

Monitored Party <b>ZHEJIANG TREASURE CRAFTS CO., LTD.</b>	amfori ID <b>156-017252-000</b>	Address <b>No.743-792, Dongtang RD, Longgang City, 325802 Wenzhou, Zhejiang Sheng, China</b>
Monitoring Activity <b>amfori Social Audit - Manufacturing</b>	Monitoring Type <b>Full Monitoring</b>	Monitoring Partner <b>TUV Rheinland</b>
Monitoring Start Date <b>08/06/2023</b>	Closing Meeting Finished Date <b>08/06/2023</b>	Submission Date <b>14/06/2023</b>
Expiration Date <b>14/06/2024</b>	Announcement Type <b>Fully Announced</b>	
Site <b>ZHEJIANG TREASURE CRAFTS CO., LTD.</b>	Site amfori ID <b>156-017252-002</b>	

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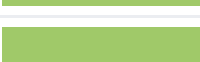

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## OVERALL RATING



## SECTION RATING

PA1: Social Management System	C	
PA 2: Workers Involvement and Protection	A	
PA 3: The Rights of Freedom of Association and Collective Bargaining	A	
PA 4: No Discrimination	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 Labour	A	
PA 12: Protection of the Environment	A	
PA 13: Ethical Business Behaviour	A	

## GENERAL DESCRIPTION

Name of lead auditor:

Kiki Wang; APSCA membership number: CSCA 21701864;

Monitoring partner name: TUV Rheinland; APSCA Number: 11600007

Audit schedule details:

The audit is planned for one auditor x 1 onsite day.

Announcement Type:

It was a fully-announced audit.

Business partner information: The auditee was located at No.743-792, Dongtang RD, Longgang City, Wenzhou City, Zhejiang Province (浙江省温州市龙港市东塘路743-792号) and established on Jun 29, 2007.

The auditee mainly produced keychain, badge, medal, bottle opener and fridge magnet. The production processes in the factory included injection, die-casting, punching, polishing, painting, assembly and packing. The electroplating process was subcontracted to other company.

The auditee moved from “No. 9, building 14, Yinbang Industrial Park, Longjin Av., Longgang City, Wenzhou City, Zhejiang Province 浙江省温州市龙港市龙金大道仪邦工业园14幢9号” to the current address in Mar, 2023. Confirmed by management interview and workers interview, no production lines in the old address. The distance of the two addresses was about 18KM.

Audited location information:

Confirmed by factory tour, there were Three buildings(two 5-storey buildings and one 9-storey building)in the boundary, which belonged to the auditee. The auditee only used partial floors(1st floor and 2nd floor) of the A building and partial floors(1st floor, 2nd floor, 8th floor and 9th floor) of the Office building, which covered about 8000 M2.

The buildings were used as follows:

Office building: 1st floor and 2nd floor used by the auditee as office area, 3rd floor: used by A Company(Wenzhou XX Supply Chain Co., Ltd) as office; 4th floor: in idle; 5th floor and 7th floor: used by A Company as dormitory area; 8th floor: the auditee as sample room; 9th floor: used by the boss' office.

A building: 1st floor: used by the auditee as production workshop(injection, die-casting, punching and polishing workshop); 2nd floor: used by the auditee as production workshop(painting workshop, assembly& packing workshop and warehouse). 3rd floor: used by C Company(Wenzhou XX Plastic Products Co., Ltd) as production, office and warehouse. 4th floor: in idle; 5th floor: used by B Company(Wenzhou XX Package Co.,Ltd) as office, production and warehouse.

B Building: used by B Company as production and warehouse.

No dormitory and canteen were provided in the factory.

The auditee did not share employees with other companies within the boundary. And there was no business transaction between the auditee and other companies within the boundary.

Operating shifts and hours:

The normal working time in the factory was 8 hours per day(07:30~11:30, 13:00~17:00) and five days per week(from Mon. to Fri.). If needed, the workers had 2 OT working hours on weekdays, from 18:00 to 20:00. The workers usually had overtime worked on Saturdays. The workers had rested on each Sunday and legal holidays. Time records of 6 samples from May 1, 2022 to audit day were reviewed randomly. Maximum overtime work was 2 OT working hours per day, 16 hours per week, 66 hours per month and guarantee at least one day rest per week.

Time recording system: The auditee used fingerprinting system to record workers attendance time.

Salary payment details: The salary was paid to them before 30th of the following month by cash. The workers were paid by hourly rate, at least RMB14.5 per hour. The wage was made up of the basic wage and OT compensation. 150%, 200% and 300% of normal rate would be compensated for overtime on normal working days, Saturday and holidays.

Worker number information: There were total 39 employees (13 males and 26 females) in the factory currently, including 6 management staff and 33 workers. There were 26 domestic migrant workers, no foreign migrant workers. There was no young worker, pregnant worker, seasonal workers, temporary worker, disabled worker, home-based worker, interns, apprentices, contractor worker. All workers were hired by the factory directly.

Good practices: NA

Worker organization details: No trade was founded in the factory. And two worker representatives were elected by all employees free on Sep 16, 2022.

Circumstances: There was no special circumstance during the audit.

Summary of findings: Findings were noted in PA1, PA2, PA5, PA6 , PA7 and PA12;

PA1 Partial areas of the CSR management was not effectively implemented;

PA2 Partial employees were not clear about the amfori BSCI CoC;

PA5 insufficient coverage of social insurance;

PA 6 monthly overtime exceed legal requirement;

PA7 insufficient HS management (Partial employees did not wear relevant PPEs, and partial employees wore improper PPE; No MSDS and safety label were posted for partial chemicals; No safe guard for the partial machines).

PA12 The auditee did not update the information(factory name) of the pollutant discharge registration.

Living wage calculation:

#Living Wage:

1). No anker wage available for the producer's 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:

1.. The following documents were not applicable for the auditee: A. Contractor license/permit-No contractor was used in the factory; B. Agency labor contract- No agency was used in the factory; C. Government waivers-No waiver was obtained by the auditee; D. Collective bargaining agreement- No collective bargaining agreement was signed.

Others:

1. The audit was started at 08:00am, which was later than the working hours of the auditee. The auditor spent 0.5 hour in lunch break to review documents without management. The whole audit time was enough.

2. There was no "set" in the selection of the annual production volume unit. So the auditor chose the "piece" instead of "set".

SITE DETAILS

Site

ZHEJIANG TREASURE CRAFTS  
CO., LTD.

Site amfori ID

156-017252-002

GICS Classification

Sector	Industry Group	Industry
Consumer Discretionary	Consumer Durables & Apparel	Leisure Products
Sub Industry		
Leisure Products		

amfori Process Classifications

N.A.

NACE Classification

N.A.

GS1 Classifications

N.A.

Water Stress Situation

N.A.

## METRICS

### Key Metrics

Total workforce	39	Workers
Legal minimum wage in local currency	1,840	Monthly
Lowest wage paid for regular work at the site	2,523	Monthly
Calculated living wage in local currency	2,346.64	Monthly
Total sample	8	Workers

### Other Metrics

Male workers	26	Workers
Female workers	13	Workers
Permanent workers - Male	26	Workers
Permanent workers - Female	13	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Management - Male	3	Workers
Management - Female	2	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers with night shift - Male	0	Workers
Workers with night shift - Female	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Domestic migrant workers - Male	20	Workers
Domestic migrant workers - Female	6	Workers
Foreign migrant workers - Male	0	Workers
Foreign migrant workers - Female	0	Workers
Workers hired directly - Male	26	Workers
Workers hired directly - Female	13	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Pregnant workers	0	Workers

Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Sample - Male	5	Workers
Sample - Female	3	Workers

## FINDINGS

### PA1: Social Management System

Site: ZHEJIANG TREASURE CRAFTS CO., LTD. | Site amfori ID: 156-017252-002

ENGLISH	LOCAL LANGUAGE
<b>Finding(s)</b>	
The auditee partially respects this principle, because the auditee had established the CSR management system to implement the amfori BSCI Code. But the actual implementation was not effectively. Such as: 1)The workers monthly OT working hours exceeded 36 hours. The management reflected that the production department did not control the workers monthly OT working hours during daily operation for some actual situations, such as unstable orders, insufficient manpower and etc.. Meanwhile, workers expected more overtime to increase total wage. 2) the social insurance was not covered for all employees. Workers reflected that they did not want to purchase social insurance here. The factory provided the social insurance according to workers' willingness. Reference code: amfori BSCI COC 1.1	被审核方部分遵守此准则，因为被审核方建立了社会责任管理体系去执行amfori BSCI行为准则。但是在实际运行不是很好。如：1）工人的月加班时间超出36小时。管理层反映由于一些实际现状，生产部门在日常运行中没有控制工人的月加班时间，如订单不稳定，人力不足等。同时，工人期望加班增加收入。2）社保未覆盖到所有员工。工人反映他们不愿意在这里购买社保。工厂基于员工意愿提供社保。参见amfori BSCI行为准则1.1
The auditee partially respects this principle, because the factory established production capacity assessment procedure and made the workforce planning, but the workforce planning established by auditee could not meet the expectations of delivery order which lead the worker's overtime exceeded legal requirement. The management reflected that the production department could not control the workers monthly OT working hours in order to finish the orders. Reference code: amfori BSCI COC 1.4	被审核方部分遵守此准则，因为工厂制定了生产能力评估程序并进行了相应的产能规划，但是被审核方建立的产能规划未能完全符合交货期导致员工加班时间超过法规要求。管理层反映生产部门为了完成订单不能在日常运行中控制工人的月加班时间。参见amfori BSCI行为准则1.4

### PA 2: Workers Involvement and Protection

Site: ZHEJIANG TREASURE CRAFTS CO., LTD. | Site amfori ID: 156-017252-002

ENGLISH	LOCAL LANGUAGE
<b>Finding(s)</b>	
The auditee partially respects this principle, because 50% interviewees were not clear about the prospect and content of the amfori BSCI Code. According to documents review and management	被审核方部分遵守此准则，因为50%受访员工不清楚amfori BSCI行为准则的内容及愿景。基于文件审核和管理层访谈，工厂于2022年11月4日给所有工人提供了关于amfori BSCI行为准则的培



#### Finding(s)

interview, the factory provided amfori BSCI code training for all employees on Nov 4, 2022. Meanwhile, the amfori BSCI Code was posted in the workshop for workers review. Confirmed by workers interview, 50% employees were not clear about the value and content of amfori BSCI Code, such as how to protect environment. Reference code: amfori BSCI COC 2.4

训。同时，工厂将amfori BSCI行为准则张贴在车间内供员工浏览。基于员工访谈，50%的员工并不清楚amfori BSCI的愿景及内容，如如何保护环境。参见amfori BSCI行为准则2.4

### PA 5: Fair Remuneration

Site: ZHEJIANG TREASURE CRAFTS CO., LTD. | Site amfori ID: 156-017252-002

#### ENGLISH

#### LOCAL LANGUAGE

#### Finding(s)

The auditee partially respects this principle, because social insurance was not covered for all employees.  
Total 39 employees were in the factory, including 3 retirees and 1 new employee. So 35 out of 39 employees should participate social insurance. During the audit date, the factory provided the payment voucher of social insurance from May, 2022 to Apr, 2023 for review. It was noted that the factory did not provide retirement, medical, maternity and unemployment insurance for 24 out of 35 employees in recently one month.  
The management reflected that most employees did not want to participate social insurance. They worried that they could not enjoy the benefit of social insurance when they go back hometown. The auditee provided social insurance according to workers' willingness. Reference law: Social insurance law of the People's Republic of China Article 10, 23, 44, 53.  
Remark: Commercial insurance and work-related injury insurance were provided for the 3 retirees and all the employees who did not participate social insurance, the valid date of commercial insurance from May 31, 2023 to May 30, 2024.

被审核方部分遵守此准则，因为社保未覆盖到所有员工。  
工厂共有39名员工，包括3名退休返聘员工及1名新进员工。因此39名员工中的35名员工应当参加社保。  
审核期间，工厂提供了2022年5月至2023年4月的社保缴费凭证供审核。工厂于最近一个月未给35名工人中的24名工人提供养老，医疗，生育及失业保险。  
管理层反映大部分员工不愿意在这里购买社保。他们担忧当他们回到家乡时无法享受到社保的益处。工厂根据工人意愿提供社保。参考法规：《中华人民共和国社会保险法》第十条，第二十三条，第四十四条，第五十三条。  
备注：商业保险及工伤保险提供给退休返聘员工及所有未参加社保的员工，有效期从2023年5月31日至2024年5月30日。

### PA 6: Decent Working Hours

Site: ZHEJIANG TREASURE CRAFTS CO., LTD. | Site amfori ID: 156-017252-002

#### ENGLISH

#### LOCAL LANGUAGE

Finding(s)	
<p>The auditee does not respect this principle, because the workers monthly OT working hours exceeded 36 hours.</p> <p>No effective management system was established to monitor and control workers monthly working hours. The reasons were as follows:</p> <p>1. The working time management procedure had been established in the factory, and the management was clear about the legal requirement of the OT working hours. However, the production department did not control the workers monthly OT working hours due to insufficient manpower. The management reflected that the normal production capacity of the factory could not meet the requirement of the delivery date.</p> <p>2. Confirmed by workers interview, overtime was voluntary. The factory provided one day off per week.</p> <p>3. Confirmed by worker attendance records from May 1, 2022 to audit date, the workers monthly OT working hours exceeded 36 hours. The details were as follows:</p> <p>1)The monthly OT working hours of 8 sampled workers monthly OT working hours was 48 hours in Sep, 2022;</p> <p>2)The monthly OT working hours of 8 sampled workers monthly OT working hours was 66 hours in Dec, 2022;</p> <p>3)The monthly OT working hours of 8 sampled workers monthly OT working hours was 62 hours in Apr, 2023; Reference laws: Labor Law of the P.R.C, Article 41</p> <p>Remark: The monthly OT working hours of 8 sampled workers monthly OT working hours was 14 in Jun, 2023(until audit date).</p>	<p>工厂未遵循该准则。因为工人的月加班时间超出36小时。</p> <p>工厂未建立有效的系统来监控工人的月加班时间。原因如下：</p> <p>1. 基于文件审核，工厂建立了书面的工作时间管理程序。且管理层了解关于加班时间的法规要求。由于人力不足，被审核方没有控制工人的月加班时间。管理层反映工厂的正常生产产能不能满足交货期的要求。</p> <p>2. 基于员工访谈，加班是自愿的。工厂保证了工人每周休息一天。</p> <p>3. 基于工厂提供的2022年5月1日至审核期间的考勤记录，工人的月加班超出36小时。详细如下：</p> <p>1）8名员工在2022年9月的月加班时间为48小时；</p> <p>2）8名员工在2022年12月的月加班时间为66小时；</p> <p>3）8名员工在2023年4月的月加班时间为62小时。</p> <p>参考法律法规：《中华人民共和国劳动法》第41条 备注：8名员工在2023年6月（截至审核期间）的月加班时间为14小时。</p>

## PA 7: Occupational Health and Safety

Site: ZHEJIANG TREASURE CRAFTS CO., LTD. | Site amfori ID: 156-017252-002

ENGLISH	LOCAL LANGUAGE
Finding(s)	
<p>The auditee partially respects this principle, because partial employees did not wear relevant PPEs and partial employees wore improper PPEs. Confirmed by factory tour, it was found that 50% employees in punching areas did not wear earplugs during operation, and one die-casting employee did</p>	<p>工厂部分遵循该准则。因为部分员工未佩戴相应的劳保用品，且部分员工佩戴不合适的劳保用品。基于现场查看，冲压区域约50%的员工没有佩戴耳塞，且生产楼的1楼一名压铸员工没有佩戴耳塞及防尘口罩。两名喷漆员工在喷漆车间佩戴的是医用口罩而不是活性炭口罩。</p>

Finding(s)	
not wear earplugs and dust masks in 1st floor of the production building. The two painting employees wore medical masks instead of active carbon masks in painting workshop. Confirmed by management interview, the relevant PPEs were provided for workers free of charge. But some employees forgot to wear them during operation. Reference law: Safety Law of the People's Republic of China, Article 45.	基于管理层访谈，相应的劳保用品已免费提供给员工。但是一些员工在操作时忘记了佩戴。参考法律法规：中华人民共和国安全生产法第四十五条。
The auditee partially respects this principle, because no safety label was posted on partial chemical containers(diluent) in painting workshop. And no MSDS of the diluent was posted in the painting workshop. The management reflected that they ignored the diluent. Reference Law: Regulations on Safety Use of Chemicals in Workplaces, Article 12.	工厂部分遵循该准则。因为点漆车间部分化学品容器（如稀释剂）没有张贴安全标识。且电器车间没有张贴稀释剂的MSDS。管理层反映他们忽略了稀释剂。参考法律法规：工作场所安全使用化学品规定第十二条。
The auditee partially respects this principle, because 80% punching machines were used pedal control type in metalworking workshop, but without protective covers for the pedals of these punching machines. Meanwhile, no safety control devices (such as light-operated protective devices etc.) were equipped for 80% punching machines to prevent hands from entering the punching position to cause accidental injury. The management reflected that they moved to the current address in Mar, 2023, and no time to install the relevant protective devices. Reference law: Article 5.4.4.3 of Safety codes for cold pressing and Article 7.5.1 of Safety production codes for pinching workshop (GB 8176-2012).	工厂部分遵循该准则。因为金工车间80%的冲压机为脚踏控制式，但没有给这些冲压设备配备脚踏防护罩。同时，80%的冲压机没有配备安全控制装置（例如光控式保护装置等）来阻止人手进入到冲压位置造成意外伤害。管理层反映他们于2023年3月才搬到这里，还没有时间去安装保护装置。参考法律法规：《冷冲压安全规程》第5.4.4.3条及《冲压车间安全生产通则（GB 8176-2012）》第7.5.1条。

## PA 12: Protection of the Environment

Site: ZHEJIANG TREASURE CRAFTS CO., LTD. | Site amfori ID: 156-017252-002

ENGLISH	LOCAL LANGUAGE
Finding(s)	
The auditee partially respects this principle, because the auditee did not update the information(factory name) of the pollutant discharge registration. Confirmed by documents review and management interview, the auditee changed the factory name from Wenzhou TREASURE CRAFTS CO., LTD. to	工厂部分遵循该准则。因为被审核方没有更新固定污染源上的信息（工厂的厂名）。基于现场查看和管理层访谈，被审核方于2022年12月工厂的厂名从温州奇越工艺品有限公司变更为浙江奇越工艺品有限公司。但是被审核方忘记更新固定污染源上的厂名。参考法规：《固定污染源排污登记工作指南》，第1条

### Finding(s)

Zhejiang TREASURE CRAFTS CO., LTD in Dec, 2022. But the auditee forgot to update the factory name on the pollutant discharge registration.  
Reference law: Guidelines for Pollutant Discharge Registration of Stationary Pollution Sources, Article 1