



BSCI Audit Summary Report

NAME OF THE PRODUCER : ESE KNITWEAR LTD.

DBID : 342376

DATE OF THE AUDIT : 10/06/2014

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This is an extract of the BSCI Audit Report, which is available in the BSCI Platform.

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Producer Information

Name of producer :	ESE Knitwear Ltd.		
DBID number :	342376		
Audit ID :	17937		
Address :	1147, Khejur Bagan, Ashulia, Savar, Dhaka.,Dhaka		
Province :	Dhaka	Country :	Bangladesh
Management Representative :	Md. Harunar Rashid- Asst. Manager (HR, Admin & Compliance)		
Contact person:	Md. Harun		
Sector :	Non-Food	Industry Type :	Textiles, clothing, leather
Product group :	Apparel	Product Type :	All types of Sweater Items

Audit Details

Type of audit :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Re-Audit	
Sub type of audit :	<input type="checkbox"/> Combined audit	<input type="checkbox"/> Special investigation- RUC	<input type="checkbox"/> Special investigation- Other <input type="checkbox"/> Unannounced/ Semiannounced
Audit date :	10/06/2014	Audit Duration :	4.500
Audit methodology :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Primary Production	
Auditing Company :	DNV		
Auditing Company Branch :			
Auditing company address :	Emgeen Chambers 10 C.S.T. Road Vidyanagari Kalina Mumbai 400098,4th Floor'ROMA' No. 10 G.S.T Road CHENNAI 600016 India,PARK PLAZA 5 C&D, 5th Floor 71 PARK STREET KOLKATA 700016 India,		
Lead Auditor Name(SA8000 Certificate Number) :	Mohammad Nazrul Islam Talukder (A 9771)		
Team Member Name(SA8000 Certificate Number) :	Syed Mahbubul Islam Khan (AD 10592) , Shirmin Akter Bithi (AD 10661)		

Audit Results for Part B tier I

Total Score Part B tier I:	<input type="checkbox"/> Good	<input checked="" type="checkbox"/> Improvements Needed	<input type="checkbox"/> Non-Compliant
Total Number of deviations in crucial questions :	0 / 35		
Agreed date for closing the Corrective Action Plan (If applicable) :	10/09/2014		
Contingencies to be reported :	<input type="checkbox"/> Aborted	<input type="checkbox"/> Partially Conducted	<input type="checkbox"/> Combined With Other Systems
	<input type="checkbox"/> Desktop Review	<input type="checkbox"/> Others	

Audit Results for Part B tier II (Only relevant if Primary Production Methodology is used)

Please refer to section "Sampled Units Tier II" and "Audit Sample CAP B"

Score Interpretation			
Good	Improvements Needed	Non-Compliant	Under "Grace Period"
Minor deviations are identified in no more than 2 questions per chapter, these questions are not marked as crucial.	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.	Not Available

Audit Master Data Part A

For more details of the company, see complete Master Data in the on-line Audit Report

General information on the Producer			
Name of producer :	ESE Knitwear Ltd.		
Address :	1147, Khejur Bagan, Ashulia, Savar, Dhaka.,Dhaka		
Year of foundation :	2003		
Legal status :	Private Limited Company		
Turnover (in euros) :	5942857.140		
Main contact person :	Md. Harun		
Language spoken :	Bengali		
Valid GlobalG.A.P Certificate :	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Other Social audit :	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Social audit name :	Buyer COC

Auditors' notes

Producer's background

BSCI Full-Audit (Second Cycle) process introduction:

1. Audit Scope Description:

ESE Knitwear Ltd. is a legally registered as a private limited company which started its operations since 2003 in the location 1147, Khejur Bagan, Ashulia, Savar, Dhaka, Bangladesh.

The company engaged in the manufacturing of all types of Sweater Items. The main production processes are listed as follows:

Raw Material Store> Winding > Knitting > Linking > Washing > Sewing > Finishing > Packing > Export.

Total production capacity of the factory is 2, 50, 000 pieces per month.

A total of 1303 employees are currently working in the factory, which includes 521 female employees and 782 male employees. The factory building construction quality was found be good as there was no visible defects identified during the audit.

The factory layout plan & building construction are not approved by concerned authority.

In view of the facilities, the factory is situated in one re-enforced concrete building and 4 pre-fabricated sheds.

Building (1 storied): Occupied by Security post and Canteen.

Shed 1- 2 storied

Ground Floor: Generator Room, Boiler Room, Compresor area, Wash section,Winding Section, Finishing section, Pressing area, Jacquard section, Bonded warehouse, Linking section, Trimming section, Mending section, Sewing section, Spot emoving area, Chemical store, Child care room, Prayer room, Doctor's room, Time section and ready goods store.

1st Floor is occupied by Knitting section, Packing section, Finished goods store, Office, Sample section, Fin. Yarn store, Accessories store, Finished goods store, Inspection area, Distribution area and maintenance room.

The first day of the audit was conducted on 10th June, 2014. DNV assessment team (3 auditor including 1 lady interviewer) arrived at the facility. An opening meeting was held with Mr. Faruk Ahamed-GM, Mr. Sudev Kumer-Accounts Manager, Mr. Harunur Rashid- Asst. Manager HR, Aminul Islam-Merchandiser, Sabor Miah- Health & safety Committee member & Rashida Khatun- Welfare officer, after exchanging identity and business cards the auditor explained the audit process and itinerary.

Confidentiality of all information was guaranteed. Documents and information required were requested.

A tour of the production sites were conducted after the opening meeting which was accompanied by factory management. Interviews were conducted in a secluded place away from management office area. Conducted documentation check, Legal compliance status review.

On the second day of the audit, the lead auditor Mohammad Nazrul Islam Talukder arrived to the factory at 09.00 am on 11th June, 2014 and conducted BSCI General requirements, BSCI Self-Assessment verification, conducted wage calculation and checked the environment side.

At the end of 11th March, 2014 a closing meeting was held to discuss various concerns with Mr. Faruk Ahamed- AGM who has signed CAP 'B' at the end.

Score Interpretation			
Good	Improvements Needed	Non-Compliant	Under "Grace Period"
Minor deviations are identified in no more than 2 questions per chapter, these questions are not marked as crucial.	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.	Not Available

3. Negative and positive Points:

The top management was cooperative during the entire audit and expressed commitment to work on audit findings.

Chapter summary

Chapter	Chapter Summary
B.1. Management Practice	Factory has defined their own code of conduct including all Terms of BSCI Code of conduct (CoC). The CoC is displayed in local language on company notice boards. Company appointed a member of senior management Md. Faruk Ahamad - AGM, who is responsible for compliance with the code. Company has communicated the code with suppliers by providing the copy of this code and collects their consent of reasonably practice of the code and extends of this BSCI CoC through their supply chain. But facility did not establish documented working rules and procedures. Workers were not aware about the rules & regulation of the company; management staff were not aware about the legal rights and duties under labour legislation; facility had not maintained any record of ongoing communication between management and workers on a regular basis and workers lack understanding of company's grievance handling procedures (vide suggestion boxes) and company policies & practices.
B.10. Health and Social Facilities	Medical & child care facilities provided inside the factory premises for the workers in line with BSCI guidelines. Factory has full time doctor, in addition to this there is a medical agreement with a local hospital by the management for the workers, The first aid boxes are provided in case if it is required by any employee in-side the production floor. But first aid personnel were not trained in accordance with Bangladesh Labour law-2006, amendment on July 22, 2013 and seating capacity were found shortage in the dining hall.
B.11. Occupational Health and Safety (OHS)	The company has provided required personnel protective equipment (PPE) like ear plugs, safety shoes, mask, hand gloves, etc. to employees in it's own cost (i.e.-hand gloves, ear plug and mask), but ear plug and mask were not using by at least 50% workers in Knitting section where necessary. First aid training, Health and safety training provided to the new & existing workers and to the minimum percent of workers internally. Fire Fighting equipment are provided and maintained through regular checks and fire mock drills being conducted regularly on a regular basis. Evacuation plans are posted inside most of the plant and emergency light installed with alternate power supply connection at most of the designated places of the production floor and staircase. The boiler and generator is run by competent person and facility conducts regular inspections and testing of all safety measures to ensure maintenance and continuous improvement. But transmittable diseases such as HIV/Aids, TB and malaria and non-transmittable diseases are not included in the risk assessment; factory has not provided minimum % of fire safety training to workers, not complying with section 52(9) of the Factories Rules 1979; not provided secondary containment underneath the chemicals, Machine oil & diesel containers; sign and warning posters were found inadequate in the production floor; factory has no written accident and emergency procedure displayed in production areas; electrician has no competency certificate; loose electric wires were observed, evacuation plan missing in the washing section, ready goods store, jacquard section and workers were not given proper training on machine operating system.
B.13. Environment	Factory does not use or emit any harmful substances which can cause severe damage to the nature. Waste management policy was available in the factory. Factory disposes the wastes like cut pieces, threads, poly bags and cartons through the local vendors. Factory carried environmental parameter test (Noise level, light level, temperature & humidity level test et.) by a renowned company. Facility has not taken much initiative or developed any abatement mechanism to ensure reduction of emissions, particularly CO2 emission from diesel generator. The factory have appropriate facility for storing solid wastes.
B.2. Documentation	The company has not obtained all legal approvals from competent authority. Some of the approvals taken and verified during the audits are: Trade license #2319/2013-2014 issued by the Ashulia Union Parishad authority, which is valid till June 30, 2014, Fire License # Dhaka/18307/08 valid up-to June 30, 2014 provided by Bangladesh Fire Service and Civil Defense Authority. But fire license do not cover Dining area and security shed. Factory license #11969/Dhaka, Category "I". Facility have approvals (ie. fire license, trade license, import license, VAT-TAX certificate etc) to run the business. Factory have Generator operating permission from Bangladesh Energy Regulatory Commission in line with Bangladesh Energy regulatory Commission Act, 2003: section 27 & 28. Factory have Boiler which registered under the provisions of The Boilers Act 1923, section 7. But workers group insurance has been expired on 7 May' 2014 and Building construction was not approved from RAJUK as per gazette published on 29th

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	April 2013.
B.3. Working Hours	The company generally works one shift and the schedule is General shift (8:00 am to 5:00 pm) with one hour break 1:00 pm to 2:00 pm. The normal working hours are 8 hours per day and 6 days per week, i.e 48 hours regular working hours per week. Maximum 2 hours over work done by the workers if required. It was also cross verified during workers interview. The manual time card is used for In & out-time keeping system. Friday is the weekend of the factory and factory remains closed on Friday as per worker's statement. Company has defined policy on working hours and communicated to the workers through awareness program. Company policy conform the both local laws and industry standards in terms of working hours. The policy has clearly defined that the overtime work is completely voluntary and any worker can leave the premises after regular working hours without prior permission. But working hours and overtime were almost found to be identical for the entire workforce thus indicating lack of contro, exact time-in & time-out was not reflected properly.
B.4. Compensation	The legal minimum wage is BDT. 5300(Gross) and BDT. 5290 (net paid), all the employees are paid minimum or above the legal minimum wage. Wages paid within 7th days after completion of the month. Salary Sheets indicating wages details, deductions and overtime hours are provided to all the employees every month before payment. The company provides leave on demand by employees on paid basis. Maternity benefit is provided as per legal requirements. No illegal deduction has been identified through document review and nothing was reported by the interview with workers. The management provides induction as well as periodic training to all workers on factory compensation policy and trains them to calculate their wages correctly. All the relevant details in native language have been included in the employees' handbook for worker reference. The factory management has also posted them prominently on the notice boards. Company has defined Disciplinary action policy and Deduction policy. Both are in line with the national law.
B.5.1. Child Labour	Factory has a written policy not to engage child labour and company has developed a policy for remediation in case children found to be working conforming local and BSCI standards. During the audit no child labor was found or suspected. Employees are going through an age verification test by the registered doctor before employing any worker and the proof of age are kept in the personal file. From the establishment of the company no child labor found or recorded. Facility is keeping age verification certificates of workers as well as National ID Card, birth Certificate, Chairman or Commissioner Certificate, and Blood Group Report. Facility keeping copy of all mentioned certificate. All worker personnel files including age verification documents were found in respective files.
B.5.2. Young Workers	There were no young labor identified during document review, plant tour and workers interview. Factory has a written policy not to engage any young labor. No historical background of young labor was reported by the interviewed workers. Factory checks the age of the potential worker before recruitment by the registered doctor and maintains age related documents in the worker's files.
B.6. Forced Labour / Disciplinary Measures / Prison Labour	The factory does not engage any forced or bonded labor. In Bangladesh no prison labor is engaged out-side the prison according to the law. Factory does not keep any original documents from the worker which was confirmed by the interviewed workers. Company has defined "Force Labor Policy" stated that company has not appointed any Forced, bonded and involuntary Prison labor and it is strictly prohibited in the company. Security guards only posted at locations where needed for security purposes. Security forces are employed only for guarding the property and personnel of the company. During the facility visit, no exaggerated security measures or Logistics were noticed. The atmosphere in the facility appeared normal and no sign of fear or exaggerated obedience displayed by employees was noticed.
B.7. Freedom of Association and Collective Bargaining	No trade union has been formed by the workers of the factory. Workers are free to join or form the trade union, no restriction has been imposed to the workers from the management. Nothing identified through policy verification and no negative evidence identified through interview. Compliant box has also been installed inside the toilet area by the factory management to get know the workers grievances. But factory has formed a committee through selection process by the management, thus not complying with the Bangladesh Labour Law 2006, Section – 205 (6), amendment on July 22, 2013 and workers are not well aware about Participation Committee (PC) & its representatives in accordance with Bangladesh Labor Law-2006, Section 205.
	The company has defined a policy of non-discrimination in hiring, compensation, promotion, termination, access to training, increment based on race, caste, national origin, religion, age, gender, gender, marital status, sexual orientation or membership in any union or political affiliation. This policy is well communicated through the notice board. Regular training

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B.8. Discrimination, Harassment and Abuse	programs are arranged to train relevant individuals such as management staff, supervisory personnel and Admin & Compliance staff on the anti-discrimination policy and practices of the facility. Company has system in place to complaint against any discriminatory behavior in confidential manner and has the system to handle the grievances if occurred. During worker interviews, it was found that there was no unequal treatment, abuse, unusual disciplinary practices, and there were no preference of religion, origin, political affiliation or age. The payment and overtime record does not show any discriminatory incidents.
B.9. Working Conditions	The facility premise is structurally safe as there is no visible defect found during the audit. Building construction is not approved from concerned authority. Factory floors were found organized and clean during the audit. Emergency exits are provided and marked legibly for easy evacuation during emergencies. Evacuation plans were posted in every floor of the building. Fire alarms are installed in every floor. Drinking water is provided in each floor. During site tour it was noted that working environment with respect to lighting of the factory is acceptable. But factory has not taken much initiative to monitor Noise & Temperature level in main production area as per Environment Conservation Rules, 1997, Schedule – 4 and much deterioration in painting which require re-painting; not in accordance with Chapter V section 51 on 'Cleanliness' of The Bangladesh Labor Law-2006.

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Part B Tier I - Overall Summary

Chapter	Full Audit Results (17937 and 10/06/2014)				
	G	IN	NC	NA	%
B.1. Management Practice	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	66.67
B.2. Documentation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	83.33
B.3. Working Hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	80.00
B.4. Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.5.1. Child Labour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.5.2. Young Workers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.00
B.6. Forced Labour / Disciplinary Measures / Prison Labour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.7. Freedom of Association and Collective Bargaining	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	66.67
B.8. Discrimination, Harassment and Abuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.9. Working Conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	57.14
B.10. Health and Social Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	75.00
B.11. Occupational Health and Safety (OHS)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	74.36
B.12. Dormitories (if not applicable, go to B.13)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.00
B.13. Environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	80.00
Total	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	79.13

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Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

In House Production Structure

Department	Function in production	Number of Workers	Number of shifts	Shift 1		Shift 2		Shift 3	
				From	To	From	To	From	To
Mgmt/General Admin	Admin, Compliance, Medical Staff	22	1	8:00 AM	5:00 PM				
Services	Security, Logistics, Cleaner	17	1	8:00 AM	5:00 PM				
Warehouse	Stores, Distributions	31	1	8:00 AM	5:00 PM				
Finances	Accounts, Petty Cash	3	1	8:00 AM	5:00 PM				
Human Resources	HR	4	1	8:00 AM	5:00 PM				
Packing	Packer, Folder	31	1	8:00 AM	5:00 PM				
Product Development	Sample, Design	26	1	8:00 AM	5:00 PM				
Production	Winding, Knitting, Linking, Trimming, Mending, Finishing	1120	1	8:00 AM	5:00 PM				
Quality Control	QC, QI	45	1	8:00 AM	5:00 PM				
Sales	Merchandiser	4	1	8:00 AM	5:00 PM				

In House employment Structure at the time of the audit

Total number of workers :	1303		
Male		Female	
Permanent workers	782	Permanent workers	521
In management position	47	In management position	8
On probation	32	On probation	12
National migrants	0	National migrants	0
Salaried workers	211	Salaried workers	354
Temporary workers (odd jobbers)	0	Temporary workers (odd jobbers)	0
Apprentices	0	Apprentices	0
With disabilities	0	With disabilities	0
Cross-border migrants	0	Cross-border migrants	0
Production based workers	571	Production based workers	167
		Pregnant	0
		On maternity leave	1

Outsourced structure

Unit	Function in the chain	Contact person	Business relation -ship since	Location/ Address				Distance to the company in km	Main product	Certificates and social audits (if applicable)	Number of workers	Part of the ISMS (if applicable)	Part of the audit sample
				Address	City	State	Country						
Sharif Threads	subsupplier	Mr. Nahid	2013	ashulia	Savar	Dhaka	Bangladesh	15	Sewing Thread	NA	321	No	No
HN Enterprise	subsupplier	Mr. Toufiq	2014	Fakirapur	Dhaka	Dhaka	Bangladesh	35	Accessories	NA	52	No	No
Hipoid Yarn Dyeing	subsupplier	Mr. Ashik	2013	Gazipur	Gazipur	Dhaka	Bangladesh	27	Yarn	NA	560	No	No

Dormitories (if applicable)

No Data Available for Dormitories

Corrective Action Plan (CAP) B Tier I

Chapters and Subchapters	Crucial	Score	CAP	Responsible Person	Deadline date
B.1. Management Practice					
B.1.3. Management Practice	No	(-) [Minus]	Noted through document review and plant tour that the factory did not establish documented working rules and procedures. Workers were not aware about the rules & regulation of the company (i.e- machine operating instruction, rules of behavior and procedures in the event of violation of duties, etc.) in accordance with BSCI Guidelines B.1.3. This needs immediate management's attention.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.1.6. Management Practice	No	(-) [Minus]	It was identified that the management staff were not aware about the legal rights and duties under labour legislation which was confirmed through interview process in accordance to BSCI Guideline B.1.6. The factory should appoint a person or persons responsible for these matters, having sufficient qualification.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.1.7. Management Practice	No	(-) [Minus]	It was noted through document review and management interview that the factory had not maintained any records of ongoing communications between management and workers on a regular basis in accordance to BSCI Guideline B.1.7. This invites immediate management's action.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.1.8. Management Practice	No	(-) [Minus]	Workers' interview had revealed lack of awareness on grievance handling procedure among the workers as required by the BSCI guideline Point B.1.8.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
Chapter Score		<input type="checkbox"/> Good <input checked="" type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 3			
Fulfillment Percentage		80.00%			
B.2. Documentation					
B.2.1. Documentation	No	(-) [Minus]	The followings were observed during plant tour and through document review:- 1. The fire license did not cover Dining Area and Security Shed. 2. Workers group insurance has expired on 7 May' 2014. However company had applied for it's renewal to the concerned authority. 3. Building construction was not approved from RAJUK as per gazette published on 29th April 2013, however factory has obtained approval from Sub-Asst. Engineer of LGED on 27th March 2006.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	10/06/2015
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 1			
Fulfillment Percentage		83.33%			
B.3. Working Hours					
B.3.1. Working hours	No	(-) [Minus]	The records of working hours and overtime were almost found to be identical for the entire workforce thus indicating lack of control . Records show uniform time in & time out for all the workers even if some of them were entering/ leaving the factory early or late i.e. 8.00 am to 5.00 pm and 7.00 pm (in case of OT), therefore, exact time-in & time-out was not reflected properly. However, factory have a plan to install Electronic Access Control within very short time to monitor attendance.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/12/2014
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 3			
Fulfillment Percentage		80.00%			
B.7. Freedom of Association and					

Score Interpretation	
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Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

Collective Bargaining					
B.7.5. Freedom of Association and Collective Bargaining	No	(-) [Minus]	Workers' interview revealed that workers are not well aware about Participation Committee (PC) & its representatives in accordance with Bangladesh Labour Law-2006, Section 205. The workers should be informed formally about the committee and its members.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.7.6. Freedom of Association and Collective Bargaining	No	(-) [Minus]	Audit evidence had confirmed that Employee Participation Committee was not formed by election. However factory has formed a committee through selection process by the management, thus not complying with the Bangladesh Labour Law 2006, Section – 205 (6), amendment on July 22, 2013.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/12/2014
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 3			
Fulfillment Percentage		66.67%			
B.9. Working Conditions					
B.9.2. Working Conditions	No	(-) [Minus]	It was noted through document review that the factory has not taken much initiative to monitor Temperature level in main production area as per Environment Conservation Rules, 1997, Schedule – 4. This needs immediate management's action.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.9.4. Working Conditions	No	(-) [Minus]	The plant safety tour inside the factory premises had identified 'high noise' zones which was a potential occupational health hazard for workers. In addition to this noted through document review that the factory has not taken much initiative to monitor Noise level in main production area as per Environment Conservation Rules, 1997, Schedule – 4. The management should ensure mechanism to monitor noise level at the production floor.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.9.6. Working Conditions	No	(-) [Minus]	Plant tour had revealed that there was much deterioration in painting (e.g., chemical store, Generator room, Boiler area, spot removing area) and the same require re-painting ; There was lack of evidence whether white-washing was done every 14 months in accordance with Chapter V section 51 on 'Cleanliness' of The Bangladesh Labour Law-2006. The management should immediately ensure cleanliness by re-painting the walls.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
Chapter Score		<input type="checkbox"/> Good <input checked="" type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 1			
Fulfillment Percentage		57.14%			
B.10. Health and Social Facilities					
B.10.1.1. First aid	No	(-) [Minus]	The selection criteria of the first aid personnel was not correctly established as stipulated in the Bangladesh Labour law-2006, Section 35 amendment on July 22, 2013.E.g. the certificate of proficiency of undergoing through a mandatory 6 - months primary first-aid course was not produced during the audit. This needs immediate management's attention to complying with the Bangladesh Labour Law.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	10/06/2015
B.10.2.2. Social Facilities	No	(-) [Minus]	Shortage of seating capacity was noticed during the plant tour (note that seating capacity found 180 instead of 390 based on current workforce); in accordance with the Factories Rules 1979, Section-58(1). The management should increase the seating capacity keeping in mind the strength of the factory.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/12/2014
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 1			
Fulfillment Percentage		75.00%			

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

B.11. Occupational Health and Safety (OHS)					
B.11.1.3. Risk Assessment and Monitoring	No	(-) [Minus]	Document review and management staff interview have revealed that transmittable diseases such as HIV/Aids, TB and malaria and non-transmittable diseases are not included in the risk assessment as per the BSCI Guideline B.11.1.3.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.2.1. Training	No	(-) [Minus]	It was noted through document review and management interview that factory has not provided minimum % of fire safety training to workers i.e. for total 1303 employees- training needed for 325 workers (minimum being 25% of total no. of strength 1303) thus not complying with section 52(9) of the Factories Rules 1979. however factory has internally trained 300 workers as fire fighting personnel.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	10/06/2015
B.11.3.3. Personal Protective Equipment	No	(-) [Minus]	During plant tour it was noted that PPE's (i.e.- ear plugs and face masks) were not used by at least 50% workers in the Knitting Section wherever necessary as per BSCI Guideline B.11.3.3. The factory should provide awareness & ensure that the PPEs are used by the workers wherever necessary.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.4.4. Chemicals	No	(-) [Minus]	Plant visit revealed that factory has not provided secondary containment underneath the Machine oil & diesel containers stored in the Chemical Store, Generator Room and Boiler Area thus violating BSCI Guideline B.11.4.4. Secondary containment should be provided under the chemical containers immediately.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.5.1. Accident and Emergency Procedures	No	(-) [Minus]	It was found during plant tour that signages and warning posters were found inadequate in the production floor (exhaust fans area) in line with BSCI guidelines B.11.5.1. This needs to be immediately actioned upon.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.5.2. Accident and Emergency Procedures	No	(-) [Minus]	It was noted through document review and management interview that the factory has no written accident and emergency procedures displayed in production areas in accordance BSCI Guideline B.11.5.2. Warning posters should be displayed with immediate effect.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.6.1. Electricity	No	(-) [Minus]	Document review and management staff interview had revealed that Competency of the electrician was not correctly established as he has not duly submitted trade course certificate in support of his competency in line with BSCI Guideline B.11.6.1. Training should be imparted to the electrician immediately.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	10/06/2015
B.11.6.4. Electricity	No	(-) [Minus]	During plant visit naked and bare electrical wirings were identified in the male toilet & production floor. Thus violating BSCI Guideline B.11.6.4.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.8.2. Escape Routes and Emergency Exits	No	(-) [Minus]	Evacuation plan was found missing in the Washing Section, Ready Goods Store and Jacquard Section, thus violating BSCI Guideline B.11.8.2. Evacuation plans should be displayed everywhere in the factory.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/09/2014
B.11.9.2. Machine and Vehicle Safety	No	(-) [Minus]	Interview with the workers during the plant tour had brought out the fact that they were not given proper training on machine operating system in accordance with BSCI Guideline B.11.9.2. Training should be provided to all the workers with immediate effect.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	11/12/2014
Chapter Score		<input type="checkbox"/> Good <input checked="" type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 6			
Fulfillment Percentage		74.36%			
B.13. Environment					
			It was noted through document review and plant tour that the plant has not taken much initiative		

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

B.13.5. Environment	No	(-) [Minus]	or developed any abatement mechanism to ensure reduction of emissions, particularly CO2, Sox, Nox emission from diesel generator as per Environment Conservation Rules, 1997, Schedule - 2. The company should develop a mechanism to monitor this.	Md. Harunar Rashid-Asst. Manager (HR, Admin & Compliance)	10/06/2015
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 0			
Fulfillment Percentage		80.00%			
Total Audit Results for Part B Tier I					
Total Score		<input type="checkbox"/> Good <input checked="" type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Total number of deviations in crucial questions		0 of 35			
Overall fulfillment percentage		79.13%			

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

Part C: Audit Findings

Chapter	
C.1. Policy	
C.2. Planning and Implementation	
C.3. Management Review	
C.4. Control of Subcontractors / Suppliers / Sub-suppliers	
C.5. Control of Homeworkers	
C.6. Compensation	
C.7. Child Labour	
C.8. Outside Communication	
Total	

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re-audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

Workers Interview Sheet

Workers Interview Sheet			
Workers	Male workers number	Female workers number	% of the total workforce
Total	20	12	2.46
Workers aged < 18 years interviewed	0	0	0.00
Apprentices interviewed	0	0	0.00
Disabled persons interviewed	0	0	0.00
Full time workers interviewed	20	12	2.46
Part time workers interviewed	0	0	0.00
Seasonal workers interviewed	0	0	0.00
Migrant workers interviewed	0	0	0.00
Pregnant workers interviewed		0	0.00

Interview methods used	number (how many)
Number of Individual interviews conducted	16
# of people interviewed in Group(s)	16
# of Interviews conducted on site	32
# of Interviews conducted off site	0
Was an interpreter used?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Language(s) used for worker interviews	Bengali

No. of interview	Essentials (If the number of rows is not enough, please add pages as needed and include with the attachments).
1	Interview was conducted by the auditor at factory premises in a separate room. 16 individual workers & 16 workers in 4 groups. The auditor Ms. Shirmin Akter Bithi & Syed Mahbubul Islam Khan conducted the interviews in local Bangla Language. Interpreter was not needed in the interviews.
2	The auditor explained their interview process to the workers and assured them about the confidentiality of the information provided by them. Interviewee seemed comfortable before and after the interview process.
3	The company works one shift (8:00 am to 5:00 pm) with one hour break. The normal working hours are 8 hours per day and 6 days per week, i.e 48 hours regular working hours per week. Maximum 2 hours over work done by the workers if required. It was also cross verified during workers interview.
4	Minimum wages and overtime wages is given to all workers. Employees getting minimum wage Tk. 5300 as per the law. Maximum overtime is 12 hour per week. Pay slip is not provided to all workers before payment. No illegal deduction was recorded and workers satisfaction for payment terms & conditions.
5	Employees also reported that they get 01 hour meal break from 1.00 pm to 2.00 pm. All workers working there get one day off after working Saturday to Thursday.
6	As per this worker interview it was noted that maternity benefit (both payment and leave) with free check up by the factory doctor. Verification of age is ensured during recruitment. No child labor engaged by the facility since the company's establishment reported by the employees. Also noted no harassment or abuse was not reported yet.
7	Facility management is conducting regular first aid training to the workers. Workers were aware about the legal rights and duties under labor legislation, but not aware about the company's grievance handling procedures in accordance with BSCI guidelines.
8	All the employees get wages calculated as per law. The employees receives salaries on monthly basis within the 7th day of the following month.
9	Interviewed employees reported that they are free to leave after their working shift. All employees reported that there was no serious accident or untoward incident occurred in the factory since the establishment. Facility management had trained workers on fire safety knowledge. They knows how to operate the fire fighting equipment's.
10	Workers are getting compensation along with production bonus, attendance bonus, overtime payment, etc. Fire drill is initiated in every month. Orientation training is conducted during recruitment. No evidence of force labor discrimination, harassment is seen. All mandatory benefit is being ensured. Working hour is as per law. No discrimination of male/female or any kind, no sexual harassment was reported by the interviewed employees.

Score Interpretation	
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Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

Child and Young Workers Record Sheet

No Data Available for >Child and Young Workers Record Sheet

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

Overall Producer Pictures

No Photos Available