide Rule 51, Schedule 2 (4) : Cleanliness of toilet and bathroom: (a) Both toilets and bathrooms shall have to be cleaned everyday with water and antiseptics; (b) Wall, internal roof and walls shall have to be whitewashed and colored at least once a year and date of said white wash and distemper have to be recorded in as per Form-20; (c) If any part of the toilet and the bathroom is decorated with bright tiles or made otherwise smooth, then it shall have to be cleaned with effective anti-rubbish and antiseptics every day. Finding: It was noted that workers toilet area was not clean and in hygienic condition in different area of the facility. Note: As facility had a toilet facility for the workers & cleaning policy and procedure so, this section was rated as partial.

Remarks from Auditee:

None

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

The overall observation shows that the auditee fulfils the requirements of the performance area. Through management interview, worker representative interview and employee interview, all knew the child labor forbidden policy and confirmed no child labor in the factory. Facility has developed training program with scope of labor laws, prohibition of child labor and company policies related to hiring of new applicant to responsible persons for skill enhancement. No child labor was noted in the factory. There is formal procedure for checking ages of workers at application stage, and age verification proof had maintained in workers personnel file. HR department obtains true copy of age verification document such as national identity card, birth certificate, academic educational certificate is required from new applicants at the time of hiring and that document after verification is kept with employee application for future proceedings and if obtained document is fake or doesn't meet the criteria of minimum work age that the record is sent to the rejection file. Completed Application Form containing date of birth of applicant is signed by employee and HR personnel and is kept in personnel files. No deviation was found in the age stated by employees in our selected samples from records Checks from all workers that the youngest worker present was age above 19 years.

Remarks from Auditee:

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
During audit it was observed that, the auditee fulfills the requirements of this performance area. During the plant tour, no young-looking workers were observed in the factory premises. Factory management has verified the age of the workers during recruitment. Youngest worker was found in the facility 19 years.	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
During audit it was observed that, the auditee fulfills the requirements of this performance area. During audit it was found that the factory management recruits the workers through advertisement or internal reference. Workers are selected based on the result of the examination taken on working skill of workers during the recruitment process. Factory management has not recruited any worker on temporary or contract basis. Factory management issues appointment letter to all the employees of the factory. The personal files of workers are well maintained by the factory in connection with employment contract & all required papers. Factory management has provided workers' handbook and leave book to its worker.	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
During audit it was observed that, the auditee fulfills the requirements of this performance area. 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.	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: B	Deadline date:30/04/2020
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
During audit it was observed that, the auditee partially fulfills the requirements of this performance area. Factory management has assessed sources of (generator & boiler) air emission and sound level. The factory management has ensured separate designated area for storing wastage by type. As per product & production process nature, Environment Clearance certificate is not required. There is no monitoring system to the use of water quantity and has given awareness training to the employees for water waste reduction. However, gaps were identified such as The Environment Clearance Certificate of the facility expired on 19th November 2019.	
<p>12.3 - In accordance with BSCI Performance Area (Protection of environment) no. 12.3: (Is there satisfactory evidence of the auditee's relevant environmental permits and licenses?) and Bangladesh Environment Conservation Act, 1995, section 12 (No industrial unit or project shall be established or undertaken without obtaining, in the manner prescribed by rules, an Environmental Clearance Certificate from the Director General.): Finding: It was noted that The Environment Clearance Certificate of the facility expired on 19th December 2019. However, factory management has applied and made payment for the renewal for same on 18th November 2019. Note: As facility has other valid environmental permits and license, so partial rating is given in this section.</p>	
<p>12.5 - In accordance with BSCI Performance Area (Protection of the Environment) No. 12.5: (Is there satisfactory evidence that water is managed in a way that respects the environment, particularly but not limited to preserving local water sources?). Finding a): It was noted that no awareness training conducted to the employees for water waste reduction. Finding b): It was noted that facility has not identified of water sources e.g. water springs, rivers, lacks and other water sources nearby the facility and facility did not have documented assessments that justify management decisions on water usage, preservation. Note: As facility has recorded water consumption, so partial rating is given in this section.</p>	
Remarks from Auditee:	
None	

Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 172517] Audit Date: 06/01/2020 PA Score: A	Deadline date:30/04/2020
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
<p>During audit it was observed that, the auditee partially fulfills the requirements of this performance area. Factory management has developed an Anti-Bribery Policy. During audit no corruption or bribery related issues were noticed from the interviewed workers. Factory management has included all the business partners in the anti-bribery policy of the factory to ensure the non-involvement in any type of bribery. However, gaps were identified such as management did not identify the potential areas of corruption and possible solution of mitigate anti-corruption issue,</p>	
<p>13.1 - In accordance with BSCI Questionnaire Point 13.1: (Is there satisfactory evidence that the auditee actively opposes any act of corruption, extortion or embezzlement, or any form of bribery in its activities as a business enterprise?). Finding: it was noted that a): The facility has not provided any training to the persons related to ethical behavior. b): It was noted that there no reward system to maintain ethical behavior</p> <p>Note: As facility had a integrity policy and they update regularly, so, this finding rated as partial.</p>	
Remarks from Auditee:	
None	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	06/01/2020	172517	C	D	A	C	A	A	A	A	A	A	A	B	A	C

Producer Photos



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



Photo of fire safety equipment
Fire resistance door.JPG



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



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



Photo of fire safety equipment
Fog light.JPG



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



External photo(s) of the production unit(s)
Facility name.JPG



Photo of fire safety equipment
Gong bell.JPG



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



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



Photo of fire safety equipment
PA (public address) system.JPG



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



Photo first aid facilities
First aid box.JPG



Photo of fire safety equipment
Rooftop.JPG



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





Photo of fire safety equipment
Fire alarm.JPG



Photo of the inside of the main production hall
Finished goods store.JPG



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



Photo of fire safety equipment
Fire control panel.JPG



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



Photo of the inside of the main production hall
Drinking water point.JPG



Photo of fire safety equipment
Fire extinguisher.JPG



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



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



Photo of fire safety equipment
Fire hose pipe checked.JPG



Photo of the inside of the main production hall
Light checking section.JPG



Photo of the inside of the main production hall
Notice board.JPG



Photo of fire safety equipment
Fire hose pipe.JPG



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



Photo of non-conformity
Toilet area was found unhygienic.JPG



Photo of fire safety equipment
Fire pump house.JPG