

Monitored Party Cixi Xinhua Packing Co., Ltd	amfori ID 156-008790-000	Address No.1166, Pengmin Road, Pengqiao Village, Henghe Town, Cixi City, 315318 Ningbo, Zhejiang Sheng, China
Monitoring Activity amfori Social Audit - Manufacturing	Monitoring Type Full Monitoring	Monitoring Partner TUV Rheinland
Monitoring Start Date 03/06/2024	Closing Meeting Finished Date 05/06/2024	Submission Date 11/06/2024
Expiration Date 11/06/2025	Announcement Type Fully Announced	
Site Cixi Xinhua Packing Co., Ltd	Site amfori ID 156-008790-001	

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OVERALL RATING



SECTION RATING

PA1: Social Management System	C	
PA 2: Workers Involvement and Protection	C	
PA 3: The Rights of Freedom of Association and Collective Bargaining	A	
PA 4: No Discrimination, Violence or Harassment	A	
PA 5: Fair Remuneration	A	
PA 6: Decent Working Hours	D	

PA 7: Occupational Health and Safety	A	
PA 8: No Child Labour	A	
PA 9: Special Protection for Young Workers	A	
PA 10: No Precarious Employment	A	
PA 11: No Bonded, Forced Labour or Human Trafficking	A	
PA 12: Protection of the Environment	B	
PA 13: Ethical Business Behaviour	A	

GENERAL DESCRIPTION

Name of lead auditor: Vicky LI; APSCA membership number: CSCA21701919

Monitoring partner name: TUV Rheinland

Audit schedule details: The audit is planned for 1 auditor x 1 day.

Announcement Type: This is fully announced audit.

Business partner information:

The auditee was located at No.1166, Pengmin Road, Pengqiao Village, Henghe Town, Cixi City, Ningbo, Zhejiang, China (浙江省慈溪市横河镇彭桥村彭民路1166号).

The auditee was established in 2000. The main products were Vacuum compression bags. The main production processes in the facility included printing, lamination, slitting, bag making, bag folding and packing. The auditee did not use subcontractor or contractor.

Audited location information:

There were two buildings in audit site, which were owned and used by auditee only :

1. One 4-storey production building, area about 4158 square meter:

1F as raw material warehouse, printing, lamination and slitting workshop;

2F as bag making workshop;

3F as bag folding and packing workshop;

4F as warehouse;

2. One 1-storey building as canteen, area about 60 square meters.

The kitchen in canteen was only used by boss family occasionally. The canteen was provided to workers eating food brought by themselves. The factory did not provide dormitory for workers.

Remark: Based on EIA documents review and management interview, the auditee had one 5-storey building at No.16, Donghuangshan Road, Pengqiao Village, Henghe Town, Cixi City (慈溪市横河镇彭桥村东黄山路16号). Based on site observation and lease contract review, the auditee leased 1F-3F of the building to a battery factory and 4F-5F had not put into use yet.

Operating shifts and hours:

There was no obvious peak season in the auditee. The regular working hours were 8 hours per day and 5 days per week (from Monday to Friday): 7:30-11:00, 12:00-16:30. If needed, 2 hours overtime from 18:00 to 20:00. Workers usually had 8 hours overtime on Saturdays. Based on 10 sampled workers' attendance records in August 2023, March 2024 and April 2024 review, it was noted that the maximum overtime hours were 2 hours per day, 18 hours per week and 76 hours per month, and all workers had one day off per seven days.

Time recording system: The factory used electronic attendance system (fingerprinting or facial recognition) to record working hours of workers.

Salary payment details: According to 10 sampled workers' payroll records in August 2023, March 2024 and April 2024 review, it was noted that workers were paid by hourly rate with at least RMB17.25 per hour, which was higher than local minimum wage standard with RMB2070 per month (equivalent to RMB11.9 per hour) before January 2024 and RMB2260 per month (equivalent to RMB12.99 per hour) since January 2024. All overtime hours worked on weekdays and weekends were paid with 150% and 200% of normal wage respectively, which was compliance with legal requirement. No overtime on statutory holidays. Workers were paid at the end of each month for wages of previous month in cash timely. The last payment month was April 2024.

Worker number information:

There was a total of 49 workers (35 production workers and 14 non-production workers), and the 35 production workers included 15 males and 20 females. There were 30 domestic migrant workers including 13 males and 17 females. The youngest worker was 25 years old. No foreign migrant, pregnant, seasonal, temporary, disabled or home-based worker identified in the factory. All workers including doorkeeper were hired by the factory directly. No interns, apprentices or contractor worker was identified.

Good practices: N/A

Worker organization details: There was no union in the factory but 1 worker representative elected by workers freely.

Circumstances:

The management was cooperative and active throughout the whole audit, and the management agreed all findings and signed the finding summary report in closing meeting.

There was no special circumstance during the audit.

Summary of findings:

PA1: No effective management system and no effective workforce capacity planning;

PA2: No long term goals to protect workers and partial workers had no idea about amfori BSCI COC;

PA5: Insufficient management in social insurance;

PA6: Monthly overtime hours exceeding legal requirement;

PA7: Insufficient management in occupational health, OHS risk assessment, chemical safety and no building structure and fire safety document;

PA12: No environmental impact assessment report form, approval and environmental protection check and acceptance, no monitoring for waste air and noise.

Living wage calculation:

#LivingWage: 1). No anker wage available for the producers location, so we used the data provided by auditing company.

2). The calculation methodology refers to anker living wage structure. 3). The data comes from the local bureau of statistics for the current year.

Attachment:

The Personal Information Protection Law of the People's Republic of China was effective as of 1 November 2021, the producer signed General Terms and Conditions of Business of TUV Rheinland in China before the audit and ensured that relevant personal data and information provided to TUV Rheinland auditor(s) had been obtained the individual's consent during the audit.

No photos of contractor or agency labor contract, government waiver, collective bargaining agreements were taken due to no contractors or agencies were used, no government waiver was obtained and no collective bargaining agreements were available.

Remark: The closing meeting was finished on 3 June 2024, but auditor forgot to press the button of "finishing closing meeting" till 5 June 2024.

SITE DETAILS

Site	Site amfori ID
Cixi Xinhua Packing Co., Ltd	156-008790-001

GICS Classification

Sector	Industry Group	Industry
Consumer Discretionary	Consumer Durables & Apparel	Household Durables
Sub Industry		
Housewares & Specialties		

amfori Process Classifications

Printing

GS1 Classifications

N.A.

NACE Classification

Manufacture of rubber and plastic products

Water Stress Situation

This site is not located in a water stressed region

METRICS

Key Metrics

Total workforce	49	Workers
Legal minimum wage in local currency	2,070	Monthly
Lowest wage paid for regular work at the site	3,000	Monthly
Calculated living wage in local currency	2,838.5	Monthly
Total sample	10	Workers

Other Metrics

Male workers	22	Workers
Female workers	27	Workers
Non-binary workers	0	Workers
Permanent workers - Male	22	Workers
Permanent workers - Female	27	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	1	Workers
Management - Female	2	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	0	Workers
Workers with night shift - Female	0	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	13	Workers
Domestic migrant workers - Female	17	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	22	Workers
Workers hired directly - Female	27	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	0	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	5	Workers
Sample - Female	5	Workers
Sample - Non-binary	0	Workers

FINDINGS

PA1: Social Management System

Site: Cixi Xinhua Packing Co., Ltd | Site amfori ID: 156-008790-001

Question: 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

ENGLISH

LOCAL LANGUAGE

Finding

The factory partially respected this principle: Based on document review, site observation, worker interview and management interview, the factory established social compliance management procedures according to amfor BSCI COC, but some of them were not implemented effectively, such as social benefits, working hours, OHS and environmental protection etc., so that there were gaps in the PA2, PA5, PA6, PA7 and PA12. The management stated that it was hard to improve the problems such as social insurance and working hours etc, but they would do their best to improve other problems. It violated requirement of amfori BSCI system manual.

工厂部分遵守该原则：根据文件审核、现场审核、员工访谈和管理层访谈，工厂基于amfori BSCI 行为准则建立了社会责任管理程序，但其中一些程序没有得到有效执行，如社会福利、工作时间、职业健康安全 和环境保护等，导致在PA2、PA5、PA6、PA7 和PA12这些绩效领域存在差距。管理层表示，社会保险和工作时间等问题很难改善，但他们会尽力改善其他问题。违反了amfori BSCI系统手册的要求。

Question: 1.4 Is there satisfactory evidence that the auditee's workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts?

ENGLISH

LOCAL LANGUAGE

Finding

The factory partially respected this principle: Based on document review and management interview, The factory established production capacity planning procedures, but did not implement them properly, so that workers' monthly overtime hours generally exceeded legal requirement in past 1 year. The management stated that they had practical difficulties such as tight deliver time and lack of workers etc., so it was hard to control the monthly overtime hours within 36 hours. It violated requirement of amfori BSCI system manual.

工厂部分遵守该原则：根据文件审核和管理层访谈，工厂有产能规划程序，但是没有对它们进行合理实施，以至于在过去1年中工人的月加班时间普遍超出法规要求。管理层表示，由于交货时间紧张、人手不足等实际困难，很难将月加班时间控制在36小时以内。违反了amfori BSCI系统手册的要求。

PA 2: Workers Involvement and Protection

Site: Cixi Xinhua Packing Co., Ltd | Site amfori ID: 156-008790-001

Question: 2.2 Is there satisfactory evidence that the auditee defines long-term goals for protecting workers in line with the aspirations of the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
Finding	
The factory did not respect this principle: Based on document review and management interview, the factory did not establish long term goals to protect workers to reduce the gap between its current social performance and the amfori BSCI requirement. The management stated it was hard to implement the requirement at present. It violated requirement of amfori BSCI system manual.	工厂未遵守该原则：根据文件审查和管理层访谈，工厂没有建立保护员工的长期目标，以减少其目前的社会绩效与amfori BSCI要求之间的差距。管理层表示，目前很难实施这个要求。违反了amfori BSCI系统手册的要求。

Question: 2.4 Is there satisfactory evidence that the auditee builds sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation?

ENGLISH	LOCAL LANGUAGE
Finding	
The factory partially respected this principle: Based on worker interview, about 50% workers had no idea about the content of amfori BSCI COC, such as workers involvement and protection etc. Based on site observation, document review and management interview, the factory posted the amfori BSCI COC at first floor of production building and provided training of amfori BSCI COC for workers in December 2023. The interviewed workers stated that they did not pay attention to the posted amfori BSCI COC and forgot the training content due to busy for production. It violated requirement of amfori BSCI system manual.	工厂部分遵守该原则：根据员工访谈，约50%的访谈工人不清楚amfori BSCI行为准则的内容，如工人参与和保护等，通过现场观察、文件审核和管理层访谈，工厂在生产楼1楼张贴了amfori BSCI行为准则，并在2023年12月提供amfori BSCI COC培训给工人。访谈工人表示，由于忙于生产，他们没有注意张贴的amfori BSCI行为准则，也忘记了培训内容。违反了amfori BSCI系统手册的要求。

PA 5: Fair Remuneration

Site: Cixi Xinhua Packing Co., Ltd | Site amfori ID: 156-008790-001

Question: 5.5 Is there satisfactory evidence that the auditee provides workers with the social benefits that are legally granted without negative impact on their pay, level of seniority, position, or promotion prospects?

ENGLISH	LOCAL LANGUAGE
Finding	
The factory partially respected the principle: Based on social insurance records review, management interview and worker interview, it was noted that the	工厂部分遵守该原则：根据社保记录审查，管理层访谈和员工访谈，发现工厂没有按照法规要求为部分工人提供社保。工厂雇佣了49名工人，包括11名

Finding

factory did not provide social insurance to partial workers per legal requirement. There were 49 workers hired by the factory, including 11 workers beyond retiring age. There was no new worker but 1 resigned worker after April 2024, so the factory should provide social insurance to 39 workers in April 2024. The factory provided social insurance records from May 2023 to April 2024 for review. Based on social insurance records of April 2024 review, it was found that 15 out of 39 workers were not provided with retirement insurance, unemployment insurance, medical insurance, maternity insurance and work-related injury insurance. According to management interview and worker interview, the workers were not willing to participate in social insurance at the factory as they had insurance at home or they did not know how long they would work at the factory. It violated Labor Law of P.R.C, Article 72 and 73. Remark: 1. The factory did not collect the insurance information which bought by themselves. 2. The factory provided commercial injury insurance to the workers who were under retiring age but not provided with social insurance and the workers beyond retiring age, latest valid date from 28 February 2024 to 27 February 2025.

超过退休年龄的员工。2024年4月以后没有新员工、有1名离职员工，所以工厂需要在2024年4月为39名工人提供社保。工厂提供了2023年5月至2024年4月的社保记录供审核。根据2024年4月的社保记录，发现39名工人中有15名工人没有提供养老保险、失业保险、医疗保险、生育保险以及工伤保险。根据管理层和员工访谈，这些工人不愿意在工厂交保险，因为他们家里有保险或者他们不知道会在工厂工作多聚。违反了《中华人民共和国劳动法》第七十二条、第七十三条。备注：1. 工厂未收集工人自己购买的保险。2. 工厂提供了商业意外险给所有低于退休年龄但未提供社保的工人以及所有超过退休年龄的工人，最近的有效期从2024年2月28号到2025年2月27号。

PA 6: Decent Working Hours

Site: Cixi Xinhua Packing Co., Ltd | Site amfori ID: 156-008790-001

Question: 6.2 CRUCIAL: Is there satisfactory evidence that the auditee request of overtime is in line with the requirements of the amfori BSCI Code of Conduct?

ENGLISH

LOCAL LANGUAGE

Finding

The factory did not respect the principle: Based on document review, management interview and worker interview, workers' monthly overtime hours were lack of control and exceeded legal requirement generally. According to the attendance records from 1 May 2023 to the audit day review and worker interview, workers' monthly overtime hours generally exceeded 36 hours, and the maximum was up to 76 hours per month: (1) The attendance records in August 2023 showed the monthly overtime hours of all 10 randomly sampled workers exceeded 36 hours and the maximum was

工厂未遵守该原则：通过文件审核、管理层访谈和员工访谈，工人月加班时间缺乏控制，普遍超出法规要求。从2023年5月1日至审核当天的考勤记录审阅以及员工访谈，工人月加班时间普遍超过36小时，最高可达76小时/月：(1) 2023年8月的考勤记录显示，所有10名随机抽样工人的月加班时间均超过36小时，最高可达76小时；(2) 2024年3月的考勤记录显示，所有10名随机抽样工人的月加班时间均超过36小时，最高可达74小时；(3) 2024年4月的考勤记录显示，所有10名随机抽样工人的月加班时间均超过36小时，最高可达66小时。随机抽取的10名员工在2024年6月(1号至3号)的最大月加班时间为8小

Finding

up to 76 hours; (2) The attendance records in March 2024 showed the monthly overtime hours of all 10 randomly sampled workers exceeded 36 hours and the maximum was up to 74 hours; (3) The attendance record in April 2024 showed the monthly overtime hours of all 10 randomly sampled workers exceeded 36 hours and the maximum was up to 66 hours. The maximum monthly overtime hours of 10 randomly selected employees were 8 hours in June 2024 (from 1st to 3rd). Interviewed workers stated that they worked overtime voluntarily and they were willing to work overtime to increase income. The management stated that it was hard to control monthly overtime hours within 36 hours due to production needs. It violated PRC Labour Law article 41.

时。访谈工人表示，他们是自愿加班的，且为了增加收入愿意加班。管理层表示，由于生产需要，很难将月加班时间控制在36小时以内。违反了《中华人民共和国劳动法》第41条。

PA 7: Occupational Health and Safety

Site: Cixi Xinhua Packing Co., Ltd | Site amfori ID: 156-008790-001

Question: 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?

ENGLISH

LOCAL LANGUAGE

Finding

The factory partially respected this principle: Based on site observation, document review, worker interview and management interview, there was occupational hazards factors in workplace, such as noise and chemical factors in printing, lamination and slitting workshops etc., but the factory did not obtain occupational hazards factors test report in past 1 year. It violated Provisions on the Administration of Occupational Health at Work Sites (2021) article 20. 2. There was no pre-job, on-the-job and post-job occupational health examination provided to workers exposed to chemical factors and noise. It violated PRC Law of Prevention and Control of Occupational Diseases article 35. The management stated that they had arranged the tests and health examination, but had not obtained reports yet.

工厂部分遵守该原则：通过现场观察、文件审核、员工访谈以及管理层访谈，发现：1. 工作场所存在职业危害因素，如印刷、覆合以分切车间等存在噪音和化学因素，但是工厂在过去1年未取得职业危害因素检测报告。违反了《工作场所职业卫生管理规定》（2021）第20条。2. 工厂在过去1年没有提供上岗、岗中和离岗职业健康体检给接触化学因素和噪音的工人。违反了中华人民共和国职业病防治法第三十五条。管理层表示，他们已安排这些检测和体检，但是还没有取得报告。

Question: 7.3 Is there satisfactory evidence that the auditee set up an effective management system that ensures they regularly carry out risk assessments for safe, healthy and hygienic working conditions?

ENGLISH	LOCAL LANGUAGE
Finding	
The factory partially respected this principle: Based on document review and management interview, the risk assessment of OHS was insufficient, such as no risk assessment for occupational hazards in each workshop and position. The management stated they neglected the problem. It violated the requirement of amfori BSCI System Manual.	工厂部分遵守该原则：根据文件记录和管理层访谈，职业健康安全风险评估不充分，例如没有评估各车间和岗位的职业危害的风险等。管理层表示他们疏忽这个问题。违反了amfori BSCI系统手册的要求。

Question: 7.7 Is there satisfactory evidence that the auditee implements engineering and administrative control measures to avoid or minimise the release of hazardous substances into the work environment, keeping the level of exposure below internationally established or recognised limits?

ENGLISH	LOCAL LANGUAGE
Finding	
The factory partially respected this principle: Based on site observation and management interview, it was noted that: 1. There was no safety label posted for hazardous chemicals, such as ink, thinner and cleaning agent etc. It violated Regulation on chemical safe handling in workplace (1997) article 12. 2. There was no anti-leak facility for the hazardous chemicals. It violated Regulation on the Safety Management of Hazardous Chemicals (2013) article 20. The management stated that they neglected the problems.	工厂部分遵守该原则：根据现场观察以及管理层访谈，发现：1. 危险化学品(如油墨、稀释剂和清洗剂)没有张贴安全标签。违反了《工作场所安全使用化学品规定》(1997)第十二条。2. 没有给危险化学品配备防泄漏实施。违反了《危险化学品安全管理条例》(2013)第20条。管理层表示，他们忽略了这些问题。

Question: 7.11 Is there satisfactory evidence that the auditee confirms that the equipment and buildings used for production are stable and safe?

ENGLISH	LOCAL LANGUAGE
Finding	
The factory partially respected this principle: Based on site observation, document review and management interview, the factory did not provide building structure safety and fire safety prove or document for the 4-storey production building, which was more than 300 square meters and built after year of 2000. It violated Construction Law of the People's Republic of China Article 61 and Fire Prevention Law of the People's Republic of China, Article 13. No obvious crack was identified in the building and there were adequate fire-fighting equipments and safety exits in the buildings. The management stated that they failed to find the	工厂部分遵守该原则：根据现场观察、文件审核以及管理层访谈，工厂没有提供一栋4层厂房的的建筑结构安全和消防安全证明或者文件，厂房面积大于300平方，建于2000年后。违反了《中华人民共和国建筑法》第61条、《中华人民共和国消防法》第13条。厂房内没有明显裂缝且配备了足够的消防设施以及安全出口。管理层表示，他们未能找到 这些文件。

Finding

documents.

PA 12: Protection of the Environment

Site: Cixi Xinhua Packing Co., Ltd | Site amfori ID: 156-008790-001

Question: 12.1 Is there satisfactory evidence that the auditee continuously identifies the significant impacts and environmental implications associated to its activity?

ENGLISH

LOCAL LANGUAGE

Finding

The factory partially respected this principle: Based on site observation, document review and management interview, there was printing process in the factory, but the factory did not obtain Environmental Impact Assessment (EIA) Report form and EIA approval and Environmental Protection Check and Acceptance (EPCA) report at the site. It violated Law of the People's Republic of China on the Environmental Impact Assessment, article 16 and 22, and Management Regulations for Environmental Protection of Construction Projects article 17. The management stated that it was hard to obtain the documents at the site.

工厂部分遵守该原则：根据现场观察，文件记录和管理层访谈，工厂有印刷工序，但是在该厂区没有取得环评报告表、环评批复以及环保设施竣工验收报告。违反了中华人民共和国环境影响评价法第16条及22条，《建设项目环境保护管理条例》第17条。管理层表示，很难在该厂址取得这些文件。

Question: 12.4 Is there satisfactory evidence that waste is managed in a way that does not lead to the pollution of the environment?

ENGLISH

LOCAL LANGUAGE

Finding

The factory partially respected the principle: Based on document review and management interview, the factory did not obtain monitoring report of waste air and boundary noise in past 1 year. It violated General technical guideline of Self-monitoring for Pollutants discharge unit, article 5.2 and 5.4. The management stated that they neglected the problem.

工厂部分遵守该原则：通过文件审核和管理层访谈，工厂过去1年未取得废气和噪音的监测报告。违反了《排污单位自行监测技术指南总则》第5.2、5.4条。管理层表示他们疏忽了这个问题。