

ASSESSMENT INFORMATION	
Assessment ID	PRJ278504
Initiated	September 23, 2022 12:19 AM
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Status	VRF - Verification Finalized
Facility Name	Shun Jin Industrial Co., Ltd.
Facility ID	FA877152
Facility Geolocation	23.723576, 120.59978
Accredited Host	Higg Co / Sustainable Apparel Coalition
Verifier Body	BCI Compliance Group Limited
Verifiers	Name: Tsuei Sharon (Lih-Rong)
	Date Assigned: September 28, 2022 3:34 AM
	Gender: F
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Date Assigned: September 28, 2022 3:35 AM	
Gender: F	
Tool Version	1.4.2

VERIFICATION SUMMARY (OVERVIEW OF "INACCURATE" AND "NON-COMPLIANCE" SELECTIONS)

Facility Name		Shun Jin Industrial Co., Ltd.						Completion		94.2%
Verification Start Date		2022-10-27						Accuracy Index		78.3%
Section	Sub-Section	Category	Number	Question	Facility Response	Verification Selection	Verification Data	Final Verified Response	Non-Compliance	Legal Reference
RECRUITMENT & HIRING	Child Labor	Age Documentation	RH-CHI-11	If yes, please describe what legal documentation or other proof of age are reviewed to verify minimum age requirements and whether copies are maintained:	勞動基準法第46條規定	Inaccurate	Identification card	Identification card		
RECRUITMENT & HIRING	Child Labor	Minimum Age	RH-CHI-2	What is the age of the youngest worker in the facility?	Other	Inaccurate	Through the documentary review and the employee interview it was verified that the age of the youngest worker in the facility is 18 and she was born on April 30, 2004. She was hired by the facility on September 20, 2022.	18		

RECRUITMENT & HIRING	Child Labor	Remediation	RH-CHI-7	Does the facility have a remediation system in place for when children (those under the legal minimum working age) are found to be working in the facility?	No	Inaccurate	Through the documentary review it was noted the facility has the remediation system in place for when children (those under the legal minimum working age) are found to be working in the facility.	Yes		
RECRUITMENT & HIRING	Child Labor	Other Legal Requirements	RH-CHI-23	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Child Labor?	No	Inaccurate	There is no other legal requirements that was not covered elsewhere regarding Child Labor.	No applicable legal requirements		
RECRUITMENT & HIRING	Recruitment Practices	Recruiters	RH-REC-3	Are labor recruiters / employment agencies responsible for the recruitment of workers to the facility?	No	Inaccurate	Through the documentary review, the management interview, and the employee interview it was verified that the labor recruiter was responsible for the recruitment of foreign migrant workers to the facility. However the facility signed the contract with the foreign migrant workers directly.	Yes		
RECRUITMENT & HIRING	Discrimination	Other Legal Requirements	RH-DIS-41	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Recruitment and Hiring?	No	Inaccurate	There is no other legal requirements not covering elsewhere regarding to Discrimination in Recruitment and Hiring.	No applicable legal requirements		
RECRUITMENT & HIRING	Employment Practices	Contracts / T&Cs	RH-EMP-14	Does the facility use fixed-term contracts?	Yes	Inaccurate	Through the documentary review, the management interview, and the employee interview it was verified that the facility used long-term contracts with local workers and use 3-year-term contracts with the foreign migrant workers, which meets local law.	No		

RECRUITMENT & HIRING	Employment Practices	Other Legal Requirements	RH-EMP-23	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Contracts and Hiring Practices?	No	Inaccurate	There is no other legal requirements not covering elsewhere regarding Contracts and Hiring Practices.	No applicable legal requirements		
WORKING HOURS	Working Hours	Records	WH-WOR-4-6	Workers have unrestricted access to verify the accuracy of working hours		Inaccurate	Through the employee interview and the management interview it was noted that the workers had unrestricted access to verify the accuracy of working hours.	X		
WORKING HOURS	Working Hours	Overtime Hours	WH-WOR-10	Is overtime worked only for reasons permitted by law?	No applicable legal requirements	Inaccurate	Through the documentary review, employee interview and the management interview it was noted that the overtime was worked only for reasons which marked on the workplace rules: Due to natural disasters, incidents or emergencies, the employer may extend the working hours if it is necessary for the employees to work outside the normal working hours.	Yes		
WORKING HOURS	Working Hours	Breaks	WH-WOR-20	Does the facility provide time off for breastfeeding in line with legal requirements?	Yes	Inaccurate	Through the management interview it was noted that there were no workers gave birth and returned to work during the assessment period.	Not Applicable		
WORKING HOURS	Working Hours	Break Payment	WH-WOR-21	Are workers paid during breastfeeding breaks in line with legal requirements?	Yes	Inaccurate	Through the management interview it was noted that there were no workers gave birth and returned to work during the assessment period.	Not Applicable		
WORKING HOURS	Overtime	Exceptional Circumstances	WH-OVE-3	Did the facility experience exceptional circumstances (i.e. large late customer change orders, weather disasters etc.) that resulted in significant changes to its production schedules?	Yes	Inaccurate	Through the management interview the facility didn't experience exceptional circumstances that resulted in significant changes to its production schedules.	No		

WORKING HOURS	Working Hours	Other Legal Requirements	WH-WOR-25	Are facilities out of compliance with any legal requirements not covered elsewhere regarding Working Hours?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Working Hours.	No applicable legal requirements		
WAGES & BENEFITS	Wages and Benefits	Minimum Wage	WB-WAG-6	Do workers other than full-time production workers receive AT LEAST the legal minimum wage (and/or wage required by contract, CBA, or other agreement) for all regular hours worked?	Yes. Workers wages in line with all applicable legal requirements	Inaccurate	Through the documentary review and the management interview it was noted that all workers were full time production workers.	Not applicable. All workers are full-time production workers.		
WAGES & BENEFITS	Wages and Benefits	Overtime Wage	WB-WAG-10	Are overtime hours paid at a premium rate of AT LEAST 1.25 times the base rate?	No	Inaccurate	Through the documentary review, the employee interview and the management interview it was noted that the overtime hours were paid according to Labor Standards Act Article 24-2: When the overtime work is over two hours, but the total overtime work does not exceed four hours, the worker shall be paid, in addition to the regular hourly wage, at least an additional two-thirds of the regular hourly rate.	Yes		
WAGES & BENEFITS	Wages and Benefits	Wages	WB-WAG-37-5	Length of Employment		Inaccurate	Through the management interview it was noted that the facility defined the wage based on the year the workers joined in the facility and their title.	X		
WAGES & BENEFITS	Wages and Benefits	Wage Increase	WB-WAG-40	Describe the most representative department within the facility:	生管課	Inaccurate	Through the management interview it was noted that the workers promoted with an increase in their basic wage were based on the local requirement.	Not applicable		
WAGES & BENEFITS	Wages and Benefits	Wage Payment	WB-WAG-58	Do pay slips contain accurate information on worker wages in a detailed and comprehensive manner for all workers?	No	Inaccurate	Through the documentary review it was noted that the pay slips contain accurate information on worker wages in a detailed and comprehensive manner for all workers.	Yes		

WAGES & BENEFITS	Wages and Benefits	Wage Payment	WB-WAG-59	Is the receipt of wage payment confirmed in writing by all workers?	Yes	Inaccurate	Through the employee interview and the documentary review it was noted that the workers receive wage payment via bank transfer.	Not Applicable		
WAGES & BENEFITS	Wages and Benefits	Deductions	WB-WAG-69-1	IDs/Badges/Swipe Cards	X	Inaccurate	Through the employee interview it was noted that they didn't need to pay for the badge. Through the management interview it was noted if the workers miss their badges the workers need to pay for the extra one.			
WAGES & BENEFITS	Wages and Benefits	Deductions	WB-WAG-69-2	Uniforms	X	Inaccurate	Through the employee interview it was noted that they didn't need to pay for 2 x uniforms. Through the management interview it was noted that if the workers need more than 2 uniforms the workers need to pay for the extra one.			
WAGES & BENEFITS	Wages and Benefits	Deductions	WB-WAG-69-4	None of the above		Inaccurate	Through the employee interview and the management interview it was verified that if the workers needed the badges and 2 x uniforms when they joined the facility, they didn't need to pay it.	X		
WAGES & BENEFITS	Wages and Benefits	Social Insurance / Social Security	WB-WAG-70-1	Pension/ Provident fund		Inaccurate	Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included pension fund.	X		
WAGES & BENEFITS	Wages and Benefits	Social Insurance / Social Security	WB-WAG-70-4	Unemployment		Inaccurate	Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included unemployment.	X		
WAGES & BENEFITS	Wages and Benefits	Social Insurance / Social Security	WB-WAG-70-5	Maternity		Inaccurate	Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included maternity.	X		
WAGES & BENEFITS	Wages and Benefits	Social Insurance / Social Security	WB-WAG-71-1	Pension/ Provident fund		Inaccurate	Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included pension fund.	X		
WAGES & BENEFITS	Wages and Benefits	Social Insurance / Social Security	WB-WAG-71-4	Unemployment		Inaccurate	Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included unemployment.	X		
WAGES & BENEFITS	Wages and Benefits	Social Insurance / Social Security	WB-WAG-71-5	Maternity		Inaccurate	Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included maternity.	X		
WAGES & BENEFITS	Wages and Benefits	Compensatory Leave	WB-WAG-86	Does the facility provide workers with compensatory time off in line with legal requirements?	No	Inaccurate	Through the employee interview and the management interview it was verified that if the workers worked overtime, they could choose to get the overtime fee or compensatory time off which was in line with legal requirement. .	Yes		

WAGES & BENEFITS	Wages and Benefits	Other Legal Requirements	WB-WAG-89	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Wages and Benefits?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Wages and Benefits.	No applicable legal requirements		
WORKER TREATMENT	Forced Labor	Other Legal Requirements	WT-FOR-13	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Forced Labor in Worker Treatment?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Forced Labor in Worker Treatment.	No applicable legal requirements		
WORKER TREATMENT	Harassment and Abuse	Security Personnel	WT-HAR-6	Does the facility employ (or contract services for) security personnel on-site?	No	Inaccurate	Through onsite tour, documentary review and the management interview it was noted that the facility employed subcontract security personnel onsite.	Yes		
WORKER TREATMENT	Harassment and Abuse	Other Legal Requirements	WT-HAR-43	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Harassment and Abuse?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Harassment and Abuse.	No applicable legal requirements		
WORKER TREATMENT	Discrimination	Pregnancy and Maternity	WT-DIS-10-5	Not Applicable		Inaccurate	Through the management interview it was noted that there were no workers returned from maternity or went on maternity.	X		
WORKER TREATMENT	Discrimination	Pregnancy and Maternity	WT-DIS-11	Does the facility include all maternity leave in the workers' period of continuous service?	Yes	Inaccurate	Through the management interview it was noted that there were no workers returned from maternity or went on maternity.	Not Applicable		

WORKE R TREA TMENT	Discrim ination	Other Le gal Requi rements	WT-DIS-26	Are facili ty practic es out of complan ce with a ny legal r equirem ents not covered elsewher e regard ing Discrim ination in Worke r Treatm ent?	No	Inaccurate	There is no other legal require ments not covered elsewhere regarding Discrimination in Wor ker Treatment.	No applicable legal requiremen ts		
WORKE R TREA TMENT	Discipli ne	Other Le gal Requi rements	WT-DISC-8	Are facili ty practic es out of complan ce with a ny legal r equirem ents not covered elsewher e regard ing Discip line?	No	Inaccurate	There is no other legal require ments not covered elsewhere regarding Discipline.	No applicable legal requiremen ts		
WORKE R INVO LVEME NT	Workpl ace Co operati on	Bipartite Committ ee(s)	WI-WOR-3	Are ther e any leg ally requi red bipar tite com mittee(s) in place at the fa cility?	Yes	Inaccurate	There is no applicable legal req uirement for the bipartite com mittee.	No applicable legal requiremen ts		
WORKE R INVO LVEME NT	Workpl ace Co operati on	Other Le gal Requi rements	WI-WOR-12	Are facili ty practic es out of complan ce with a ny legal r equirem ents not covered elsewher e regard ing Work place Co operatio n, Grieva nces and Dispute s?	No	Inaccurate	There is no other legal require ments not covered elsewhere regarding Workplace Cooperati on, Grievances and Disputes.	No applicable legal requiremen ts		
WORKE R INVO LVEME NT	FOA & CB	Other Le gal Requi rements	WI-FOA-77	Are facili ty practic es out of complan ce with a ny legal r equirem ents not covered elsewher e regard ing Freed om of As sociation and Colle ctive Bar gaining?	No	Inaccurate	There is no other legal require ments not covered elsewhere regarding Freedom of Associati on and Collective Bargaining.	No applicable legal requiremen ts		
WORKE R INVO LVEME NT	Grieva nce Sys tems	External Assistanc e	WI-GRI-6-6	Worker r epresent atives		Inaccurate	Through the employee interv iew it was noted that the work ers had accessed to local indus trial area office that aided in re solving complaints, grievances, harassment or abuse cases.	X		

HEALTH & SAFETY	General Work Environment	Noise Levels	HS-GEN-8	Are noise levels in line with legal requirements?	Yes	Inaccurate	Through the documentary review it was noted that some of onsite noise levels were over 80 Leq which was legal requirements so the facility provided the earplug to the facility.	No		
HEALTH & SAFETY	Building Safety	Stairs and Raised Platforms	HS-BUI-6-1	Exposed overhead working surfaces (such as working docks, mezzanine floors, exposed platforms) have adequate guardrails and fencing	Not Applicable	Inaccurate	Through onsite tour it was verified that the working docks on dyeing workshop had adequate guardrails and fencing.	X		
HEALTH & SAFETY	Building Safety	Stairs and Raised Platforms	HS-BUI-6-3	All facility stairway steps are even	Not Applicable	Inaccurate	Through onsite tour it was verified that all facility stairway steps were even.	X		
HEALTH & SAFETY	Building Safety	Stairs and Raised Platforms	HS-BUI-6-4	All facility step surfaces are made from slip resistant materials or have anti-slip protection (i.e. anti-slip stickers or embossed/rough surfaces)	Not Applicable	Inaccurate	Through onsite tour it was verified that all facility step surfaces had anti-slip protection.	X		
HEALTH & SAFETY	Building Safety	Fall Protection	HS-BUI-8-1	Workers use fall protection when needed		Inaccurate	Through onsite tour it was noted that if the workers needed to go high place, they needed to fasten the safety belt first.	X		
HEALTH & SAFETY	Building Safety	Fall Protection	HS-BUI-8-6	Not Applicable	X	Inaccurate	Through onsite tour it was noted that the facility had the safety measures in place for fall protection.			
HEALTH & SAFETY	Building Safety	PCB	HS-BUI-15	Has the facility conducted an assessment to identify if equipment contains PCB?	No	Inaccurate	Through the documentary review and the management interview, it was noted that the facility conducted the assessment to identify if equipment contained PCB. The latest one was conducted on October 18, 2022.	Yes		
HEALTH & SAFETY	Building Safety	Asbestos	HS-BUI-17-1	Facility has performed an asbestos exposure assessment		Inaccurate	Through the documentary review and the management interview it was noted that the facility had performed an asbestos exposure assessment. The latest one was conducted on October 1, 2022 and they confirmed that the facility didn't have asbestos.	X		

HEALTH & SAFETY	Building Safety	Asbestos	HS-BUI-17-2	Facility has taken the proper steps to ensure that workers are not exposed to asbestos		Inaccurate	Through the documentary review and the management interview it was noted that the facility performed the asbestos exposure assessment and then had the training for the workers on October 17, 2022 to ensure that they didn't buy with asbestos and workers were not exposed to asbestos.	X		
HEALTH & SAFETY	Building Safety	On-site Vehicles	HS-BUI-18	Is there on-site vehicle traffic at the facility?	No	Inaccurate	Through onsite tour and the management interview it was verified that there was one forklift and one car at the facility.	Yes		
HEALTH & SAFETY	Risk Assessment		HS-RIS-1	Has the facility conducted a health and safety risk assessment?	No	Inaccurate	Through the documentary review and the management interview it was noted that the facility conducted the health and safety risk assessment in September 21, 2022. This risk assessment included topics such as: General Work Environment, Building Safety, Emergency Preparedness Chemicals/Hazardous Substances, Worker Protection, and Electrical Safety.	Yes		
HEALTH & SAFETY	HS Committee		HS-HSC-1	Does the facility have an occupational safety and health (OSH) committee?	No. Not legally required	Inaccurate	Through the documentary review and the management interview it was verified that the facility had the occupational safety and health (OSH) committee. There were 8 members in this committee. The latest meeting they conducted was on October 3, 2022.	Yes		
HEALTH & SAFETY	HS Worker Engagement	HS Cooperation Mechanisms	HS-HSW-1	Are mechanisms to ensure cooperation between workers and management on occupational safety and health matters formed and functioning in line with legal requirements?	Yes	Inaccurate	In Taiwan, there was no applicable legal requirement for this. The facility had OSH committees to ensure cooperation between workers and management on occupational safety and health matters.	No applicable legal requirements		
HEALTH & SAFETY	Emergency Preparedness	Fire Detection and Alarm	HS-EME-7-7	Emergency alarm system is distinct from regular alarms		Inaccurate	Through onsite tour it was verified that the emergency alarm system sound was different from the regular alarm.	X		
HEALTH & SAFETY	Emergency Preparedness	Emergency Exits	HS-EME-16-4	Emergency exit lighting has a back-up battery providing continuous lighting within a timeframe		Inaccurate	Through onsite testing it was verified that the emergency exit lighting had a back-up battery providing continuous lighting within 30 minutes.	X		

HEALTH & SAFETY	Emergency Preparedness	Emergency Exits	HS-EME-17	Are emergency exits in line with other legal requirements?	Yes	Inaccurate	There was no other legal requirement for the emergency exit.	No applicable legal requirements		
HEALTH & SAFETY	Emergency Preparedness	Evacuation Procedures	HS-EME-19-4	All workers know their primary evacuation route and their secondary route if the primary route is blocked		Inaccurate	Through the employee interview it was noted that all workers knew their primary evacuation route and their secondary route if the primary route was blocked.	X		
HEALTH & SAFETY	Emergency Preparedness	Evacuation Procedures	HS-EME-19-12	Emergency drills are documented in a written log		Inaccurate	Through the documentary review it was verified that the emergency drills were documented in the written log.	X		
HEALTH & SAFETY	Emergency Preparedness	Response Team	HS-EME-22-1	Members of the Fire Brigade/Emergency Response Team undergo both initial and refresher trainings on their responsibilities		Inaccurate	Through the documentary review and the employee interview it was verified that members of the Fire Brigade/Emergency Response Team underwent both initial and refresher trainings on their responsibilities. The latest one was conducted on December 20, 2021.	X		
HEALTH & SAFETY	Emergency Preparedness	Response Team	HS-EME-22-2	Members of the Fire Brigade/Emergency Response Team have the appropriate equipment to fight fires (including the correct PPE, e.g., breathing apparatus)		Inaccurate	Through the employee interview and the management interview it was noted that members of the Fire Brigade had the fire hydrant and the fire extinguisher to fight fires.	X		
HEALTH & SAFETY	Emergency Preparedness	Response Team	HS-EME-22-3	None of the above	X	Inaccurate	Through the documentary review, employee interview and the management interview it was noted that the facility provided the above measures in place related to a Fire Brigade/Emergency Response Team.			

HEALTH & SAFETY	Chemicals and Hazardous Substances	Storage	HS-CHE-7-3	When not in use, all chemical containers are properly capped and stored away so as to prevent spillage, leakage, and unsafe exposure to workers		Inaccurate	Through onsite tour it was verified that when not in use, all chemical containers were properly capped and stored away in the chemical areas so as to prevent spillage, leakage, and unsafe exposure to workers.	X		
HEALTH & SAFETY	Chemicals and Hazardous Substances	Storage	HS-CHE-7-4	Chemical storage areas with flammable chemicals are equipped with an automatic fire extinguishing system	Not Applicable	Inaccurate	Through onsite tour it was verified that the chemical storage areas with flammable chemicals were not equipped with an automatic fire extinguishing system but the facility set the fire extinguishers nearer the chemical areas.			
HEALTH & SAFETY	Chemicals and Hazardous Substances	Storage	HS-CHE-7-5	In cases of emergency, there are easy entry(ies) and exit(s) to all chemical storage areas		Inaccurate	Through onsite tour it was verified that there were easy entry and exit to all chemical storage areas.	X		
HEALTH & SAFETY	Chemicals and Hazardous Substances	Handling	HS-CHE-9-5	Chemicals are not disposed of in waste bin containers which are generally used for food and drink		Inaccurate	Through onsite tour and the employee interview it was noted that the chemicals were disposed to the designated place and not disposed of in waste bin containers which were generally used for food and drink.	X		
HEALTH & SAFETY	Chemicals and Hazardous Substances	Other Legal Requirements	HS-CHE-15	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Chemicals and Hazardous Substances?	No	Inaccurate	There is no applicable legal requirement not covered elsewhere regarding Chemicals and Hazardous Substances.	No applicable legal requirements		
HEALTH & SAFETY	Worker Protection	Special Categories	HS-WOR-2	Are pregnant and nursing workers protected against safety and health risks in line with legal requirements?	Yes	Inaccurate	Through the management interview it was noted that there was no pregnant or nursing workers present during the assessment period.	Not Applicable		

HEALTH & SAFETY	Worker Protection	Personal Protective Equipment (PPE)	HS-WOR-4	Are PPE and clothing paid for or by the facility for all workers?	No	Inaccurate	Through the employee interview and the management interview it was verified that PPE and clothing were paid for by the facility for all workers.	Yes		
HEALTH & SAFETY	Worker Protection	Ergonomics	HS-WOR-14	Does the facility have ergonomic measures in place that consider the requirements of both women and men?	No	Inaccurate	Through onsite tour it was verified that the facility had ergonomic measures in place that considered the requirements of both women and men such as the facility provided the chair and the higher step for the workers in cutting workshop so the workers could take rest and didn't need to stand on tiptoe to operate the machine. The facility provided the automatic moving machine for the packing workshop to move the packed fabric to the designated place.	Yes		
HEALTH & SAFETY	Materials Handling and Storage	Ladders	HS-MAT-4-1	Portable ladders have been inspected for damage and maintenance		Inaccurate	Through the employee interview and the management interview it was noted that the workers will check the portable ladders before using it.	X		
HEALTH & SAFETY	Materials Handling and Storage	Ladders	HS-MAT-4-3	Workers are trained to place ladders on a secure, even surface when in use		Inaccurate	Through the employee interview it was noted that the team leader trained the workers how to use the ladder when joining to work in the facility.	X		
HEALTH & SAFETY	Materials Handling and Storage	Ladders	HS-MAT-4-4	The facility prohibits tying or fastening together ladders to achieve additional height		Inaccurate	Through the employee interview and the management interview it was noted that the workers knew they couldn't tying or fastening together ladders to achieve additional height.	X		
HEALTH & SAFETY	Materials Handling and Storage	Ladders	HS-MAT-4-5	The facility prohibits placing ladders in front of any doors that may or may not be locked or guarded		Inaccurate	Through the employee interview and the management interview it was noted that the workers knew they couldn't place ladders in front of any doors that may or may not be locked.	X		
HEALTH & SAFETY	Materials Handling and Storage	Ladders	HS-MAT-4-6	The facility prohibits using ladders in the horizontal position as a platform or scaffolding		Inaccurate	Through the employee interview and the management interview it was noted that the workers knew they couldn't use ladders in the horizontal position as a platform or scaffolding.	X		
HEALTH & SAFETY	Materials Handling and Storage	Forklifts	HS-MAT-6-3	Facility prohibits overloading materials on forklift trucks		Inaccurate	Through the employee interview and the management interview it was noted that the forklift driver knew he couldn't overload materials on forklift truck.	X		

HEALTH & SAFETY	Materials Handling and Storage	Forklifts	HS-MAT-6-4	The facility prohibits using forklifts to lift workers so that they can perform activities at higher heights		Inaccurate	Through the employee interview and the management interview it was noted that the forklift driver knew he couldn't use forklift to lift workers for any reason.	X		
HEALTH & SAFETY	Materials Handling and Storage	Forklifts	HS-MAT-6-7	Forklifts are parked in designated location(s) when not in use		Inaccurate	Through onsite tour and the employee interview it was noted that the forklift was parked in the designated location when not in use.	X		
HEALTH & SAFETY	Electrical Safety	Electrical Wiring	HS-ELE-3-2	Electrical wirings are insulated in non-flammable material		Inaccurate	Through onsite tour and the documentary review it was noted that the electrical wirings were insulated in non-flammable material.	X		
HEALTH & SAFETY	Electrical Safety	Electrical Wiring	HS-ELE-3-4	Electrical wirings are in a safe place (i.e. not on the floor)		Inaccurate	Through onsite tour and the documentary review it was noted that the electrical wirings were secured in the electrical box and they were not on the floor.	X		
HEALTH & SAFETY	Electrical Safety	Maintenance	HS-ELE-6	Does the facility conduct maintenance on live electrical equipment?	Yes	Inaccurate	Through the management interview it was noted that when the facility conducted electrical maintenance, the power was turned off.	No		
HEALTH & SAFETY	Electrical Safety	Machinery	HS-ELE-8	Are Ground Fault Circuit Interrupters (GFCI) outlets used in wet environments?	Yes	Inaccurate	Through onsite tour it was noted that there was no wet environment.	Not Applicable		
HEALTH & SAFETY	First Aid and Medical	First-aid	HS-FIR-1-1	First-aid kits are sufficient in number	X	Inaccurate	Through onsite tour it was verified that the facility posted the first aid kits list near the first-aid box but some supplies on the list were not in the first aid kit box.		X	Labor Health Protection Rules Article 15.1: Institutions should prepare enough first-aid medicines and equipment with reference to the size, distribution, hazardous conditions and number of workers of the workplace, and assign first-aid personnel to handle first-aid matters.

HEALTH & SAFETY	First Aid and Medical	First-aid	HS-FIR-1-2	First-aid kits are sufficiently maintained (fully stocked and without expired items)	X	Inaccurate	Through onsite tour it was verified that some supplies in the first-aid box had exceeded their expirations.		X	Labor Health Protection Rules Article 15.3: The first-aid medicines and equipment specified in Paragraph 1 shall be kept in a suitable fixed place and kept clean, and shall be regularly inspected at least every six months. Contaminated or invalid items should be replaced and supplemented at any time.
HEALTH & SAFETY	First Aid and Medical	Medical Treatment	HS-FIR-5	Are on-site medical facilities/clinic(s) and staff in line with legal requirements?	Yes	Inaccurate	Labor Health Protection Rules Article 3: Business units with more than 300 workers shall employ or specially contract physicians engaged in labor health services and nurses engaged in labor health services (hereinafter referred to as medical staff), Apply for labor health services. This facility worker number is under 100. Through onsite tour and the management interview it was noted there is no on-site medical facility in the factory. The factory provided one room for the workers to do COVID-19 rapid antigen tests.	Not Applicable		
HEALTH & SAFETY	First Aid and Medical	Work-related Accidents and Diseases	HS-FIR-15	Number of commuting injuries in the last 12 months:	0	Inaccurate	Through the documentary review it was noted that there was one minor inquiry on October 12, 2022. One worker had incorrect operation of the machine and lead to swelling of the thumb.	1		
HEALTH & SAFETY	Contractor Safety		HS-CON-2-1	Facility verifies that contractor personnel have appropriate qualifications and licenses for work being performed		Inaccurate	Through the documentary and the management interview it was noted that the facility verified the contractor's qualifications and licenses before they were onsite.	X		
HEALTH & SAFETY	Contractor Safety		HS-CON-2-2	Facility provides contractor personnel with a safety orientation		Inaccurate	Through the management interview it was noted that when the contractor personnel were onsite, the facility provides safety manual first.	X		

HEALTH & SAFETY	Contractor Safety		HS-CON-2-3	Facility monitors contracted personnel to ensure they perform work in a safe and legal manner		Inaccurate	Through the management interview it was noted that the maintenance department will monitor contracted personnel to ensure they perform work in a safe and legal manner.	X		
HEALTH & SAFETY	Contractor Safety		HS-CON-2-6	A fire extinguisher is provided by the facility when hot works are performed (i.e. if the contractor did not bring their own)		Inaccurate	Through the management interview it was noted that if the contractor performed hot work, they provided the fire extinguisher.	X		
HEALTH & SAFETY	Contractor Safety		HS-CON-2-8	None of the above	X	Inaccurate	Through the employee interview and the management interview it was noted that the facility provided the above measures in place, when appropriate, regarding contractor safety.			
HEALTH & SAFETY	Health and Safety	Other Legal Requirements	HS-HEAL-1	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Health & Safety?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Health & Safety.	No applicable legal requirements		
TERMINATION	Discrimination	Other Legal Requirements	TER-DIS-5	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Termination?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Discrimination in Termination.	No applicable legal requirements		
TERMINATION	Termination	Other Legal Requirements	TER-TER-1	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Termination Practices?	No	Inaccurate	There is no other legal requirements not covered elsewhere regarding Termination Practices.	No applicable legal requirements		

MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-1.2	Please provide a list of all relevant written procedures:	HR-01	Inaccurate	Through the documentary review it was noted that the facility had relevant written procedures for Prohibition of Forced Labor, Prohibition of Child Labor, Prohibition of Harassment or Abuse, Prohibition of Discrimination, Health and Safety, Freedom of Association & Collective Bargaining, Compensation and Benefits, Hours of Work.	Through the documentary review it was noted that the facility had relevant written procedures for Prohibition of Forced Labor, Prohibition of Child Labor, Prohibition of Harassment or Abuse, Prohibition of Discrimination, Health and Safety, Freedom of Association & Collective Bargaining, Compensation and Benefits, Hours of Work.		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-2-3	Reference to other national or international requirements/declarations/goals/guiding principles etc.	X	Inaccurate	Through the management interview it was noted that there was no other international requirement but they followed their client's (Lululemon) request.			
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3-2	Termination and retrenchment		Inaccurate	Through the documentary review it was verified that termination and retrenchment were included within the facility's written policies and procedures.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3.4	Please provide a list of all written policies and procedures referencing child labor and/or young workers:	HR-01	Inaccurate	Adopt a zero-tolerance policy for the use of child labor and commit to complying with the country's minimum age laws and not employing child labor. If all employees of the company and any child labor in the company, they must stop their work immediately, report it to the department supervisor, and follow the child labor prevention and remediation plan.	Adopt a zero-tolerance policy for the use of child labor and commit to complying with the country's minimum age laws and not employing child labor. If all employees of the company and any child labor in the company, they must stop their work immediately, report it to the department supervisor, and follow the child labor prevention and remediation plan.		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3.5	Please provide a list of all written policies and procedures referencing prohibition of forced labor:	HR-01	Inaccurate	In compliance with all company norms, the company respects the right of employees to leave their jobs freely and ensures that the overall conditions of employment are voluntary. The company prohibits the use of any form of forced labor, including seizure of documents, prison labor, and bonded labor. Both the company and its cooperating human resources agencies prohibit any behavior that restricts labor freedom, such as collecting collateral, detaining employees' wages, personal documents, benefits, restricting employees' access to the factory area, and forcing them to work overtime, so as to force employees to work continuously in the company. Nor may employees be employed on a transactional basis. Employees have the right to leave the workplace after completing standard working hours and tasks; employees can freely terminate the employment contract after the expiration of the notice period specified by the company.	In compliance with all company norms, the company respects the right of employees to leave their jobs freely and ensures that the overall conditions of employment are voluntary. The company prohibits the use of any form of forced labor, including seizure of documents, prison labor, and bonded labor. Both the company and its cooperating human resources agencies prohibit any behavior that restricts labor freedom, such as collecting collateral, detaining employees' wages, personal documents, benefits, restricting employees' access to the factory area, and forcing them to work overtime, so as to force employees to work continuously in the company. Nor may employees be employed on a transactional basis. Employees have the right to leave the workplace after completing standard working hours and tasks; employees can freely terminate the employment contract after the expiration of the notice period specified by the company.		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3-10	Discipline		Inaccurate	Through the documentary review it was noted that the working rules included Discipline.	X		

MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3-14	Please provide a list of all written policies and procedures referencing health and safety: HR-01 移工招聘零付費及社會責任作業程序		Inaccurate	Occupational Safety, Emergency Response, Occupational Injury and Disease Prevention, Industrial Hygiene, Machine Safety Protection, Public Health	Occupational Safety, Emergency Response, Occupational Injury and Disease Prevention, Industrial Hygiene, Machine Safety Protection, Public Health		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3-18	Suppliers/subcontractors		Inaccurate	Through the documentary review it was noted that the facility had policies and procedures for suppliers/subcontractor.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-3-20	Bribery and anti-corruption		Inaccurate	Through the documentary review it was noted that bribery and anti-corruption topic was included within the facility's written policies and procedures.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-4-4	Remediation for child labor (for when children under the legal minimum working age are found to be working for the facility)		Inaccurate	Please refer to the attached remediation for child labor.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-4-7	Work restrictions for apprentices/interns/trainees	X	Inaccurate	Through the management interview it was noted that the facility didn't have apprentices/interns/trainees and they didn't have policies for this.			
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-5-3	Prohibition of indentured labor		Inaccurate	Through the documentary review, it was verified that prohibition of indentured labor was included in the facility's written policies and procedures for the prohibition of forced labor.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-5-4	Prohibition of prison labor		Inaccurate	Through the documentary review, it was verified that prohibition of prison labor was included within the facility's written policies and procedures for the prohibition of forced labor.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-5-5	Prohibition of human trafficking		Inaccurate	Through the documentary review, it was verified that prohibition of human trafficking was included within the facility's written policies and procedures for the prohibition of forced labor.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-9-1	Wage payments		Inaccurate	Through the documentary review it was verified that wage payments was included within the facility's written policies and procedures for wages and benefits.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-9-2	Wage calculations		Inaccurate	the documentary review it was verified that wage calculations was included within the facility's written policies and procedures for wages and benefits.	X		

MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-13-5	Emergency preparedness		Inaccurate	Through the documentary review it was verified that Occupational health and safety laws, General work environment, Emergency preparedness, Chemicals/Hazardous substances, Worker Protection, Materials handling and storage, Electrical safety, First aid, Steps for workers to raise health and safety concerns were included within the facility's written policies and procedures for health and safety.	X		
MANA GEMENT SYSTEMS	Plan	Policies & Procedures	MS-PLA-14-5	Bank accounts		Inaccurate	Through the documentary review it was noted the bank account topic was included within the facility's written policies and procedures for foreign migrant workers.1 According to the work contract, the salaries are directly transferred to the bank account by the company, so the company may have a third-party Migrant Bank account, but it does not control the acquisition of the account.2. The company does not have forced migrant workers to save and other matters in accordance with the law, and the same applies to domestic and foreign intermediary companies.	X		
MANA GEMENT SYSTEMS	Do	Roles and Responsibilities	MS-DO-2-16	Domestic migrant workers	X	Inaccurate	Through the management interview it was noted that there was no domestic migrant worker policy and they didn't use domestic migrant workers.			
MANA GEMENT SYSTEMS	Do	Roles and Responsibilities	MS-DO-2-18	Suppliers/subcontractors		Inaccurate	Through the documentary review it was noted that suppliers/subcontractors topic had been assigned to Ms. Mira Liao.	X		
MANA GEMENT SYSTEMS	Do	Communication and Training	MS-DO-5-4	Security guards	X	Inaccurate	Through the training record, it was noted that the security guards didn't receive communication and training.			
MANA GEMENT SYSTEMS	Do	Communication and Training	MS-DO-7-17	Homeworkers	X	Inaccurate	Through the management it was noted that the facility didn't have homemaker policy so the topic was not part of the communication and training for senior management.			
MANA GEMENT SYSTEMS	Do	Communication and Training	MS-DO-7-18	Suppliers/subcontractors		Inaccurate	Through the management it was noted that the facility didn't have homemaker policy so the topic was not part of the communication and training for senior management.	X		
MANA GEMENT SYSTEMS	Check	Self Assessment	MS-CHE-3-6	Anti-harassment and abuse		Inaccurate	Through the management interview, it was noted that the facility reviewed policies and procedures for anti-harassment and abuse once a year.	X		
MANA GEMENT SYSTEMS	Check	Self Assessment	MS-CHE-3-7	Anti-discrimination		Inaccurate	Through the management interview, it was noted that the facility reviewed policies and procedures for anti-discrimination once a year.	X		
MANA GEMENT SYSTEMS	Check	Self Assessment	MS-CHE-3-8	Working Hours		Inaccurate	Through the management interview, it was noted that the facility reviewed policies and procedures for working hours once a year.	X		
MANA GEMENT SYSTEMS	Check	Self Assessment	MS-CHE-3-9	Wages and Benefits		Inaccurate	Through the management interview, it was noted that the facility reviewed policies and procedures for wages and benefits once a year.	X		

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FACILITY PROFILE

Number	Question	Final Verified Response
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Section Instructions

Section Instructions

	<p>Section Description: The purpose of the Facility Profile section is to understand the scope of facility operations and determine what questions in other sections of the Tool are applicable to this specific facility. Topics within this section include: • Step Selection • Basic Information • Building Structures • Worker Demographics • Nationalities • Languages • Operating Licenses • Certifications • Production / Operation Information • Subcontractors for Production / Operation</p> <p>IMPORTANT NOTES: 1) First make your "Step Selection" below. 2) Then complete all questions in the Facility Profile. Certain answers within your Facility Profile (especially within the "Building Structures" and "Worker Demographics" section) will dictate which questions you will see within the Tool. If a question with free text answer (Response Here) is not applicable to you, type "Not Applicable". If a question does not have the answer option that best fits your facility circumstances, please choose the most appropriate or positive answer and use the question under Sub-Section Facility Comments to provide your feedback. You will have to complete one Facility Profile question after you have finished your entire self/joint-assessment to ensure an accurate answer: FP-BAS-26 Date of self/ or joint-assessment submission (YY YY-MM-DD); Remember that the verification has to occur within two months after this submission date. If scheduling does not allow you to complete the verification in time, then ensure you update this self/joint-assessment prior to completing it on the Accredited Host platform.</p>	
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Step Selection

FP-STE-1	Please choose which tool "Step" your facility would like to complete:	
Facility Response: Step 2		
Verification Selection: Verification not required		
Corrected Response:		
FP-STE-2	Overall Completion Percentage (based on Step Selection):	

Accuracy Index

FP-ACC-1	Accuracy Index	
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OAR Open Apparel Registry

Facility

FP-OAR-1	Open Apparel Registry (OAR) ID Number:	Not Applicable
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Facility Response: Not Applicable

Verification Selection: Accurate

Basic Information		
Facility		
FP-BAS-1	Facility Name (as per business license):	順晉實業股份有限公司
Facility Response: 順晉實業股份有限公司		
Verification Selection: Accurate		
Verification Data: The English facility name is SHUN JIN INDUSTRIAL CO., LTD.		
FP-BAS-2	Facility Street Address (as per business license):	雲林縣斗六市復興路56號
Facility Response: 雲林縣斗六市復興路56號		
Verification Selection: Accurate		
Verification Data: The English facility address is No. 56, Fuxing Rd., Douliu City, Yunlin County 64069, Taiwan (R.O.C.).		
FP-BAS-3	Facility City Address (as per business license):	斗六市
Facility Response: 斗六市		
Verification Selection: Accurate		
Verification Data: The English facility address is No. 56, Fuxing Rd., Douliu City, Yunlin County 64069, Taiwan (R.O.C.).		
FP-BAS-4	Facility State/Province Address (as per business license):	雲林縣
Facility Response: 雲林縣		
Verification Selection: Accurate		
Verification Data: The English facility address is No. 56, Fuxing Rd., Douliu City, Yunlin County 64069, Taiwan (R.O.C.).		
FP-BAS-5	Facility Zip Code/Postal Code Address (as per business license):	640
Facility Response: 640		
Verification Selection: Accurate		
FP-BAS-6	Facility Name (in local language as per business license):	順晉有限公司實業股份有限公司
Facility Response: 順晉有限公司實業股份有限公司		
Verification Selection: Accurate		
FP-BAS-7	Facility Address (in local language as per business license):	雲林縣斗六市檯中里復興路56號
Facility Response: 雲林縣斗六市檯中里復興路56號		
Verification Selection: Accurate		
FP-BAS-8	Facility Country:	Taiwan, Province of China
Facility Response: Taiwan, Province of China		
Verification Selection: Accurate		
Verification Data: The English facility address is No. 56, Fuxing Rd., Douliu City, Yunlin County 64069, Taiwan (R.O.C.).		
FP-BAS-9	Facility Geolocation Latitude:	23.723576
Facility Response: 23.723576		
Verification Selection: Accurate		
FP-BAS-10	Facility Geolocation Longitude:	120.59978
Facility Response: 120.59978		
Verification Selection: Accurate		
FP-BAS-11	Facility Contact Name:	蕭俊男
Facility Response: 蕭俊男		
Verification Selection: Accurate		
Verification Data: The facility contact name in English is Mr. Jun-Nan, Xiao.		
FP-BAS-12	Facility Contact Title:	廠長
Facility Response: 廠長		
Verification Selection: Accurate		
Verification Data: The facility contact title is factory manager.		
FP-BAS-13	Facility Contact Phone #:	886-055571690
Facility Response: 886-055571690		
Verification Selection: Accurate		
FP-BAS-14	Facility Phone #:	886-055571690
Facility Response: 886-055571690		
Verification Selection: Accurate		
FP-BAS-15	Facility Email:	nan@yuyuangu.com.tw

Facility Response: nan@yuyuang.com.tw		
Verification Selection: Accurate		
Hours of Operation		
FP-BAS-16	Normal Hours of Operation per day:	The office staff working hours are from 8:00 ~ 17:00. The employees on the production line work in two shifts from 8:00~20:00 and 20:00~8:00.
Facility Response: 當日8點~翌日8點		
Verification Selection: Updated during Verification		
Corrected Response: The office staff working hours are from 8:00 ~ 17:00. The employees on the production line work in two shifts from 8:00~20:00 and 20:00~8:00.		
Verification Data: Through the management interview and the employee interview it was noted that the office staff working hours were from 8:00 ~ 17:00. The employees on the production line worked in two shifts from 8:00~20:00 and 20:00~8:00.		
FP-BAS-17	Number of Shifts and Hours of Operation for each (Normal Operations):	2班(12小時)
Facility Response: 2班(12小時)		
Verification Selection: Accurate		
Verification Data: Through the management interview and the employee interview it was noted that the office staff working hours were from 8:00 ~ 17:00. The employees on the production line worked in two shifts from 8:00~20:00 and 20:00~8:00.		
FP-BAS-18	Number of Shifts and Hours of Operation for each (Peak Operations):	2班(12小時)
Facility Response: 2班(12小時)		
Verification Selection: Accurate		
Verification Data: Through the management interview and the employee interview it was noted that the office staff working hours were from 8:00 ~ 17:00. The employees on the production line worked in two shifts from 8:00~20:00 and 20:00~8:00.		
Peak Months		
FP-BAS-19	Peak Operation Months:	3~9月
Facility Response: 3~9月		
Verification Selection: Accurate		
Assessment Submission		
FP-BAS-20	Submission Type:	Self-assessment (SA) by facility (only)
Facility Response: Self-assessment (SA) by facility (only)		
Verification Selection: Accurate		
FP-BAS-21	Please describe the organization that assisted with this assessment:	
Facility Response:		
FP-BAS-22	Please enter the name of the individual who assisted with this assessment:	
Facility Response:		
FP-BAS-23	Please enter the contact email(s) of the individual who assisted with this assessment:	
Facility Response:		
FP-BAS-24	Facility Contact Name(s) of who is submitting the self/ or joint-assessment:	陳明茂
Facility Response: 陳明茂		
Verification Selection: Accurate		
Verification Data: The facility contact name who submitted the self assessment is Mr. Watt Chen.		
FP-BAS-25	Facility Contact Email(s) of who is submitting the self/ or joint-assessment:	watt@yuyuang.com.tw
Facility Response: watt@yuyuang.com.tw		
Verification Selection: Accurate		
FP-BAS-26	Date of self/ or joint-assessment submission (YYYY-MM-DD):	2022-09-08
Facility Response: 2022-09-08		
Verification Selection: Accurate		
Building Structures		
Total		
FP-BUI-1	Total number of buildings on-site:	1
Facility Response: 3		
Verification Selection: Updated during Verification		
Corrected Response: 1		
Verification Data: Through onsite tour it was verified that there was totally 1 building including the production line, office and the warehouse.		
Production		
FP-BUI-2	Number of production buildings on-site:	1

Facility Response: 2		
Verification Selection: Updated during Verification		
Corrected Response: 1		
Verification Data: Through onsite tour it was verified that there was totally 1 building including the production line, office and the warehouse.		
Warehouse		
FP-BUI-3	Number of warehouses on-site:	1
Facility Response: 1		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that there was totally 1 building including the production line, office and the warehouse.		
FP-BUI-4	Are warehouses within or separate from production buildings?	Warehouses are within production buildings
Facility Response: Warehouses are within production buildings		
Verification Selection: Accurate		
On-site Housing		
FP-BUI-5	Number of on-site dormitories:	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the dormitory was managed by the labor agent, Kingdom International and it was about 10 minutes away by car from the facility.		
Off-site Housing		
FP-BUI-6	Do workers stay in off-site housing managed or controlled by the facility?	No
Facility Response: Yes		
Verification Selection: Updated during Verification		
Corrected Response: No		
Verification Data: Through onsite tour it was verified that the dormitory was managed by the labor agent, Kingdom International and it was about 10 minutes away by car from the facility.		
FP-BUI-7	Do workers stay in off-site housing managed by an entity other than the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the dormitory was managed by the labor agent, Kingdom International and it was about 10 minutes away by car from the facility.		
FP-BUI-7.1	If yes, please provide details of the housing arrangements, including at minimum how many workers are living in the building, who is managing the building and what is the relationship between the facility and the entity providing the housing (e.g. does the facility pay for worker housing):	Through onsite tour it was verified that all of the foreign workers liveed in the dormitory. The average was 2 -3 foreign workers living in one room. The Labor agent, Kingdom International manages the building. Through the worker interview, it was noted that the facility paid for worker housing.
Facility Response: 24名移工與儲備幹部住在公司提供之宿舍		
Verification Selection: Updated during Verification		
Corrected Response:		
Verification Data: Through onsite tour it was verified that all of the foreign workers liveed in the dormitory. The average was 2 -3 foreign workers living in one room. The Labor agent, Kingdom International manages the building. Through the worker interview, it was noted that the facility paid for worker housing.		
On-site Canteen		
FP-BUI-8	Is there an on-site canteen/eating area?	No
Facility Response: No		
Verification Selection: Accurate		
On-site Childcare		
FP-BUI-9	Are there on-site childcare facilities?	No
Facility Response: No		
Verification Selection: Accurate		
Building Types		
FP-BUI-10	Describe any other types of buildings:	No other types of buildings
Facility Response: 順管一廠建築		
Verification Selection: Updated during Verification		
Corrected Response: No other types of buildings		
Verification Data: Through onsite tour it was verified that there was no other types of buildings.		

Facility Area		
FP-BUI-11	Total Facility Area (m2) - only built premises:	2168
Facility Response: 2168		
Verification Selection: Accurate		
Additional Comments		
FP-BUI-12	Please enter any additional building related comments here, including age of each facility building:	30
Facility Response: 30		
Verification Selection: Accurate		
Verification Data: The building was completed in 1993 and the age of the building is 30 years.		
Facility Ownership		
FP-BUI-13	Facility is the legal owner of the site:	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Building Floors		
FP-BUI-14	Facility is in a multi-floor building:	Yes
Facility Response: No		
Verification Selection: Updated during Verification		
Corrected Response: Yes		
Verification Data: Through onsite tour it was verified that the facility had 3 floors.		
FP-BUI-15	Number of all floors:	3
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 3		
Verification Data: Through onsite tour it was verified that the production line was on the first floor, and the chemical warehouse, meeting room, and the lab were on the second floor. The third floor was for workers dormitory but now not available. Because of the local law request, the workers don't live in the facility anymore.		
FP-BUI-16	Floors have been added since original construction:	No
Facility Response:		
Verification Selection: Updated during Verification		
Corrected Response: No		
Verification Data: Through the documentary review it was verified that the floors had not been added since original construction.		
Shared Building		
FP-BUI-17	Building is shared with other facilities/enterprises:	No
Facility Response: No		
Verification Selection: Accurate		
Residential		
FP-BUI-18	Residential building has been converted into a facility:	No
Facility Response: No		
Verification Selection: Accurate		
FP-BUI-19	Residences are located within any facility buildings:	No
Facility Response: No		
Verification Selection: Accurate		
Worker Demographics		
Workers		
	NOTE: The numbers below should represent the number of workers as of the date of self/joint-assessment completion on the Accredited Host platform.	
FP-WOR-1	Total number of workers:	58
Facility Response: 92		
Verification Selection: Updated during Verification		
Corrected Response: 58		
Verification Data: Through the documentary review and the management interview it was noted that the number of employees in this facility was 87 on the verification day, including 58 production workers and 29 office staff.		
FP-WOR-2	What percentage of the normal workforce does the Total number of workers reflect?	100
Facility Response: 65		

Verification Selection: Updated during Verification		
Corrected Response: 100		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 46 male workers and 12 female workers, and all of them were full time workers. There are 100% of the normal workforce.		
FP-WOR-3	Number of male workers:	46
Facility Response: 64		
Verification Selection: Updated during Verification		
Corrected Response: 46		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 46 male workers and 12 female workers, and all of them were full time workers.		
FP-WOR-4	Number of full-time workers:	58
Facility Response: 92		
Verification Selection: Updated during Verification		
Corrected Response: 58		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 46 male workers and 12 female workers, and all of them were full time workers.		
FP-WOR-5	Number of male full-time workers:	46
Facility Response: 64		
Verification Selection: Updated during Verification		
Corrected Response: 46		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 46 male workers and 12 female workers, and all of them were full time workers.		
FP-WOR-6	Number of part-time workers:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-7	Number of male part-time workers:	
Facility Response:		
FP-WOR-8	Number of permanent workers:	28
Facility Response: 0		
Verification Selection: Updated during Verification		
Corrected Response: 28		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 28 local workers and they were permanent workers. Other 30 foreign workers signed 3-year employment contracts which is requested by Taiwan government.		
FP-WOR-9	Number of male permanent workers:	21
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 21		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 28 permanent workers which includes 21 male and 7 female workers.		
FP-WOR-10	Number of temporary workers:	30
Facility Response: 0		
Verification Selection: Updated during Verification		
Corrected Response: 30		
Verification Data: Through the documentary review and the management interview it was noted there were totally 58 production workers in this facility. It contained 28 local workers and they were permanent workers. Other 30 foreign workers signed 3-year employment contracts which is requested by Taiwan government.		
FP-WOR-11	Number of male temporary workers:	25
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 25		
Verification Data: Through the documentary review and the management interview it was noted there were totally 30 temporary workers which include 25 male workers and 5 female workers.		
FP-WOR-12	Number of agency/contract workers:	0
Facility Response: 32		
Verification Selection: Updated during Verification		
Corrected Response: 0		

Verification Data: Misunderstanding. The facility thought the foreign workers were contract workers however these foreign workers signed the contract with the facility directly. Through the documentary review, the employee interview and the management interview it was noted that there were no agency or contract workers in this facility.		
FP-WOR-13	Number of male agency/contract workers:	
Facility Response: 28		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Misunderstanding. The facility thought the foreign workers were contract workers however these foreign workers signed the contract with the facility directly. Through the documentary review, the employee interview and the management interview it was noted that there were no agency or contract workers in this facility.		
FP-WOR-13.1	List the names of all organizations providing agency/contract workers:	
Facility Response: 人人仲介		
Verification Selection: Verification not required		
Corrected Response:		
Verification Data: Misunderstanding. The facility thought the foreign workers were contract workers however these foreign workers signed the contract with the facility directly. Through the documentary review, the employee interview and the management interview it was noted that there were no agency or contract workers in this facility.		
FP-WOR-14	Number of contract workers who are not part of the production process:	3
Facility Response: 30		
Verification Selection: Updated during Verification		
Corrected Response: 3		
Verification Data: Misunderstanding. The facility thought the foreign workers were contract workers however these foreign workers signed the contract with the facility directly. Through the documentary review, the employee interview and the management interview it was noted that the 3 securities were hired by the third party, TAIWAN SING PO SECURITY CO., LTD.		
FP-WOR-14.1	List the names of all organizations providing contract workers who are not part of the production process, and the services provided by each (e.g., security or cleaning services):	
Facility Response: 管理部.廠務室.業務生管		
Verification Selection: Verification not required		
Corrected Response:		
Verification Data: Misunderstanding. The facility thought the foreign workers were contract workers however these foreign workers signed the contract with the facility directly. Through the documentary review, the employee interview and the management interview it was noted that the 3 securities were hired by the third party, TAIWAN SING PO SECURITY CO., LTD.		
FP-WOR-15	Number of foreign migrant workers:	30
Facility Response: 32		
Verification Selection: Updated during Verification		
Corrected Response: 30		
Verification Data: There were 30 direct foreign migrant workers and one foreign employee in sample room.		
FP-WOR-16	Number of male foreign migrant workers:	25
Facility Response: 28		
Verification Selection: Updated during Verification		
Corrected Response: 25		
Verification Data: Through the documentary review and the management interview it was noted that there were 25 male foreign migrant workers on the verification day.		
FP-WOR-17	Number of domestic migrant workers:	0
Facility Response: 8		
Verification Selection: Updated during Verification		
Corrected Response: 0		
Verification Data: Through the documentary review and the management interview it was noted that there was no domestic migrant worker in this facility.		
FP-WOR-18	Number of male domestic migrant workers:	
Facility Response: 5		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review and the management interview it was noted that there was no domestic migrant worker in this facility.		
FP-WOR-19	Number of workers paid by unit:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-20	Number of male workers paid by unit:	

Facility Response:		
FP-WOR-21	Number of workers under probation:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-22	Number of male workers under probation:	
Facility Response:		
FP-WOR-23	Number of casual workers:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-24	Number of male casual workers:	
Facility Response:		
FP-WOR-25	Number of workers under the age of 18:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-26	Number of male workers under the age of 18:	
Facility Response:		
FP-WOR-27	Number of workers who are trainees, apprentices or interns:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-28	Number of male workers who are trainees, apprentices or interns:	
Facility Response:		
FP-WOR-29	Number of workers who are pregnant/breastfeeding:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-30	Number of workers who are currently on maternity leave	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-31	Number of workers who have returned to work from maternity leave	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-32	Number of workers with disabilities:	1
Facility Response: 0		
Verification Selection: Updated during Verification		
Corrected Response: 1		
Verification Data: Through the documentary review and the employee interview it was noted that there was one male disabled worker.		
FP-WOR-33	Number of male workers with disabilities:	1
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 1		
Verification Data: Through the documentary review and the employee interview it was noted that there was one male disabled worker.		
FP-WOR-34	Number of workers with refugee status/ visa:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-35	Number of male workers with refugee status/ visa:	
Facility Response:		
FP-WOR-36	Number of workers who bring work home or work at home exclusively:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-37	Number of male workers who bring work home or work at home exclusively:	
Facility Response:		
FP-WOR-37.1	Please describe the types of processes carried out at home (e.g. embroidery):	
Facility Response:		

Verification Selection: Verification not required		
Corrected Response:		
Supervisors		
FP-WOR-38	Number of supervisors:	8
Facility Response: 8		
Verification Selection: Accurate		
FP-WOR-39	Number of male supervisors:	5
Facility Response: 5		
Verification Selection: Accurate		
FP-WOR-40	Number of foreign migrant supervisors:	0
Facility Response: 0		
Verification Selection: Accurate		
FP-WOR-41	Number of male foreign migrant supervisors:	0
Facility Response: 0		
Verification Selection: Accurate		
Government programs		
FP-WOR-42	Does the facility accept workers from government-facilitated or government-sponsored programs?	No
Facility Response: No		
Verification Selection: Accurate		
FP-WOR-42.1	Please describe the government-facilitated or government-sponsored program the facility participates in:	
Facility Response:		
Nationalities		
FP-NAT-1	How many nationalities are represented among workers and supervisors at the facility?	4
Facility Response: 4		
Verification Selection: Accurate		
FP-NAT-2	Nationality #1	Taiwan, Province of China
Facility Response: Taiwan, Province of China		
Verification Selection: Accurate		
FP-NAT-3	Approximate % of workers	48.3
Facility Response: 91		
Verification Selection: Updated during Verification		
Corrected Response: 48.3		
Verification Data: Through the documentary review and the management interview it was noted that there were total 58 direct workers which include 28 Taiwan workers.		
FP-NAT-4	Approximate % of supervisors	8.6
Facility Response: 9		
Verification Selection: Updated during Verification		
Corrected Response: 8.6		
Verification Data: Through the documentary review and the management interview it was noted there were total 58 direct workers which include 8 Taiwan supervisors.		
FP-NAT-5	Nationality #2	Thailand
Facility Response: Thailand		
Verification Selection: Accurate		
FP-NAT-6	Approximate % of workers	44.8
Facility Response: 30		
Verification Selection: Updated during Verification		
Corrected Response: 44.8		
Verification Data: Through the documentary review and the management interview it was noted that there were total 58 direct workers which included 26 Thailand workers.		
FP-NAT-7	Approximate % of supervisors	0
Facility Response: 0		
Verification Selection: Accurate		

FP-NAT-8	Nationality #3	Vietnam
Facility Response: Vietnam		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that there were total 58 direct workers which included 2 Vietnam workers.		
FP-NAT-9	Approximate % of workers	3.4
Facility Response: 2		
Verification Selection: Updated during Verification		
Corrected Response: 3.4		
Verification Data: Through the documentary review and the management interview it was noted that there were total 58 direct workers which included 2 Vietnam workers.		
FP-NAT-10	Approximate % of supervisors	0
Facility Response: 0		
Verification Selection: Accurate		
FP-NAT-11	Nationality #4	Indonesia
Facility Response: Indonesia		
Verification Selection: Accurate		
FP-NAT-12	Approximate % of workers	3.4
Facility Response: 2		
Verification Selection: Updated during Verification		
Corrected Response: 3.4		
Verification Data: Through the documentary review and the management interview it was noted that there were total 58 direct workers which included 2 Indonesia workers.		
FP-NAT-13	Approximate % of supervisors	0
Facility Response: 0		
Verification Selection: Accurate		
FP-NAT-14	Please list any additional nationalities and the approximate % of workers and supervisors here:	
Facility Response:		
Languages		
FP-LAN-1	How many languages must be spoken by supervisors and management in order to effectively communicate with ALL workers?	1
Facility Response: 1		
Verification Selection: Accurate		
FP-LAN-2	Primary language spoken at the facility:	Chinese - Mandarin Chinese
Facility Response: Chinese - Mandarin Chinese		
Verification Selection: Accurate		
FP-LAN-3	Please provide approximate % of workers who can communicate in the primary language spoken at the facility:	48.3
Facility Response: 65		
Verification Selection: Updated during Verification		
Corrected Response: 48.3		
Verification Data: Through the documentary review, the employee interview and the management interview it was noted that 28 Taiwan workers communicated in Chinese.		
FP-LAN-4	Please provide approximate % of supervisors who can communicate in the primary language spoken at the facility:	8.6
Facility Response: 12		
Verification Selection: Updated during Verification		
Corrected Response: 8.6		
Verification Data: Through the documentary review and the management interview it was noted that there were total 58 direct workers which included 8 Taiwan supervisors.		
FP-LAN-5	Second most commonly spoken language at the facility:	
Facility Response:		
FP-LAN-6	Please provide approximate % of workers who can communicate in this language:	
Facility Response:		
FP-LAN-7	Please provide approximate % of supervisors who can communicate in this language:	

Facility Response:		
FP-LAN-8	Third most commonly spoken language at the facility:	
Facility Response:		
FP-LAN-9	Please provide approximate % of workers who can communicate in this language:	
Facility Response:		
FP-LAN-10	Please provide approximate % of supervisors who can communicate in this language:	
Facility Response:		
FP-LAN-11	Primary language spoken by facility management:	Chinese - Mandarin Chinese
Facility Response: Chinese - Mandarin Chinese		
Verification Selection: Accurate		
Operating Licenses		
FP-OPE-1	Operating license/registration is available and up to date:	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the factory Registration Certificate number 99-653107-01 was available and up to date.		
FP-OPE-2	Operating License/Registration #:	9965310701
Facility Response: 9965310701		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the factory Registration Certificate number 99-653107-01 was available and up to date.		
Certifications		
Social Audits and Certifications		
FP-CER-1	How many social / labor audits have taken place?	3
Facility Response: 0		
Verification Selection: Updated during Verification		
Corrected Response: 3		
Verification Data: Through the documentary review it was verified that there were 2 social audits in this facility this year. One was GRS conducted on October 10~12, 2022 and the other one was Lululemon audit which was conducted on February 9, 2022.		
FP-CER-2	How many still valid independent certification/standard audits has the facility participated in?	3
Facility Response: 5		
Verification Selection: Updated during Verification		
Corrected Response: 3		
Verification Data: Through the documentary review it was verified that there were 2 social audits in this facility this year. One was GRS conducted on October 10~12, 2022 and the other one was Lululemon audit which was conducted on February 9, 2022.		
	Please provide information on the still valid independent certification/standard audits:	
	Certification / Standard Audit #1	
FP-CER-3	Type	Other
Facility Response: OEKO-TEX		
Verification Selection: Updated during Verification		
Corrected Response: Other		
Verification Data: Through the documentary review it was verified that the latest GRS was conducted on October 11~12, 2022.		
FP-CER-3.1	If other, please describe:	Through the documentary review it was verified that the latest GRS was conducted on October 11~12, 2022.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the documentary review it was verified that the latest GRS was conducted on October 11~12, 2022.		
FP-CER-4	First Audit Date (YYYY-MM-DD)	2021-11-15
Facility Response: 2011-11-30		
Verification Selection: Updated during Verification		
Corrected Response: 2021-11-15		
Verification Data: Through the documentary review it was verified that the first GRS was conducted on November 15, 2021.		
FP-CER-5	Last Audit Date (YYYY-MM-DD)	2022-10-12

Facility Response: 2021-11-30		
Verification Selection: Updated during Verification		
Corrected Response: 2022-10-12		
Verification Data: Through the documentary review it was verified that the latest GRS was conducted on October 11-12, 2022.		
FP-CER-6	Audit Firm	IDFL
Facility Response: 瑞士紡織		
Verification Selection: Updated during Verification		
Corrected Response: IDFL		
Verification Data: Through the documentary review it was verified GRS was conducted by IDFL.		
FP-CER-7	Audit Result (if applicable)	pass
Facility Response: pass		
Verification Selection: Accurate		
FP-CER-8	Certification # (if applicable)	21-333200
Facility Response: TPMO 078197		
Verification Selection: Updated during Verification		
Corrected Response: 21-333200		
Verification Data: The latest GRS certificate hasn't been issued and their last GRS certificate number was 21-333200 which will be expired on November 15, 2022.		
	Certification / Standard Audit #2	
FP-CER-9	Type	ISO 9000
Facility Response: ISO 9000		
Verification Selection: Accurate		
FP-CER-9.1	If other, please describe:	
Facility Response:		
FP-CER-10	First Audit Date (YYYY-MM-DD)	2013-08-16
Facility Response: 2013-08-16		
Verification Selection: Accurate		
FP-CER-11	Last Audit Date (YYYY-MM-DD)	2021-01-17
Facility Response: 2021-01-17		
Verification Selection: Accurate		
FP-CER-12	Audit Firm	SGS
Facility Response: SGS		
Verification Selection: Accurate		
FP-CER-13	Audit Result (if applicable)	pass
Facility Response: pass		
Verification Selection: Accurate		
FP-CER-14	Certification # (if applicable)	TW18/00038
Facility Response: TW18/00038		
Verification Selection: Accurate		
	Certification / Standard Audit #3	
FP-CER-15	Type	
Facility Response: Other		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review it was verified that Lululemon conducted the audit on February 9, 2022.		
FP-CER-15.1	If other, please describe:	Through the documentary review it was verified that Lululemon conducted the audit on February 9, 2022.
Facility Response: Bluesign		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review it was verified that Lululemon conducted the audit on February 9, 2022.		
FP-CER-16	First Audit Date (YYYY-MM-DD)	
Facility Response: 2015-11-13		

Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review it was verified that Lululemon conducted the audit on February 9, 2022.		
FP-CER-17	Last Audit Date (YYYY-MM-DD)	
Facility Response: 2021-04-12		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review it was verified that Lululemon conducted the audit on February 9, 2022.		
FP-CER-18	Audit Firm	
Facility Response: Bluesign		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review it was verified that Lululemon conducted the audit on February 9, 2022.		
FP-CER-19	Audit Result (if applicable)	pass
Facility Response: pass		
Verification Selection: Accurate		
FP-CER-20	Certification # (if applicable)	
Facility Response: 026.085.001		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There was no certificate for Lululemon audit.		
	Certification / Standard Audit #4	
FP-CER-21	Type	
Facility Response: Other		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-21.1	If other, please describe:	
Facility Response: GRS		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-22	First Audit Date (YYYY-MM-DD)	
Facility Response: 2021-11-15		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-23	Last Audit Date (YYYY-MM-DD)	
Facility Response: 2021-11-15		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-24	Audit Firm	
Facility Response: 台灣愛達福樂檢驗技術有限公司		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-25	Audit Result (if applicable)	
Facility Response: pass		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-26	Certification # (if applicable)	
Facility Response: 21-333200		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
	Certification / Standard Audit #5	
FP-CER-27	Type	

Facility Response: Other		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-27.1	If other, please describe:	
Facility Response: ISO-14001		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-28	First Audit Date (YYYY-MM-DD)	
Facility Response: 2014-12-12		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-29	Last Audit Date (YYYY-MM-DD)	
Facility Response: 2021-12-15		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-30	Audit Firm	
Facility Response: SGS		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-31	Audit Result (if applicable)	
Facility Response: pass		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
FP-CER-32	Certification # (if applicable)	
Facility Response: TW11/11046		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
	Certification / Standard Audit #6	
FP-CER-33	Type	
Facility Response:		
FP-CER-33.1	If other, please describe:	
Facility Response:		
FP-CER-34	First Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-35	Last Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-36	Audit Firm	
Facility Response:		
FP-CER-37	Audit Result (if applicable)	
Facility Response:		
FP-CER-38	Certification # (if applicable)	
Facility Response:		
Production / Operation Information		
Industry Sector		
FP-PRO-1	SELECT ALL THAT APPLY WITH A "X":	
FP-PRO-1-1	Apparel	X
Facility Response: X		
Verification Selection: Accurate		
FP-PRO-1-2	Footwear	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-3	Home Textiles	

Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-4	Accessories	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-5	Home Furnishings	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-6	Hard Goods	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-7	Food and Beverage	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-8	Personal Care and Beauty Products	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-9	Other	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-1-1	If other, please describe:	
Facility Response:		
Facility Type		
FP-PRO-2	SELECT ALL THAT APPLY WITH A "X":	
FP-PRO-2-1	Sewing or Final Product Assembly	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-2	Footwear / Leather goods	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-3	Printing or Dyeing	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility has dyeing process.		
FP-PRO-2-4	Materials Supplier	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-5	Trim	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-6	Chemical	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-7	Packaging	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-8	Other	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-2-1	If other, please describe:	
Facility Response:		
Facility Processes		

FP-PRO-3	Does the facility include sandblasting in its processes?	No
Facility Response: No		
Verification Selection: Accurate		
	NOTE: The "Facility Processes" below will conditionally appear depending upon the answer to the "Facility Type" above.	
FP-PRO-4	SELECT ALL THAT APPLY WITH A "X":	
FP-PRO-5	Sewing or Final Product Assembly	
FP-PRO-5-1	Casting	
Facility Response:		
FP-PRO-5-2	Cutting	
Facility Response:		
FP-PRO-5-3	Embossing	
Facility Response:		
FP-PRO-5-4	Priming	
Facility Response:		
FP-PRO-5-5	Heat Press / Heating and Cooling	
Facility Response:		
FP-PRO-5-6	Labeling	
Facility Response:		
FP-PRO-5-7	Lasting	
Facility Response:		
FP-PRO-5-8	Molding	
Facility Response:		
FP-PRO-5-9	No sew	
Facility Response:		
FP-PRO-5-10	Packaging	
Facility Response:		
FP-PRO-5-11	Gluing	
Facility Response:		
FP-PRO-5-12	Seam Taping	
Facility Response:		
FP-PRO-5-13	Sewing	
Facility Response:		
FP-PRO-5-14	Sundries Application	
Facility Response:		
FP-PRO-5-15	Washing	
Facility Response:		
FP-PRO-5-16	Welding	
Facility Response:		
FP-PRO-5-17	Printing	
Facility Response:		
FP-PRO-5-18	Embroidery	
Facility Response:		
FP-PRO-6	Footwear / Leather goods	
FP-PRO-6-1	Leather Tanning – Wet Operations	
Facility Response:		
FP-PRO-6-2	Leather Tanning – Finishing	
Facility Response:		
FP-PRO-6-3	Coating	
Facility Response:		
FP-PRO-6-4	Metal work	
Facility Response:		
FP-PRO-6-5	Molding	

Facility Response:		
FP-PRO-6-6	Printing	
Facility Response:		
FP-PRO-6-7	Laminating	
Facility Response:		
FP-PRO-6-8	Cutting	
Facility Response:		
FP-PRO-6-9	Upper production (including stitching)	
Facility Response:		
FP-PRO-6-10	Stock fitting	
Facility Response:		
FP-PRO-6-11	Lasting	
Facility Response:		
FP-PRO-6-12	Finishing	
Facility Response:		
FP-PRO-6-13	Packaging	
Facility Response:		
FP-PRO-7	Printing or Dyeing	
FP-PRO-7-1	Dyeing	X
Facility Response: X		
Verification Selection: Accurate		
FP-PRO-7-2	Sublimation	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-7-3	Wet printing	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-7-4	Screen Printing	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-7-5	Rotary Printing	
Facility Response:		
Verification Selection: Accurate		
FP-PRO-8	Materials Supplier	
FP-PRO-8-1	Casting	
Facility Response:		
FP-PRO-8-2	Coating	
Facility Response:		
FP-PRO-8-3	Dyeing	
Facility Response:		
FP-PRO-8-4	Extrusion	
Facility Response:		
FP-PRO-8-5	Finishing	
Facility Response:		
FP-PRO-8-6	Insulation: animal (down) processing	
Facility Response:		
FP-PRO-8-7	Insulation: non-woven processing	
Facility Response:		
FP-PRO-8-8	Knitting	
Facility Response:		
FP-PRO-8-9	Lamination	
Facility Response:		

FP-PRO-8-10	Mixing (EVA / Rubber / primer / glue)	
Facility Response:		
FP-PRO-8-11	Bonding	
Facility Response:		
FP-PRO-8-12	Spinning	
Facility Response:		
FP-PRO-8-13	Tanning (beam house or retannage)	
Facility Response:		
FP-PRO-8-14	Vulcanization	
Facility Response:		
FP-PRO-8-15	Washing	
Facility Response:		
FP-PRO-8-16	Weaving	
Facility Response:		
FP-PRO-9	Trim	
FP-PRO-9-1	Casting	
Facility Response:		
FP-PRO-9-2	Dyeing	
Facility Response:		
FP-PRO-9-3	Gluing	
Facility Response:		
FP-PRO-9-4	Heat Press / Heating and Cooling	
Facility Response:		
FP-PRO-9-5	Lamination/Coating	
Facility Response:		
FP-PRO-9-6	Molding	
Facility Response:		
FP-PRO-9-7	Non-woven	
Facility Response:		
FP-PRO-10	Chemical	
FP-PRO-10-1	Raw Material Storage / Warehousing	
Facility Response:		
FP-PRO-10-2	Chemical Synthesis	
Facility Response:		
FP-PRO-10-3	Standardization / Chemical Finishing	
Facility Response:		
FP-PRO-10-4	Blending / Formulating	
Facility Response:		
FP-PRO-10-5	Packaging	
Facility Response:		
FP-PRO-10-6	Waste Treatment / Management	
Facility Response:		
FP-PRO-10-7	Final Product Warehousing / Storage	
Facility Response:		
FP-PRO-10-8	Shipping	
Facility Response:		
FP-PRO-11	Packaging	
FP-PRO-11-1	Converting raw material (incoming paperboard or plastic resin)	
Facility Response:		
FP-PRO-11-2	Die cutting (e.g. Cartons)	
Facility Response:		
FP-PRO-11-3	Assembly (e.g. corrugated board)	

Facility Response:		
FP-PRO-11-4	Molding (plastic)	
Facility Response:		
FP-PRO-11-5	Printing	
Facility Response:		
FP-PRO-11-6	Assembly	
Facility Response:		
FP-PRO-11-7	Gluing	
Facility Response:		
FP-PRO-11-8	Finishing	
Facility Response:		
FP-PRO-11-9	Die cutting	
Facility Response:		
FP-PRO-11-10	Packing	
Facility Response:		
FP-PRO-11-11	Shipping	
Facility Response:		
Volume		
FP-PRO-12	Facility's monthly volume (unit of measurement):	Kilogram
Facility Response: Kilogram		
Verification Selection: Accurate		
FP-PRO-12.1	If other, please describe:	
Facility Response:		
FP-PRO-13	Facility's monthly volume (numerical amount):	285800
Facility Response: 285800		
Verification Selection: Accurate		
Capacity		
FP-PRO-14	Facility's monthly capacity (unit of measurement):	Kilogram
Facility Response: Kilogram		
Verification Selection: Accurate		
FP-PRO-14.1	If other, please describe:	
Facility Response:		
FP-PRO-15	Facility's monthly capacity (numerical amount):	380300
Facility Response: 380300		
Verification Selection: Accurate		
FP-PRO-15.1	Please describe how the monthly capacity is calculated (e.g. do you base calculation on regular working hours or include overtime hours):	
Facility Response: 投入總染色量/上班天數		
Verification Selection: Verification not required		
Corrected Response:		
Verification Data: Through the management interview it was noted that the monthly capacity was calculated by total dyeing fabrics / working day.		
Planning		
FP-PRO-16	What is the facility's form of production/ operations planning?	Long term
Facility Response: Long term		
Verification Selection: Accurate		
FP-PRO-16.1	If other, please describe:	
Facility Response:		
FP-PRO-17	What is the facility's definition of lead time?	每月產出能資源表統計數據資料
Facility Response: 每月產出能資源表統計數據資料		
Verification Selection: Accurate		
Verification Data: The facility defines the lead time by Monthly output energy resource table statistics data.		
FP-PRO-18	What is the facility's maximum lead time (weeks as unit of measurement)?	4
Facility Response: 4		

Verification Selection: Accurate		
FP-PRO-19	Has the facility had any rush orders within the last 12 months?	No
Facility Response: No		
Verification Selection: Accurate		
FP-PRO-19.1	If yes, please describe:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Subcontractors Used for Production / Operation		
Subcontractors		
FP-SUB-1	Are subcontractors utilized by the facility to complete all or part of the production process?	No
Facility Response: No		
Verification Selection: Accurate		
FP-SUB-2	If yes, how many subcontractors?	
Facility Response:		
FP-SUB-3	Additional Comments: If you have additional comments regarding facility's use/non-use of subcontractors, please communicate them here:	
Facility Response:		
	Subcontractor #1	
FP-SUB-4	Name	
Facility Response:		
FP-SUB-5	Address	
Facility Response:		
FP-SUB-6	Contact Name	
Facility Response:		
FP-SUB-7	Contact Number	
Facility Response:		
FP-SUB-8	Email	
Facility Response:		
FP-SUB-9	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #2	
FP-SUB-10	Name	
Facility Response:		
FP-SUB-11	Address	
Facility Response:		
FP-SUB-12	Contact Name	
Facility Response:		
FP-SUB-13	Contact Number	
Facility Response:		
FP-SUB-14	Email	
Facility Response:		
FP-SUB-15	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #3	
FP-SUB-16	Name	
Facility Response:		
FP-SUB-17	Address	
Facility Response:		
FP-SUB-18	Contact Name	
Facility Response:		
FP-SUB-19	Contact Number	
Facility Response:		

FP-SUB-20	Email	
Facility Response:		
FP-SUB-21	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #4	
FP-SUB-22	Name	
Facility Response:		
FP-SUB-23	Address	
Facility Response:		
FP-SUB-24	Contact Name	
Facility Response:		
FP-SUB-25	Contact Number	
Facility Response:		
FP-SUB-26	Email	
Facility Response:		
FP-SUB-27	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #5	
FP-SUB-28	Name	
Facility Response:		
FP-SUB-29	Address	
Facility Response:		
FP-SUB-30	Contact Name	
Facility Response:		
FP-SUB-31	Contact Number	
Facility Response:		
FP-SUB-32	Email	
Facility Response:		
FP-SUB-33	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #6	
FP-SUB-34	Name	
Facility Response:		
FP-SUB-35	Address	
Facility Response:		
FP-SUB-36	Contact Name	
Facility Response:		
FP-SUB-37	Contact Number	
Facility Response:		
FP-SUB-38	Email	
Facility Response:		
FP-SUB-39	Types of Processes Subcontracted:	
Facility Response:		
Facility Comments		
FP-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
RECRUITMENT & HIRING		
Number	Question	Final Verified Response
Section Instructions		

Section Instructions		
	Section Description: The purpose of the Recruitment and Hiring section is to understand the facility's social and labor practices in the initial stages of employment. The "recruitment" process is designed to select the most appropriate candidates for employment. The "hiring" process is how new workers are brought into the organization. Social and Labor topics within this section include: <ul style="list-style-type: none"> • Child Labor • Apprenticeship / Trainee / Internship Programs • Forced Labor • Recruitment Practices • Discrimination • Employment Practices • Homeworkers • Facility Comments 	
Child Labor		
Sub-Section Instructions		
	Overall International Labor Standards Compliance Guidance: Child labor is work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. It refers to work that is mentally, physically, socially or morally dangerous and harmful to children and interferes with their schooling by depriving them of the opportunity to attend school, by obliging them to leave school prematurely, or by requiring them to combine school attendance with excessively long and heavy work. In its most extreme forms, children are involved in illegal activities, or in work that exposes them to physical, sexual or psychological abuse. However, not all work done by children is classified as child labor that should be eliminated. Work that does not affect children's health and personal development or interfere with their schooling can be constructive. This includes activities such as helping parents around the home, helping in a family business or earning pocket money outside school time. Whether or not work being carried out by children constitutes child labor depends on the child's age, the type and hours of work performed, and the impact of the work on the child's health, development and access to education. In addition to determining whether there are child laborers working at the facility premises, the possibility of workers taking work home should be monitored. If work is performed outside the facility premises, determine whether underage family members are doing it. Applicable legal standards include: ILO Core Conventions, C138 Minimum Age Convention, 1973 and C182 Worst Forms of Child Labour Convention, 1999, which provide the baseline standards for child labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R146 Minimum Age Recommendation, 1973; R190 Worst Forms of Child Labour Recommendation, 1999	
Age Documentation		
RH-CHI-1	Does the facility verify minimum age requirements prior to hiring workers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
RH-CHI-11	If yes, please describe what legal documentation or other proof of age are reviewed to verify minimum age requirements and whether copies are maintained:	Identification card
Facility Response: 労働基準法第46條規定		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Identification card		
Minimum Age		
RH-CHI-2	What is the age of the youngest worker in the facility?	18
Facility Response: Other		
Verification Selection: Inaccurate		
Corrected Response: 18		
Verification Data: Through the documentary review and the employee interview it was verified that the age of the youngest worker in the facility is 18 and she was born on April 30, 2004. She was hired by the facility on September 20, 2022.		
RH-CHI-3	If other, please describe:	
Facility Response: 22		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the documentary review and the employee interview it was verified that the age of the youngest worker in the facility is 18 and she was born on April 30, 2004. She was hired by the facility on September 20, 2022.		
RH-CHI-4	Are any workers under the legal minimum age for employment?	No
Facility Response: No		
Verification Selection: Accurate		
RH-CHI-5	How many females are under the applicable legal minimum working age?	
Facility Response:		
RH-CHI-6	How many males are under the applicable legal minimum working age?	
Facility Response:		
Remediation		
RH-CHI-7	Does the facility have a remediation system in place for when children (those under the legal minimum working age) are found to be working in the facility?	Yes

Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review it was noted the facility has the remediation system in place for when children (those under the legal minimum working age) are found to be working in the facility.		
RH-CHI-7.1	If yes, please describe the child remediation system in place:	Through the documentary review and the management interview it was verified if child labor is found to be used, the child labor will be removed from work immediately, taken for a health check. And the facility will pay them the salary and then send them home.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the documentary review and the management interview it was verified if child labor is found to be used, the child labor will be removed from work immediately, taken for a health check. And the facility will pay them the salary and then send them home.		
Historical Child Labor		
RH-CHI-8	Do records indicate that any workers were under the legal minimum working age when hired?	No
Facility Response: No		
Verification Selection: Accurate		
Workers under 18		
RH-CHI-9	Does the facility maintain recorded parental permission for workers under the age of 18 in the facility?	
Facility Response:		
RH-CHI-10	Is the facility's practice of maintaining parental permission of workers under the age of 18 to work in the facility in line with legal requirements?	
Facility Response:		
RH-CHI-11	Does the facility maintain a list/register of all workers under age 18 in line with legal requirements?	
Facility Response:		
RH-CHI-12	Does the facility provide the list/register of workers under age 18 to government authorities in line with legal requirements?	
Facility Response:		
RH-CHI-13	Does the facility arrange health checks for all workers under the age of 18?	
Facility Response:		
RH-CHI-14	If yes, are health checks arranged prior to employment?	
Facility Response:		
RH-CHI-15	Is the facility's practice of arranging health checks for all workers under age 18 in line with legal requirements?	
Facility Response:		
RH-CHI-16	Does the facility provide special Health and Safety trainings (separate from normal adult training) to workers under the age of 18?	
Facility Response:		
RH-CHI-17	Is the facility's practice of providing special Health and Safety trainings (separate from normal adult training) to workers under the age of 18 in line with legal requirements?	
Facility Response:		
RH-CHI-18	Does the facility have special protective restrictions for workers under the age of 18?	
Facility Response:		
RH-CHI-18.1	If yes, please describe what type of protective restrictions are in place:	
Facility Response:		
RH-CHI-19	Are protective restrictions for workers under the age of 18 in line with legal requirements?	
Facility Response:		
RH-CHI-20	Does the facility monitor the working hours of all workers under the age of 18 separately?	
Facility Response:		
Hazardous Work and other Worst Forms		
RH-CHI-21	Which of the following work is performed by workers under age 18 (SELECT all that apply with a "X")	
RH-CHI-21-1	Work in a hazardous environment and/or work that is hazardous in nature in violation of legal standards	

Facility Response:		
RH-CHI-21.1	Please describe the type of hazardous work performed by both female and by male workers (if different):	
Facility Response:		
RH-CHI-21.2	Night Work	
Facility Response:		
RH-CHI-21.2	Please describe the type of night work and hours worked by both female and male workers (if different):	
Facility Response:		
RH-CHI-21.3	More hours than permitted by law	
Facility Response:		
RH-CHI-21.3	Please describe the hours and type of work performed in violation of legal standards by both female and by male workers (if different):	
Facility Response:		
RH-CHI-21.4	Other	
Facility Response:		
RH-CHI-21.4	If other, please describe:	
Facility Response:		
RH-CHI-21.5	None of the above	
Facility Response:		
RH-CHI-22	Have there been any incidences of forced labor, prostitution, pornography, or illegal activities involving workers under age 18, or work that exposes them to physical, psychological or sexual abuse?	
Facility Response:		
Other Legal Requirements		
RH-CHI-23	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Child Labor?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements that was not covered elsewhere regarding Child Labor.		
Apprenticeship / Trainee / Internship Programs		
RH-APP-1	Does the facility offer/ participate in any apprenticeship / trainee / internship programs?	No
Facility Response: No		
Verification Selection: Accurate		
RH-APP-2	Which of the following apprenticeship / trainee / internship programs does the facility offer/ participate in? (SELECT all that apply with a "X")	
RH-APP-2-1	Apprenticeship program	
Facility Response:		
RH-APP-2.1	Please describe your apprenticeship program:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
RH-APP-2-2	Trainee program	
Facility Response:		
RH-APP-2.2	Please describe your trainee program:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
RH-APP-2-3	Internship program	
Facility Response:		
RH-APP-2.3	Please describe your internship program:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		

RH-APP-3	What is the maximum length of time (in days) that the facility considers workers as apprentices / interns / workers in training?	
Facility Response:		
RH-APP-4	Can apprentices / trainees / interns choose a position in the facility that is related to their area of study (or skill/trade)?	
Facility Response:		
RH-APP-5	Is the facility's apprenticeship / training / internship program in line with all legal requirements?	
Facility Response:		
Forced Labor		
Sub-Section Instructions		
	<p>Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics are used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include: ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919</p>	
Prison Labor		
RH-FOR-1	Does the facility use prison labor?	No
Facility Response: No		
Verification Selection: Accurate		
RH-FOR-2	Does the facility follow any of the following practices concerning prison labor? (SELECT all that apply with a "X")	
RH-FOR-2-1	Prison laborers have freely consented to perform the work	
Facility Response:		
RH-FOR-2-2	The facility treats prison laborers and non-prison workers similarly (conditions of work such as wages, hours of work, health and safety, etc.)	
Facility Response:		
RH-FOR-2-3	There is supervision and control by a public authority	
Facility Response:		
RH-FOR-2-4	None of the above	
Facility Response:		
Forced Labor by Governments		
RH-FOR-3	Does the facility need to release workers to be available for government-mandated forced labor?	No
Facility Response: No		
Verification Selection: Accurate		
RH-FOR-3.1	If yes, please describe the time periods and circumstances in which workers need to be released:	
Facility Response:		

Recruitment Practices		
Deposits		
RH-REC-1	Are any monetary deposits required of workers upon hire?	No
Facility Response: No		
Verification Selection: Accurate		
RH-REC-2	Are monetary deposits in line with legal requirements?	
Facility Response:		
Recruiters		
RH-REC-3	Are labor recruiters / employment agencies responsible for the recruitment of workers to the facility?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review, the management interview, and the employee interview it was verified that the labor recruiter was responsible for the recruitment of foreign migrant workers to the facility. However the facility signed the contract with the foreign migrant workers directly.		
Foreign Migrant Workers		
RH-REC-4	Is the facility's recruitment process for foreign migrant workers in line with applicable legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Recruitment Fees		
RH-REC-5	Who is responsible for paying recruitment fees and related costs, the worker or the facility?	Facility
Facility Response: Facility		
Verification Selection: Accurate		
Verification Data: Through the documentary review, the management interview and the employee interview it was noted that the facility paid all fee for their foreign workers.		
RH-REC-6	Which of the following recruitment fees or related costs does the worker pay for? (SELECT all that apply with a "X")	
RH-REC-6-1	Skills and qualification tests	
Facility Response:		
RH-REC-6-2	Medical costs	
Facility Response:		
RH-REC-6-3	Training and orientation	
Facility Response:		
RH-REC-6-4	Administrative costs	
Facility Response:		
RH-REC-6-5	Travel and lodging	
Facility Response:		
RH-REC-6-6	Equipment costs	
Facility Response:		
RH-REC-6-7	Insurance costs	
Facility Response:		
RH-REC-6-8	Other	
Facility Response:		
RH-REC-6.1	If other, please describe:	
Facility Response:		
RH-REC-7	Are workers reimbursed for recruitment fees and related costs paid?	
Facility Response:		
RH-REC-7.1	If yes, please provide: • type of recruitment fees • amount reimbursed (percentage) • the reimbursed (facility or other) • timing of reimbursement	
Facility Response:		
RH-REC-8	Are recruitment fees and related costs paid by workers in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		

Corrected Response:		
Verification Data: Through the documentary review, the management interview and the employee interview it was noted that the facility paid recruitment fees and related costs for their foreign workers. Even in Taiwan, it meets local law if the foreign workers paid the recruitment fees and related costs.		
Discrimination		
Sub-Section Instructions		
	Overall International Labor Standard Compliance Guidance: Discrimination includes any distinction based on race, color, sex, religion, political opinion, national extraction or social origin, which results in unequal treatment. Other grounds of discrimination may be included in national law, such as disability, HIV/AIDS status, age and sexual orientation. Discrimination may be direct or indirect and does not have to be intentional. Indirect discrimination refers to apparently neutral practices, which in fact result in unequal treatment of people with certain characteristics. Distinctions are permissible when they are necessary because of the inherent requirements of the particular job, although this exception is rare. Also, measures to protect certain categories of workers are acceptable when they are provided for under international labor Conventions and Recommendations, such as maternity protection. Distinctions also may be permissible under national laws designed to help groups who need special protection, for example, laws that offer preferential treatment to women in hiring in order to remedy the effects of past discrimination. Applicable legal standards include: ILO Core Conventions, C100 Equal Remuneration Convention, 1951 and C111 Discrimination (Employment and Occupation) Convention, 1958, which provide the baseline standards for discrimination; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements Other relevant ILO documents: R90 Equal Remuneration Recommendation, 1951; R111 Discrimination (Employment and Occupation) Recommendation, 1958; C156 Workers with Family Responsibilities Convention, 1981; R165 Workers with Family Responsibilities Recommendation, 1981	
Recruitment		
RH-DIS-1	During the recruitment process, do materials such as job description or job application forms ever reference an applicant's race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status?	No
Facility Response: No		
Verification Selection: Accurate		
RH-DIS-2	Which of the following elements are referenced in written job descriptions or job applications? (SELECT all that apply with a "X")	
RH-DIS-2-1	Race / Skin Color	
Facility Response:		
RH-DIS-3	Are written job descriptions or job application forms that reference an applicant's race / skin color in line with applicable legal requirements?	
Facility Response:		
RH-DIS-3-1	Sex / Gender	
Facility Response:		
RH-DIS-4	Are written job descriptions or job application forms that reference an applicant's sex or gender in line with legal requirements?	
Facility Response:		
RH-DIS-4-1	Religion	
Facility Response:		
RH-DIS-5	Are written job description or job application forms that reference an applicant's religion in line with legal requirements?	
Facility Response:		
RH-DIS-5-1	Political Opinion	
Facility Response:		
RH-DIS-6	Are written job description or job application forms that reference an applicant's political opinion in line with legal requirements?	
Facility Response:		
RH-DIS-6-1	National Extraction	
Facility Response:		
RH-DIS-7	Are written job description or job application forms that reference an applicant's national extraction in line with legal requirements?	
Facility Response:		
RH-DIS-7-1	Social Origin	
Facility Response:		
RH-DIS-8	Are written job description or job application forms that reference an applicant's social origin in line with legal requirements?	
Facility Response:		

RH-DIS-8-1	Disability	
Facility Response:		
RH-DIS-9	Are written job description or job application forms that reference an applicant's disability in line with legal requirements?	
Facility Response:		
RH-DIS-9-1	HIV / AIDS Status (real or perceived)	
Facility Response:		
RH-DIS-10	Are written job description or job application forms that reference an applicant's HIV / AIDS status in line with legal requirements?	
Facility Response:		
RH-DIS-10-1	Sexual Orientation	
Facility Response:		
RH-DIS-11	Are written job description or job application forms that reference an applicant's sexual orientation in line with legal requirements?	
Facility Response:		
RH-DIS-11-1	Pregnancy / Maternity Status	
Facility Response:		
RH-DIS-12	Are written job description or job application forms that reference an applicant's pregnancy / maternity status in line with legal requirements?	
Facility Response:		
RH-DIS-12-1	Marital Status	
Facility Response:		
RH-DIS-13	Are written job description or job application forms that reference an applicant's marital status in line with legal requirements?	
Facility Response:		
RH-DIS-13-1	Age	
Facility Response:		
RH-DIS-14	Are written job description or job application forms that reference an applicant's age in line with legal requirements?	
Facility Response:		
RH-DIS-14-1	Nationality / Foreign Migrant Worker Status	
Facility Response:		
RH-DIS-15	Are written job description or job application forms that reference an applicant's nationality/foreign migrant status in line with legal requirements?	
Facility Response:		
RH-DIS-15-1	Family responsibilities	
Facility Response:		
RH-DIS-16	Are written job descriptions or job application forms that reference an applicant's family responsibilities in line with legal requirements?	
Facility Response:		
RH-DIS-16-1	Other	
Facility Response:		
RH-DIS-16.1	If other, please describe:	
Facility Response:		
RH-DIS-17	Are written job description or job application forms that reference other discriminatory factors in line with legal requirements?	
Facility Response:		
Hiring		
RH-DIS-18	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding hiring?	No
Facility Response: No		
Verification Selection: Accurate		
RH-DIS-19	Which of the following is a factor in decisions on hiring? (SELECT all that apply with a "X")	
RH-DIS-19-1	Race / Skin Color	
Facility Response:		

RH-DIS-20	Is an applicant's race / skin color factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-20-1	Sex / Gender	
Facility Response:		
RH-DIS-21	Is an applicant's sex / gender factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-21-1	Religion	
Facility Response:		
RH-DIS-22	Is an applicant's religion factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-22-1	Political Opinion	
Facility Response:		
RH-DIS-23	Is an applicant's political opinion factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-23-1	National Extraction	
Facility Response:		
RH-DIS-24	Is an applicant's national extraction factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-24-1	Social Origin	
Facility Response:		
RH-DIS-25	Is an applicant's social origin factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-25-1	HIV / AIDS Status (real or perceived)	
Facility Response:		
RH-DIS-26	Is an applicant's HIV / AIDS status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-26-1	Sexual Orientation	
Facility Response:		
RH-DIS-27	Is an applicant's sexual orientation factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-27-1	Pregnancy / Maternity Status	
Facility Response:		
RH-DIS-28	Is an applicant's pregnancy / maternity status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-28-1	Marital Status	
Facility Response:		
RH-DIS-29	Is an applicant's marital status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-29-1	Age	
Facility Response:		
RH-DIS-30	Is an applicant's age factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-30-1	Nationality / Foreign Migrant Worker Status	
Facility Response:		
RH-DIS-31	Is an applicant's nationality/foreign migrant status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-31-1	Family responsibilities	
Facility Response:		
RH-DIS-32	Is an applicant's family responsibilities factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-32-1	Other	

Facility Response:		
RH-DIS-32.1	If other, please describe:	
Facility Response:		
RH-DIS-33	Is the Other ground(s) identified factored into hiring decisions in line with legal requirements?	
Facility Response:		
Pregnancy and Maternity		
RH-DIS-34	Does the facility follow any of the following practices related to worker pregnancy before or at hiring? (SELECT all that apply with a "X")	
RH-DIS-34-1	Facility requires pregnancy test before or at hiring	
Facility Response:		
Verification Selection: Accurate		
RH-DIS-35	Are the tests required by applicable legislation regarding (i) work that is legally prohibited or restricted for pregnant or nursing women, or (ii) work that presents a recognized or significant risk to the health of the woman and child?	
Facility Response:		
RH-DIS-35-1	Facility requires virginity test before or at hiring	
Facility Response:		
Verification Selection: Accurate		
RH-DIS-35-2	Facility requires worker to provide commitments (verbally or in writing) that they will not become pregnant	
Facility Response:		
Verification Selection: Accurate		
RH-DIS-35-3	Facility requires the use of contraceptives or other forms of birth control at hiring	
Facility Response:		
Verification Selection: Accurate		
RH-DIS-35-4	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Disability		
RH-DIS-36	Does the facility hire disabled persons in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: People with Disabilities Rights Protection Act Article 38. Private business agency /organization/ institution, whose total number of employees is no less than 67, shall employ people with disabilities with capability to work and the number of employees with disabilities shall be no less than 1 percent of the total number of the employees, and no less than 1 person. Through the employee interview and the management interview it was noted that there was one disabled person in the facility and it meets the legal requirement.		
Infection or Illness		
RH-DIS-37	Does the facility require HIV / AIDS testing during the hiring process?	No
Facility Response: No		
Verification Selection: Accurate		
RH-DIS-38	If yes, are these HIV / AIDS tests administered in line with legal requirements?	
Facility Response:		
RH-DIS-39	Does the facility require other infection or illness tests (e.g. Hepatitis B) during the hiring process?	No
Facility Response: No		
Verification Selection: Accurate		
RH-DIS-40	If yes, are these infection or illness tests administered in line with legal requirements?	
Facility Response:		
Other Legal Requirements		
RH-DIS-41	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Recruitment and Hiring?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covering elsewhere regarding to Discrimination in Recruitment and Hiring.		
Employment Practices		

Sub-Section Instructions

	The Employment Practices section seeks to understand additional topics related to general employment terms and practices in the facility. The sub-section below includes questions on items such as workplace rules, written terms of employment, training and probation periods, homework.	
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Workplace Rules

RH-EMP-1	Do workplace rules comply with legal requirements?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Verification Data: Through the documentary review it was noted that the local government approved this facility's workplace rules on March 30, 2018.

RH-EMP-2	Are all new workers provided with a copy of the facility's workplace rules, available in all languages spoken at the facility, during orientation?	Yes
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Facility Response: Yes

Verification Selection: Accurate

RH-EMP-3	Are workplace rules made visible in facility common areas (e.g. canteen, locker rooms, toilets, etc.) in all languages spoken in the facility?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Verification Data: Through onsite tour it was noted that the workplace rules were posted on bulletin board in all languages spoken in the facility.

Record-keeping

RH-EMP-4	Does the facility maintain job descriptions for all positions within the facility?	Yes
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Facility Response: Yes

Verification Selection: Accurate

RH-EMP-5	Does the facility keep all worker health information confidential?	Yes
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Facility Response: Yes

Verification Selection: Accurate

RH-EMP-6	Are personnel files maintained in line with legal requirements?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Contracts / T&Cs

RH-EMP-7	Do all persons who perform work for the facility, both on the premises and offsite, have a contract?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Verification Data: Through the employee interview and the management interview it was noted that there were only onsite workers and they don't use offsite workers. All of them have the contract.

RH-EMP-8	Are contracts for all persons who perform work for the facility, both on the premises and offsite, in line with legal requirements?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Verification Data: Through the employee interview and the management interview it was noted there were only onsite workers and they don't use offsite workers. All of them have the contracts, which meets the legal requirement.

RH-EMP-9	Do other types of written documents explaining the terms and conditions (T&Cs) of employment exist?	
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Facility Response:

RH-EMP-10	Does the facility follow any of the following practices related to contracts? (SELECT all that apply with a "X")	
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RH-EMP-10-1	Signed copies of contracts between the facility and each worker are maintained on file	X
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Facility Response: X

Verification Selection: Accurate

RH-EMP-10-2	Contracts clearly and accurately state the terms and conditions of employment	X
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Facility Response: X

Verification Selection: Accurate

RH-EMP-10-3	Copies of contracts are provided to workers, in line with applicable legal requirements	
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Facility Response:

Verification Selection: Accurate

RH-EMP-10-4	None of the above	
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Facility Response:		
Verification Selection: Accurate		
RH-EMP-11	Do workers understand the terms and conditions included within their written employment contracts?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
RH-EMP-12	Does the facility follow any of the following practices related to other types of written terms and conditions documents? (SELECT all that apply with a "X")	
RH-EMP-12-1	Signed copies of terms and conditions documents between the facility and each worker are maintained on file	
Facility Response:		
RH-EMP-12-2	Terms and conditions documents are up to date	
Facility Response:		
RH-EMP-12-3	Terms and conditions documents clearly and accurately state the terms and conditions of employment	
Facility Response:		
RH-EMP-12-4	Copies of terms and conditions documents are provided to workers	
Facility Response:		
RH-EMP-12-5	None of the above	
Facility Response:		
RH-EMP-13	Do workers understand the information included within their written terms and conditions documents?	
Facility Response:		
RH-EMP-14	Does the facility use fixed-term contracts?	No
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: No		
Verification Data: Through the documentary review, the management interview, and the employee interview it was verified that the facility used long-term contracts with local workers and use 3-year-term contracts with the foreign migrant workers, which meets local law.		
RH-EMP-15	Does the facility place limits on the use of fixed-term contracts?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Employment Service Act Article 52 point 4: a foreigner who engages in work referred to in Subparagraphs 8 to 10 of Paragraph 1 of Article 46 shall not exceed more than 12 years in the course of his/her work in the territory of the Republic of China, and shall not apply the provisions of Subparagraph 2 of Paragraph 1 of the preceding Article. Therefore the facility places limits on the use of fixed-term contracts on foreign workers based on local law.		
RH-EMP-16	Is the facility's practice around limits on the use of fixed-term contracts in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Employment Service Act Article 52 point 4: a foreigner who engages in work referred to in Subparagraphs 8 to 10 of Paragraph 1 of Article 46 shall not exceed more than 12 years in the course of his/her work in the territory of the Republic of China, and shall not apply the provisions of Subparagraph 2 of Paragraph 1 of the preceding Article. Therefore the facility places limits on the use of fixed-term contracts on foreign workers based on local law.		
RH-EMP-17	Are the facility's employment contracts for foreign migrants in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Foreign Migrant Workers		
RH-EMP-18	Does the facility (or recruiting agency) provide foreign migrants with a signed written employment contract prior to leaving their home country?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
RH-EMP-19	If yes, does the facility (or recruiting agency) ever request that foreign migrants sign a new contract once they are in their host country?	No
Facility Response: No		
Verification Selection: Accurate		
RH-EMP-20	If yes, are the terms and conditions the same?	

Facility Response:		
Probationary Periods		
RH-EMP-21	Are probationary (time) periods in line with legal requirements?	
Facility Response:		
Benefits Avoidance		
RH-EMP-22	Has the facility acted against legal requirements by hiring temporary/probationary/trainee/fixed-term contract workers to avoid legal obligations?	No
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: No		
Verification Data: The facility didn't hire temporary/probationary/trainee contract workers. The fixed-term contract workers were for the foreign workers and it meets the local law.		
Other Legal Requirements		
RH-EMP-23	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Contracts and Hiring Practices?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covering elsewhere regarding Contracts and Hiring Practices.		
RH-EMP-24	Is the facility in non-compliance with any legal requirements for Contracts and Hiring Practices pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: The security is subcontracted workers and the facility signed the contract with the security company.		
Homeworkers		
RH-HOM-1	Does the facility comply with applicable legal requirements concerning homeworkers?	
Facility Response:		
Facility Comments		
RH-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
WORKING HOURS		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: The purpose of this section is to understand the facility's social and labor practices with respect to Working Hours. Social and labor topics within this section include: • Working Hours • Forced Labor • Overtime • Facility Comments	
Working Hours		
Sub-Section Instructions		
	Working hours refers to hours worked in an activity during normal periods of work, plus overtime, time spent at the place of work, when the worker is at the disposal of the employer. Working Hours are a fundamental component to the employment process and limitations (legal or otherwise) should be respected. For industrial enterprises, international standards limit regular (pre-overtime) working hours to 8 hours each day, 48 hours each week, subject to certain exceptions. They also say that workers must have at least one day off in seven. The sub-section below includes questions on items such as working hour records, regular and overtime hours, breaks, and rest days.	
Records		
WH-WOR-1	How are hours of work recorded for all workers? (SELECT all that apply with a "X")	
WH-WOR-1-1	Manually (i.e. written record)	
Facility Response:		
Verification Selection: Accurate		
WH-WOR-1-2	Mechanically (i.e. punch card)	
Facility Response:		

Verification Selection: Accurate		
WH-WOR-1-3	Electronically (i.e. swipe card)	X
Facility Response: X		
Verification Selection: Accurate		
WH-WOR-1-4	Biometrically (i.e. fingerprint/face scan)	
Facility Response:		
Verification Selection: Accurate		
WH-WOR-1-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
WH-WOR-1-1	If none of the above, please describe how the facility records hours of work:	
Facility Response:		
WH-WOR-2	Who performs the clock-in/clock-out function for workers? (SELECT all that apply with a "X")	
WH-WOR-2-1	The individual worker	X
Facility Response: X		
Verification Selection: Accurate		
WH-WOR-2-2	Management	
Facility Response:		
Verification Selection: Accurate		
WH-WOR-2-1	Please describe in what circumstances management performs this function:	
Facility Response:		
WH-WOR-2-3	Security	
Facility Response:		
Verification Selection: Accurate		
WH-WOR-2-2	Please describe in what circumstances security performs this function:	
Facility Response:		
WH-WOR-2-4	Other	
Facility Response:		
Verification Selection: Accurate		
WH-WOR-2-3	If other, please describe:	
Facility Response:		
WH-WOR-3	Does the facility maintain only one accurate set of working hour records that is in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WH-WOR-4	Does the facility follow any of the following practices regarding working hour records? (SELECT all that apply with a "X")	
WH-WOR-4-1	Working hour records for each worker are maintained for at least the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
WH-WOR-4-2	Working hour records for each worker's regular and overtime hours are maintained	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interview, we confirmed that working hour records for each worker's regular and overtime hours were maintained well and properly. During the verification day we asked the facility to provide the working hours records for September 2022, May 2022 and December 2021 for the sample workers' regular and overtime hours and they provided the complete data for our verification.		
WH-WOR-4-3	Start and finish times are recorded for all periods of work	X
Facility Response: X		
Verification Selection: Accurate		
WH-WOR-4-4	Start and finish times in the payroll system match exact time in/out in time records.	X
Facility Response: X		
Verification Selection: Accurate		
WH-WOR-4-5	Working hour records are consistent with payroll and other records	X
Facility Response: X		

Verification Selection: Accurate		
WH-WOR-4-6	Workers have unrestricted access to verify the accuracy of working hours	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the workers had unrestricted access to verify the accuracy of working hours.		
WH-WOR-4-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Regular Hours		
WH-WOR-5	Number of regular weekly hours worked at the facility:	40
Facility Response: 40		
Verification Selection: Accurate		
WH-WOR-6	Number of regular daily hours worked at the facility:	8
Facility Response: 8		
Verification Selection: Accurate		
WH-WOR-7	Do regular working hours exceed legal requirements?	No
Facility Response: No		
Verification Selection: Accurate		
WH-WOR-8	Does the facility calculate regular hours as an average?	No
Facility Response: No		
Verification Selection: Accurate		
WH-WOR-9	If yes, do regular hours exceed 48 hours?	
Facility Response:		
Overtime Hours		
WH-WOR-10	Is overtime worked only for reasons permitted by law?	Yes
Facility Response: No applicable legal requirements		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review, employee interview and the management interview it was noted that the overtime was worked only for reasons which marked on the workplace rules: Due to natural disasters, incidents or emergencies, the employer may extend the working hours if it is necessary for the employees to work outside the normal working hours.		
WH-WOR-11	Are all overtime working hours in line with legal limits?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Labor Standards Act Article 32 The extension of working hours referred to in the preceding paragraph, combined with the regular working hours, shall not exceed twelve hours a day; the total number of overtime shall not exceed forty-six hours a month. Through the documentary review it was verified that there were 2 workers in December 2021 and one worker overtime worked max. 32 hours in September 2022.		
WH-WOR-12	Did the facility comply with legal requirements to inform and/or get permission from governmental authorities in order to work overtime?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WH-WOR-13	Are exemption terms accurate, current, valid and followed by the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: There is no exemption terms accurate, current, valid and followed by the facility.		
WH-WOR-14	Are work targets for production (e.g. quota or piece work) in line with legal requirements?	No applicable legal requirements
Facility Response: No applicable legal requirements		
Verification Selection: Accurate		
Total Working Hours		
WH-WOR-15	Did any workers work more than 60 hours in total (regular + overtime) within any given week?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Verification Data: During the verification day we randomly picked 13 workers' working hour attendance record. Through the documentary review it was verified that there were 6 workers in September 2022, 3 workers in May 2022 and 10 workers in December 2021 worked more than 60 hours in total within one week.		
WH-WOR-16	Did any workers work more than 72 hours in total (regular + overtime) within any given week?	No
Facility Response: No		
Verification Selection: Accurate		
WH-WOR-17	Did any workers work more than 80 hours in total (regular + overtime) within any given week?	
Facility Response:		
WH-WOR-18	Did any workers work more than 90 hours in total (regular + overtime) within any given week?	
Facility Response:		
Breaks		
WH-WOR-19	Does the facility provide breaks during the workday in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Labor Standards Act Article 35 A worker shall be permitted to have a break for at least thirty minutes after having worked for four continuous hours. Through the employee interview it was noted that the facility provided at least 30-minute break every 4 hours.		
WH-WOR-20	Does the facility provide time off for breastfeeding in line with legal requirements?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		
Verification Data: Through the management interview it was noted that there were no workers gave birth and returned to work during the assessment period.		
Break Payment		
WH-WOR-21	Are workers paid during breastfeeding breaks in line with legal requirements?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		
Verification Data: Through the management interview it was noted that there were no workers gave birth and returned to work during the assessment period.		
Rest Days		
WH-WOR-22	Number of weekly rest days provided by the facility:	2
Facility Response: 2		
Verification Selection: Accurate		
Verification Data: The weekly rest days are Saturday and Sunday.		
WH-WOR-23	Are the weekly rest days provided by the facility in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WH-WOR-24	Are weekly rest days at least 24 consecutive hours long?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Other Legal Requirements		
WH-WOR-25	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Working Hours?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Working Hours.		
WH-WOR-26	Is the facility in non-compliance with any legal requirements for Working Hours pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Forced Labor		
Sub-Section Instructions		

Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics were used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include the ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919

Forced Overtime

WH-FOR-1	Are workers forced to work overtime under threat of penalty?	No
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Facility Response: No

Verification Selection: Accurate

Overtime

Voluntary Overtime

WH-OVE-1	Are workers able to refuse overtime for ANY REASON?	Yes
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Facility Response: Yes

Verification Selection: Accurate

WH-OVE-2	Is overtime voluntary, in line with legal requirements?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Exceptional Circumstances

WH-OVE-3	Did the facility experience exceptional circumstances (i.e. large late customer change orders, weather disasters etc.) that resulted in significant changes to its production schedules?	No
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Facility Response: Yes

Verification Selection: Inaccurate

Corrected Response: No

Verification Data: Through the management interview the facility didn't experience exceptional circumstances that resulted in significant changes to its production schedules.

WH-OVE-4	Does the facility consult with workers and/or provide a minimum notice period for overtime work and/or changes in rest days?	Yes
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Facility Response: Yes

Verification Selection: Accurate

WH-OVE-5	Is the facility's practice of consulting with workers and/or notifying them in advance about overtime work and/or changes in rest days in line with legal requirements?	Yes
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Facility Response: Yes

Verification Selection: Accurate

WH-OVE-6	Does the facility require workers to take paid or unpaid leave when there is less work/production in the facility?	No
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Facility Response: No

Verification Selection: Accurate		
WH-OVE-7	Is the facility's practice of requiring workers to take paid or unpaid leave in line with legal requirements?	
Facility Response:		
Facility Comments		
WH-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
WAGES & BENEFITS		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: The purpose of this section is to understand the facility's social and labor practices with respect to Wages and Benefits. Social and Labor topics within this section include: • Wages and Benefits • Facility Comments	
Wages and Benefits		
Sub-Section Instructions		
	Wages and Benefits refer to the compensation a worker receives - or should be receiving - as a result of their work in the facility. Wages refer specifically to the monetary (cash) wages received. And benefits cover any other form of compensation the worker receives other than monetary (cash) wages. Minimum wages may be set by law or regulation, by wage boards, councils, courts or tribunals, or by collective agreement. Minimum wage rates may be different across groups of worker, sectors of economic activity, or by geographical location. The sub-section below includes questions on items such as minimum wage, overtime wage, wage payment, deductions, in-kind benefits and various forms of worker leave.	
Minimum Wage		
	NOTE: The following types of workers are based on your answers in the Facility Profile. Please ensure that your answers are correct or the appropriate questions will not appear below.	
WB-WAG-5	Do full-time production workers receive AT LEAST the legal minimum wage (and/or wage required by contract, CBA, or other agreement) for all regular hours worked?	Yes. Workers wages in line with all applicable legal requirements
Facility Response: Yes. Workers wages in line with all applicable legal requirements		
Verification Selection: Accurate		
WB-WAG-6	Do workers other than full-time production workers receive AT LEAST the legal minimum wage (and/or wage required by contract, CBA, or other agreement) for all regular hours worked?	Not applicable. All workers are full-time production workers.
Facility Response: Yes. Workers wages in line with all applicable legal requirements		
Verification Selection: Inaccurate		
Corrected Response: Not applicable. All workers are full-time production workers.		
Verification Data: Through the documentary review and the management interview it was noted that all workers were full time production workers.		
WB-WAG-7	If no, please select all the types of workers who did not receive at least the legal minimum wage: (SELECT all that apply with a "X")	
WB-WAG-7-1	Part-time workers	
Facility Response:		
WB-WAG-7-2	Agency/contract workers	
Facility Response:		
WB-WAG-7-3	Contract workers who are not part of the production process	
Facility Response:		
WB-WAG-7-4	Workers under probation	
Facility Response:		
WB-WAG-7-5	Workers who are trainees, apprentices or interns	
Facility Response:		
WB-WAG-7-6	Other	
Facility Response:		
WB-WAG-7.1	If other, please describe:	
Facility Response:		
Facility Information		

WB-WAG-1	Please select the facility's applicable three letter currency code:	TWD
Facility Response: TWD		
Verification Selection: Accurate		
WB-WAG-2	What are the units for rate of pay for production workers? (SELECT all that apply with a "X")	
WB-WAG-2-1	Hourly	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-2-2	Daily	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-2-3	Weekly	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-2-4	Twice a month	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-2-5	Monthly	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-2-6	Unit Rate	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-2-7	Other	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-21	If other, please describe:	
Facility Response:		
Records		
WB-WAG-3	Does the facility maintain only one accurate payroll record that is in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WB-WAG-4	Does the facility follow any of the following practices related to maintaining payroll records: (SELECT all that apply with a "X")	
WB-WAG-4-1	Payroll records for each worker are maintained for at least the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-4-2	Payroll records are consistent with attendance records and other records	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification day we asked the facility to provide the working hours records and the payroll records for September 2022, May 2022 and December 2021 for the 13 sample workers. We confirmed that payroll records were consistent with attendance records and other records.		
WB-WAG-4-3	None of the above	
Facility Response:		
Verification Selection: Accurate		
Overtime Wage		
WB-WAG-8	Is the facility not paying any workers correctly for any of these types of overtime hours as legally required: • Ordinary overtime hours • Overtime hours performed at night • Overtime hours performed on weekly rest days • Overtime hours performed on public holidays?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-9	Which of the following types of overtime hours is the facility not paying workers as legally required? (SELECT all that apply with a "X")	
WB-WAG-9-1	Ordinary overtime hours	
Facility Response:		

WB-WAG-9-2	Overtime hours performed at night	
Facility Response:		
WB-WAG-9-3	Overtime hours performed on weekly rest days	
Facility Response:		
WB-WAG-9-4	Overtime hours performed on public holidays	
Facility Response:		
WB-WAG-10	Are overtime hours paid at a premium rate of AT LEAST 1.25 times the base rate?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review, the employee interview and the management interview it was noted that the overtime hours were paid according to Labor Standards Act Article 24-2: When the overtime work is over two hours, but the total overtime work does not exceed four hours, the worker shall be paid, in addition to the regular hourly wage, at least an additional two-thirds of the regular hourly rate.		
Other Premium Pay		
WB-WAG-11	Is the facility not paying workers correctly for any of these types of regular hours worked at a premium rate as legally required: • Regular hours worked at night • Regular hours worked on weekly rest days • Regular hours worked on public holidays?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-12	Which of the following types of regular hours worked at a premium rate is the facility not paying workers as legally required? (SELECT all that apply with a "X")	
WB-WAG-12-1	Regular hours worked at night	
Facility Response:		
WB-WAG-12-2	Regular hours worked on weekly rest days	
Facility Response:		
WB-WAG-12-3	Regular hours worked on public holidays	
Facility Response:		
WB-WAG-13	Is the facility not paying workers premium pay as legally required based on: • worker's competence (e.g. experience, skills, training) and/or • the nature of the work (e.g. hazard pay)?	No
Facility Response: No		
Verification Selection: Accurate		
Piece Rate Workers		
WB-WAG-14	Are piece rate workers paid correctly for ordinary hours of work when their piece rate earnings exceed minimum wage?	
Facility Response:		
Work-related Activities		
WB-WAG-15	Are workers paid for all work-related activities outside of regular working hours?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Overtime Allowances		
WB-WAG-16	Are overtime allowances provided/paid in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Wages		
WB-WAG-17	How does the facility define wage grades/ levels?	Facility does not have wage grade/levels
Facility Response: Facility does not have wage grade/levels		
Verification Selection: Accurate		
Verification Data: Through the management interview it was noted that the facility defined the wage based on the year the workers joined in the facility and their title.		
WB-WAG-17.1	If other, please describe:	
Facility Response:		
WB-WAG-18	How many wage grades/ levels does the facility have?	
Facility Response:		
NOTE: The Tool supports a maximum of 7 wage levels (7 entries for facility data). For selection of "Skill" as wage level definition, the Tool only supports 3 wage levels (3 entries for facility data). If you have more wage levels, select "Other" for how the facility defines wage grades/ levels.		

WB-WAG-19	Number of workers in wage level Grade 1	
Facility Response:		
WB-WAG-20	Number of workers in wage level Grade 2	
Facility Response:		
WB-WAG-21	Number of workers in wage level Grade 3	
Facility Response:		
WB-WAG-22	Number of workers in wage level Grade 4	
Facility Response:		
WB-WAG-23	Number of workers in wage level Grade 5	
Facility Response:		
WB-WAG-24	Number of workers in wage level Grade 6	
Facility Response:		
WB-WAG-25	Number of workers in wage level Grade 7	
Facility Response:		
WB-WAG-26	Number of workers in wage level skilled	
Facility Response:		
WB-WAG-27	Number of workers in wage level semi-skilled	
Facility Response:		
WB-WAG-28	Number of workers in wage level un-skilled	
Facility Response:		
WB-WAG-29	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-30	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-31	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-32	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-33	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-34	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-35	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-36	Are worker's basic wages ever reviewed and adjusted for the entire facility (or portion of the facility)?	
Facility Response:		
WB-WAG-37	What are individual worker's basic wages based upon? (SELECT all that apply with a "X")	
WB-WAG-37-1	Legal (or contractual agreement) requirements	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-37-2	Living Wage Estimate	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-37-3	Skills	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-37-4	Experience	

Facility Response:		
Verification Selection: Accurate		
WB-WAG-37-5	Length of Employment	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview it was noted that the facility defined the wage based on the year the workers joined in the facility and their title.		
WB-WAG-37-6	Performance	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-37-7	Other	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-37.1	If other, please describe:	
Facility Response:		
WB-WAG-37-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Performance Evaluations		
WB-WAG-38	Does the facility conduct worker performance evaluations based on a standard set of criteria?	
Facility Response:		
WB-WAG-39	If yes, are worker performance evaluations shared and/or discussed with workers?	
Facility Response:		
Wage Increase		
	For the most representative department within the facility, indicate the number of workers that were promoted with an increase in their basic wage as a result of their promotion:	
WB-WAG-40	Describe the most representative department within the facility:	Not applicable
Facility Response: 生管課		
Verification Selection: Inaccurate		
Corrected Response: Not applicable		
Verification Data: Through the management interview it was noted that the workers promoted with an increase in their basic wage were based on the local requirement.		
WB-WAG-41	Number of female workers that were promoted with an increase in their basic wage as a result of their promotion	
Facility Response: 2		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that the workers promoted with an increase in their basic wage were based on the local requirement.		
WB-WAG-42	Number of male workers that were promoted with an increase in their basic wage as a result of their promotion	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: Through the management interview it was noted that the workers promoted with an increase in their basic wage were based on the local requirement.		
Bonus		
WB-WAG-43	Do workers receive any type of productivity (or "production") bonus?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-43.1	If yes, please describe all types of production / productivity bonuses:	
Facility Response:		
Wage Payment		
WB-WAG-44	Are wage payments made regularly and on time and in line with legal requirements?	Yes
Facility Response: Yes		

Verification Selection: Accurate		
Verification Data: Through the documentary review, the employee interview and the management interview it was noted that the wage payment were made on 8th of the next month and on time and in line with legal requirement.		
WB-WAG-45	Are workers paid their full wages in the legally required manner?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WB-WAG-46	How are workers paid? (SELECT all that apply with a "X")	
WB-WAG-46-1	Cash	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-47	What approximate percentage of workers are paid by cash?	
Facility Response:		
WB-WAG-47-1	Check	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-48	What approximate percentage of workers are paid by check?	
Facility Response:		
WB-WAG-48-1	Direct deposit into a bank account	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-49	What approximate percentage of workers are paid by direct deposit into bank accounts?	100
Facility Response: 100		
Verification Selection: Accurate		
WB-WAG-49-1	Mobile money	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-50	What approximate percentage of workers are paid by mobile money?	
Facility Response:		
WB-WAG-50-1	Card (with a stored value)	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-51	What approximate percentage of workers are paid by card (with a stored value)?	
Facility Response:		
WB-WAG-51-1	Other	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-51.1	If other, please describe:	
Facility Response:		
WB-WAG-52	What approximate percentage of workers are paid by these other means?	
Facility Response:		
WB-WAG-53	If workers are paid by direct deposit into a bank account, do they have sole control of the bank account once opened?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WB-WAG-54	Are workers paid directly by the facility or through 3rd party agents?	By the Facility
Facility Response: By the Facility		
Verification Selection: Accurate		
Verification Data: Through checking the wire transfer record it was verified that the workers were paid directly by the facility.		
WB-WAG-54.1	If other, please describe:	
Facility Response:		
WB-WAG-55	If workers are paid through 3rd party agents, have all workers authorized this in writing?	
Facility Response:		
WB-WAG-56	Are workers informed about their individual wages and deductions in line with legal requirements (e.g. through pay slips)?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the pay slip it was verified that the workers were informed about their individual wages and deductions in line with legal requirements .		
WB-WAG-57	Are pay slips in a language all workers can understand?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WB-WAG-58	Do pay slips contain accurate information on worker wages in a detailed and comprehensive manner for all workers?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review it was noted that the pay slips contain accurate information on worker wages in a detailed and comprehensive manner for all workers.		
WB-WAG-59	Is the receipt of wage payment confirmed in writing by all workers?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		
Verification Data: Through the employee interview and the documentary review it was noted that the workers receive wage payment via bank transfer.		
Loans & Advances		
WB-WAG-60	Does the facility loan and/or advance money to workers?	
Facility Response:		
WB-WAG-60.1	If yes, please describe the circumstances:	
Facility Response:		
WB-WAG-61	Are all loans and/or advances in line with legal requirements?	
Facility Response:		
WB-WAG-62	Are workers informed of the terms and conditions surrounding the granting and repayment of advances and loans?	
Facility Response:		
WB-WAG-62.1	If yes, please describe the terms of the loans and/or advances (i.e. Interest rate, repayment terms, etc.) and how workers are informed of these terms:	
Facility Response:		
WB-WAG-63	Is there written documentation surrounding the terms and conditions of the granting and repayment of advances and loans?	
Facility Response:		
WB-WAG-64	If yes, do workers confirm the accuracy of payouts and re-payments in writing?	
Facility Response:		
Legal Withholdings		
WB-WAG-65	Does the facility take any deductions from wages that are not in line with legal requirements?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-66	Were withholdings from wages, other than social security, calculated correctly and in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the pay slip and the employee interview it was noted that the withholdings tax from wages, other than social security were calculated correctly and in line with legal requirements.		
Deductions		
WB-WAG-67	Did the facility have any other wage deductions (besides legally required withholdings and social security)?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-67.1	If yes, please describe the type of deductions of wages made (besides legally required withholdings and social security):	
Facility Response:		
WB-WAG-68	If yes, does the facility follow any of the following practices regarding deductions: (SELECT all that apply with a "X")	

WB-WAG-68-1	Deductions are voluntarily accepted by workers	
Facility Response:		
WB-WAG-68-2	Workers sign a document (in a language they understand) giving consent for monies to be deducted	
Facility Response:		
WB-WAG-68-3	Deductions to wages are explained to workers	
Facility Response:		
WB-WAG-68-4	Workers have access to the account status of all wage deductions (i.e. history of payments, current account balances etc.)	
Facility Response:		
WB-WAG-68-5	None of the above	
Facility Response:		
WB-WAG-69	Are workers ever responsible for the cost of any of the following? (SELECT all that apply with a "X")	
WB-WAG-69-1	IDs/Badges/Swipe Cards	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the employee interview it was noted that they didn't need to pay for the badge. Through the management interview it was noted if the workers miss their badges the workers need to pay for the extra one.		
WB-WAG-69-2	Uniforms	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the employee interview it was noted that they didn't need to pay for 2 x uniforms. Through the management interview it was noted that if the workers need more than 2 uniforms the workers need to pay for the extra one.		
WB-WAG-69-3	Other	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-69.1	If other, please describe:	
Facility Response:		
WB-WAG-69-4	None of the above	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was verified that if the workers needed the badges and 2 x uniforms when they joined the facility, they didn't need to pay it.		
Social Insurance / Social Security		
WB-WAG-70	Does the facility collect and forward workers' contributions to any of the following social insurance or social security programs in line with legal requirements? (SELECT all that apply with an "X")	
WB-WAG-70-1	Pension/ Provident fund	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included pension fund.		
WB-WAG-70-2	Medical	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-70-3	Work-related injury/ illness/ death	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-70-4	Unemployment	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included unemployment.		

WB-WAG-70-5	Maternity	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included maternity.		
WB-WAG-70-6	Other	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-70.1	If other, please describe:	
Facility Response:		
WB-WAG-70-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-71	Which of the following facility social insurance contributions (both calculations and types required) are in line with legal requirements? (SELECT all that apply with an "X")	
WB-WAG-71-1	Pension/ Provident fund	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included pension fund.		
WB-WAG-71-2	Medical	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-71-3	Work-related injury/ illness/ death	X
Facility Response: X		
Verification Selection: Accurate		
WB-WAG-71-4	Unemployment	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included unemployment.		
WB-WAG-71-5	Maternity	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility paid the social insurance fee to the government and it included maternity.		
WB-WAG-71-6	Other	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-71.1	If other, please describe:	
Facility Response:		
WB-WAG-71-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
WB-WAG-72	Does the facility provide legally required compensation/ benefits related to social protection directly to workers (e.g. old age, accident, illness and death benefits)?	No
Facility Response: No		
Verification Selection: Accurate		
In-kind Benefits		
WB-WAG-73	Does the facility provide in-kind benefits in line with legal requirements?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-74	Does the facility provide in-kind benefits, even if not legally required?	

Facility Response:		
WB-WAG-75	Which types of in-kind benefits does the facility provide? (SELECT all that apply with a "X")	
WB-WAG-75-1	Child Care	
Facility Response:		
WB-WAG-75.1	Please describe:	
Facility Response:		
WB-WAG-75-2	Transportation	
Facility Response:		
WB-WAG-75.2	Please describe:	
Facility Response:		
WB-WAG-75-3	Housing	
Facility Response:		
WB-WAG-75.3	Please describe:	
Facility Response:		
WB-WAG-75-4	Food	
Facility Response:		
WB-WAG-75.4	Please describe:	
Facility Response:		
WB-WAG-75-5	Medical Services	
Facility Response:		
WB-WAG-75.5	Please describe:	
Facility Response:		
WB-WAG-75-6	Energy (i.e. fuel, coal, electricity, gas etc.)	
Facility Response:		
WB-WAG-75.6	Please describe:	
Facility Response:		
WB-WAG-75-7	Footwear / Clothing	
Facility Response:		
WB-WAG-75.7	Please describe:	
Facility Response:		
WB-WAG-75-8	Other	
Facility Response:		
WB-WAG-75.8	If other, please describe:	
Facility Response:		
WB-WAG-76	Are all in-kind benefits voluntary?	
Facility Response:		
WB-WAG-77	Does the facility charge for in-kind benefits at or below cost?	
Facility Response:		
WB-WAG-78	Are workers informed of the existence of in-kind benefits?	
Facility Response:		
Leave		
WB-WAG-79	Is the facility not correctly providing workers time off for any of these types of leave as legally required: • All public holidays • Annual leave • Sick leave • Maternity leave • Paternity leave • Personal leave • Other types of required leave?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-80	Which of the following types of leave is the facility not correctly providing workers time off for, as legally required? (SELECT all that apply with a "X")	
WB-WAG-80-1	All public holidays	
Facility Response:		
WB-WAG-80-2	Annual leave	
Facility Response:		
WB-WAG-80-3	Sick leave	

Facility Response:		
WB-WAG-80-4	Maternity leave	
Facility Response:		
WB-WAG-80-5	Paternity leave	
Facility Response:		
WB-WAG-80-6	Personal leave	
Facility Response:		
WB-WAG-80-7	Other types of required leave	
Facility Response:		
WB-WAG-80.1	If other, please describe the TYPE of required leave that is not provided:	
Facility Response:		
WB-WAG-81	Is the facility not paying workers correctly for any of these types of leave as legally required: • All public holidays • Annual leave • Sick leave • Maternity leave • Paternity leave • Personal leave • Other types of required leave?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-82	Which of the following types of leave is the facility not correctly paying workers for, as legally required? (SELECT all that apply with a "X")	
WB-WAG-82-1	All public holidays	
Facility Response:		
WB-WAG-82-2	Annual leave	
Facility Response:		
WB-WAG-82-3	Sick leave	
Facility Response:		
WB-WAG-82-4	Maternity leave	
Facility Response:		
WB-WAG-82-5	Paternity leave	
Facility Response:		
WB-WAG-82-6	Personal leave	
Facility Response:		
WB-WAG-82-7	Other types of required leave	
Facility Response:		
WB-WAG-82.1	If other, please describe the TYPE of required leave that is not paid for:	
Facility Response:		
WB-WAG-83	Are there any restrictions to workers applying for or taking leave?	No
Facility Response: No		
Verification Selection: Accurate		
WB-WAG-84	Are workers free to take leave once given approval?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WB-WAG-85	Does the facility comply with legal restrictions regarding payment instead of leave?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Compensatory Leave		
WB-WAG-86	Does the facility provide workers with compensatory time off in line with legal requirements?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the employee interview and the management interview it was verified that if the workers worked overtime, they could choose to get the overtime fee or compensatory time off which was in line with legal requirement..		
Work Stoppages		
WB-WAG-87	Does the facility pay workers correctly during work stoppages in line with legal requirements?	No applicable legal requirements
Facility Response: No applicable legal requirements		
Verification Selection: Accurate		

Verification Data: Through the employee interview and the management interview it was noted that there was no work stoppage.		
Other Benefits		
WB-WAG-88	Were all OTHER wage payments in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Other Legal Requirements		
WB-WAG-89	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Wages and Benefits?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Wages and Benefits.		
WB-WAG-90	Is the facility in non-compliance with any legal requirements for Wages and Benefits pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Facility Comments		
WB-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
WORKER TREATMENT		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: The purpose of the Worker Treatment section is to understand how the facility treats workers while they are in the facility. From freedom of movement to harassment, this section seeks to understand if workers are treated in a fair and responsible manner, in line with applicable legal standards. Social and Labor topics within this section include: • Forced Labor • Harassment and Abuse • Discrimination • Discipline • Facility Comments	
Forced Labor		
Sub-Section Instructions		

Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics were used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include the ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919

Coercive Tactics

WT-FOR-1	Does the employer use any other coercive tactics to force workers to work?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was noted that workers worked in the facility voluntarily and they said that the employer treated them very well.		

Violence or Threats

WT-FOR-2	Have any cases of violence or threats of violence to intimidate workers and force them to work occurred at the workplace?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was noted that workers worked in the facility voluntarily and they said that the employer treated them very well.		

WT-FOR-3	Are there written records of these cases?	
Facility Response:		
WT-FOR-4	If yes, how many cases were reported by male workers?	
Facility Response:		
WT-FOR-5	If yes, how many cases were reported by female workers?	
Facility Response:		

WT-FOR-6	Have any cases of threats, such as reporting to authorities, deportation or threats against a worker's family/close associates, or cancelation of visa or other documents (e.g. work permits, residence permits, etc.) occurred in order to force migrant workers to stay at the job?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was noted that workers worked in the facility voluntarily and they said that the employer treated them very well.		

Physical Force

WT-FOR-7	Have workers been forced to work as a disciplinary measure or as punishment for participation in a strike?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was noted that workers worked in the facility voluntarily and they said that the employer treated them very well.		

WT-FOR-8	Are there written records of these cases?	
Facility Response:		
Freedom of Movement		
WT-FOR-9	Are workers restricted from leaving the workplace in order to force them to work?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was noted that workers worked in the facility voluntarily and they said that the employer treated them very well.		
WT-FOR-10	Are workers free to come and go from the dormitories and the industrial park or zone in which the facility is located?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Withholding		
WT-FOR-11	Do workers keep all of their personal documents (such as birth certificates, passports, work permits and ID cards)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-FOR-12	Have workers been denied access to their personal documents (such as birth certificates, passports, work permits and ID cards) when they need them?	No
Facility Response: No		
Verification Selection: Accurate		
Other Legal Requirements		
WT-FOR-13	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Forced Labor in Worker Treatment?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Forced Labor in Worker Treatment.		
Harassment and Abuse		
Sub-Section Instructions		
	Harassment or abuse refers to every worker being treated with respect and dignity. No worker shall be subject to any physical, sexual, psychological or verbal harassment, abuse or threats of abuse. The sub-section below includes questions on items such as disciplinary measures, harassment, discriminatory harassment and use of security personnel.	
Harassment		
WT-HAR-1	Have there been any cases of physical, verbal, psychological harassment or abuse?	No
Facility Response: No		
Verification Selection: Accurate		
WT-HAR-2	Are there written records of these cases?	
Facility Response:		
WT-HAR-3	If yes, how many cases were reported by male workers?	
Facility Response:		
WT-HAR-4	If yes, how many cases were reported by female workers?	
Facility Response:		
Discipline		
WT-HAR-5	Does the facility have effective remediation processes in place to address cases of harassment or abuse?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-HAR-5.1	If yes, please describe the processes:	如附件說明
Facility Response: 如附件說明		
Verification Selection: Accurate		
Verification Data: Please refer to the attached details documents.		
Security Personnel		
WT-HAR-6	Does the facility employ (or contract services for) security personnel on-site?	Yes

Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through onsite tour, documentary review and the management interview it was noted that the facility employed subcontract security personnel onsite.		
WT-HAR-7	How many cases of worker harassment by security personnel have occurred?	0
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 0		
Verification Data: Through the employee interview and the management interview it was noted that there were no cases of worker harassment by security personnel.		
WT-HAR-8	Do security personnel carry weapons?	No
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: No		
Verification Data: Through onsite tour it was verified that the security personnel didn't carry weapons.		
WT-HAR-9	Do security personnel carry weapons on the production floor?	
Facility Response:		
WT-HAR-10	Do security personnel carry weapons in line with legal requirements?	
Facility Response:		
Discrimination		
WT-HAR-11	Have there been any cases of harassment based upon race, skin color, religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, gender identity, pregnancy/maternity status, marital status, family responsibilities, age, nationality/foreign migrant worker status?	No
Facility Response: No		
Verification Selection: Accurate		
WT-HAR-12	If yes, how many cases were reported by male workers?	
Facility Response:		
WT-HAR-13	If yes, how many cases were reported by female workers?	
Facility Response:		
WT-HAR-14	Please specify the basis of the harassment: (SELECT all that apply with a "X")	
WT-HAR-14-1	Race / Skin Color	
Facility Response:		
WT-HAR-14-2	Religion	
Facility Response:		
WT-HAR-14-3	Political Opinion	
Facility Response:		
WT-HAR-14-4	National Extraction	
Facility Response:		
WT-HAR-14-5	Social Origin	
Facility Response:		
WT-HAR-14-6	Disability	
Facility Response:		
WT-HAR-14-7	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-HAR-14-8	Sexual Orientation	
Facility Response:		
WT-HAR-14-9	Gender Identity	
Facility Response:		
WT-HAR-14-10	Pregnancy / Maternity Status	
Facility Response:		
WT-HAR-14-11	Marital Status	
Facility Response:		

WT-HAR-14-12	Age	
Facility Response:		
WT-HAR-14-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-HAR-14-14	Family responsibilities	
Facility Response:		
WT-HAR-14-15	Other	
Facility Response:		
WT-HAR-14.1	Please describe what "Other" ground of harassment occurred:	
Facility Response:		
Race / Skin Color		
WT-HAR-15	How many cases of harassment based upon race / skin color occurred?	
Facility Response:		
WT-HAR-16	Are there written records of these cases?	
Facility Response:		
Religion		
WT-HAR-17	How many cases of harassment based upon religion occurred?	
Facility Response:		
WT-HAR-18	Are there written records of these cases?	
Facility Response:		
Political Opinion		
WT-HAR-19	How many cases of harassment based upon political opinion occurred?	
Facility Response:		
WT-HAR-20	Are there written records of these cases?	
Facility Response:		
National Extraction		
WT-HAR-21	How many cases of harassment based upon national extraction occurred?	
Facility Response:		
WT-HAR-22	Are there written records of these cases?	
Facility Response:		
Social Origin		
WT-HAR-23	How many cases of harassment based upon social origin occurred?	
Facility Response:		
WT-HAR-24	Are there written records of these cases?	
Facility Response:		
Disability		
WT-HAR-25	How many cases of harassment based upon disability occurred?	
Facility Response:		
WT-HAR-26	Are there written records of these cases?	
Facility Response:		
HIV/AIDS Status		
WT-HAR-27	How many cases of harassment based upon HIV/AIDS status occurred?	
Facility Response:		
WT-HAR-28	Are there written records of these cases?	
Facility Response:		
Sexual Orientation		
WT-HAR-29	How many cases of harassment based upon sexual orientation occurred?	
Facility Response:		
WT-HAR-30	Are there written records of these cases?	
Facility Response:		
Gender Identity		
WT-HAR-31	How many cases of harassment based upon gender identity occurred?	

Facility Response:		
WT-HAR-32	Are there written records of these cases?	
Facility Response:		
Pregnancy Status		
WT-HAR-33	How many cases of harassment based upon pregnancy/maternity status occurred?	
Facility Response:		
WT-HAR-34	Are there written records of these cases?	
Facility Response:		
Marital Status		
WT-HAR-35	How many cases of harassment based upon marital status occurred?	
Facility Response:		
WT-HAR-36	Are there written records of these cases?	
Facility Response:		
Age		
WT-HAR-37	How many cases of harassment based upon age occurred?	
Facility Response:		
WT-HAR-38	Are there written records of these cases?	
Facility Response:		
Nationality / Foreign Migrant Worker Status		
WT-HAR-39	How many cases of harassment based upon nationality/foreign migrant worker status occurred?	
Facility Response:		
WT-HAR-40	Are there written records of these cases?	
Facility Response:		
Other		
WT-HAR-41	How many cases of harassment based upon "Other" occurred?	
Facility Response:		
WT-HAR-42	Are there written records of these cases?	
Facility Response:		
Other Legal Requirements		
WT-HAR-43	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Harassment and Abuse?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Harassment and Abuse.		
Discrimination		
Sub-Section Instructions		
	<p>Overall International Labor Standard Compliance Guidance: Discrimination includes any distinction based on race, color, sex, religion, political opinion, national extraction or social origin, which results in unequal treatment. Other grounds of discrimination may be included in national law, such as disability, HIV/AIDS status, age and sexual orientation. Discrimination may be direct or indirect and does not have to be intentional. Indirect discrimination refers to apparently neutral practices, which in fact result in unequal treatment of people with certain characteristics. Distinctions are permissible when they are necessary because of the inherent requirements of the particular job, although this exception is rare. Also, measures to protect certain categories of workers are acceptable when they are provided for under international labor Conventions and Recommendations, such as maternity protection. Distinctions also may be permissible under national laws designed to help groups who need special protection, for example, laws that offer preferential treatment to women in hiring in order to remedy the effects of past discrimination. Applicable legal standards include the ILO Core Conventions, C100 Equal Remuneration Convention, 1951 and C111 Discrimination (Employment and Occupation) Convention, 1958, which provide the baseline standards for discrimination; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R90 Equal Remuneration Recommendation, 1951; R111 Discrimination (Employment and Occupation) Recommendation, 1958; C156 Workers with Family Responsibilities Convention, 1981; R165 Workers with Family Responsibilities Recommendation, 1981</p>	
Sexual Harassment		
WT-DIS-1	Are workers subject to sexual harassment?	No
Facility Response: No		

Verification Selection: Accurate		
WT-DIS-2	How many cases of sexual harassment occurred?	
Facility Response:		
WT-DIS-3	Are there written records of these cases?	
Facility Response:		
Promotion and Access to Training		
WT-DIS-4	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding promotion or access to training?	No
Facility Response: No		
Verification Selection: Accurate		
WT-DIS-5	Which of the following is a factor in decisions on promotion or access to training? (SELECT all that apply with a "X")	
WT-DIS-5-1	Race / Skin Color	
Facility Response:		
WT-DIS-5-2	Sex / Gender	
Facility Response:		
WT-DIS-5-3	Religion	
Facility Response:		
WT-DIS-5-4	Political Opinion	
Facility Response:		
WT-DIS-5-5	National Extraction	
Facility Response:		
WT-DIS-5-6	Social Origin	
Facility Response:		
WT-DIS-5-7	Disability	
Facility Response:		
WT-DIS-5-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-DIS-5-9	Sexual Orientation	
Facility Response:		
WT-DIS-5-10	Pregnancy / Maternity Status	
Facility Response:		
WT-DIS-5-11	Marital Status	
Facility Response:		
WT-DIS-5-12	Age	
Facility Response:		
WT-DIS-5-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-DIS-5-14	Family responsibilities	
Facility Response:		
WT-DIS-5-15	Other	
Facility Response:		
WT-DIS-5.1	Please describe what "Other" factor is considered in the promotion or access to training process:	
Facility Response:		
Compensation		
WT-DIS-6	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding compensation?	No
Facility Response: No		
Verification Selection: Accurate		
WT-DIS-7	Which of the following is a factor in decisions on compensation? (SELECT all that apply with a "X")	
WT-DIS-7-1	Race / Skin Color	

Facility Response:		
WT-DIS-7-2	Sex / Gender	
Facility Response:		
WT-DIS-7-3	Religion	
Facility Response:		
WT-DIS-7-4	Political Opinion	
Facility Response:		
WT-DIS-7-5	National Extraction	
Facility Response:		
WT-DIS-7-6	Social Origin	
Facility Response:		
WT-DIS-7-7	Disability	
Facility Response:		
WT-DIS-7-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-DIS-7-9	Sexual Orientation	
Facility Response:		
WT-DIS-7-10	Pregnancy / Maternity Status	
Facility Response:		
WT-DIS-7-11	Marital Status	
Facility Response:		
WT-DIS-7-12	Age	
Facility Response:		
WT-DIS-7-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-DIS-7-14	Family responsibilities	
Facility Response:		
WT-DIS-7-15	Other	
Facility Response:		
WT-DIS-7.1	Please describe what "Other" factor is considered in the compensation process:	
Facility Response:		
Conditions of Work		
WT-DIS-8	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding conditions of work?	No
Facility Response: No		
Verification Selection: Accurate		
WT-DIS-9	Which of the following is a factor in decisions on conditions of work? (SELECT all that apply with a "X")	
WT-DIS-9-1	Race / Skin Color	
Facility Response:		
WT-DIS-9-2	Sex / Gender	
Facility Response:		
WT-DIS-9-3	Religion	
Facility Response:		
WT-DIS-9-4	Political Opinion	
Facility Response:		
WT-DIS-9-5	National Extraction	
Facility Response:		
WT-DIS-9-6	Social Origin	
Facility Response:		
WT-DIS-9-7	Disability	
Facility Response:		

WT-DIS-9-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-DIS-9-9	Sexual Orientation	
Facility Response:		
WT-DIS-9-10	Pregnancy / Maternity Status	
Facility Response:		
WT-DIS-9-11	Marital Status	
Facility Response:		
WT-DIS-9-12	Age	
Facility Response:		
WT-DIS-9-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-DIS-9-14	Family responsibilities	
Facility Response:		
WT-DIS-9-15	Other	
Facility Response:		
WT-DIS-9.1	Please describe what "Other" factor is considered in decisions regarding conditions of work:	
Facility Response:		
Pregnancy and Maternity		
WT-DIS-10	Does the facility maintain any of the following for workers during and after maternity leave? (SELECT all that apply with a "X")	
WT-DIS-10-1	Employment status	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that there were no workers returned from maternity or went on maternity.		
WT-DIS-10-2	Position	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that there were no workers returned from maternity or went on maternity.		
WT-DIS-10-3	Wages	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that there were no workers returned from maternity or went on maternity.		
WT-DIS-10-4	Benefits	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that there were no workers returned from maternity or went on maternity.		
WT-DIS-10-5	Not Applicable	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview it was noted that there were no workers returned from maternity or went on maternity.		
WT-DIS-10-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
WT-DIS-11	Does the facility include all maternity leave in the workers' period of continuous service?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		

Verification Data: Through the management interview it was noted that there were no workers returned from maternity or went on maternity.		
WT-DIS-12	Does the facility follow any of the following practices related to worker pregnancy at any time during employment? (SELECT all that apply with a "X")	
WT-DIS-12-1	Facility requires pregnancy test at any time during employment	
Facility Response:		
Verification Selection: Accurate		
WT-DIS-13	Are the tests required by applicable legislation regarding (i) work that is legally prohibited or restricted for pregnant or nursing women, or (ii) work that presents a recognized or significant risk to the health of the woman and child?	
Facility Response:		
WT-DIS-13-1	Facility requires the use of contraceptives or other forms of birth control at any time during employment	
Facility Response:		
Verification Selection: Accurate		
WT-DIS-13-2	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Disability		
WT-DIS-14	Has the facility made accommodations/arrangements for physically disabled persons?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-DIS-14.1	Please describe any accommodations/arrangements made:	坐便扶手
Facility Response: 坐便扶手		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility provided the disabled toilet for the male disabled worker.		
WT-DIS-15	Are the facility's practices around making accommodations for physically disabled persons in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-DIS-16	How many workers became disabled (for whatever reason)?	0
Facility Response: 0		
Verification Selection: Accurate		
WT-DIS-17	Has the facility taken steps to enable workers who become disabled (for whatever reason) to retain their work?	
Facility Response:		
Infection or Illness		
WT-DIS-18	Does the facility require HIV / AIDS testing at any time during employment?	No
Facility Response: No		
Verification Selection: Accurate		
WT-DIS-19	If yes, are these HIV / AIDS tests administered in line with legal requirements?	
Facility Response:		
WT-DIS-20	Does the facility require other infection or illness tests (e.g. Hepatitis B) at any time during employment?	No
Facility Response: No		
Verification Selection: Accurate		
WT-DIS-21	If yes, are these infection or illness tests administered in line with legal requirements?	
Facility Response:		
WT-DIS-22	Has the facility taken steps to enable workers with HIV/AIDS to retain their work if they were medically able to?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
WT-DIS-23	Are these steps to help workers with HIV / AIDS in line with legal requirements?	
Facility Response:		
WT-DIS-24	Has the facility taken steps to enable workers with infections or illness (other than HIV/AIDS) to retain their work if they were medically able to?	Not Applicable
Facility Response: Not Applicable		

Verification Selection: Accurate		
WT-DIS-25	Are these steps to help workers with infections or illnesses (other than HIV / AIDS) in line with legal requirements?	
Facility Response:		
Other Legal Requirements		
WT-DIS-26	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Worker Treatment?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Discrimination in Worker Treatment.		
Discipline		
Sub-Section Instructions		
	Discipline refers to the actions supervisory personnel take to correct behavior that does not meet established company rules. The sub-section below includes questions on disciplinary measures, communication methods, record keeping and appeals process.	
Measures		
WT-DISC-1	Are disciplinary measures for workers in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: The disciplinary measures were included in the workplace rule and it was approved by the local government.		
Communication		
WT-DISC-2	When a disciplinary action is initiated against a worker, is that worker always informed?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-DISC-3	Do workers sign all written records of disciplinary actions taken against them?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Appeal		
WT-DISC-4	Do workers have the right to respond to and/or appeal any disciplinary decisions without any negative repercussions?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-DISC-5	Do workers have the right to consult with and be represented either by a trade union or by worker representatives when evaluating and contesting disciplinary decisions?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Records		
WT-DISC-6	Are written records of disciplinary actions maintained in workers' personnel files?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WT-DISC-7	For how many months are records of disciplinary actions maintained in worker personnel files?	36
Facility Response: 36		
Verification Selection: Accurate		
Other Legal Requirements		
WT-DISC-8	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discipline?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Discipline.		
Worker Treatment		
Other Legal Requirements		

WT-WOR-1	Is the facility in non-compliance with any legal requirements for Discipline, Harassment and Abuse pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Facility Comments		
WT-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
WORKER INVOLVEMENT		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: The purpose of the Worker Involvement section is to understand how the facility involves workers in the improvement process within the facility. From participation in Freedom of Association to Grievance systems, this section seeks to understand the facility's mechanisms in place to facilitate dialogue and action between management and workers. Social and Labor topics within this section include: <ul style="list-style-type: none"> • Freedom of Association and Collective Bargaining • Worker Representative s • Bipartite committee(s) • Grievance Systems • Worker Feedback • Facility Comments 	
FOA & CB		
Sub-Section Instructions		
	Overall International Labor Standard Compliance Guidance: Freedom of association means the right of workers to join together to create organizations (unions) that represent them. It also applies to employer organizations. Collective bargaining is the process of negotiation between unions and employers, usually on working conditions and terms of employment. Both are fundamental rights, and they are linked together. Without freedom of association, collective bargaining cannot work because the views of the workers cannot be properly represented. Workers themselves must be free to choose how they are to be represented, and employers must not interfere in this process. Applicable legal standards include the ILO Core Conventions, C87 Freedom of Association and Protection of the Right to Organize Convention, 1948; C98 Right to Organize and Collective Bargaining Convention 1949, which provide the baseline standards for freedom of association and collective bargaining; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements Other relevant ILO documents: C135 Workers' Representatives Convention, 1971; C154 Collective Bargaining Convention, 1981; R143 Worker s' Representatives Recommendation, 1971; R163 Collective Bargaining Recommendation, 1981	
Freedom to Associate		
WI-FOA-1	Are workers free to form a trade union of their choosing?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the employee interview and the management interview it was noted that the workers were free to form a trade union but they didn't form it. Instead they elected worker representatives.		
WI-FOA-2	Are workers free to join a trade union of their choosing?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the employee interview and the management interview it was noted that the workers were free to form a trade union but they didn't form it. Instead they elected worker representatives.		
Trade Unions		
WI-FOA-3	Does the facility have a registered trade union(s) on-site?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the employee interview and the management interview it was noted that the workers were free to form a trade union but they didn't form it. Instead they elected worker representatives.		
WI-FOA-4	NUMBER of registered trade unions in the facility:	
Facility Response:		
WI-FOA-5	PERCENTAGE of workers that are trade union members:	
Facility Response:		
WI-FOA-6	Name of union with the largest membership:	
Facility Response:		

WI-FOA-7	Name of the federation or confederation (or both) with which the largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-8	NUMBER of female union members in the union with the largest membership in the facility	
Facility Response:		
WI-FOA-9	NUMBER of male union members in the union with the largest membership in the facility	
Facility Response:		
WI-FOA-10	NUMBER of female union officials in the union with the largest membership in the facility	
Facility Response:		
WI-FOA-11	NUMBER of male union officials in the union with the largest membership in the facility	
Facility Response:		
WI-FOA-12	Name of union with the 2nd largest membership:	
Facility Response:		
WI-FOA-13	Name of the federation or confederation (or both) with which the 2nd largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-14	NUMBER of female union members in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-15	NUMBER of male union members in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-16	NUMBER of female union officials in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-17	NUMBER of male union officials in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-18	Name of union with the 3rd largest membership:	
Facility Response:		
WI-FOA-19	Name of the federation or confederation (or both) with which the 3rd largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-20	NUMBER of female union members in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-21	NUMBER of male union members in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-22	NUMBER of female union officials in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-23	NUMBER of male union officials in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-24	Name of union with the 4th largest membership:	
Facility Response:		
WI-FOA-25	Name of the federation or confederation (or both) with which the 4th largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-26	NUMBER of female union members in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-27	NUMBER of male union members in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-28	NUMBER of female union officials in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-29	NUMBER of male union officials in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-30	Name of union with the 5th largest membership:	
Facility Response:		

WI-FOA-31	Name of the federation or confederation (or both) with which the 5th largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-32	NUMBER of female union members in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-33	NUMBER of male union members in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-34	NUMBER of female union officials in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-35	NUMBER of male union officials in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-36	For each additional active trade union that is smaller than the 5th largest unions in the facility, provide: • name of the union • name of the federation or confederation with which the union is affiliated, if applicable • number of female union members • number of male union members • number of female union officials • number of male union officials	
Facility Response:		
WI-FOA-37	Can the trade union(s) freely form and join federations and confederations of their choice without interference?	
Facility Response:		
WI-FOA-38	Does the facility require workers to join a trade union?	
Facility Response:		
Trade Union Operations		
WI-FOA-39	Do trade union representatives have access to workers in the workplace?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the employee interview and the management interview it was noted that the workers were free to form a trade union but they didn't form it. Instead they elected worker representatives.		
WI-FOA-40	Does the facility deduct trade union dues from wages in line with legal requirements?	
Facility Response:		
WI-FOA-41	Is the facility's practice around financial or other support of the union in line with legal requirements?	
Facility Response:		
WI-FOA-42	Does facility management regularly meet with trade unions to proactively address issues of worker concern?	
Facility Response:		
WI-FOA-43	Is the facility consulting with trade unions in line with legal requirements?	
Facility Response:		
WI-FOA-44	Are legally required mechanisms for dialogue between the employer and the union(s) in place and functioning in line with legal requirements?	
Facility Response:		
WI-FOA-45	Are workers provided with a private meeting space at the workplace in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WI-FOA-46	Does the employer allow workers to carry out trade union activities in accordance with applicable legal requirements?	
Facility Response:		
Interference and Discrimination		
WI-FOA-47	Are workers and workers' representatives free to meet without the presence of management?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WI-FOA-48	Does the facility treat all trade unions equally, or as stipulated by applicable legal requirements?	
Facility Response:		
WI-FOA-49	Has the facility management tried to control, manipulate or interfere with any of the unions in the facility?	

Facility Response:		
WI-FOA-50	Is a job applicant's current or previous trade union membership or trade union activities a factor during the hiring process?	No
Facility Response: No		
Verification Selection: Accurate		
WI-FOA-51	Has the facility engaged in any of these actions due to a worker's trade union membership or activities? (SELECT all that apply with a "X")	
WI-FOA-51-1	Threatened intimidated, or harassed	
Facility Response:		
WI-FOA-51-2	Punished	
Facility Response:		
WI-FOA-51-3	Terminated workers or did not renew their contract	
Facility Response:		
WI-FOA-51-4	None of the above	
Facility Response:		
WI-FOA-52	Were terminations of trade union official(s) (if any) in line with applicable legal requirements?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: There is no trade union in the facility.		
Collective Bargaining		
WI-FOA-53	Does the facility refuse to bargain collectively or refuse to bargain in good faith with the union, worker representatives, union federations or confederations?	No
Facility Response: No		
Verification Selection: Accurate		
Non-Union Representative		
WI-FOA-54	If the facility has no trade union, are workers free to choose their non-union representatives?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Collective Bargaining Agreement		
WI-FOA-55	How many Collective Bargaining Agreements (CBAs) are in effect at the facility?	0
Facility Response: 0		
Verification Selection: Accurate		
WI-FOA-56	Parties to the CBA that covers the greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-57	PERCENTAGE of workforce covered by the CBA that covers the greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-58	Duration of the CBA that covers the greatest number of workers in the workplace (provide NUMBER value for duration in months):	
Facility Response:		
WI-FOA-59	Overview of the issues covered in the CBA that covers the greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-60	Parties to the CBA that covers the 2nd greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-61	PERCENTAGE of workforce covered by the CBA that covers the 2nd greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-62	Duration of the CBA that covers the 2nd greatest number of workers in the workplace (provide NUMBER value for duration in months):	
Facility Response:		
WI-FOA-63	Overview of the issues covered in the CBA that covers the greatest 2nd number of workers in the workplace:	
Facility Response:		
WI-FOA-64	Parties to the CBA that covers the 3rd greatest number of workers in the workplace:	
Facility Response:		

WI-FOA-65	PERCENTAGE of workforce covered by the CBA that covers the 3rd greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-66	Duration of the CBA that covers the 3rd greatest number of workers in the workplace (provide NUMBER value for duration in months):	
Facility Response:		
WI-FOA-67	Overview of the issues covered in the CBA that covers the greatest 3rd number of workers in the workplace:	
Facility Response:		
WI-FOA-68	For each additional Collective Bargaining Agreement (CBA) not covered above indicate: • the parties to the CBA • the % of the workforce covered by the CBA • the duration of the CBA (provide NUMBER value for duration in months) • an overview of the issues covered in the CBA	
Facility Response:		
WI-FOA-69	Are provisions within the Collective Bargaining Agreements (CBA) at least as favorable for workers as applicable legislation?	
Facility Response:		
WI-FOA-70	Has the facility not implemented any of the provisions in the CBAs?	
Facility Response:		
WI-FOA-71	Does the facility Inform all workers about CBAs and provide copies in line with legal requirements?	
Facility Response:		
Industrial Action		
WI-FOA-72	Has the facility ever tried to prevent any workers from participating in a strike?	No
Facility Response: No		
Verification Selection: Accurate		
WI-FOA-73	How many industrial actions/strikes have occurred?	0
Facility Response: 0		
Verification Selection: Accurate		
WI-FOA-74	How many total days were workers on strike (for all strikes during the assessment period):	
Facility Response:		
WI-FOA-75	How many total person days were workers on strike (for all strikes during the assessment period):	
Facility Response:		
WI-FOA-75.1	For each strike, indicate: ● dates of the strike ● why workers went on strike ● whether the strike complied with legal requirements, and if not, which requirements were not complied with (consult applicable legal requirements) ● whether the strike resulted in violence	
Facility Response:		
WI-FOA-76	Did any of the following occur during or after industrial actions/strikes? (SELECT all that apply with a "X")	
WI-FOA-76-1	New workers were hired to replace striking workers during industrial actions/strikes	
Facility Response:		
WI-FOA-76-2	Workers were punished for participating in industrial actions/strikes	
Facility Response:		
WI-FOA-76-3	Security guards, the police, or armed forces were called by the facility to break up the industrial actions/strikes or arrest participating workers	
Facility Response:		
WI-FOA-76-4	None of the above	
Facility Response:		
Other Legal Requirements		
WI-FOA-77	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Freedom of Association and Collective Bargaining?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Freedom of Association and Collective Bargaining.		
Workplace Cooperation		
Sub-Section Instructions		

Beyond the consultations, dialogue and collective bargaining engaged in between trade unions and employers, other measures may be put in place to promote consultation and co-operation between employers and workers. For example, workers may elect (non-union) representatives to engage in dialogue with the employer, and/or facilities may establish bipartite committees, which include both workers' representatives (union or non-union) and employer representatives. Some jurisdictions legally require these types of measures. The questions in this section look at different types of measures to promote workplace cooperation.

Workers' Representatives

WI-WOR-1	Are legally required workers' representatives (if any) elected and functioning in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Interference and Discrimination

WI-WOR-2	Has the facility threatened, intimidated, harassed, punished, terminated or not renewed worker contracts due to their worker representative role or activities?	No
Facility Response: No		
Verification Selection: Accurate		

Bipartite Committee(s)

WI-WOR-3	Are there any legally required bipartite committee(s) in place at the facility?	No applicable legal requirements
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-4	Are bipartite committee(s) established and functioning in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-5	How many members are in the bipartite committee?	
Facility Response: 10		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-6	How many female members are in the bipartite committee?	
Facility Response: 2		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-7	How many foreign migrant workers are in the bipartite committee?	
Facility Response: 1		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-8	How many employer members are in the bipartite committee?	
Facility Response: 5		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-9	How many worker members are in the bipartite committee?	
Facility Response: 5		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		

WI-WOR-10	How many union representatives are in the bipartite committee?	
Facility Response: 0		

Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
WI-WOR-11	Does the facility observe any of the following practices related to the bipartite committee? (SELECT all that apply with a "X")	
WI-WOR-11-1	Bipartite committee meetings are held on a monthly basis	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
WI-WOR-11-2	Bipartite committee meetings are held at least quarterly	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
WI-WOR-11-3	Bipartite committee meeting minutes are shared with the workforce	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
WI-WOR-11-4	Bipartite committee meeting action items are tracked	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
WI-WOR-11-5	Bipartite committee communicates complaints and problems shared by workers to upper management	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
WI-WOR-11-6	None of the above	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: There is no applicable legal requirement for the bipartite committee.		
Other Legal Requirements		
WI-WOR-12	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Workplace Cooperation, Grievances and Disputes?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Workplace Cooperation, Grievances and Disputes.		
Grievance Systems		
Sub-Section Instructions		
	Grievance systems provide channels for workers to express their concerns, comments, recommendations, reports or complaints concerning the workplace, and seek redress of their grievances through a complaint management system. These systems should be confidential, unbiased, quick, and non-retaliatory. Grievance systems aim to address complaints quickly and systematically, and to build mutual trust and confidence.	
System		
WI-GRI-1	Does the facility have established grievance handling and dispute resolution procedures?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WI-GRI-11	If yes, please describe how workers are able to submit grievances:	如附件申訴程序

Facility Response: 如附件申訴程序		
Verification Selection: Accurate		
Verification Data: Please refer to the attached details document.		
WI-GRI-2	Are grievance handling and dispute resolution procedures accessible in different languages? (SELECT all that apply with a "X")	
WI-GRI-2-1	Grievance handling and dispute resolution procedures are accessible in all languages spoken at the facility	X
Facility Response: X		
Verification Selection: Accurate		
WI-GRI-2-2	Grievance handling and dispute resolution procedures are accessible in some languages spoken at the facility, but not all	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-2-1	Please describe which languages are not available in grievance handling and dispute resolution procedures:	
Facility Response:		
WI-GRI-3	Was the grievance mechanism developed through social dialogue between both male and female workers, unions and/or worker representative structures and managers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WI-GRI-4	Are workers aware of the processes in place for grievance handling and dispute resolution?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
External Assistance		
WI-GRI-5	Do workers have access to external contacts outside of management that aid in resolving complaints, grievances, harassment or abuse cases?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WI-GRI-6	If yes, please confirm which type(s) of contact(s) workers have access to (SELECT all that apply with a "X")	
WI-GRI-6-1	Non-government organizations (NGOs) / Women's groups	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-6-2	Health clinics	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-6-3	Respected community member(s)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was noted that the workers had accessed to local industrial area office that aided in resolving complaints, grievances, harassment or abuse cases.		
WI-GRI-6-4	Local brand representatives	X
Facility Response: X		
Verification Selection: Accurate		
WI-GRI-6-5	Union representatives	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-6-6	Worker representatives	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview it was noted that the workers had accessed to local industrial area office that aided in resolving complaints, grievances, harassment or abuse cases.		
WI-GRI-6-7	Local law enforcement or government agency	X
Facility Response: X		
Verification Selection: Accurate		

Verification Data: Through the employee interview it was noted that the workers had accessed to local industrial area office that aided in resolving complaints, grievances, harassment or abuse cases.		
WI-GRI-6-8	Legal services	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-6-9	Other	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-6.1	If other, please describe:	
Facility Response:		
Settlement		
WI-GRI-7	How are complaints and grievances settled? (SELECT all that apply with a "X")	
WI-GRI-7-1	Settled directly between the worker and their immediate supervisor	X
Facility Response: X		
Verification Selection: Accurate		
WI-GRI-7-2	Settled with the assistance of additional stakeholders/departments (i.e. the Human Resources (HR) department, Unions, Worker Representative, etc.)	X
Facility Response: X		
Verification Selection: Accurate		
WI-GRI-7.1	Please describe which stakeholders/departments assist with the settlement:	人事部門
Facility Response: 人事部門		
Verification Selection: Accurate		
Verification Data: HR department		
WI-GRI-7-3	There are options for senior management review if direct settlement with the supervisor or additional stakeholders/departments has failed	X
Facility Response: X		
Verification Selection: Accurate		
WI-GRI-7-4	Workers have the right to respond to and/or appeal the settlement	X
Facility Response: X		
Verification Selection: Accurate		
WI-GRI-7-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
WI-GRI-8	Are grievances and disputes resolved in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: The grievances and disputes resolved were included in the workplace rules and it was approved by the local government.		
Retaliation		
WI-GRI-9	Are managers and supervisors held accountable for ensuring that there are no negative consequences towards workers who report grievances?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Records		
WI-GRI-10	Are written records of complaints and grievances and the management's response maintained for at least 12 months?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
WI-GRI-11	If yes, how many complaints and grievances were received by female workers?	0
Facility Response: 0		
Verification Selection: Accurate		
WI-GRI-12	If yes, how many complaints and grievances were received by male workers?	0
Facility Response: 0		
Verification Selection: Accurate		
Worker Feedback		

WI-WORK-1	How does the facility engage with workers to proactively seek suggestions and feedback? (SELECT all that apply with an "X"):	
WI-WORK-1-1	Phone Hotlines	
Facility Response:		
WI-WORK-1-2	Website Forms	
Facility Response:		
WI-WORK-1-3	Surveys (in-person or online)	
Facility Response:		
WI-WORK-1-4	Team Meetings	
Facility Response:		
WI-WORK-1-5	Company Town Halls	
Facility Response:		
WI-WORK-1-6	Other	
Facility Response:		
WI-WORK-1-7	None of the above	
Facility Response:		
WI-WORK-2	Are written records of suggestions and feedback maintained for at least 12 months?	
Facility Response:		
WI-WORK-3	If yes, how many suggestions and feedback received by the facility addressed topics related to women's rights in the workplace?	
Facility Response:		
Facility Comments		
WI-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
HEALTH & SAFETY		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: The purpose of this section is to understand the facility's social and labor practices with respect to Health and Safety in the facility's operations. Facilities include those involved in production of goods, and also those involved in operations related to the product, e.g. distribution. The term "production" should not be seen as limiting to production of goods only, but rather general operations of the facility. Social and Labor topics within this section include: <ul style="list-style-type: none"> • General Work Environment • Building Safety • Risk Assessment • HS Policy • HS Committee • HS Worker Engagement • Emergency Preparedness • Flammable/Combustible Materials • Chemicals/Hazardous Substances • Worker Protection • Materials Handling and Storage • Electrical Safety • First Aid/Medical • Contractor Safety • Dormitories • Canteens • Childcare • Children • Facilities • Facility Comments 	
Health & Safety		
Sub-Section Instructions		
	Overall International Labor Standard Compliance Guidance: Improvements in occupational safety and health enhance productivity by reducing the number of interruptions in the manufacturing process, by reducing absences, by decreasing the number of accidents and by improving work efficiency. Safety is preventative. The cooperation of workers and employers is essential. While the government has obligations outlined in the ILO Conventions, Protocols, and Recommendations, employers and workers also have responsibilities and rights to ensure occupational safety and health. ILO Conventions and Recommendation on Occupational Health: https://www.ilo.org/global/topics/safety-and-health-at-work/areasofwork/occupational-health/WCMS_108547/lang--en/index.htm ILO Codes of Practice and Guides on Occupational Health: https://www.ilo.org/global/topics/safety-and-health-at-work/areasofwork/occupational-health/WCMS_117570/lang--en/index.htm	
General Work Environment		
Temperature and Ventilation		
HS-GEN-1	Does the facility have any inhalation (airborne) exposure hazards (particulates/ dust/ fibers/ fumes)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that when the workers in chemical warehouse needed to formulate chemicals, which had chemical dust, the facility provided the suitable PPE to this worker, such as N95 mask, goggles, waterproof apron, protective cap, rubber gloves, and non-slip shoes.		

HS-GEN-11	If yes, please describe what inhalation (airborne) exposure hazards are present:	染色使用的助劑
Facility Response: 染色使用的助劑		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the dyeing assistant has the chemical dust.		
HS-GEN-2	Are temperature and ventilation systems maintained in line with legal requirements?	No applicable legal requirements
Facility Response: No applicable legal requirements		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that even it needed hot shaping for the fabric on the setting workshop, the temperature was ok since the facility installed 10 fan ventilation on the roof.		
HS-GEN-3	Are facility temperature and ventilation in line with applicable legal requirements?	No applicable legal requirements
Facility Response: No applicable legal requirements		
Verification Selection: Accurate		
Air Quality		
HS-GEN-4	Does the facility monitor indoor air quality?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility monitored indoor air quality every half year. The latest Labor work environment monitoring report was issued on September 28, 2022.		
Lighting		
HS-GEN-5	Is facility lighting in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility lighting was in line with legal requirement. The latest Inspection and Repair of Fire Safety Equipment was issued on August 22, 2022.		
Noise Levels		
HS-GEN-6	Is noise level testing performed at the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the noise level testing was performed at the facility on March 23, 2022.		
HS-GEN-7	Is the facility's practice to test noise levels in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: The facility's practice to test noise levels is in line with legal requirements.		
HS-GEN-8	Are noise levels in line with legal requirements?	No
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: No		
Verification Data: Through the documentary review it was noted that some of onsite noise levels were over 80 Leq which was legal requirements so the facility provided the earplug to the facility.		
Cleanliness, Sanitation & Waste		
HS-GEN-9	Is the workplace clean and tidy?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-10	Are the facility's sanitation practices in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-11	Are the facility's waste disposal practices in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility signed the waste disposal contract with the authorized agency, such as Longpu Green Energy Enterprise Co., Ltd. and Liqin Enterprise Co., Ltd., which was in line with legal requirement.		
HS-GEN-12	Are waste disposal/discharge permits available and up to date?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Verification Data: Through the documentary review it was verified that the waste disposal / discharge permits were available and up to date.		
HS-GEN-13	Does the facility have written procedures for classification, collection, and disposal of waste?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility had written procedures for classification, collection, and disposal of waste and they did implement garbage classification.		
HS-GEN-14	Are there cases where trash, debris, or empty containers have accumulated to the point where they pose a safety hazard or obstruct exits?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility had the designated place to collect the trash.		
HS-GEN-15	Does the facility have a current contract with an authorized agency to safely and legally dispose of hazardous waste?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Legal Reference: Through the documentary review it was noted that the facility signed the waste disposal contracts with the authorized agency to safely and legally dispose of hazardous waste, such as Longpu Green Energy Enterprise Co., Ltd. and Liqin Enterprise Co., Ltd.		
HS-GEN-16	Did the facility maintain waste disposal records, including documentation of the final destination?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility maintained waste disposal records, including documentation of the final destination.		
HS-GEN-17	Is burning of waste done on-site?	No
Facility Response: No		
Verification Selection: Accurate		
HS-GEN-17.1	If yes, please describe how burning of waste is controlled:	
Facility Response:		
Toilet / Restroom		
HS-GEN-18	Are toilets in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-19	Are toilets clean, and sanitized on a regular basis?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-20	Are separate restrooms provided for males and females?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-21	Does the facility provide hand washing facilities equipped with clean water and soap, along with a sanitary way for drying hands after washing them?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-22	Does the facility have a sufficient number of toilets for the number of workers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-GEN-23	Are restrooms regularly stocked with necessary supplies?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Toilet / Restroom Access		
HS-GEN-24	Are workers allowed access to toilets/restrooms at any time?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the employee interview it was verified that the workers were allowed access to toilets at any time.		
Drinking Water		
HS-GEN-25	Does the facility provide workers with free, potable drinking water?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the employee interview it was noted that the facility provided workers with free, potable drinking water and they could drink at any time.		
HS-GEN-26	Does the facility provide workers with potable drinking water in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the latest drinking water test report was issued on March 7, 2022 and the report number was GE11DW01771.		
Drinking Water Access		
HS-GEN-27	Are workers allowed access to drinking water at any time?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the employee interview it was noted that the facility provided workers with free, potable drinking water and they could drink at any time.		
Building Safety		
Permits and Certificates		
HS-BUI-1	Are building/construction, structural safety and fire permits and certificates in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: The facility provided the building, structural safety and fire permits and certificate for our review and they were in line with legal requirement.		
Structure		
HS-BUI-2	Do approved building plans reflect the current building's structure and use?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-BUI-3	Have there been and/or are there currently cases of concern about the physical integrity and stability of the facility?	No
Facility Response: No		
Verification Selection: Accurate		
HS-BUI-3.1	If yes, please describe what type of concerns were made regarding the physical integrity and stability of the facility:	
Facility Response:		
HS-BUI-4	Are facility doors, exits and stairs in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Floors		
HS-BUI-5	Does the facility have any of the following safety measures in place for flooring? (SELECT all that apply with a "X")	
HS-BUI-5-1	Measures are in place to prevent workers from slipping on floors due to poor construction or lack of maintenance	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that there was no poor construction or lack of maintenance on the floor. However, there were wet floors since the facility had dyeing workshop. The facility provided rubber shoes for the workers to prevent them from slipping on floors.		
HS-BUI-5-2	Measures are in place to prevent standing water due to inadequate drainage	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility had designed drainage holes on the floor to prevent standing water in the dyeing workshop.		
HS-BUI-5-3	Measures are in place to prevent floor openings and/or holes missing covers/suitable barriers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility had designed the cover to prevent floor opening.		
HS-BUI-5-4	None of the above	
Facility Response:		

Verification Selection: Accurate		
Stairs and Raised Platforms		
HS-BUI-6	Does the facility have any of the following safety measures in place for stairs and raised platforms? (SELECT all that apply with a "X")	
HS-BUI-6-1	Exposed overhead working surfaces (such as working docks, mezzanine floors, exposed platforms) have adequate guardrails and fencing	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was verified that the working docks on dyeing workshop had adequate guardrails and fencing.		
HS-BUI-6-2	All stairways are equipped with hand railings in good condition	X
Facility Response: X		
Verification Selection: Accurate		
HS-BUI-6-3	All facility stairway steps are even	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was verified that all facility stairway steps were even.		
HS-BUI-6-4	All facility step surfaces are made from slip resistant materials or have anti-slip protection (i.e. anti-slip stickers or embossed/rough surfaces)	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was verified that all facility step surfaces had anti-slip protection.		
HS-BUI-6-5	Protection from falling objects underneath graded surfaces	X
Facility Response: X		
Verification Selection: Accurate		
HS-BUI-6-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Fall Protection		
HS-BUI-7	Has the facility taken legally required measures to protect workers from falls from heights?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility set the warning plate on some authorized place to prevent people climbing and reminded the authorized person to fasten safety belt before climbing to the high place.		
HS-BUI-8	Does the facility have any of the following safety measures in place for fall protection? (SELECT all that apply with a "X")	
HS-BUI-8-1	Workers use fall protection when needed	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was noted that if the workers needed to go high place, they needed to fasten the safety belt first.		
HS-BUI-8-2	Fall protection equipment is in good condition	
Facility Response:		
Verification Selection: Accurate		
HS-BUI-8-3	Fall protection equipment is stored properly in a designated location	
Facility Response:		
Verification Selection: Accurate		
HS-BUI-8-4	Workers are trained on the proper use of fall protection equipment	
Facility Response:		
Verification Selection: Accurate		
HS-BUI-8-5	High working areas have walls, fences, or other barriers (or workers wear fall protection at all times when working in these areas)	

Facility Response:		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the workers who worked at high working areas needed to wear fall protection equipment at all times.		
HS-BUI-8-6	Not Applicable	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through onsite tour it was noted that the facility had the safety measures in place for fall protection.		
HS-BUI-8-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Elevators		
HS-BUI-9	Does the facility have elevators (lifts)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that there was one elevator in the facility.		
HS-BUI-10	Does the facility have any of the following safety measures in place for elevators? (SELECT all that apply with a "X")	
HS-BUI-10-1	Elevators (lifts) are inspected regularly	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review and onsite tour it was verified that the elevator was inspected every year. The latest expiration date was March 1, 2023.		
HS-BUI-10-2	Elevator's load capacity (i.e. number of people/kg/lbs.) is clearly displayed in all elevators	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the elevator's load capacity 2500KGS was clearly displayed in front of the elevator door.		
HS-BUI-10-3	All elevators have a sign warning against their use in cases of emergency (i.e. "Do not use elevator in cases of emergency")	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the elevator had a sign warning against the use in cases of an emergency.		
HS-BUI-10-4	Safety devices have been fitted on elevator doors to prevent them from opening unless the elevator is present	
Facility Response:		
Verification Selection: Accurate		
HS-BUI-10-5	Elevators are wired to be inoperable when elevator doors are open	
Facility Response:		
Verification Selection: Accurate		
HS-BUI-10-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-BUI-11	Are elevators (lifts) in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Confined Spaces		
HS-BUI-12	Does the facility have confined spaces?	No
Facility Response: No		
Verification Selection: Accurate		
HS-BUI-13	In line with legal requirements, are any of the confined spaces permit required?	
Facility Response:		
HS-BUI-14	Does the facility have any of the following safety measures in place for confined spaces? (SELECT all that apply with a "X")	
HS-BUI-14-1	Each confined space has signs indicating they are a confined space	

Facility Response:		
HS-BUI-14-2	Each confined space has the appropriate protections to ensure no accidental entry	
Facility Response:		
HS-BUI-14-3	Each confined space has authorized entry-only access	
Facility Response:		
HS-BUI-14-4	Workers/Contractors that enter confined spaces do so only when appropriate measures have been taken to protect them from any physical hazards present	
Facility Response:		
HS-BUI-14-5	Workers/Contractors that enter confined spaces do so when the atmosphere is safe and the air has been tested when needed	
Facility Response:		
HS-BUI-14-6	Workers/Contractors who enter the confined spaces know and understand how to do so safely	
Facility Response:		
HS-BUI-14-7	Rescue equipment ready for use	
Facility Response:		
HS-BUI-14-8	None of the above	
Facility Response:		
PCB		
HS-BUI-15	Has the facility conducted an assessment to identify if equipment contains PCB?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review and the management interview, it was noted that the facility conducted the assessment to identify if equipment contained PCB. The latest one was conducted on October 18, 2022.		
HS-BUI-16	If equipment contains PCB, does the facility have all of the following safety measures in place: • Equipment containing PCB is inspected and labeled accordingly • Workers who work with or around equipment containing PCB understand the hazards of PCBs?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility didn't contain PCB.		
Asbestos		
HS-BUI-17	Does the facility have safety measures in place regarding asbestos? (SELECT all that apply with a "X")	
HS-BUI-17-1	Facility has performed an asbestos exposure assessment	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review and the management interview it was noted that the facility had performed an asbestos exposure assessment. The latest one was conducted on October 1, 2022 and they confirmed that the facility didn't have asbestos.		
HS-BUI-17-2	Facility has taken the proper steps to ensure that workers are not exposed to asbestos	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review and the management interview it was noted that the facility performed the asbestos exposure assessment and then had the training for the workers on October 17, 2022 to ensure that they didn't buy with asbestos and workers were not exposed to asbestos.		
HS-BUI-17-3	Materials containing asbestos/asbestos exposure areas are labeled as such	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
HS-BUI-17-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
On-site Vehicles		
HS-BUI-18	Is there on-site vehicle traffic at the facility?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		

Verification Data: Through onsite tour and the management interview it was verified that there was one forklift and one car at the facility.		
HS-BUI-19	Does the facility have safety measures in place regarding on-site vehicle traffic (SELECT all that apply with a "X")	
HS-BUI-19-1	Only authorized people/vehicles are allowed to drive on-site	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through onsite tour and the employee interview it was noted that only the authorized people who had the forklift license were allowed to drive on site.		
HS-BUI-19-2	Vehicles are driven at an appropriate speed	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the onsite tour and the management interview it was noted that the forklift was driven under the speed of 10KM/hr.		
HS-BUI-19-3	Traffic lanes and walk paths are clearly marked	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through onsite tour it was noted that there was no forklift route.		
HS-BUI-19-4	Vehicles are in good working condition	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review and the onsite tour it was noted that the facility inspected the forklift every day and it was in good working condition.		
HS-BUI-19-5	Only authorized, trained, and qualified people drive vehicles	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through onsite tour and the employee interview it was noted that only the authorized people who had the forklift license were allowed to drive on site.		
HS-BUI-19-6	Vehicles are used for purposes for which they are intended and designed	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through onsite tour, the employee interview and the management interview it was noted that the forklift was used for moving the heavy products.		
HS-BUI-19-7	Facility provides visual management such as indicators, convex mirrors in dead ends, reflectors, etc., to ensure safe driving practices on facility premises	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through onsite tour it was noted that the facility provided visual management such as indicators, convex mirrors in dead ends, reflectors, etc., to ensure safe driving practices on facility premises.		
HS-BUI-19-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Risk Assessment		
HS-RIS-1	Has the facility conducted a health and safety risk assessment?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review and the management interview it was noted that the facility conducted the health and safety risk assessment in September 21, 2022. This risk assessment included topics such as: General Work Environment, Building Safety, Emergency Preparedness Chemicals/Hazardous Substances, Worker Protection, and Electrical Safety.		

HS-RIS-2	Has the facility conducted a health and safety risk assessment in line with legal requirements?	No applicable legal requirements
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: No applicable legal requirements		
Verification Data: There was no legal requirement for the health and safety risk assessment.		
HS-RIS-3	When was the last risk assessment conducted?	Within the last 6 months
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: Within the last 6 months		
Verification Data: Through the documentary review and the management interview it was noted that the facility conducted the health and safety risk assessment in September 21, 2022.		
HS-RIS-4	Is the risk assessment updated if new machinery, processes, chemicals or construction are introduced to the facility?	No
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: No		
Verification Data: Through the management interview it was noted that they didn't have risk assessment updated when new machinery were introduced to the facility.		
HS Policy		
HS-HSP-1	Is there a written occupational health and safety policy in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that there was the written occupational health and safety policy approved by local government.		
Qualified HS Staff		
HS-QUA-1	Does the facility comply with legal requirements regarding qualified OSH staff?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility had one class-1 manager of Occupational safety and health affair which was legal requirement.		
HS Committee		
HS-HSC-1	Does the facility have an occupational safety and health (OSH) committee?	Yes
Facility Response: No. Not legally required		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the documentary review and the management interview it was verified that the facility had the occupational safety and health (OSH) committee. There were 8 members in this committee. The latest meeting they conducted was on October 3, 2022.		
HS-HSC-2	Is the OSH Committee formed and functioning in line with legal requirements?	No applicable legal requirements
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: No applicable legal requirements		
Verification Data: Occupational Safety and Health Management Measures Article 10 Institutions shall set up occupational safety and health management units (herein after referred to as management units) in accordance with the following provisions: 1. Where the number of workers in a business unit of the first category is more than 100, a dedicated first-level management unit that is directly subordinate to the employer shall be established. Based on the facility worker numbers under 100, it is not required to have OSH committee. However, this facility formed OSH Committee.		
HS-HSC-3	How many members are in the OSH committee?	8
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 8		
Verification Data: Through the documentary review and the management interview it was verified that the facility had the occupational safety and health (OSH) committee. There were 8 members in this committee.		
HS-HSC-4	How many female members are in the OSH committee?	2
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 2		

Verification Data: Through the documentary review and the management interview it was noted that there were 2 female members in the OSH committee.		
HS-HSC-5	How many foreign migrant worker members are in the OSH committee?	0
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 0		
Verification Data: Through the documentary review and the management interview it was noted that there was 0 foreign migrant worker members in the OSH committee.		
HS-HSC-6	How many employer members are in the OSH committee?	4
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 4		
Verification Data: Through the documentary review and the management interview it was noted that there were 4 employer members in the OSH committee.		
HS-HSC-7	How many worker members are in the OSH committee?	4
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 4		
Verification Data: Through the documentary review and the management interview it was noted that there were 4 worker members in the OSH committee.		
HS-HSC-8	How many union representatives are in the OSH committee?	0
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: 0		
Verification Data: There is no union in this facility.		
HS-HSC-9	Does the facility observe any of the following practices related to the OSH committee? (SELECT all that apply with a "X")	
HS-HSC-9-1	Safety committee meetings are held on a monthly basis	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the documentary review it was noted that the safety committee meetings were held on quarterly.		
HS-HSC-9-2	Safety committee meetings are held at least quarterly	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the safety committee meetings were held on quarterly. The latest meeting they conducted was on October 3, 2022.		
HS-HSC-9-3	Safety committee meeting minutes are shared with the workforce	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the employee interview it was noted that the safety committee meeting minutes were shared with the employees.		
HS-HSC-9-4	Safety committee meeting action items are tracked	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the safety committee meeting action items were tracked.		
HS-HSC-9-5	Safety committee communicates complaints and problems shared by workers about OHS to upper management	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the safety committee communicated complaints and problems shared by workers about OHS to upper management.		
HS-HSC-9-6	Upper management recognizes/ accepts the safety committee	X
Facility Response:		

Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that the factory manager signed the safety committee meeting minutes also.		
HS-HSC-9-7	Safety committee meets to review safety issues, track corrective actions and identify opportunities for further improvement of safety conditions	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that the safety committee met to review safety issues, tracked corrective actions and identified opportunities for further improvement of safety conditions.		
HS-HSC-9-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS Worker Engagement		
HS Cooperation Mechanisms		
HS-HSW-1	Are mechanisms to ensure cooperation between workers and management on occupational safety and health matters formed and functioning in line with legal requirements?	No applicable legal requirements
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: In Taiwan, there was no applicable legal requirement for this. The facility had OSH committees to ensure cooperation between workers and management on occupational safety and health matters.		
Emergency Preparedness		
Emergency Response Plan		
HS-EME-1	Does the facility have a written Emergency Response Plan?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility had the written emergency response plan.		
HS-EME-2	Is an annual review of the Emergency Response Plan conducted to ensure accurate capture and handling of all possible emergency situations?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility had the annual review of the Emergency Response Plan conducted to ensure accurate capture and handling of all possible emergency situations. The latest one was on September 20, 2022.		
Fire Detection and Alarm		
HS-EME-3	Does the facility have a fire detection (e.g., smoke/heat detector) system in place?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility had smoke detector system everywhere.		
HS-EME-4	Is the fire detection system in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-EME-5	Does the facility have an emergency alarm system in place to notify workers of emergencies?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility had Fire Information Acceptance Switchboard to notify workers of emergency.		
HS-EME-6	Is the emergency alarm system in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-EME-7	Does the facility have any of the following safety measures in place related to the emergency alarm system? (SELECT all that apply with a "X")	
HS-EME-7-1	Emergency alarm system is fully functioning	X
Facility Response: X		
Verification Selection: Accurate		

Verification Data: Through the documentary review it was noted that the facility's emergency alarm system was inspected every year and from the inspection report, the emergency alarm system was fully functioning.		
HS-EME-7-2	Emergency alarm system is regularly maintained and inspected/ tested	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility's emergency alarm system was inspected by third party (Xinlongchang Fire Protection Engineering Co., Ltd.) every year and from the inspection report, the emergency alarm system was fully functioning. The latest inspection was conducted on August 22, 2022.		
HS-EME-7-3	Emergency alarm system can be heard and seen across all facility areas	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the documentary review it was verified that the emergency alarm system could be heard and seen across all facility areas.		
HS-EME-7-4	Emergency alarm system buttons/switches/pull stations are easily identified and accessible	X
Facility Response: X		
Verification Selection: Accurate		
HS-EME-7-5	Emergency alarm system is fitted with a back-up power source (e.g., battery back-up)	X
Facility Response: X		
Verification Selection: Accurate		
HS-EME-7-6	Emergency alarm system is automatic and centralized	X
Facility Response: X		
Verification Selection: Accurate		
HS-EME-7-7	Emergency alarm system is distinct from regular alarms	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was verified that the emergency alarm system sound was different from the regular alarm.		
HS-EME-7-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Fire-fighting Equipment		
HS-EME-8	Does the facility have legally required fire fighting equipment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-EME-8.1	Please describe the types of fire fighting equipment used and in which areas of the facility the fire fighting equipment is present:	滅火器消防栓緊急廣播設備
Facility Response: 滅火器消防栓緊急廣播設備		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the all around the production area and warehouse were fire hydrant and fire extinguishers.		
HS-EME-9	Does the facility regularly test and service fire extinguishers in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility hired the third party, Xinlongchang Fire Protection Engineering Co., Ltd., to test and inspect the fire extinguisher every year which was in line with legal requirement. The latest inspection date was from April 11 ~ May 11, 2022. The facility also had internal checking every month.		
HS-EME-10	Does the facility have any of the following safety measures in place related to fire-fighting equipment? (SELECT all that apply with a "X")	
HS-EME-10-1	Fire-fighting equipment is clearly marked and equipped with instructions on how to operate	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility posted the instruction on how to operate above the fire hydrant and fire extinguishers.		
HS-EME-10-2	Certified fire resistant doors and fire resistant walls are in use in production units	
Facility Response:		
Verification Selection: Accurate		
HS-EME-10-3	None of the above	
Facility Response:		

Verification Selection: Accurate		
HS-EME-11	Has the facility trained workers to use fire-fighting equipment in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the employee interview it was noted that the facility trained workers to use fire-fighting equipment in line with legal requirement. The latest one was conducted on September 20, 2022.		
Evacuation Markings		
HS-EME-12	Does the facility have legally required posted evacuation plans, markings (or plot plans), pathways and emergency lighting?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility had legally required posted evacuation plans, markings (or plot plans), pathways and emergency lighting.		
Emergency Exits		
HS-EME-13	Are there at least 2 emergency exits from all work stations and rest areas, and on every floor?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-EME-14	Are all emergency exits clearly marked?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-EME-15	Are all emergency exits accessible, unobstructed and unlocked during working hours (including over time) and lead to a place of safety?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-EME-16	Does the facility have any of the following additional safety measures in place related to emergency exits? (SELECT all that apply with a "X")	
HS-EME-16-1	Emergency exits are illuminated and visible when it is dark or there is smoke	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the emergency exits were illuminated and had the emergency light near it to be visible when it was dark.		
HS-EME-16-2	Emergency exit doors open outwards or are securely kept open during working hours	X
Facility Response: X		
Verification Selection: Accurate		
HS-EME-16-3	Doors that are not exits are clearly marked as "Not an Exit"	
Facility Response:		
Verification Selection: Accurate		
HS-EME-16-4	Emergency exit lighting has a back-up battery providing continuous lighting within a timeframe	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite testing it was verified that the emergency exit lighting had a back-up battery providing continuous lighting within 30 minutes.		
HS-EME-16-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-EME-17	Are emergency exits in line with other legal requirements?	No applicable legal requirements
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There was no other legal requirement for the emergency exit.		
Evacuation Procedures		
HS-EME-18	Does the facility conduct regular emergency drills for all workers in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Verification Data: Article 15 of Enforcement Rules of Fire Services Act 5. Drill of fire fighting, communication and evacuation leading: shall be carried out at least once half a year. However because of pandemic the local government allowed the facility to conduct the drill once by the end of the year. The latest one was conducted on December 20, 2021. The next one plans to conducted on November 28, 2022.		
HS-EME-19	Does the facility have any of the following measures in place related to emergency drills? (SELECT all that apply with a "X")	
HS-EME-19-1	Emergency drills are unannounced	
Facility Response:		
Verification Selection: Accurate		
HS-EME-19-2	Emergency drills cover all shifts, floors, and buildings associated with the facility	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the employee interview it was noted that the emergency drills covered day shift, night shift and the dormitory.		
HS-EME-19-3	Every worker evacuates	X
Facility Response: X		
Verification Selection: Accurate		
HS-EME-19-4	All workers know their primary evacuation route and their secondary route if the primary route is blocked	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview it was noted that all workers knew their primary evacuation route and their secondary route if the primary route was blocked.		
HS-EME-19-5	Facility has designated emergency assembly areas/meeting points which are large enough to safely accommodate all workers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the facility had designated emergency assembly areas in front of the building which was large enough to safely accommodate all workers.		
HS-EME-19-6	Workers meet at assembly/meeting points	X
Facility Response: X		
Verification Selection: Accurate		
HS-EME-19-7	All power is turned off	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that they didn't turn off all power, didn't close the doors and windows, didn't monitor to ensure all alarms work properly, didn't account for all workers during an emergency evacuation, and didn't have drill assessment.		
HS-EME-19-8	Doors and windows are closed	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that they didn't turn off all power, didn't close the doors and windows, didn't monitor to ensure all alarms work properly, didn't account for all workers during an emergency evacuation, and didn't have drill assessment.		
HS-EME-19-9	Staff monitors/leads are present to listen and watch to ensure all alarms work properly and all workers are evacuated as planned	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that they didn't turn off all power, didn't close the doors and windows, didn't monitor to ensure all alarms work properly, didn't account for all workers during an emergency evacuation, and didn't have drill assessment.		
HS-EME-19-10	There is a system in place to account for all workers during an emergency evacuation	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that they didn't turn off all power, didn't close the doors and windows, didn't monitor to ensure all alarms work properly, didn't account for all workers during an emergency evacuation, and didn't have drill assessment.		
HS-EME-19-11	There is an assessment after the drill to learn how to improve the evacuation process	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that they didn't turn off all power, didn't close the doors and windows, didn't monitor to ensure all alarms work properly, didn't account for all workers during an emergency evacuation, and didn't have drill assessment.		

HS-EME-19-12	Emergency drills are documented in a written log	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that the emergency drills were documented in the written log.		
HS-EME-19-13	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-EME-20	Are emergency evacuation procedures in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review, the facility's emergency evacuation procedures were sent to the local fire department which was in line with legal requirement.		
Response Team		
HS-EME-21	Does the facility have its own Fire Brigade/Emergency Response Team of designated workers with special responsibilities for fire safety?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility had its own Fire Brigade/Emergency Response Team of designated workers with special responsibilities for fire safety.		
HS-EME-22	Does the facility have any of the following measures in place related to a Fire Brigade/Emergency Response Team? (SELECT all that apply with a "X")	
HS-EME-22-1	Members of the Fire Brigade/Emergency Response Team undergo both initial and refresher trainings on their responsibilities	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review and the employee interview it was verified that members of the Fire Brigade/Emergency Response Team underwent both initial and refresher trainings on their responsibilities. The latest one was conducted on December 20, 2021.		
HS-EME-22.1	Please describe when and how often members of the Fire Brigade/Emergency Response Team undergo both initial and refresher trainings on their responsibilities:	Through the documentary review and the employee interview it was verified that members of the Fire Brigade/Emergency Response Team underwent both initial and refresher trainings on their responsibilities. The latest one was conducted on December 20, 2021.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the documentary review and the employee interview it was verified that members of the Fire Brigade/Emergency Response Team underwent both initial and refresher trainings on their responsibilities. The latest one was conducted on December 20, 2021.		
HS-EME-22-2	Members of the Fire Brigade/Emergency Response Team have the appropriate equipment to fight fires (including the correct PPE, e.g., breathing apparatus)	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that members of the Fire Brigade had the fire hydrant and the fire extinguisher to fight fires.		
HS-EME-22-3	None of the above	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the documentary review, employee interview and the management interview it was noted that the facility provided the above measures in place related to a Fire Brigade/Emergency Response Team.		
HS-EME-23	Is the facility accessible to fire response and emergency response vehicles?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Flammable and Combustible Materials		

HS-FLA-1	Are flammable/combustible materials safely stored?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-FLA-2	Are possible sources of ignition sufficiently safeguarded?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Chemicals and Hazardous Substances		
HS-CHE-1	Does the facility use chemicals and/or hazardous substances?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility had many chemicals and they used chemicals.		
HS-CHE-2	Has all legally required action been taken to assess, monitor, prevent and limit workers' exposure to chemicals and hazardous substances?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the documentary review it was noted that the facility had taken legally action to assess, monitor, prevent and limit worker s' exposure to chemicals and hazardous substances.		
Storage		
HS-CHE-3	Does the facility maintain an inventory of all chemicals and hazardous substances used in the workplace in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility maintained an inventory of all chemicals and hazardous substances used in the workplace in line with legal requirements.		
HS-CHE-4	Are Safety Data Sheets ("SDS", formerly MSDS) available for all chemicals used in the workplace in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the documentary review, it was verified that the MSDS were available for all chemicals used in the workplace in line with legal requirements.		
HS-CHE-5	Are chemicals and hazardous substances stored in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-CHE-6	Are chemicals and hazardous substances labeled in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-CHE-7	Does the facility have any additional safety measures in place related to the storage of chemicals and hazardous substances? (SELECT all that apply with a "X")	
HS-CHE-7-1	Chemical storage areas are appropriately designed, constructed and located for the safe storage of chemicals and hazardous substances	X
Facility Response: X		
Verification Selection: Accurate		
HS-CHE-7-2	Chemical storage areas have measures in place to prevent unauthorized entry	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the main chemical storage area in second floor had measures in place to prevent unauthorized entry. However, some chemical storage areas didn't prevent unauthorized entry.		
HS-CHE-7-3	When not in use, all chemical containers are properly capped and stored away so as to prevent spillage, leakage, and unsafe exposure to workers	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was verified that when not in use, all chemical containers were properly capped and stored away in the chemical areas so as to prevent spillage, leakage, and unsafe exposure to workers.		
HS-CHE-7-4	Chemical storage areas with flammable chemicals are equipped with an automatic fire extinguishing system	

Facility Response: Not Applicable		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through onsite tour it was verified that the chemical storage areas with flammable chemicals were not equipped with an automatic fire extinguishing system but the facility set the fire extinguishers nearer the chemical areas.		
HS-CHE-7-5	In cases of emergency, there are easy entry(ies) and exit(s) to all chemical storage areas	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour it was verified that there were easy entry and exit to all chemical storage areas.		
HS-CHE-7-6	Chemical storage areas have an alarm notification system	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the main chemical storage area in the second floor had the alarm notification system but some other chemical storage areas didn't have the alarm notification system.		
HS-CHE-7-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Handling		
HS-CHE-8	Are workers trained on chemical hazards and safe work practices particular to their job assignment in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the employee interview it was noted that the workers were trained on chemical hazards and safe work practices particular to their job assignment in line with legal requirements. The latest training was on October 20, 2022.		
HS-CHE-9	Does the facility have any of the following measures in place to ensure the safe handling of chemicals and hazardous substances? (SELECT all that apply with a "X")	
HS-CHE-9-1	Training records on chemical use and handling and disposal and spill cleanup are maintained for the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the employee interview it was noted that the workers were trained on chemical hazards and safe work practices particular to their job assignment in line with legal requirements. The latest training was on October 20, 2022 and the facility provided the training record for our review.		
HS-CHE-9-2	Appropriate containers are used for dispensing all chemicals	X
Facility Response: X		
Verification Selection: Accurate		
HS-CHE-9-3	Written procedures are in place for reporting and responding to chemical spills inside the production area	X
Facility Response: X		
Verification Selection: Accurate		
HS-CHE-9-4	A complete spill kit (appropriate for the types and use of chemicals in the facility) is available for use	X
Facility Response: X		
Verification Selection: Accurate		
HS-CHE-9-5	Chemicals are not disposed of in waste bin containers which are generally used for food and drink	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour and the employee interview it was noted that the chemicals were disposed to the designated place and not disposed of in waste bin containers which were generally used for food and drink.		
HS-CHE-9-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-CHE-10	Does the facility have legally required showers, eyewash stations or other proper cleansing materials available for workers in the event of exposure to hazardous chemicals?	Yes
Facility Response: Yes		

Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified the facility had legally required 4 x showers, eyewash stations or other proper cleansing materials available for workers in the event of exposure to hazardous chemicals.		
HS-CHE-11	Does the facility have any of the following safety measures in place regarding eyewash stations and showers? (SELECT all that apply with a "X")	
HS-CHE-11-1	Eyewash stations and showers are clearly identifiable	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that 4 x Eyewash stations and showers were clearly identifiable.		
HS-CHE-11-2	Eyewash stations and showers are easy to access	X
Facility Response: X		
Verification Selection: Accurate		
HS-CHE-11-3	Eyewash stations and showers are clear of clutter/debris	X
Facility Response: X		
Verification Selection: Accurate		
HS-CHE-11-4	Eyewash stations and showers use potable water at the right temp and pressure	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite testing it was verified that the eyewash stations and showers used potable water at the right temp and pressure.		
HS-CHE-11-5	Eyewash stations and showers are regularly inspected	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was verified that the eyewash stations and showers were inspected every month.		
HS-CHE-11-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-CHE-12	Have any workers been exposed to a chemical at a level which surpassed the "Threshold Limit Value" outlined in legal requirements?	No
Facility Response: No		
Verification Selection: Accurate		
Gas Cylinders		
HS-CHE-13	Does the facility use compressed gas cylinders?	No
Facility Response: No		
Verification Selection: Accurate		
HS-CHE-14	Does the facility have any of the following safety measures in place related to compressed gas cylinders? (SELECT all that apply with a "X")	
HS-CHE-14-1	All compressed gas cylinders are secure from accidental tipping/falling	
Facility Response:		
HS-CHE-14-2	All compressed gas cylinders have closed valves when not in use	
Facility Response:		
HS-CHE-14-3	Compressed gas cylinders are transported safely	
Facility Response:		
HS-CHE-14-4	Compressed gas cylinders are stored away from heat and other fire sources	
Facility Response:		
HS-CHE-14-5	Compressed gas cylinders are only used by qualified workers	
Facility Response:		
HS-CHE-14-6	Compressed gas cylinders are labeled and segregated	
Facility Response:		
HS-CHE-14-7	Compressed gas cylinders are stored in an enclosed cage	
Facility Response:		
HS-CHE-14-8	Compressed gas cylinders are connected with fixed piping	
Facility Response:		
HS-CHE-14-9	None of the above	

Facility Response:		
Other Legal Requirements		
HS-CHE-15	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Chemicals and Hazardous Substances?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no applicable legal requirement not covered elsewhere regarding Chemicals and Hazardous Substances.		
Worker Protection		
Imminent Danger		
HS-WOR-1	Are workers subject to negative consequences if they remove themselves from work situations that they believe present an imminent and serious danger to life or health?	No
Facility Response: No		
Verification Selection: Accurate		
Special Categories		
HS-WOR-2	Are pregnant and nursing workers protected against safety and health risks in line with legal requirements?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		
Verification Data: Through the management interview it was noted that there was no pregnant or nursing workers present during the assessment period.		
Personal Protective Equipment (PPE)		
HS-WOR-3	Are workers provided with Personal Protective Equipment (PPE) in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that each department workers had been provided with Personal Protective Equipment (PPE) in line with legal requirements.		
HS-WOR-4	Are PPE and clothing paid for by the facility for all workers?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through the employee interview and the management interview it was verified that PPE and clothing were paid for by the facility for all workers.		
HS-WOR-5	Are workers trained and encouraged to use personal protective equipment in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the employee interview it was verified that the workers were trained and encouraged to use personal protective equipment in line with legal requirements. The latest training was held on October 20, 2022.		
HS-WOR-5.1	Please describe how often workers are trained on proper use of personal protective equipment:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the employee interview it was verified that the workers were trained on proper use of personal protective equipment once a year.		
HS-WOR-6	Does the facility have any of the following measures in place related to Personal Protective Equipment (PPE)? (SELECT all that apply with a "X")	
HS-WOR-6-1	PPE equipment and clothing provided is in good condition and replaced as needed to ensure effectiveness and protect workers from identified hazards	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-6-2	PPE is the correct size for all workers	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-6-3	PPE equipment (such as hearing protection) is provided where noise levels approach or exceed the equivalent dose of 85 decibels (dB) for 8 hours	X
Facility Response: X		
Verification Selection: Accurate		

HS-WOR-6-4	PPE equipment and clothing provided is consistently and effectively used by workers	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-6-5	Warnings (either through verbal or written communication) are used to ensure that workers use PPE equipment and clothing	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-6-6	Penalties (monetary or otherwise) are used to ensure that workers use PPE equipment and clothing	
Facility Response:		
Verification Selection: Accurate		
HS-WOR-6-1	Please describe the penalties (monetary or otherwise) used by the facility to ensure that workers use PPE equipment and clothing:	
Facility Response:		
HS-WOR-6-7	The facility ensures the appropriate and safe storage of PPE equipment and clothing on-site	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility checked the PPE storage every month.		
HS-WOR-6-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Machinery and Equipment		
HS-WOR-7	Are legally required guards properly installed and maintained on all dangerous machinery and equipment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the legally required guards in Chinese and English were properly installed and maintained on all dangerous machinery and equipment.		
HS-WOR-8	Does the facility have legally required and up to date permits/ certificates/ licenses for the installation/ operation/ maintenance of special machines and equipment (e.g., electrical installations, generator, boiler, other pressure vessels, lifting equipment, elevators and/or welding)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility had legally required and up to date licenses for the installation / operation of boiler, forklift and elevators. However, the facility didn't use their own steamer boiler and Coal boiler. The facility bought the energy from the industrial park.		
HS-WOR-9	Do operators/ technicians for machinery, equipment, electrical installations, boiler, lifting equipment, and/or welding have legally required license/ permit/ certification/ training?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the operators for machinery, equipment, boiler, forklift had legally required license/certification/permit.		
HS-WOR-10	Does the facility have any of the following safety measures in place related to machinery and equipment? (SELECT all that apply with a "X")	
HS-WOR-10-1	Machinery and equipment have a functioning lockout/tagout program, if applicable	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-10-2	Worker machinery and equipment training records are maintained for at least the last 12 months	
Facility Response:		
Verification Selection: Accurate		
HS-WOR-10-3	Machinery and equipment have safety instructions displayed or posted in the facility in workers' language(s)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that machinery and equipment had safety instructions displayed or posted near the machine in workers' languages.		
HS-WOR-10-4	None of the above	
Facility Response:		
Verification Selection: Accurate		

HS-WOR-11	Does the facility use laser or radiation producing equipment?	No
Facility Response: No		
Verification Selection: Accurate		
HS-WOR-11.1	If yes, please describe what type of laser or radiation equipment is used in the facility:	
Facility Response:		
HS-WOR-12	Does the facility have any of the following safety measures in place related to laser/radiation equipment? (SELECT all that apply with a "X")	
HS-WOR-12-1	Laser/radiation equipment is maintained and regularly inspected	
Facility Response:		
HS-WOR-12-2	Laser/radiation equipment have the appropriate protection	
Facility Response:		
HS-WOR-12-3	Laser/radiation equipment has the appropriate signs	
Facility Response:		
HS-WOR-12-4	Workers working with radiation sources are protected and not exposed to more than three rems/year	
Facility Response:		
HS-WOR-12-5	Workers that work with laser/radiation-producing equipment understand why and how to operate the equipment safely	
Facility Response:		
HS-WOR-12-6	None of the above	
Facility Response:		
HS-WOR-13	Is laser and radiation producing equipment in line with legal requirements?	
Facility Response:		
Ergonomics		
HS-WOR-14	Does the facility have ergonomic measures in place that consider the requirements of both women and men?	Yes
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: Yes		
Verification Data: Through onsite tour it was verified that the facility had ergonomic measures in place that considered the requirements of both women and men such as the facility provided the chair and the higher step for the workers in cutting workshop so the workers could take rest and didn't need to stand on tiptoe to operate the machine. The facility provided the automatic moving machine for the packing workshop to move the packed fabric to the designated place.		
HS-WOR-15	Does the facility have any of the following safety measures in place related to ergonomics? (SELECT all that apply with a "X")	
HS-WOR-15-1	Facility has a system for identifying, evaluating and minimizing risks from physically demanding work to prevent work-related injuries and health impacts	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the management interview it was noted the facility didn't have a system for identifying, evaluating and minimizing risks from physically demanding work to prevent work-related injuries and health impacts. However through the employee interview it was noted that if the workers needed to have the work support to prevent work-related injuries, they could report to their leaders.		
HS-WOR-15-2	Workers are rotated to reduce exposure to repetitive tasks	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the facility rotated the day shift and night shift every two weeks.		
HS-WOR-15-3	Workers can take short ergonomic breaks during the work day	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the workers could take rest at least 30 minutes every 4 hours, which met Taiwan Labor Standards Act Article 35: A worker shall be permitted to have a break for at least thirty minutes after having worked for four continuous hours; provided, however, that such break may be rescheduled by the employer to be taken within other working hours if a rotation system is adopted or work of a continuous or urgent nature is involved.		
HS-WOR-15-4	Facility provides adjustable workstations to accommodate individual worker needs	

Facility Response:		
HS-WOR-15-5	Facility provides adjustable equipment to accommodate individual worker needs	
Facility Response:		
HS-WOR-15-6	Facility provides training on ergonomic factors and good practices to prevent and/or reduce injuries	
Facility Response:		
HS-WOR-15-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-WOR-16	Are ergonomic measures in line with legal requirements?	Yes
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: Yes		
Verification Data: Through the employee interview and the management interview it was noted that the workers could take rest at least 30 minutes every 4 hours which met Taiwan Labor Standards Act Article 35: A worker shall be permitted to have a break for at least thirty minutes after having worked for four continuous hours; provided, however, that such break may be rescheduled by the employer to be taken within other working hours if a rotation system is adopted or work of a continuous or urgent nature is involved.		
Hot Work		
HS-WOR-17	Does the facility perform any type of "hot work" (i.e. welding, soldering etc.)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility performed some welding for maintenance in the designated area.		
HS-WOR-17.1	If yes, please describe what type of hot work is performed in the facility:	焊接
Facility Response: 焊接		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility performed some welding for maintenance in the designated area.		
HS-WOR-18	Is hot work performed in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-WOR-19	Does the facility have any of the following safety measures in place related to hot work? (SELECT all that apply with a "X")	
HS-WOR-19-1	The facility has performed a risk assessment of where heat exposure may be significant	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-19-2	Shields are in place to protect workers from radiant heat sources	X
Facility Response: X		
Verification Selection: Accurate		
HS-WOR-19-3	Workers who are exposed to heat/radiation are given rest breaks and/or rotations	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the employee interview with the Maintenance department it was noted that their welding job was only for short time and could get the rest break.		
HS-WOR-19-4	Facility has implemented basic medical surveillance techniques to monitor workers who are exposed to heat sources	
Facility Response:		
Verification Selection: Accurate		
HS-WOR-19-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
Materials Handling and Storage		
Storage		
HS-MAT-1	Does the facility have any of the following safety measures in place related to storage areas? (SELECT all that apply with a "X")	
HS-MAT-1-1	Storage racks and shelving has been secured to permanent structures	
Facility Response:		
Verification Selection: Accurate		

Verification Data: Through onsite tour it was verified that the storage racks and shelving had been secured to permanent structures, strong enough to support existing loads, and the lighting was protected.		
HS-MAT-1-2	Lighting in storage areas is protected or explosion proof	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the storage racks and shelving had been secured to permanent structures, strong enough to support existing loads, and the lighting was protected.		
HS-MAT-1-3	Facility storage racks have adequate strength to support existing loads	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the storage racks and shelving had been secured to permanent structures, strong enough to support existing loads, and the lighting was protected.		
HS-MAT-1-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
HS-MAT-2	Are fuel storage tanks designed and handled in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that there was one oil heater tank and it was separated from the setting workshop. The oil heater tank was designed and handled in line with legal requirement.		
Ladders		
HS-MAT-3	Does the facility use portable ladders?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-MAT-4	Does the facility have any of the following safety measures in place related to portable ladders? (SELECT all that apply with a "X")	
HS-MAT-4-1	Portable ladders have been inspected for damage and maintenance	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the workers will check the portable ladders before using it.		
HS-MAT-4-2	Ladders have locking devices so that they are secure when open or in use	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the ladders had the locking devices so that they were secure when open or in use.		
HS-MAT-4-3	Workers are trained to place ladders on a secure, even surface when in use	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview it was noted that the team leader trained the workers how to use the ladder when joining to work in the facility.		
HS-MAT-4-4	The facility prohibits tying or fastening together ladders to achieve additional height	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the workers knew they couldn't tying or fastening together ladders to achieve additional height.		
HS-MAT-4-5	The facility prohibits placing ladders in front of any doors that may or may not be locked or guarded	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the workers knew they couldn't place ladders in front of any doors that may or may not be locked.		
HS-MAT-4-6	The facility prohibits using ladders in the horizontal position as a platform or scaffolding	X
Facility Response:		
Verification Selection: Inaccurate		

Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the workers knew they couldn't use ladders in the horizontal position as a platform or scaffolding.		
HS-MAT-4-7	Ladders are secured when not in use	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the ladders were placed in the warehouse when not in use.		
HS-MAT-4-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Forklifts		
HS-MAT-5	Does the facility have forklifts (or other types of lifting equipment)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was noted that the facility had one forklift.		
HS-MAT-6	Does the facility have any of the following safety measures in place related to forklifts (and other types of lifting equipment)? (SELECT all that apply with a "X")	
HS-MAT-6-1	Fork lifts are inspected and maintained on a regular basis	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the documentary review it was noted that the forklift was inspected every day.		
HS-MAT-6-2	Forklift trucks have warning lights and audible signals for reverse travel	X
Facility Response: X		
Verification Selection: Accurate		
HS-MAT-6-3	Facility prohibits overloading materials on forklift trucks	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the forklift driver knew he couldn't overload materials on forklift truck.		
HS-MAT-6-4	The facility prohibits using forklifts to lift workers so that they can perform activities at higher heights	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the employee interview and the management interview it was noted that the forklift driver knew he couldn't use forklift to lift workers for any reason.		
HS-MAT-6-5	The facility prohibits locating battery charging areas for electric forklift trucks close to storage areas of combustible materials	X
Facility Response: X		
Verification Selection: Accurate		
HS-MAT-6-6	Forklift routes are clearly marked	
Facility Response:		
Verification Selection: Accurate		
HS-MAT-6-7	Forklifts are parked in designated location(s) when not in use	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour and the employee interview it was noted that the forklift was parked in the designated location when not in use.		
HS-MAT-6-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Safety Warnings		
HS-SAF-1	Are legally required safety warnings posted in the workplace?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the legally required safety warnings no matter for machines, chemicals, ladders, or fire fighting equipment were posted in the workplace.		
Electrical Safety		
Safety Warnings		
HS-ELE-1	Do safety warning labels exist on all electrical equipment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the safety warning labels existed on all electrical equipment.		
Electrical Panels		
HS-ELE-2	Are there any instances of unsafe maintenance related to electrical panels / control panels / distribution boards? (SELECT all that apply with a "X")	
HS-ELE-2-1	Electrical panels are not easy to access, blocked, and not sufficiently separated from work areas	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-2	Electrical panels including circuit breakers are not adequately labeled	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-3	Electrical panels including circuit breakers are not in line with legal requirements	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-4	Electrical panels / control panels / distribution boards are not well maintained and not fully enclosed in non-flammable material	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-5	Circuit breakers are not installed in the electrical panel box	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-6	Electrical circuits show indications of overheating or burning due to being overloaded	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-7	Switches, plugs and junction boxes are not covered and wires are exposed	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-8	Electrical wirings are not insulated in non-flammable material, and are exposed	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
HS-ELE-2-9	None of the above	X
Facility Response: X		

Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party, Lida Electric Technical & Consultant Co., Ltd. to inspect the electrical panels every two months. From the inspection report, all were in good conditions.		
Electrical Wiring		
HS-ELE-3	Are the following measures in place related to electrical wires, cables, switches, plugs and equipment (e.g. transformer, generator)? (SELECT all that apply with a "X")	
HS-ELE-3-1	Switches, plugs and junction boxes are covered so that no wires are exposed	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the switches, plugs and junction boxes were covered so that no wires were exposed.		
HS-ELE-3-2	Electrical wirings are insulated in non-flammable material	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour and the documentary review it was noted that the electrical wirings were insulated in non-flammable material.		
HS-ELE-3-3	Electrical wirings are adequately maintained and damage free	X
Facility Response: X		
Verification Selection: Accurate		
HS-ELE-3-4	Electrical wirings are in a safe place (i.e. not on the floor)	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through onsite tour and the documentary review it was noted that the electrical wirings were secured in the electrical box and they were not on the floor.		
HS-ELE-3-5	Electrical wirings are properly grounded (i.e. with electrical panels, metal conduits etc.)	X
Facility Response: X		
Verification Selection: Accurate		
HS-ELE-3-6	Electrical wires, cables, switches, plugs and equipment (e.g. transformer, generator) are in line with legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
HS-ELE-3-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Maintenance		
HS-ELE-4	Is electrical equipment inspection and maintenance carried out by a certified, competent and authorized entity (i.e. is the electrician licensed) in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility's electrical equipment inspection and maintenance was carried out by a certified, competent and authorized entity, Lida Electric Technical & Consultant Co., Ltd which had the electrician license and in line with legal requirements.		
HS-ELE-5	Does the facility maintain records of electrical equipment maintenance activities?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the facility maintained records of electrical equipment maintenance activities.		
HS-ELE-6	Does the facility conduct maintenance on live electrical equipment?	No
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: No		
Verification Data: Through the management interview it was noted that when the facility conducted electrical maintenance, the power was turned off.		
Machinery		
HS-ELE-7	Is all of the machinery equipment grounded in line with legal requirements (including production equipment, compressors, transformer, generator, etc.)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

HS-ELE-8	Are Ground Fault Circuit Interrupters (GFCI) outlets used in wet environments?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		
Verification Data: Through onsite tour it was noted that there was no wet environment.		
HS-ELE-9	Are machinery and lighting connected to the appropriate type of power source/industrial connections?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
High Voltage Areas		
HS-ELE-10	Is access to high voltage areas and generator areas restricted to authorized personnel only?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-ELE-11	Are any materials stored in high voltage areas?	No
Facility Response: No		
Verification Selection: Accurate		
Sub-Station		
HS-ELE-12	Is there an electrical power sub-station on-site at the facility?	No
Facility Response: No		
Verification Selection: Accurate		
HS-ELE-13	Is the sub-station in line with legal requirements or fire-rated construction?	
Facility Response:		
Emergency Systems		
HS-ELE-14	Is a lightning protector/arrestor system installed on the building?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-ELE-15	Is the lightning protector/arrestor system in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-ELE-16	Is the back-up emergency power system working and in good condition?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: Through the management interview it was noted that there was no power generation in the facility.		
Compressors and Generators		
HS-ELE-17	Are the belt areas of compressors and generators fully enclosed and guarded?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour it was verified that the belt areas of compressors were fully enclosed and guarded.		
First Aid and Medical		
First-aid		
HS-FIR-1	Does the facility comply with legal requirements for any of the following related to first aid? (SELECT all that apply with a "X")	
HS-FIR-1-1	First-aid kits are sufficient in number	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through onsite tour it was verified that the facility posted the first aid kits list near the first-aid box but some supplies on the list were not in the first aid kit box.		
Non-Compliance: X		
Legal Reference: Labor Health Protection Rules Article 15.1: Institutions should prepare enough first-aid medicines and equipment with reference to the size, distribution, hazardous conditions and number of workers of the workplace, and assign first-aid personnel to handle first-aid matters.		
HS-FIR-1-2	First-aid kits are sufficiently maintained (fully stocked and without expired items)	
Facility Response: X		

Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through onsite tour it was verified that some supplies in the first-aid box had exceeded their expirations.		
Non-Comp liance: X		
Legal Reference: Labor Health Protection Rules Article 15.3: The first-aid medicines and equipment specified in Paragraph 1 shall be kept in a suitable fixed place and kept clean, and shall be regularly inspected at least every six months. Contaminated or invalid items should be replaced and supplemented at any time.		
HS-FIR-1-3	First aid kits are clearly marked and readily accessible	X
Facility Response: X		
Verification Selection: Accurate		
HS-FIR-1-4	Facility trains a sufficient number of workers in first aid	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Labor Health Protection Rules Article 15.4: The first-aid personnel in Paragraph 1 shall have at least one person for each shift; if the number of workers in each shift exceeds 50, for every additional 50 persons, one additional person shall be employed. That means the facility needs to have at least 2 first aider. Through the documentary review it was noted there were 5 first aider in this facility.		
HS-FIR-1-5	First aid training records are retained	X
Facility Response: X		
Verification Selection: Accurate		
HS-FIR-1-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Health Checks		
HS-FIR-2	Are specialized health checks conducted for workers performing high-risk activities (i.e. radiation, chemicals, loud machinery etc.)?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: Labor Health Protection Rules Article 2-1 Labor noise exposure: Noise operations with an average daily sound pressure level of 85 decibels or more for eight hours on a working day. Through the documentary review it was notd the max sound in the facility was 82dBA. There is no high-risk activities in the facility.		
HS-FIR-3	Are health checks of workers conducted in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Labor Health Protection Rules Article 17: Employers shall regularly conduct general health examinations for working workers in accordance with the following provisions:1. Those who have reached the age of 65 shall be examined once a year.2. Those over 40 but under 65 years old shall be checked every three years. 3. Those under the age of 40 shall be inspected every five years.Through the documentary review, the employee interview and the management interview it was noted this facility provides the health checks to workers every year. The latest one was conducted on October 4, 2022.		
HS-FIR-4	Is documentation of health checks maintained and up to date?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Medical Treatment		
HS-FIR-5	Are on-site medical facilities/clinic(s) and staff in line with legal requirements?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate		
Corrected Response: Not Applicable		
Verification Data: Labor Health Protection Rules Article 3: Business units with more than 300 workers shall employ or specially contract physicians engaged in labor health services and nurses engaged in labor health services (hereinafter referred to as medical staff), Apply for labor health services. This facility worker number is under 100. Through onsite tour and the management interview it was noted there is no on-site medical facility in the factory. The factory provided one room for the workers to do COVID-19 rapid antigen tests.		
HS-FIR-6	Does the facility have any of the following measures in place related to on-site medical treatment? (SELECT all that apply with a "X")	
HS-FIR-6-1	Medical facilities/clinic(s) are provided with supplies and equipment for the injuries expected	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
HS-FIR-6-2	Medical facilities/clinics are kept clean and sanitary	
Facility Response: X		
Verification Selection: No longer applicable due to verification		

Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
HS-FIR-6-3	Medical facilities/clinics are in operation during all working hours, including overtime	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
HS-FIR-6-4	Medical facilities/clinic(s) have an appointed doctor/nurse	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
HS-FIR-6-5	Medical facilities/clinic(s) are equipped for maternal healthcare	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
HS-FIR-6-6	Medicines stored in medical facilities/clinics are kept under lock and key and only accessible by medical personnel	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
HS-FIR-6-7	None of the above	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
Medical Treatment Access		
HS-FIR-7	Are workers allowed access to on-site medical facilities at any time?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the management interview it was noted that there was no on-site medical facility in the factory.		
Contagious Diseases		
HS-FIR-8	Does the facility have a written plan for handling outbreaks of contagious diseases?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through onsite tour and the documentary review it was noted that the facility had the written plan for handling outbreaks of contagious diseases and they also posted COVID-19 precautions in front of the security room.		
HS-FIR-9	What health and safety measures does the facility have to prevent the spread of contagious diseases? (SELECT all that apply with a "X")	
HS-FIR-9-1	Handwashing/sanitizing stations	X
Facility Response: X		
Verification Selection: Accurate		
HS-FIR-9-2	Workstations are more than 6ft apart	
Facility Response:		
Verification Selection: Accurate		
HS-FIR-9-3	Physical barriers between workstations	X
Facility Response: X		
Verification Selection: Accurate		
HS-FIR-9-4	Temperature checks or other health scans as workers enter the workplace	X
Facility Response: X		

Verification Selection: Accurate		
HS-FIR-9-5	Training for workers on preventing the spread of contagious diseases	
Facility Response:		
Verification Selection: Accurate		
HS-FIR-9-6	Providing workers with additional PPE (e.g. masks, gloves) specifically to prevent the spread of contagious diseases	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the employee interview and the management interview it was noted that the facility provided masks to the workers.		
HS-FIR-9-7	Other	
Facility Response:		
Verification Selection: Accurate		
HS-FIR-9.1	If other, please describe:	
Facility Response:		
HS-FIR-9-8	Not Applicable	
Facility Response:		
Verification Selection: Accurate		
HS-FIR-9-9	None of the above	
Facility Response:		
Verification Selection: Accurate		
Work-related Accidents and Diseases		
HS-FIR-10	Does the facility record work-related accidents and diseases and report them to the competent authority in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Enforcement Rules of the Occupational Safety and Health Act Article 51: Industries designated by the central competent authority referred to in Article 38 are the followings:1.Industries with more than 50 laborers;2.Industries with less than 50 laborers, that are designated by the central competent authority, and are notified in writing by the labor inspection agency;Designation in subparagraph 2 of the preceding Paragraph may be commissioned or entrusted to the labor inspection agency by the central competent authority.The format which employers compile reports and statistics on occupational accidents in accordance with Article 38 shall be determined by the central competent authority.Through the documentary review it was verified the facility uploads reports and statistics on occupational accidents every month.		
HS-FIR-11	Were records of all work-related injuries, fatalities, accidents and incidents retained for at least 12 months?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
HS-FIR-12	Number of work-related injuries that resulted in at least three days of absence from work:	0
Facility Response: 0		
Verification Selection: Accurate		
HS-FIR-13	Number of work-related injuries that resulted in less than three days of absence from work:	0
Facility Response: 0		
Verification Selection: Accurate		
HS-FIR-14	Number of work-related dangerous occurrences in the last 12 months (e.g. collapse, partial collapse, explosions, electrical fire, etc.):	0
Facility Response: 0		
Verification Selection: Accurate		
HS-FIR-15	Number of commuting injuries in the last 12 months:	1
Facility Response: 0		
Verification Selection: Inaccurate		
Corrected Response: 1		
Verification Data: Through the documentary review it was noted that there was one minor inquiry on October 12, 2022. One worker had incorrect operation of the machine and lead to swelling of the thumb.		
HS-FIR-16	Number of work-related diseases in the last 12 months:	0
Facility Response: 0		
Verification Selection: Accurate		
HS-FIR-17	Does the facility have an established accident investigation procedure to effectively determine root cause(s) and corrective actions?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
HS-FIR-18	Does the facility comply with occupational safety and health-related legal requirements on HIV/AIDS?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Contractor Safety		
HS-CON-1	Does the facility use contractor personnel to perform maintenance work?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and the management interview it was noted that the facility hired the third party to perform electric maintenance work and they asked their machine supplier to perform maintenance work.		
HS-CON-2	Does the facility have any of the following safety measures in place, when appropriate, regarding contractor safety? (SELECT all that apply with a "X")	
HS-CON-2-1	Facility verifies that contractor personnel have appropriate qualifications and licenses for work being performed	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary and the management interview it was noted that the facility verified the contractor's qualifications and licenses before they were onsite.		
HS-CON-2-2	Facility provides contractor personnel with a safety orientation	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview it was noted that when the contractor personnel were onsite, the facility provides safety manual first.		
HS-CON-2-3	Facility monitors contracted personnel to ensure they perform work in a safe and legal manner	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview it was noted that the maintenance department will monitor contracted personnel to ensure they perform work in a safe and legal manner.		
HS-CON-2-4	Scaffolding is used in a safe way (i.e. secured to a permanent structure, able to carry intended load etc.)	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the management interview it was noted that the facility didn't use scaffolding onsite.		
HS-CON-2-5	Excavation and/or trenching work is performed in a safe way (i.e. will not damage or disrupt underground utilities, storage tanks, or other facilities)	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Through the management interview it was noted that there was no excavation or trenching work onsite.		
HS-CON-2-6	A fire extinguisher is provided by the facility when hot works are performed (i.e. if the contractor did not bring their own)	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview it was noted that if the contractor performed hot work, they provided the fire extinguisher.		
HS-CON-2-7	If chemicals are brought into the facility, contractors submit the relevant Safety Data Sheets ("SDS", formerly named MSDS) for review	
Facility Response:		
Verification Selection: Accurate		
HS-CON-2-8	None of the above	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		

Verification Data: Through the employee interview and the management interview it was noted that the facility provided the above measures in place, when appropriate, regarding contractor safety.

Dormitories

HS-DOR-1	Are building/construction, structural safety and fire permits and certificates for housing/dormitories in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour and the documentary review it was verified that the building, structural safety and fire certificates for the dormitory were in line with legal requirements.		
HS-DOR-2	Does the facility have any of the following measures in place regarding housing/dormitories? (SELECT all that apply with a "X")	
HS-DOR-2-1	Housing/dormitories are separate from the production and warehouse areas (even though they may be in the same compound/industrial park)	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through onsite tour it was verified that the dormitory was 10 minutes by car away from the facility.		
HS-DOR-2-2	Housing/dormitories are clean	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was verified that the dormitory and the room were clean.		
HS-DOR-2-3	Housing/dormitories provide a separate bed for each worker	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was verified that the dormitory provided the separate bed for each worker.		
HS-DOR-2-4	Housing/dormitories have minimum space dimensions in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Foreigner Living Care Service Plan: The living area of foreigners refers to the living area provided by the employer for foreigners divided by the number of foreigners within the area, and each person should be at least 3.6 square meters. Through visiting the dormitory it was verified the dormitory provides at least 11 square meters for each foreign worker.		
HS-DOR-2-5	Beds are arranged in tiers not more than two	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that each bed was separated and not stacked.		
HS-DOR-2-6	Housing/dormitories are lit in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that the dormitory were lit as the house and it's in line with legal requirement.		
HS-DOR-2-7	Housing/dormitories are ventilated in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that the dormitory was ventilated and met Foreigner Living Care Service Plan.		
HS-DOR-2-8	Housing/dormitories are protected against heat, cold, and dampness in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		

Verification Data: Through visiting the dormitory it was noted that the dormitory environment, space and temperature were comfortable and meet Foreigner Living Care Service Plan.		
HS-DOR-2-9	Housing/dormitories are protected against noise in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that the dormitory was in the residential area. It was quiet and meet Foreigner Living Care Service Plan.		
HS-DOR-2-10	Housing/dormitories are protected against disease carrying animals or insects in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that the dormitory set the door to prevent animal or insects and provide Alcohol disinfection which was in line with legal requirement.		
HS-DOR-2-11	Housing/dormitories cooking and storage facilities are in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that the dormitory didn't have cooking place and they provide the storage cabinet which were in line with legal requirement.		
HS-DOR-2-12	Housing/dormitories offer workers adequate privacy	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that each dormitory room had a door to separate from another room.		
HS-DOR-2-13	Housing/dormitories have free and potable water in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was noted that the dormitory had water dispenser and they tested the drinking water every year which was in line with legal requirement.		
HS-DOR-2-14	Housing/dormitories have legally required toilets, showers, sewage and garbage disposal system	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was verified that there was toilet on each floor and they had garbage disposal system at the back door which met Foreigner Living Care Service Plan.		
HS-DOR-2-15	Dormitories/ rooms, toilet and bathing facilities are marked, and segregated by gender	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory it was verified that the rooms, toilet and bathing facilities were marked, and segregated by gender.		
HS-DOR-2-16	Housing/dormitories are protected from fire in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory and the documentary review it was verified that the dormitory was cement building, they provided the fire extinguishers on each floor and fire alarm system which met Foreigner Living Care Service Plan.		
HS-DOR-2-17	Housing/dormitories are prepared for emergencies in line with applicable legal requirements	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through visiting the dormitory and the documentary review it was verified that the dormitory set an extra escape ladder which met the legal requirements.		
HS-DOR-2-18	Housing/dormitories provide provisions for pregnant and nursing mothers	

Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
HS-DOR-2-19	Housing/dormitories having trained security personnel	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
HS-DOR-2-20	None of the above	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
HS-DOR-3	Are housing/dormitories in line with all other health and safety legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Canteens		
HS-CAN-1	Are canteens in line with legal requirements?	
Facility Response:		
HS-CAN-2	Does the facility have any of the following safety measures in place regarding canteen / eating areas? (SELECT all that apply with a "X")	
HS-CAN-2-1	Canteen / eating areas are separate from the production areas (even though they may be in the same compound/industrial park)	
Facility Response:		
HS-CAN-2-2	Canteen / eating areas are protected from the elements and provide adequate seating, tables and lighting	
Facility Response:		
HS-CAN-2-3	Food preparation, storage, and eating areas are kept clean, safe, and hygienic (including temperature, ventilation, light, noise etc.)	
Facility Response:		
HS-CAN-2-4	Food is prepared in a manner that reduces the potential for foodborne illnesses	
Facility Response:		
HS-CAN-2-5	Food service workers receive annual medical examinations to ensure they are healthy and free from communicable diseases	
Facility Response:		
HS-CAN-2-6	Food service workers handling food are trained about and follow food safety and proper hygiene rules	
Facility Response:		
HS-CAN-2-7	Food service workers have valid health/sanitation certificates/permits, as legally required	
Facility Response:		
HS-CAN-2-8	None of the above	
Facility Response:		
Childcare		
HS-CHI-1	Are on-site childcare facilities in line with legal requirements?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
HS-CHI-2	Does the facility have any of the following measures in place regarding on-site childcare facilities? (SELECT all that apply with a "X")	
HS-CHI-2-1	Childcare facilities are on the ground floor	
Facility Response:		
HS-CHI-2-2	Childcare facilities are kept clean, safe, and hygienic (including temperature, ventilation, light, noise etc.)	
Facility Response:		
HS-CHI-2-3	Childcare facilities are provided with adequate supplies and infrastructure (i.e. food, recreational items, washroom, feeding area etc.)	
Facility Response:		

HS-CHI-2-4	Childcare staff go through an appropriate pre-work screening process	
Facility Response:		
HS-CHI-2-5	Childcare staff are present in sufficient numbers to ensure the safety and well-being of the number of children present	
Facility Response:		
HS-CHI-2-6	Capacity of the childcare facility is sufficient to cover the need of all workers	
Facility Response:		
HS-CHI-2-7	A system is in place to ensure that children are only released to parents or other authorized adult/guardians	
Facility Response:		
HS-CHI-2-8	None of the above	
Facility Response:		
Children		
Presence on Work Floor		
HS-CHIL-1	Are children below the legal minimum age for employment allowed in the production area, even if they are not working?	No
Facility Response: No		
Verification Selection: Accurate		
Facilities		
HS-FAC-1	Does the facility provide all legally required facilities?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Health and Safety		
Other Legal Requirements		
HS-HEAL-1	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Health & Safety?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Health & Safety.		
HS-HEAL-2	Is the facility in non-compliance with any legal requirements for Health & Safety pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Facility Comments		
HS-FACI-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
TERMINATION		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: The purpose of the Termination section is to understand the facility's social and labor practices in the final stages of employment. Termination is the voluntary or involuntary ending of the employment relationship. Termination is typically voluntary in cases of resignation or retirement and involuntary in cases of dismissal or layoffs. Social and Labor topics within this section include: • Forced Labor • Employment Practices • Discrimination • Facility Comments	
Forced Labor		
Sub-Section Instructions		

Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics were used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include the ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919

Notice

TER-FOR-1	For workers seeking to end their employment, how many days of notice are required by the facility?	30
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Facility Response: 30

Verification Selection: Accurate

Debts

TER-FOR-2	Can workers who owe debts to the facility and/or a third party freely leave their jobs?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Withholding

TER-FOR-3	Has the facility ever withheld - or threatened to withhold - or delayed wage payments in order to keep workers at the facility?	No
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Facility Response: No

Verification Selection: Accurate

Leaving

TER-FOR-4	Are workers free to terminate their employment after their notice period and/or contract expiry?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Employment Practices

Unjust Termination

TER-EMP-1	Does the facility not follow legal requirements when workers resign or are terminated in relation to: • prior notice, • workers' opportunity to defend, • valid reasons for termination, • outstanding wages, • termination payments, • termination payments all paid on time, • compensation for unused annual leave, and/or • reinstatement/ compensation orders?	No
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Facility Response: No

Verification Selection: Accurate

TER-EMP-2	Please specify which of the items below apply (SELECT all that apply with a "X")	
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Notice

TER-EMP-2-1	Workers were not given notice prior to termination in line with applicable legal requirements	
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Facility Response:

Opportunity to Defend

TER-EMP-2-2	Workers did not have an opportunity to defend themselves before they were terminated based on their conduct or performance	
Facility Response:		
Invalid Reasons		
TER-EMP-2-3	Workers were terminated for invalid reasons	
Facility Response:		
Outstanding Wages		
TER-EMP-2-4	Workers were not paid correctly for outstanding wages	
Facility Response:		
Severance Payment		
TER-EMP-2-5	Workers were not paid correct severance payments	
Facility Response:		
Timely Termination Payment		
TER-EMP-2-6	Termination payments were not paid on time	
Facility Response:		
Unused Annual Leave		
TER-EMP-2-7	Workers were not compensated correctly for unused annual leave	
Facility Response:		
Other Termination Benefits		
TER-EMP-2-8	Workers were not paid other termination benefits in line with legal requirements	
Facility Response:		
Reinstatement/ Compensation Orders		
TER-EMP-2-9	The facility did not comply with any order(s) to reinstate or compensate workers who were found to be unjustly terminated	
Facility Response:		
Suspension / Reduction Workforce		
TER-EMP-3	Does the facility comply with legal requirements before suspending workers or reducing the size of the workforce due to economic, technological, structural, operational or other similar changes?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
TER-EMP-4	Did the facility consult with worker representatives and/or trade union representatives to develop alternatives to suspension or reduction in workforce that was due to economic, technological, structural, operational or other similar changes?	No
Facility Response: No		
Verification Selection: Accurate		
Discrimination		
Sub-Section Instructions		
	Overall International Labor Standard Compliance Guidance: Discrimination includes any distinction based on race, color, sex, religion, political opinion, national extraction or social origin, which results in unequal treatment. Other grounds of discrimination may be included in national law, such as disability, HIV/AIDS status, age and sexual orientation. Discrimination may be direct or indirect and does not have to be intentional. Indirect discrimination refers to apparently neutral practices, which in fact result in unequal treatment of people with certain characteristics. Distinctions are permissible when they are necessary because of the inherent requirements of the particular job, although this exception is rare. Also, measures to protect certain categories of workers are acceptable when they are provided for under international labor Conventions and Recommendations, such as maternity protection. Distinctions also may be permissible under national laws designed to help groups who need special protection, for example, laws that offer preferential treatment to women in hiring in order to remedy the effects of past discrimination. Applicable legal standards include the ILO Core Conventions, C100 Equal Remuneration Convention, 1951 and C111 Discrimination (Employment and Occupation) Convention, 1958, which provide the baseline standards for discrimination; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R90 Equal Remuneration Recommendation, 1951; R111 Discrimination (Employment and Occupation) Recommendation, 1958; C156 Workers with Family Responsibilities Convention, 1981; R165 Workers with Family Responsibilities Recommendation, 1981	
Termination		
TER-DIS-1	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding termination, forced resignation, retrenchment or retirement?	No

Facility Response: No		
Verification Selection: Accurate		
TER-DIS-2	Which of the following is a factor in decisions on termination, forced resignation, retrenchment or retirement? (SELECT all that apply with a "X")	
TER-DIS-2-1	Race / Skin Color	
Facility Response:		
TER-DIS-2-2	Sex / Gender	
Facility Response:		
TER-DIS-2-3	Religion	
Facility Response:		
TER-DIS-2-4	Political Opinion	
Facility Response:		
TER-DIS-2-5	National Extraction	
Facility Response:		
TER-DIS-2-6	Social Origin	
Facility Response:		
TER-DIS-2-7	Disability	
Facility Response:		
TER-DIS-2-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
TER-DIS-2-9	Sexual Orientation	
Facility Response:		
TER-DIS-2-10	Pregnancy / Maternity Status	
Facility Response:		
TER-DIS-2-11	Marital Status	
Facility Response:		
TER-DIS-2-12	Age	
Facility Response:		
TER-DIS-2-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
TER-DIS-2-14	Family responsibilities	
Facility Response:		
TER-DIS-2-15	Other	
Facility Response:		
TER-DIS-2-1	Please describe what "Other" factor is considered in decisions regarding termination, forced resignation, retrenchment or retirement:	
Facility Response:		
Absence due to Illness		
TER-DIS-3	Have decisions of termination, forced resignation, retrenchment or retirement been dependent upon a worker's absence due to illness?	No
Facility Response: No		
Verification Selection: Accurate		
Complaints / Proceedings		
TER-DIS-4	Has termination, forced resignation, retrenchment or retirement ever occurred due to a worker filing a complaint or taking part in proceedings against the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Other Legal Requirements		
TER-DIS-5	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Termination?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Discrimination in Termination.		

Termination		
Other Legal Requirements		
TER-TER-1	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Termination Practices?	No applicable legal requirements
Facility Response: No		
Verification Selection: Inaccurate		
Corrected Response: No applicable legal requirements		
Verification Data: There is no other legal requirements not covered elsewhere regarding Termination Practices.		
TER-TER-2	Is the facility in non-compliance with any legal requirements for Termination pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Facility Comments		
TER-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
MANAGEMENT SYSTEMS		
Number	Question	Final Verified Response
Section Instructions		
Section Instructions		
	Section Description: Management Systems related to Social and Labor practices are very facility dependent. They can take many forms depending upon a facility's size, worker demographics, production process and organizational maturity. However, despite their general differences, common themes can be found within most social management systems. With this in mind, the questions below represent an information gathering exercise on possible Social and Labor elements the facility might have based on a Plan, Do Check, Act "PDCA" structure. PDCA is framework for managing processes and systems and within this tool, covers the following items: "Plan" - Policies and Procedures / Strategy and Goals "Do" - Roles and Responsibility / Communication and Training "Check" - Self-Assessment "Act" - Continuous Improvement The questions listed below are simply a starting point to better understand the various aspects that might make up a facility's management system. Having - or not having - certain items in place is not in and of itself a direct reflection of the overall quality of the management system. As with other sections within this tool, answers simply offer an opportunity to further understand the facility's processes so that additional discussions outside of the tool with interested parties can take place. A note to the respondent: Many of the same social and labor topics mentioned in "Step 1" are also included in the questions below. "Step 1" questions primarily ask about whether certain items "exist" or certain actions "are a taking place". While "Step 2" will determine if more formal management systems exist.	
Plan		
Policies & Procedures		
MS-PLA-1	Does the facility have written policies and/or formal procedures for social and labor practices? (SELECT all that apply with a "X")	
MS-PLA-1-1	Written Policies	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility had written policies and procedures for social and labor practices.		
MS-PLA-1.1	Please provide a list of all relevant written policies:	社會責任政策
Facility Response: 社會責任政策		
Verification Selection: Accurate		
Verification Data: The relevant written policies includes Prohibition of Forced Labor, Prohibition of Child Labor, Prohibition of Harassment or Abuse, Prohibition of Discrimination, Health and Safety, Freedom of Association & Collective Bargaining, Compensation and Benefits, Hours of Work.		
MS-PLA-1-2	Written Procedures	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility had written policies and procedures for social and labor practices.		

MS-PLA-12	Please provide a list of all relevant written procedures:	Through the documentary review it was noted that the facility had relevant written procedures for Prohibition of Forced Labor, Prohibition of Child Labor, Prohibition of Harassment or Abuse, Prohibition of Discrimination, Health and Safety, Freedom of Association & Collective Bargaining, Compensation and Benefits, Hours of Work.
Facility Response: HR-01		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the documentary review it was noted that the facility had relevant written procedures for Prohibition of Forced Labor, Prohibition of Child Labor, Prohibition of Harassment or Abuse, Prohibition of Discrimination, Health and Safety, Freedom of Association & Collective Bargaining, Compensation and Benefits, Hours of Work.		
MS-PLA-1-3	No written policies or procedures in place (but informal procedures may exist)	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13	Please describe these informal procedures:	
Facility Response:		
MS-PLA-2	Do these policies and/or procedures have a reference to national law and/or international requirements? (SELECT all that apply with a "X")	
MS-PLA-2-1	Reference to national law	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-2-2	Reference to international law/ILO conventions	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-21	Please describe which international laws/ILO conventions are referenced:	禁用童工.禁止超時勞動.禁止歧視.與自由結社
Facility Response: 禁用童工.禁止超時勞動.禁止歧視.與自由結社		
Verification Selection: Accurate		
Verification Data: ILO Convention No. 138 prohibit or place severe restrictions on the employment and work of children, ILO Convention No. 190 work free from violence and harassment, including gender-based violence and harassment. ILO Freedom of Association and Collective Bargaining.		
MS-PLA-2-3	Reference to other national or international requirements/declarations/goals/guiding principles etc.	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the management interview it was noted that there was no other international requirement but they followed their client's (Lululemon) request.		
MS-PLA-22	Please describe which other national or international requirements / declarations / goals / guiding principles are referenced:	Through the management interview it was noted that there was no other international requirement but they followed their client's (Lululemon) request.
Facility Response: LuLuLemon Vcoe3.0版		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that there was no other international requirement but they followed their client's (Lululemon) request.		
MS-PLA-2-4	No references to any of the above	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-3	Which of the following topics are included within the facility's written policies and procedures? (SELECT all that apply with a "X")	
MS-PLA-3-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-31	Please provide a list of all written policies and procedures referencing recruitment and hiring:	新進人員培訓教材
Facility Response: 新進人員培訓教材		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility listed that, in the first day to work in the facility, the workers needed to provide ID copy, filled in their personal information form and signed the contract. They would be trained how to work on their position also.		

MS-PLA-3-2	Termination and retrenchment	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that termination and retrenchment were included within the facility's written policies and procedures.		
MS-PLA-3.2	Please provide a list of all written policies and procedures referencing termination and retrenchment:	The factory can only terminate the labor contract if:1. Closed2. Business crunch3. Force majeure suspends work for more than one month 4. The nature of the business has changed and there was no suitable job available for placement 5. The employee was incompetent for the job.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: The factory can only terminate the labor contract if:1. Closed2. Business crunch3. Force majeure suspends work for more than one month 4. The nature of the business has changed and there was no suitable job available for placement 5. The employee was incompetent for the job.		
MS-PLA-3-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.3	Please provide a list of all written policies and procedures referencing facility workplace rules:	工作規則
Facility Response: 工作規則		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that there were working rules policies and procedures including all topics requested by local government.		
MS-PLA-3-4	Child labor and/or young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.4	Please provide a list of all written policies and procedures referencing child labor and/or young workers:	Adopt a zero-tolerance policy for the use of child labor and commit to complying with the country's minimum age laws and not employing child labor. If all employees of the company and any child labor in the company, they must stop their work immediately, report it to the department supervisor, and follow the child labor prevention and remediation plan.
Facility Response: HR-01		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Adopt a zero-tolerance policy for the use of child labor and commit to complying with the country's minimum age laws and not employing child labor. If all employees of the company and any child labor in the company, they must stop their work immediately, report it to the department supervisor, and follow the child labor prevention and remediation plan.		
MS-PLA-3-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.5	Please provide a list of all written policies and procedures referencing prohibition of forced labor:	In compliance with all company norms, the company respects the right of employees to leave their jobs freely and ensures that the overall conditions of employment are voluntary. The company prohibits the use of any form of forced labor, including seizure of documents, prison labor, and bonded labor. Both the company and its cooperating human resources agencies prohibit any behavior that restricts labor freedom, such as collecting collateral, detaining employees' wages, personal documents, benefits, restricting employees' access to the factory area, and forcing them to work overtime, so as to force employees to work continuously in the company. Nor may employees be employed on a transactional basis. Employees have the right to leave the workplace after completing standard working hours and tasks; employees can freely terminate the employment contract after the expiration of the notice period specified by the company.
Facility Response: HR-01		

Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: In compliance with all company norms, the company respects the right of employees to leave their jobs freely and ensures that the overall conditions of employment are voluntary. The company prohibits the use of any form of forced labor, including seizure of documents, prison labor, and bonded labor. Both the company and its cooperating human resources agencies prohibit any behavior that restricts labor freedom, such as collecting collateral, detaining employees' wages, personal documents, benefits, restricting employees' access to the factory area, and forcing them to work overtime, so as to force employees to work continuously in the company. Nor may employees be employed on a transactional basis. Employees have the right to leave the workplace after completing standard working hours and tasks; employees can freely terminate the employment contract after the expiration of the notice period specified by the company.		
MS-PLA-3-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.6	Please provide a list of all written policies and procedures referencing anti-harassment and abuse:	HR-01
Facility Response: HR-01		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that the attached documents were referencing anti-harassment and abuse.		
MS-PLA-3-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.7	Please provide a list of all written policies and procedures referencing anti-discrimination:	HR-01
Facility Response: HR-01		
Verification Selection: Accurate		
MS-PLA-3-8	Working hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.8	Please provide a list of all written policies and procedures referencing working hours:	新進人員培訓教材
Facility Response: 新進人員培訓教材		
Verification Selection: Accurate		
Verification Data: The working rules referencing working hour.		
MS-PLA-3-9	Wages and benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.9	Please provide a list of all written policies and procedures referencing wages and benefits:	新進員工培訓教材
Facility Response: 新進員工培訓教材		
Verification Selection: Accurate		
Verification Data: Provide employees with wages and benefits that meet or exceed the requirements of local laws and regulations, including minimum wages, paid vacations and statutory benefits, and at least meet the basic needs of employees. Wage deductions as disciplinary measures are prohibited. The company should ensure that the salary calculation method is clearly and detailedly stated in writing to the employees during the monthly pay period; the treatment is in accordance with local laws and regulations; the salary and treatment should be paid in cash or cheque in a form that is convenient for the employee. All overtime work shall be paid in accordance with local ordinances.		
MS-PLA-3-10	Discipline	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the working rules included Discipline.		
MS-PLA-3.10	Please provide a list of all written policies and procedures referencing discipline:	The factory has listed the object and type of disciplines, including the Demerits of small, excessive, and excessive.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: The factory has listed the object and type of disciplines, including the Demerits of small, excessive, and excessive.		
MS-PLA-3-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3.11	Please provide a list of all written policies and procedures referencing freedom of association and collective bargaining:	HR-01
Facility Response: HR-01		

Verification Selection: Accurate		
Verification Data: All employees have the right to negotiate or negotiate collectively on behalf of the employees themselves and the company. Employees are free to join the organization of their choice and will not suffer any adverse consequences or retaliation from the company. The company will not intervene in the organization or collective in any way. The establishment, operation or management of negotiations. Where freedom of association and collective bargaining rights are protected by law, companies shall allow employees to freely choose their own employee representatives. Open and direct communication between employees and management is the most effective way to resolve workplace issues and compensation issues, including free association in accordance with local laws, joining or not joining unions, seeking representation, participating in workers' councils, and employees should be able to work without fear of retaliation, Communicate openly with management about working conditions in the event of threats or harassment.		
MS-PLA-3-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3-12	Please provide a list of all written policies and procedures referencing grievance systems:	HR-03申訴制度管理程序
Facility Response: HR-03申訴制度管理程序		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was verified that employees could use the employee grievance hotline to make complaints about improper punishment, and the person in charge of receiving the grievance would handle it according to the employee grievance handling procedures.		
MS-PLA-3-13	Worker feedback	
Facility Response:		
MS-PLA-3-13	Please provide a list of all written policies and procedures referencing worker feedback:	
Facility Response:		
MS-PLA-3-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3-14	Please provide a list of all written policies and procedures referencing health and safety:	Occupational Safety, Emergency Response, Occupational Injury and Disease Prevention, Industrial Hygiene, Machine Safety Protection, Public Health
Facility Response: HR-01移工招聘零付費及社會責任作業程序		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Occupational Safety, Emergency Response, Occupational Injury and Disease Prevention, Industrial Hygiene, Machine Safety Protection, Public Health		
MS-PLA-3-15	Foreign migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3-15	Please provide a list of all written policies and procedures referencing foreign migrant workers:	HR-02移工管理作業程序
Facility Response: HR-02移工管理作業程序		
Verification Selection: Accurate		
Verification Data: Please refer to the attached rules referencing foreign migrant workers.		
MS-PLA-3-16	Domestic migrant workers	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-3-16	Please provide a list of all written policies and procedures referencing domestic migrant workers:	
Facility Response:		
MS-PLA-3-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-3-17	Please provide a list of all written policies and procedures referencing homeworkers:	
Facility Response:		
MS-PLA-3-18	Suppliers/subcontractors	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that the facility had policies and procedures for suppliers/subcontractor.		
MS-PLA-3-18	Please provide a list of all written policies and procedures referencing suppliers/subcontractors:	Please refer to the attached policies and procedures referencing suppliers/subcontractors.
Facility Response:		

Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Please refer to the attached policies and procedures referencing suppliers/subcontractors.		
MS-PLA-3-19	Raw materials sourcing	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-3-19	Please provide a list of all written policies and procedures referencing raw materials sourcing:	QEP-O3-O5原料採購程序書.
Facility Response: QEP-O3-O5原料採購程序書.		
Verification Selection: Accurate		
MS-PLA-3-20	Bribery and anti-corruption	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that bribery and anti-corruption topic was included within the facility's written policies and procedures.		
MS-PLA-3-20	Please provide a list of all written policies and procedures referencing Bribery and anti-corruption:	Please refer to the attached written policies and procedures referencing Bribery and anti-corruption.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Please refer to the attached written policies and procedures referencing Bribery and anti-corruption.		
MS-PLA-3-21	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-3-21	If other, please describe and provide a list of the relevant written policies and procedures:	
Facility Response:		
MS-PLA-4	Which of the following topics are included within the facility's written policies and procedures for child labor and young workers? (SELECT all that apply with a "X")	
MS-PLA-4-1	Facility minimum age requirement	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-4-2	Facility minimum age requirements for certain types of workers (if applicable)	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-4-3	Age Verification Process	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-4-4	Remediation for child labor (for when children under the legal minimum working age are found to be working for the facility)	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Please refer to the attached remediation for child labor.		
MS-PLA-4-5	Children visiting facility production areas (i.e. for when those under the legal working age are visiting the production floor)	
Facility Response:		
Verification Selection: Accurate		
Verification Data: The children are not allowed to visit the facility.		
MS-PLA-4-6	Work restrictions for young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-4-7	Work restrictions for apprentices/interns/trainees	
Facility Response: X		
Verification Selection: Inaccurate		

Corrected Response:		
Verification Data: Through the management interview it was noted that the facility didn't have apprentices/interns/trainees and they didn't have policies for this.		
MS-PLA-4-8	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-4.1	If other, please describe:	
Facility Response:		
MS-PLA-5	Which of the following topics are included within the facility's written policies and procedures for the prohibition of forced labor? (SELECT all that apply with a "X")	
MS-PLA-5-1	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-5-2	Prohibition of bonded labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-5-3	Prohibition of indentured labor	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review, it was verified that prohibition of indentured labor was included in the facility's written policies and procedures for the prohibition of forced labor.		
MS-PLA-5-4	Prohibition of prison labor	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review, it was verified that prohibition of prison labor was included within the facility's written policies and procedures for the prohibition of forced labor.		
MS-PLA-5-5	Prohibition of human trafficking	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review, it was verified that prohibition of human tracking was included within the facility's written policies and procedures for the prohibition of forced labor.		
MS-PLA-5-6	Voluntary employment	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-5-7	Voluntary overtime	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-5-8	Freedom of movement	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-5-9	Voluntary end of employment	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-5-10	Ethical recruitment/ use of employment agencies, recruiters, and/or labor agents	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-5-11	State-imposed forced labor/ Government-mandated forced labor	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-5-12	Other	
Facility Response:		
Verification Selection: Accurate		

MS-PLA-5.1	If other, please describe:	
Facility Response:		
MS-PLA-6	Which of the following topics are included within the facility's written policies and procedures for anti-harassment and abuse? (SELECT all that apply with a "X")	
MS-PLA-6-1	Appropriate behavior among/between workers, management, supervisors	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-6-2	Appropriate behavior by security guards (if applicable)	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-6-3	Violence and harassment in the workplace	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-6-4	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-6-5	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-6.1	If other, please describe:	
Facility Response:		
MS-PLA-7	Which of the following topics are included within the facility's written policies and procedures for anti-discrimination? (SELECT all that apply with a "X")	
MS-PLA-7-1	Non-discrimination based on race / skin color	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-2	Non-discrimination based on sex / gender	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-3	Non-discrimination based on religion	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-4	Non-discrimination based on political opinion	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-5	Non-discrimination based on national extraction	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-6	Non-discrimination based on social origin	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-7	Non-discrimination based on disability	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-8	Non-discrimination based on HIV/AIDS status (real or perceived)	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-9	Non-discrimination based on sexual orientation	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-10	Non-discrimination based on pregnancy/maternity status	X
Facility Response: X		
Verification Selection: Accurate		

MS-PLA-7-11	Non-discrimination based on marital status	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-12	Non-discrimination based on age	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-13	Non-discrimination based on membership in worker organizations	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-14	Non-discrimination based on Nationality/foreign migrant worker status	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-15	Non-discrimination based on family responsibilities	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-16	Non-discrimination in recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-17	Non-discrimination in compensation and promotion	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-18	Non-discrimination in working conditions	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-19	Non-discrimination in discipline	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-20	Non-discrimination in termination	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-21	Unconscious bias	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-7-22	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-7.1	If other, please describe:	
Facility Response:		
MS-PLA-8	Which of the following topics are included within the facility's written policies and procedures for working hours? (SELECT all that apply with a "X")	
MS-PLA-8-1	Regular hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-8-2	Overtime - Including maximum hours possible	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-8-3	Premium rates	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-8-4	Overtime applicability and corresponding rates of pay	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-8-5	Overtime accessibility for all workers	X

Facility Response: X		
Verification Selection: Accurate		
MS-PLA-8-6	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-8.1	If other, please describe:	
Facility Response:		
MS-PLA-9	Which of the following topics are included within the facility's written policies and procedures for wages and benefits? (SELECT all that apply with a "X")	
MS-PLA-9-1	Wage payments	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that wage payments was included within the facility's written policies and procedures for wages and benefits.		
MS-PLA-9-2	Wage calculations	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: the documentary review it was verified that wage calculations was included within the facility's written policies and procedures for wages and benefits.		
MS-PLA-9-3	Rates by unit	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-9-4	Overtime pay	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-5	Paid leave	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-6	Annual leave	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-7	Sick leave	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-8	Maternity leave	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-9	Paternity leave	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-10	Emergency family leave	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-11	Benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-9-12	Deductions	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-9-13	Other	
Facility Response:		
Verification Selection: Accurate		

MS-PLA-9.1	If other, please describe:	
Facility Response:		
MS-PLA-10	Which of the following topics are included within the facility's written policies and procedures for discipline? (SELECT all that apply with a "X")	
MS-PLA-10-1	Facility rules concerning discipline	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that Facility rules concerning discipline, worker appeals process, worker grievance process were included within the facility's written policies and procedures for discipline.		
MS-PLA-10-2	Worker appeals process	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that Facility rules concerning discipline, worker appeals process, worker grievance process were included within the facility's written policies and procedures for discipline.		
MS-PLA-10-3	Worker grievance process	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that Facility rules concerning discipline, worker appeals process, worker grievance process were included within the facility's written policies and procedures for discipline.		
MS-PLA-10-4	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-10.1	If other, please describe:	
Facility Response:		
MS-PLA-11	Which of the following topics are included within the facility's written policies and procedures for freedom of association and collective bargaining? (SELECT all that apply with a "X")	
MS-PLA-11-1	Right to freedom of association / Right to form or join a trade union	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-2	Rights to freely choose worker representatives (or facility commitments to not obstruct this)	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-3	Rights to bargain collectively	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-4	Non-discrimination and non-retaliation of workers on basis of trade union membership/non-membership or activities	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-5	Non-discrimination and non-retaliation of workers on basis of their worker representative role or activities	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-6	Democratic election and engagement of worker representatives	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-7	Communications and consultation process	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-11-8	Right to participate in strikes / industrial action	X
Facility Response: X		
Verification Selection: Accurate		

MS-PLA-11-9	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-11.1	If other, please describe:	
Facility Response:		
MS-PLA-12	Which of the following topics are included within the facility's written policies and procedures for grievance systems? (SELECT all that apply with a "X")	
MS-PLA-12-1	Grievance system and process	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-12-2	Non-reprisal for workers filing a grievance/complaint	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-12-3	Equal access to grievance systems for both female and male workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-12-4	Worker Feedback	
Facility Response:		
MS-PLA-12-5	Equal importance given to all concerns and grievances	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-12-6	Commitment to confidentiality throughout the entire grievance process	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-12-7	Providing time off (including monetary compensation) during a grievance process	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-12-8	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-12.1	If other, please describe:	
Facility Response:		
MS-PLA-13	Which of the following topics are included within the facility's written policies and procedures for health and safety? (SELECT all that apply with a "X")	
MS-PLA-13-1	Occupational health and safety laws	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-2	General work environment (i.e. ventilation, cleanliness, noise, etc.)	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-3	Building safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-4	Powered Motor Vehicles (PMV) procedures	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-5	Emergency preparedness	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was verified that Occupational health and safety laws, General work environment, Emergency preparedness, Chemicals/Hazardous substances, Worker Protection, Materials handling and storage, Electrical safety, First aid, Steps for workers to raise health and safety concerns were included within the facility's written policies and procedures for health and safety.		
MS-PLA-13-6	Chemicals/Hazardous substances	X

Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-7	Nanomaterials	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-8	Worker Protection (personal protective equipment, machinery and equipment etc.)	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-9	Pressure vessels safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-10	Materials handling and storage	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-11	Above Ground Storage Tanks & Underground Storage Tanks	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-12	Electrical safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-13	First aid/Medical	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-14	Bloodborne pathogens procedures	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-15	Contractor safety	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-16	Dormitories	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-17	Canteens	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-18	Childcare	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13-19	Standard operating procedures (SOPs) for how to perform each job safely	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-20	Steps for workers to raise health and safety concerns	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-21	Protection against retaliation for workers who raise health and safety concerns	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-13-22	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-13.1	If other, please describe:	
Facility Response:		

MS-PLA-14	Which of the following topics are included within the facility's written policies and procedures for foreign migrant workers? (SELECT all that apply with a "X")	
MS-PLA-14-1	Reference to following all local laws for recruitment in both the sending and receiving countries	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-2	Recruitment fees and expenses	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-3	Employment contracts	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-4	Deposits	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-5	Bank accounts	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted the bank account topic was included within the facility's written policies and procedures for foreign migrant workers.1 According to the work contract, the salaries are directly transferred to the bank account by the company, so the company may have a third-party Migrant Bank account, but it does not control the acquisition of the account.2. The company does not have forced migrant workers to save and other matters in accordance with the law, and the same applies to domestic and foreign intermediary companies.		
MS-PLA-14-6	Handling of government-issued identification documents	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-7	Accommodations	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-8	Arrival orientation	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-9	Freedom of movement	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-10	Non-discrimination in employment	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-11	Harassment and abuse in employment	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-12	Discipline in employment	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-13	Repatriation / end of employment	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-14	Early termination of contract by migrant worker	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-15	Involuntary termination of contract by employer	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-14-16	Requirements for labor agents/brokers	X
Facility Response: X		

Verification Selection: Accurate		
MS-PLA-14-17	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-14.1	If other, please describe:	
Facility Response:		
MS-PLA-15	Which of the following topics are included within the facility's written policies and procedures for domestic migrant workers? (SELECT all that apply with a "X")	
MS-PLA-15-1	Recruitment fees and expenses	
Facility Response:		
MS-PLA-15-2	Employment contracts	
Facility Response:		
MS-PLA-15-3	Deposits	
Facility Response:		
MS-PLA-15-4	Wages and benefits	
Facility Response:		
MS-PLA-15-5	Working Hours	
Facility Response:		
MS-PLA-15-6	Accommodations	
Facility Response:		
MS-PLA-15-7	Freedom of movement	
Facility Response:		
MS-PLA-15-8	Non-discrimination in employment	
Facility Response:		
MS-PLA-15-9	Harassment and abuse in employment	
Facility Response:		
MS-PLA-15-10	Discipline in employment	
Facility Response:		
MS-PLA-15-11	End of employment	
Facility Response:		
MS-PLA-15-12	Requirements for labor agents/brokers	
Facility Response:		
MS-PLA-15-13	Other	
Facility Response:		
MS-PLA-15.1	If other, please describe:	
Facility Response:		
MS-PLA-16	Which of the following topics are included within the facility's written policies and procedures for suppliers/subcontractors? (SELECT all that apply with a "X")	
MS-PLA-16-1	Definition of supplier which includes service providers and raw materials suppliers	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the documentary review, it was verified that there was no definition of supplier which included service provider and raw materials suppliers.		
MS-PLA-16-2	NEW and EXISTING suppliers/subcontractors - Risk assessment to differentiate high risk suppliers/subcontractors within the supply chain	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Through the documentary review, it was verified that NEW and EXISTING suppliers/subcontractors - Risk assessment to differentiate high risk suppliers/subcontractors within the supply chain were included within the facility's written policies and procedures for suppliers/subcontractors. Every year the facility assesses the subcontractor again.		
MS-PLA-16-3	NEW suppliers/subcontractors - Initial screening based on social and labor practices / conducting social and labor due diligence	
Facility Response:		

Verification Selection: Accurate		
MS-PLA-16-4	EXISTING suppliers/subcontractors - Training and communication of the facility's social and labor procedures	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-16-5	EXISTING suppliers/subcontractors - Monitoring system of social and labor performance/ continued social and labor due diligence	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-16-6	Requiring suppliers to conduct social and labor due diligence of their supply chains	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-16-7	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-16.1	If other, please describe:	
Facility Response:		
MS-PLA-17	Which of the following topics are included within the facility's written policies and procedures for raw materials sourcing? (SELECT all that apply with a "X")	
MS-PLA-17-1	Customer and/or legal requirements for raw materials identification, reporting and/or due diligence	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-17-2	Raw material supply chain policy applicable to suppliers/subcontractors through facility's sourcing agreements with its suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-17-3	Risk assessment to differentiate high risk materials within the supply chain	X
Facility Response: X		
Verification Selection: Accurate		
MS-PLA-17-4	Other	
Facility Response:		
Verification Selection: Accurate		
MS-PLA-17.1	If other, please describe:	
Facility Response:		
Strategy and Goals		
MS-PLA-18	Does the facility have a written strategy / goals document(s) for social and labor practices addressing the following points? (SELECT all that apply with a "X")	
MS-PLA-18-1	Reference to overall goals in terms of social and labor outcomes	
Facility Response:		
MS-PLA-18.1	Please provide the name of document(s) referencing overall goals in terms of social and labor outcomes:	
Facility Response:		
MS-PLA-18-2	Reference to national law	
Facility Response:		
MS-PLA-18-3	Reference to international law/ILO conventions	
Facility Response:		
MS-PLA-18-4	Reference to other national or international requirements/declarations/goals/guiding principles etc.	
Facility Response:		
MS-PLA-18-5	Reference to a risk assessment process, specifically a strategy for responsible sourcing from high risk suppliers or high risk raw material origins	
Facility Response:		
MS-PLA-18-6	Reference to integration with business objectives	
Facility Response:		
MS-PLA-18-7	Reference to suppliers/subcontractors social and labor due diligence	
Facility Response:		

MS-PLA-18-8	Reference to gender equality and women's empowerment	
Facility Response:		
MS-PLA-18-9	Key stakeholders are involved in strategy development (i.e. customers, etc.)	
Facility Response:		
MS-PLA-18.2	Please describe the key stakeholders involved:	
Facility Response:		
MS-PLA-18-10	No written strategy/goals document exists (but informal strategies/goals may exist)	
Facility Response:		
MS-PLA-19	Has the facility set targets for social and labor performance addressing the following points? (SELECT all that apply with a "X")	
MS-PLA-19-1	Child labor and/or young workers	
Facility Response:		
MS-PLA-19.1	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-2	Prohibition of forced labor	
Facility Response:		
MS-PLA-19.2	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-3	Anti-harassment and abuse	
Facility Response:		
MS-PLA-19.3	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-4	Anti-discrimination	
Facility Response:		
MS-PLA-19.4	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-5	Working hours	
Facility Response:		
MS-PLA-19.5	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-6	Wages and benefits	
Facility Response:		
MS-PLA-19.6	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-7	Discipline	
Facility Response:		
MS-PLA-19.7	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-8	Freedom of association and collective bargaining	
Facility Response:		
MS-PLA-19.8	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-9	Worker Feedback	
Facility Response:		
MS-PLA-19.9	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-10	Grievance systems	
Facility Response:		
MS-PLA-19.10	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-11	Health and safety	
Facility Response:		
MS-PLA-19.11	Please briefly describe any associated targets/KPIs:	

Facility Response:		
MS-PLA-19-12	Foreign migrant workers	
Facility Response:		
MS-PLA-19.12	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-13	Domestic migrant workers	
Facility Response:		
MS-PLA-19.13	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-14	Homeworkers	
Facility Response:		
MS-PLA-19.14	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-15	Gender equality and women's rights in the workplace	
Facility Response:		
MS-PLA-19.15	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-16	Bribery and anti-corruption	
Facility Response:		
MS-PLA-19.16	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-17	Suppliers/subcontractors	
Facility Response:		
MS-PLA-19.17	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-18	Other	
Facility Response:		
MS-PLA-19.18	If other, please describe:	
Facility Response:		
MS-PLA-19-19	The facility does not set targets / key performance indicators	
Facility Response:		
Do		
Roles and Responsibilities		
MS-DO-1	Has the facility defined the person(s) responsible for the implementation and management of social and labor practices? (SELECT all that apply with a "X")	
MS-DO-1-1	Responsible person(s) have been defined and are accountable for written policies and/or procedures	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-1-2	Responsible person(s) have been defined and are accountable for informal (not written) procedures	
Facility Response:		
Verification Selection: Accurate		
MS-DO-1-3	The facility has not defined responsible person(s)	
Facility Response:		
Verification Selection: Accurate		
MS-DO-2	Which of the following topics have been assigned to a responsible person(s)? (SELECT all that apply with a "X")	
MS-DO-2-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-3	Facility workplace rules	X

Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-8	Working hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-9	Wages and benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-13	Worker feedback	
Facility Response:		
MS-DO-2-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-15	Foreign migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-16	Domestic migrant workers	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the management interview it was noted that there was no domestic migrant worker policy and they didn't use domestic migrant workers.		
MS-DO-2-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
MS-DO-2-18	Suppliers/subcontractors	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the documentary review it was noted that suppliers/subcontractors topic had been assigned to Ms. Mira Liao.		
MS-DO-2-19	Raw materials sourcing	X
Facility Response: X		

Verification Selection: Accurate		
MS-DO-2-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-2-21	Other	
Facility Response:		
Verification Selection: Accurate		
MS-DO-21	If Other, please describe:	
Facility Response:		
MS-DO-3	Does the facility have a written chart showing the individuals responsible for social and labor topics (i.e. a "social compliance team" chart)?	
Facility Response:		
MS-DO-3.1	Please provide the name of the document(s) here:	
Facility Response:		
Communication and Training		
MS-DO-4	Does the facility provide communication and training on social and labor practices? (SELECT all that apply with a "X")	
MS-DO-4-1	Communication and training based upon written policies and/or procedures	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review, it was verified that the facility provided communication and training on social and labor practices. The latest date was June 29th of 2022.		
MS-DO-4-2	Communication and training based upon informal (not written) procedures	
Facility Response:		
Verification Selection: Accurate		
MS-DO-4-3	The facility does not provide communication and training on social and labor practices	
Facility Response:		
Verification Selection: Accurate		
MS-DO-5	Who receives communication and training? (SELECT all that apply with a "X")	
MS-DO-5-1	Senior management	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-5-2	Individuals responsible for implementation	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-5-3	Production workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-5-4	Security guards	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the training record, it was noted that the security guards didn't receive communication and training.		
MS-DO-5-5	Subcontractors / Suppliers	
Facility Response:		
Verification Selection: Accurate		
MS-DO-5-6	Other	
Facility Response:		
Verification Selection: Accurate		
MS-DO-5.1	If other, please describe:	
Facility Response:		
MS-DO-6	How does the facility provide communication and training to senior management? (SELECT all that apply with a "X")	
MS-DO-6-1	Verbal communication	

Facility Response:		
MS-DO-6-2	Written communication (i.e. copy of Standard Operating Procedures or "SOP")	
Facility Response:		
MS-DO-6-3	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-6-4	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-6-5	Other	
Facility Response:		
MS-DO-6.1	If other, please describe:	
Facility Response:		
MS-DO-7	Which of the following topics are part of the communication and training for senior management? (SELECT all that apply with a "X")	
MS-DO-7-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-8	Specifically for senior managers responsible for promotion: non-bias in promotion of pregnant and married workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-9	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-10	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-11	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-12	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-13	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		

MS-DO-7-14	Worker Feedback	
Facility Response:		
MS-DO-7-15	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-16	Migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-17	Homeworkers	
Facility Response: X		
Verification Selection: Inaccurate		
Corrected Response:		
Verification Data: Through the management it was noted that the facility didn't have homeworke policy so the topic was not part of the communication and training for senior management.		
MS-DO-7-18	Suppliers/subcontractors	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management it was noted that the facility didn't have homeworke policy so the topic was not part of the communication and training for senior management.		
MS-DO-7-19	Raw materials sourcing	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-7-21	Other	
Facility Response:		
Verification Selection: Accurate		
MS-DO-7.1	If other, please describe:	
Facility Response:		
MS-DO-8	How does the facility provide communication and training to individuals responsible for implementation? (SELECT all that apply with a "X")	
MS-DO-8-1	Verbal communication	
Facility Response:		
MS-DO-8-2	Written communication (i.e. copy of Standard Operating Procedures or "SOPs")	
Facility Response:		
MS-DO-8-3	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-8-4	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-8-5	The facility does not provide communication and training to individuals responsible for implementation	
Facility Response:		
MS-DO-8-6	Other	
Facility Response:		
MS-DO-8.1	If other, please describe:	
Facility Response:		
MS-DO-9	Which of the following topics are part of the communication and training for individuals responsible for implementation? (SELECT all that apply with a "X")	
MS-DO-9-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-2	Specifically for managers responsible for hiring: non-bias in recruitment of pregnant and married workers	X

Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-3	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-4	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-5	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-6	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-7	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-8	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-9	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-10	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-11	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-12	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-13	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-14	Worker Feedback	
Facility Response:		
MS-DO-9-15	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-1	Please provide a list of all trainings offered to workers responsible for implementation of health and safety in the facility	新進員工培訓教材
Facility Response: 新進員工培訓教材		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility provided PPE training, how to do on their job, how to use the chemical. The latest training was held on October 20, 2022.		
MS-DO-9-16	Migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
MS-DO-9-18	Suppliers/subcontractors	X

Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-19	Raw materials sourcing	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-9-21	Other	
Facility Response:		
Verification Selection: Accurate		
MS-DO-9.2	If other, please describe:	
Facility Response:		
MS-DO-10	How does the facility provide communication and training to NEW production workers? (SELECT all that apply with a "X")	
MS-DO-10-1	Verbal communication	
Facility Response:		
MS-DO-10-2	Written communication (i.e. new workers might receive a worker handbook and/or information that is included in their employment contract)	
Facility Response:		
MS-DO-10-3	Posted communication (i.e. display postings around the facility)	
Facility Response:		
MS-DO-10-4	Multi-media communication (i.e. new workers watch a video, online learning, etc.)	
Facility Response:		
MS-DO-10-5	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-10-6	Communication and training is provided in a language understood by workers	
Facility Response:		
MS-DO-10-7	Other	
Facility Response:		
MS-DO-10.1	If other, please describe:	
Facility Response:		
MS-DO-11	Which of the following topics are part of the communication and training to NEW production workers? (SELECT all that apply with a "X")	
MS-DO-11-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-7	Anti-discrimination	X

Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-8	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-9	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-13	Worker Feedback	
Facility Response:		
MS-DO-11-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-15	Please provide a list of all health and safety trainings offered to NEW production workers in the facility	新進員工培訓教材
Facility Response: 新進員工培訓教材		
Verification Selection: Accurate		
Verification Data: Through the training record, it was noted that the facility provided the standard job procedure, safety rules, fire safety, how to handle under emergency, fire drill, how to use chemical, anti-harassment the local law request. The latest training was held on September 20, 2022.		
MS-DO-11-15	Migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-16	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
MS-DO-11-17	Suppliers/subcontractors	
Facility Response:		
Verification Selection: Accurate		
MS-DO-11-18	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-11-19	Other	
Facility Response:		
Verification Selection: Accurate		
MS-DO-11-20	If other, please describe:	
Facility Response:		
MS-DO-12	How does the facility provide on-going communication and training to EXISTING production workers? (SELECT all that apply with a "X")	
MS-DO-12-1	Verbal communication	
Facility Response:		
MS-DO-12-2	Written communication (i.e. current workers might received written notification regarding changes to company handbooks)	
Facility Response:		
MS-DO-12-3	Posted communication (i.e. display postings around the facility)	
Facility Response:		

MS-DO-12-4	Multi-media communication (i.e. workers watch a video, online learning, etc.)	
Facility Response:		
MS-DO-12-5	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-12-6	Communication and training is provided in a language understood by workers	
Facility Response:		
MS-DO-12-7	Other	
Facility Response:		
MS-DO-12.1	If other, please describe:	
Facility Response:		
MS-DO-13	Which of the following topics are part of the on-going communication and training to EXISTING production workers? (SELECT all that apply with a "X")	
MS-DO-13-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-8	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-9	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-13	Worker Feedback	
Facility Response:		
MS-DO-13-14	Health and safety	X
Facility Response: X		

Verification Selection: Accurate		
MS-DO-13.1	Please provide a list of all health and safety trainings offered to EXISTING production workers in the facility	新進員工培訓教材
Facility Response: 新進員工培訓教材		
Verification Selection: Accurate		
Verification Data: Through the training record, it was noted that the facility provided the standard job procedure, safety rules, fire safety, how to handle under emergency, fire drill, how to use chemical, anti-harassment the local law request. The latest training was held on October 20, 2022.		
MS-DO-13-15	Migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-16	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
MS-DO-13-17	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-18	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
MS-DO-13-19	Other	
Facility Response:		
Verification Selection: Accurate		
MS-DO-13.2	If other, please describe:	
Facility Response:		
MS-DO-14	How does the facility provide communication and training to security guards? (SELECT all that apply with a "X")	
MS-DO-14-1	Verbal communication	
Facility Response:		
MS-DO-14-2	Written communication (i.e. new workers might receive a worker handbook and/or information that is included in their employment contract)	
Facility Response:		
MS-DO-14-3	Posted communication (i.e. display postings around the facility)	
Facility Response:		
MS-DO-14-4	Multi-media communication (i.e. new workers watch a video, online learning, etc.)	
Facility Response:		
MS-DO-14-5	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-14-6	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-14-7	Other	
Facility Response:		
MS-DO-14.1	If other, please describe:	
Facility Response:		
MS-DO-15	Which of the following topics are part of the communication and training to security guards? (SELECT all that apply with a "X")	
MS-DO-15-1	Prohibition of forced labor	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that the facility didn't provide the communication and training to security guards on prohibition of forced labor, anti-harassment and abuse, bribery and anti-corruption, and anti-discrimination.		
MS-DO-15-2	Anti-harassment and abuse	
Facility Response: X		

Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that the facility didn't provide the communication and training to security guards on prohibition of forced labor, anti-harassment and abuse, bribery and anti-corruption, and anti-discrimination.		
MS-DO-15-3	Anti-discrimination	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that the facility didn't provide the communication and training to security guards on prohibition of forced labor, anti-harassment and abuse, bribery and anti-corruption, and anti-discrimination.		
MS-DO-15-4	Bribery and anti-corruption	
Facility Response: X		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: Through the management interview it was noted that the facility didn't provide the communication and training to security guards on prohibition of forced labor, anti-harassment and abuse, bribery and anti-corruption, and anti-discrimination.		
MS-DO-15-5	Other	
Facility Response:		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
MS-DO-15.1	If other, please describe:	
Facility Response:		
MS-DO-16	How does the facility provide communication and training to suppliers/subcontractors? (SELECT all that apply with a "X")	
MS-DO-16-1	Verbal communication	
Facility Response:		
MS-DO-16-2	Written communication (i.e. supply contracts might include reference to social and labor practices)	
Facility Response:		
MS-DO-16-3	Multi-media communication (i.e. video, online learning, etc.)	
Facility Response:		
MS-DO-16-4	Training - new subcontractors/suppliers receive onboarding trainings in-person (i.e. classroom trainings etc.)	
Facility Response:		
MS-DO-16-5	Training - existing subcontractors/suppliers receive on-going trainings in-person (i.e. classroom trainings etc.)	
Facility Response:		
MS-DO-16-6	Other	
Facility Response:		
MS-DO-16.1	If other, please describe:	
Facility Response:		
MS-DO-17	Which of the following topics are part of the communication and training to suppliers/subcontractors? (SELECT all that apply with a "X")	
MS-DO-17-1	Child labor and young workers	
Facility Response:		
MS-DO-17-2	Prohibition of forced labor	
Facility Response:		
MS-DO-17-3	Anti-harassment and abuse	
Facility Response:		
MS-DO-17-4	Anti-discrimination	
Facility Response:		
MS-DO-17-5	Working Hours	
Facility Response:		
MS-DO-17-6	Wages and Benefits	
Facility Response:		
MS-DO-17-7	Discipline	

Facility Response:		
MS-DO-17-8	Freedom of association and collective bargaining	
Facility Response:		
MS-DO-17-9	Grievance systems	
Facility Response:		
MS-DO-17-10	Worker Feedback	
Facility Response:		
MS-DO-17-11	Health and safety	
Facility Response:		
MS-DO-17-12	Migrant workers	
Facility Response:		
MS-DO-17-13	Homeworkers	
Facility Response:		
MS-DO-17-14	Supplier/subcontractor due diligence requirements	
Facility Response:		
MS-DO-17-15	Raw materials sourcing due diligence requirements	
Facility Response:		
MS-DO-17-16	Bribery and anti-corruption	
Facility Response:		
MS-DO-17-17	Other	
Facility Response:		
MS-DO-17.1	If other, please describe:	
Facility Response:		
Check		
Monitoring		
MS-CHE-1	Does the facility conduct regular reviews and/or assessments of social and labor practices? (SELECT all that apply with a "X")	
MS-CHE-1-1	Facility conducts regular internal reviews and/or assessments of all social and labor policies and procedures that the facility has implemented	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility conducted internal reviews and/or assessments of all social and labor policies and procedures that the facility had implemented every year. The latest one was conducted on September 6, 2022.		
MS-CHE-1-2	Facility conducts regular reviews and/or assessments of social and labor practices within their supply chain, i.e. of suppliers and subcontractors, including raw materials suppliers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the documentary review it was noted that the facility conducted reviews and/or assessments of social and labor practices within their supply chain, i.e. of suppliers and subcontractors, including raw materials suppliers every year. The latest one was conducted on September 6, 2022.		
MS-CHE-1-3	Facility keeps records of these assessments and any violations that were uncovered	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-1-4	Results are reported to senior management	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-1-5	Facility does not perform regular reviews and/or assessments on social and labor practices within the facility and/or within their supply chain	
Facility Response:		
Verification Selection: Accurate		
Self Assessment		
MS-CHE-2	Does the facility have a system for reviewing policies and procedures (written or informal) for changes/updates to existing requirements (legal or other)? (SELECT all that apply with a "X")	
MS-CHE-2-1	Government websites	X
Facility Response: X		
Verification Selection: Accurate		

MS-CHE-2-2	Government offices /communications	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-3	Consultants	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-4	Internet	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-5	Customer briefing	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-6	Health and safety executive	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-7	Corporate Social Responsibility or "CSR" team established in facility	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-8	Management team briefs the workforce	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-9	Appointed worker / team	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-10	Magazine subscription(s)	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-11	Industry body briefings	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-2-12	Other	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-21	If other, please describe:	
Facility Response:		
MS-CHE-2-13	Facility does not use any methods and is not aware of changes/updates	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3	Does the facility review/update policies and procedures (written or informal)? (SELECT all that apply with a "X")	
MS-CHE-3-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-3.1	Please describe how often (or when) the policies and procedures are reviewed/updated:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		
Verification Data: The facility reviews policies and procedures for Recruitment and hiring once a year.		
MS-CHE-3-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-3.2	Please describe how often (or when) the policies and procedures are reviewed/updated:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		

Verification Data: The facility reviews policies and procedures for Termination and retrenchment once a year.		
MS-CHE-3-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-3.3	Please describe how often (or when) the policies and procedures are reviewed/updated:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		
Verification Data: The facility reviews policies and procedures for Facility workplace rules once a year.		
MS-CHE-3-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: The facility review policy and procedure for child labor and young workers every year.		
MS-CHE-3.4	Please describe how often (or when) the policies and procedures are reviewed/updated:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		
Verification Data: The facility reviews policies and procedures for Child labor and young workers once a year.		
MS-CHE-3-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-3.5	Please describe how often (or when) the policies and procedures are reviewed/updated:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		
Verification Data: The facility reviews policies and procedures for Prohibition of forced labor once a year.		
MS-CHE-3-6	Anti-harassment and abuse	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for anti-harassment and abuse once a year.		
MS-CHE-3.6	Please describe how often (or when) the policies and procedures are reviewed/updated:	Through the management interview, it was noted that the facility reviewed policies and procedures for anti-harassment and abuse once a year.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for anti-harassment and abuse once a year.		
MS-CHE-3-7	Anti-discrimination	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for anti-discrimination once a year.		
MS-CHE-3.7	Please describe how often (or when) the policies and procedures are reviewed/updated:	Through the management interview, it was noted that the facility reviewed policies and procedures for anti-discrimination once a year.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for anti-discrimination once a year.		
MS-CHE-3-8	Working Hours	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for working hours once a year.		
MS-CHE-3.8	Please describe how often (or when) the policies and procedures are reviewed/updated:	Through the management interview, it was noted that the facility reviewed policies and procedures for working hours once a year.

Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for working hours once a year.		
MS-CHE-3-9	Wages and Benefits	X
Facility Response:		
Verification Selection: Inaccurate		
Corrected Response: X		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for wages and benefits once a year.		
MS-CHE-3.9	Please describe how often (or when) the policies and procedures are reviewed/updated:	Through the management interview, it was noted that the facility reviewed policies and procedures for wages and benefits once a year.
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for wages and benefits once a year.		
MS-CHE-3-10	Discipline	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3.10	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-11	Freedom of association and collective bargaining	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3.11	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-12	Grievance systems	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3.12	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-13	Worker Feedback	
Facility Response:		
MS-CHE-3.13	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-14	Health and safety	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3.14	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-15	Foreign migrant workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-CHE-3.15	Please describe how often (or when) the policies and procedures are reviewed/updated:	一年一次
Facility Response: 一年一次		
Verification Selection: Accurate		
Verification Data: Through the management interview, it was noted that the facility reviewed policies and procedures for Foreign migrant workers once a year.		
MS-CHE-3-16	Domestic migrant workers	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3.16	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-17	Homeworkers	

Facility Response:		
Verification Selection: Accurate		
MS-CHE-3-17	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-18	Suppliers/subcontractors	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3-18	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-19	Raw materials sourcing	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3-19	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-20	Bribery and anti-corruption	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3-20	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-21	Other	
Facility Response:		
Verification Selection: Accurate		
MS-CHE-3-21	If other, please describe:	
Facility Response:		
MS-CHE-3-22	Facility does not review/update policies and procedures (written or informal)	
Facility Response:		
Verification Selection: Accurate		
Act		
Continuous Improvement		
MS-ACT-1	Does the facility create improvement plans based on social and labor practices? (SELECT all that apply with a "X")	
MS-ACT-1-1	Plans are created based on issues uncovered through monitoring and evaluation	X
Facility Response: X		
Verification Selection: Accurate		
MS-ACT-1-2	Plans include root cause analysis (RCA)	X
Facility Response: X		
Verification Selection: Accurate		
MS-ACT-1-3	Plans include grievances and suggestions raised by workers	X
Facility Response: X		
Verification Selection: Accurate		
MS-ACT-1-4	Plans are completed and the related issues resolved	X
Facility Response: X		
Verification Selection: Accurate		
MS-ACT-1-5	Written records are maintained	X
Facility Response: X		
Verification Selection: Accurate		
MS-ACT-1-6	Other	
Facility Response:		
Verification Selection: Accurate		
MS-ACT-1-1	If other, please describe:	
Facility Response:		
MS-ACT-1-7	The facility does not create improvement plans	
Facility Response:		

Verification Selection: Accurate		
MS-ACT-2	Does the facility communicate improvement plans to interested stakeholders? (SELECT all that apply with a "X")	
MS-ACT-2-1	Senior management	
Facility Response:		
MS-ACT-2-2	Workers	
Facility Response:		
MS-ACT-2-3	Customers	
Facility Response:		
MS-ACT-2-4	Other	
Facility Response:		
MS-ACT-21	If other, please describe:	
Facility Response:		

ABOVE & BEYOND

Number	Question	Final Verified Response
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Section Instructions

Section Instructions

	<p>Section Description: The purpose of the "Above and Beyond" section is to gather information on facility practices that go above and beyond social responsibility industry standards, are not required by national or international law, and that seek to elevate workplace well-being and community impact. Topics within this section include: • Workplace Well-being • Community Impact</p>	
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Workplace Well-Being

Sub-Section Instructions

	<p>The International Labour Organization (ILO) defines "Workplace Well-being" as relating "to all aspects of working life, from the quality and safety of the physical environment, to how workers feel about their work, their working environment, the climate at work and work organization. The aim of measures for workplace well-being is to complement OSH measures to make sure workers are safe, healthy, satisfied and engaged at work." The sub-section below seeks to understand what type of above and beyond practices are taking place to promote workplace well-being "within the facility walls".</p>	
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Developmental Programs

AB-WOR-1	Are all workers offered any of the following types of developmental programs by the facility? (SELECT all that apply with a "X"):	
AB-WOR-1-1	Health Education	
Facility Response:		
AB-WOR-1.1	Please describe:	
Facility Response:		
AB-WOR-1-2	Gender Equality	
Facility Response:		
AB-WOR-1.2	Please describe:	
Facility Response:		
AB-WOR-1-3	Gender Empowerment	
Facility Response:		
AB-WOR-1.3	Please describe:	
Facility Response:		
AB-WOR-1-4	Career Development	
Facility Response:		
AB-WOR-1.4	Please describe:	
Facility Response:		
AB-WOR-1-5	Other	
Facility Response:		

AB-WOR-15	If other, please describe:	
Facility Response:		
AB-WOR-1-6	None of the above	
Facility Response:		
AB-WOR-2	Are all workers offered any of the following programs by the facility to promote health? (SELECT all that apply with a "X"):	
AB-WOR-2-1	Nutrition	
Facility Response:		
AB-WOR-2-1	Please describe:	
Facility Response:		
AB-WOR-2-2	Exercise	
Facility Response:		
AB-WOR-2-2	Please describe:	
Facility Response:		
AB-WOR-2-3	Drug and Alcohol Abuse	
Facility Response:		
AB-WOR-2-3	Please describe:	
Facility Response:		
AB-WOR-2-4	Smoking	
Facility Response:		
AB-WOR-2-4	Please describe:	
Facility Response:		
AB-WOR-2-5	Sexual Health	
Facility Response:		
AB-WOR-2-5	Please describe:	
Facility Response:		
AB-WOR-2-6	Pre- and post-natal	
Facility Response:		
AB-WOR-2-6	Please describe:	
Facility Response:		
AB-WOR-2-7	Mental Well-being	
Facility Response:		
AB-WOR-2-7	Please describe:	
Facility Response:		
AB-WOR-2-8	Access to clean drinking water	
Facility Response:		
AB-WOR-2-8	Please describe:	
Facility Response:		
AB-WOR-2-9	Other	
Facility Response:		
AB-WOR-2-9	If other, please describe:	
Facility Response:		
AB-WOR-2-10	None of the above	
Facility Response:		
Market Access		
AB-WOR-3	Are all workers offered any of the following types of market access programs by the facility? (SELECT all that apply with a "X"):	
AB-WOR-3-1	Financial Literacy Programs	
Facility Response:		
AB-WOR-3-1	Please describe:	
Facility Response:		
AB-WOR-3-2	Digital Payment Assistance	
Facility Response:		

AB-WOR-3.2	Please describe:	
Facility Response:		
AB-WOR-3-3	Home Financing Program	
Facility Response:		
AB-WOR-3.3	Please describe:	
Facility Response:		
AB-WOR-3-4	Other	
Facility Response:		
AB-WOR-3.4	If other, please describe:	
Facility Response:		
AB-WOR-3-5	None of the above	
Facility Response:		
Economic Empowerment Programs		
AB-WOR-4	Did the facility participate in any type of economic empowerment programs that collect facility contributions into a separate account (or fund) that can be used for worker well-being? (SELECT all that apply with a "X"):	
AB-WOR-4-1	Facility's own program	
Facility Response:		
AB-WOR-4.1	Please describe:	
Facility Response:		
AB-WOR-4-2	External program	
Facility Response:		
AB-WOR-4.2	Please describe:	
Facility Response:		
AB-WOR-4-3	Other	
Facility Response:		
AB-WOR-4.3	If other, please describe:	
Facility Response:		
AB-WOR-4-4	None of the above	
Facility Response:		
Wage Aspirations		
AB-WOR-5	Did the facility actively seek to provide (or attain) any of the following types of wage aspirations for workers? (SELECT all that apply with a "X"):	
AB-WOR-5-1	"Living Wage"	
Facility Response:		
AB-WOR-5.1	Please describe:	
Facility Response:		
AB-WOR-5-2	"Prevailing Wage"	
Facility Response:		
AB-WOR-5.2	Please describe:	
Facility Response:		
AB-WOR-5-3	System to secure that annual wage increase (excluding OT-hours) is at or above the inflation rate	
Facility Response:		
AB-WOR-5-4	Skill Matrix - including all worker skill levels	
Facility Response:		
AB-WOR-5.3	Please describe:	
Facility Response:		
AB-WOR-5-5	Other	
Facility Response:		
AB-WOR-5.4	If other, please describe:	
Facility Response:		
AB-WOR-5-6	None of the above	
Facility Response:		

HS Recognition		
AB-WOR-6	Has the facility received recognition (award) from a PUBLICLY KNOWN institution for their achievement on Health and Safety?	
Facility Response:		
AB-WOR-6.1	If yes, please describe:	
Facility Response:		
Other		
AB-WOR-7	Has the facility implemented any other projects that have sought to improve social well-being of workers in the facility that they would like to share?	
Facility Response:		
AB-WOR-7.1	If yes, please describe:	
Facility Response:		
Community Impact		
Sub-Section Instructions		
	The sub-section below seeks to understand what type of above and beyond practices are taking place to promote positive community impact "outside the facility walls".	
Supplier Engagement		
AB-COM-1	Does the facility offer female workers in the supply chain (i.e. female workers at suppliers/subcontractors to the facility) any of the following types of professional developmental opportunities? (SELECT all that apply with a "X"):	
AB-COM-1-1	Professional Training	
Facility Response:		
AB-COM-1.1	Please describe:	
Facility Response:		
AB-COM-1-2	Mentoring/ sponsorship program	
Facility Response:		
AB-COM-1.2	Please describe:	
Facility Response:		
AB-COM-1-3	Educational opportunities	
Facility Response:		
AB-COM-1.3	Please describe:	
Facility Response:		
AB-COM-1-4	Other	
Facility Response:		
AB-COM-1.4	If other, please describe:	
Facility Response:		
AB-COM-1-5	None of the above	
Facility Response:		
Community Service		
AB-COM-2	Did the facility participate in any of the following activities related to community service? (SELECT all that apply with an "X":)	
AB-COM-2-1	The facility sponsored (paid for and/or organized) a community service event	
Facility Response:		
AB-COM-2.1	Please describe:	
Facility Response:		
AB-COM-2-2	Workers were encouraged to voluntarily engage in community service	
Facility Response:		
AB-COM-2.2	Please describe:	
Facility Response:		
AB-COM-2-3	Workers were permitted certain hours to voluntarily engage in community service during working hours and were not penalized for the hours served	
Facility Response:		
AB-COM-2.3	Please describe:	
Facility Response:		

AB-COM-2-4	Blood Donation Programs	
Facility Response:		
AB-COM-2-4	Please describe:	
Facility Response:		
AB-COM-2-5	Gender equality and empowerment programs	
Facility Response:		
AB-COM-2-5	Please describe:	
Facility Response:		
AB-COM-2-6	Other	
Facility Response:		
AB-COM-2-6	If other, please describe:	
Facility Response:		
AB-COM-2-7	None of the above	
Facility Response:		
Charitable Contributions		
AB-COM-3	Did the facility participate in any of the following activities related to charitable contributions? (SELECT all that apply with an "X":)	
AB-COM-3-1	The facility made regular donations to charitable (non-profit/non-governmental) organizations or projects	
Facility Response:		
AB-COM-3-1	Please describe:	
Facility Response:		
AB-COM-3-2	Facility conducted a needs analysis of charitable programs to address the critical needs in the community	
Facility Response:		
AB-COM-3-2	Please describe:	
Facility Response:		
AB-COM-3-3	Other	
Facility Response:		
AB-COM-3-3	If other, please describe:	
Facility Response:		
AB-COM-3-4	None of the above	
Facility Response:		
Community Investment		
AB-COM-4	Did the facility participate in any of the following activities related to community investment? (SELECT all that apply with a "X":)	
AB-COM-4-1	The facility drafted (or maintained an existing) strategy/policy for community investment that includes assessment of root causes of social issues in community related to its workforce	
Facility Response:		
AB-COM-4-1	Please describe:	
Facility Response:		
AB-COM-4-2	Facility workers and local civil society groups were engaged in identifying, implementing, and evaluating community investment initiatives	
Facility Response:		
AB-COM-4-2	Please describe:	
Facility Response:		
AB-COM-4-3	The facility was involved directly or through partnerships in efforts on the ground that address root causes of social issues in the local community	
Facility Response:		
AB-COM-4-3	Please describe:	
Facility Response:		
AB-COM-4-4	Other	
Facility Response:		
AB-COM-4-4	If other, please describe:	
Facility Response:		

AB-COM-4-5	None of the above	
Facility Response:		
External Engagement & Collaboration		
AB-COM-5	Did the facility participate in any of the following activities related to engagement with external organizations and other facilities? (SELECT all that apply with a "X":)	
AB-COM-5-1	Facility collaborates with other facilities on the development of shared/joint training efforts	
Facility Response:		
AB-COM-5.1	Please describe some of these training efforts:	
Facility Response:		
AB-COM-5-2	Facility participates in multi-stakeholder or industry forums to develop full understanding of risks and challenges in the value chain	
Facility Response:		
AB-COM-5.2	Please describe the forums the facility is participating in, and in what capacity (passive vs. active, voting, chair, etc.)	
Facility Response:		
AB-COM-5-3	Facility engages with key locally impacted stakeholders to improve social and labor conditions in the value chain	
Facility Response:		
AB-COM-5.3	Please describe by providing the stakeholder names and the nature and frequency of the dialogue:	
Facility Response:		
AB-COM-5-4	Facility engages with key regional / international stakeholders to improve social and labor conditions in the value chain	
Facility Response:		
AB-COM-5.4	Please describe by providing the stakeholder names and the nature and frequency of the dialogue:	
Facility Response:		
AB-COM-5-5	Facility engages (either directly or via industrial trade association or tripartite initiatives) with local & district level Trade Unions to proactively address issues of concern to the industry	
Facility Response:		
AB-COM-5-6	Other	
Facility Response:		
AB-COM-5.5	If other, please describe:	
Facility Response:		
AB-COM-5-7	None of the above	
Facility Response:		
AB-COM-6	If the facility engaged (either directly or via industrial trade association or tripartite initiatives) with local & district level trade unions to proactively address issues of concern to the industry, how was the facility involved? (SELECT all that apply with a "X":)	
AB-COM-6-1	Facility actively participates in the initiative	
Facility Response:		
AB-COM-6.1	Please describe:	
Facility Response:		
AB-COM-6-2	Facility actively leads the initiative	
Facility Response:		
AB-COM-6.2	Please describe:	
Facility Response:		
AB-COM-6-3	Facility has been actively engaged with the initiative over the past 3 years	
Facility Response:		
AB-COM-6.3	Please describe:	
Facility Response:		
AB-COM-6-4	Other	
Facility Response:		
AB-COM-6.4	If other, please describe:	
Facility Response:		
AB-COM-6-5	None of the above	
Facility Response:		

Goals / Targets		
AB-COM-7	Has the facility set specific goals/targets for improvement on social issues in local communities and tracked the progress against those goals/targets?	
Facility Response:		
AB-COM-7.1	If yes, please describe:	
Facility Response:		
Sourcing Practices		
AB-COM-8	Has the facility encouraged sourcing practices that resulted in the facility sourcing from Small and Medium Enterprises and manufacturers that are owned by underrepresented minorities/protected groups, including women-owned businesses?	
Facility Response:		
AB-COM-8.1	If yes, please describe:	
Facility Response:		
Land Grabbing		
AB-COM-9	Does the facility have a formalized process of reviewing documentation of the land rights for the property they are renting/leasing by a person who is qualified to do so?	
Facility Response:		
AB-COM-9.1	If yes, please describe:	
Facility Response:		
AB-COM-10	Does the facility engage proactively with relevant stakeholders before an investment is made in a new land?	
Facility Response:		
AB-COM-10.1	If yes, please describe:	
Facility Response:		
Public Disclosure & Transparency		
AB-COM-11	Does the facility communicate publicly on social and labor performance?	
Facility Response:		
AB-COM-12	Did the facility communication include any of the following? (SELECT all that apply with a "X"):	
AB-COM-12-1	Engagement with NGOs and other external stakeholders	
Facility Response:		
AB-COM-12-2	Social/labor policies and procedures	
Facility Response:		
AB-COM-12-3	Results of social compliance monitoring	
Facility Response:		
AB-COM-12-4	Issues identified, actions taken, and results achieved in response to results of social compliance monitoring	
Facility Response:		
AB-COM-12-5	Indirect supplier list	
Facility Response:		
AB-COM-12-6	Facility/company/group reporting externally on progress against social compliance goals and objectives per Global Reporting Initiative (GRI) requirements	
Facility Response:		
AB-COM-12-7	None of the above	
Facility Response:		
AB-COM-13	Does the facility publish a report (at least every 2 years) regarding its own progress towards social compliance goals and objectives set by the facility?	
Facility Response:		
Other		
AB-COM-14	Has the facility implemented any other community impact projects that improve the social well being of workers and their families that they would like to share?	
Facility Response:		
AB-COM-14.1	If yes, please describe:	
Facility Response:		
Facility Comments		
AB-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	

Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
VERIFICATION DETAILS		
Number	Question	Final Verified Response
Verification Details		
Verification Dates		
VD-VER-1	Verification Start Date (YYYY-MM-DD):	2022-10-27
VD-VER-2	Verification End Date (YYYY-MM-DD):	2022-10-27
Verification Duration		
VD-VER-3	Verification Duration:	2 Person Days
VD-VER-3.1	If "More than 10 Days", please describe:	
VD-VER-4	Did the verification take place over consecutive days?	Yes
VD-VER-5	If no, please describe which days Verifier(s) were on site and why the verification did not take place over consecutive days:	
Verification Window		
VD-VER-6	Verification Window:	Announced
Verifier Information		
VD-VER-7	Verification Body Type:	3rd Party (Service Provider)
VD-VER-8	Verification Body Name:	BCI Compliance Group Limited
VD-VER-9	Verifier Name(s) (First and Last Name):	Sharon Tsuei, Stella Wei
Verification Participants		
VD-VER-10	Were any interpreters present during verification?	Yes
VD-VER-11	Identification details (First and Last Name and Organization) of all parties present for verification activity:	Trainee from BCI Compliance Group: Vicky Hsu. Thai interpreter Ms. Le Xuechun hired by BCI Compliance Group.
Virtual Verification Activity		
VD-VER-12	Was any part of the verification conducted virtually?	No
Exception Requests		
VD-VER-13	Were any exception requests granted by the Verification Oversight Organization for this verification?	No
VD-VER-14	If yes, please describe:	
Worker Interviews		
VD-VER-15	What is the total number of worker interviews conducted?	13
VD-VER-16	Provide details about number and type of workers interviewed:	Individual Interviews of 9 employees + 1 Group Interviews of 4 employees were interviewed in which there were 3 females and 10 male, 1 youngest employee (18 years old), and employees across different workshop including packing, dyeing, inspecting, setting, and cutting. The employees were assured of confidentiality and they spoke freely of their views of the facility.
Offsite Documentation Review		
VD-VER-17	Did the facility request an offsite documentation review prior to onsite verification?	No
VD-VER-18	Did the Verifier(s) conduct an offsite documentation review?	
VD-VER-19	Please provide details regarding offsite document review:	
Worker Engagement		
VD-VER-20	Were workers' representatives and/or workers involved in the self/joint-assessment process?	Yes
VD-VER-20.1	If yes, please describe how workers' representatives and/or workers were involved in the self/joint-assessment process:	The worker representative is the worker. The verifier knows this worker representative from the management and the employee interview. We also have the interview with the workers' representative.
Verification Observations		

VD-VER-21	1. Cooperativeness of facility	The facility management's attitude is cooperative and supportive during the verification. The verifiers were allowed to conduct the facility tour at all places in the facility. The facility can provide all requested documents on time.
VD-VER-22	2. Strengths of management practices	All employees said they were satisfied with their employment at the facility and that they were satisfied with the current wages which were in line with legal requirements in their view. They felt free to leave this employer and understood the notice period required. They had good relationship with their supervisors and managers who treated them with respect. They were able to make suggestions to their supervisors and team leaders and sometimes they had seen these suggestions adopted.
VD-VER-23	3. Any other comment	No
VD-VER-24	4. Are there any photos you would like to add to the verification that did not directly correspond to a question?	Please refer to the attached photo file.