

Monitored Party Jinhua Suitravel Case Co.,Ltd	amfori ID 156-050005-000	Address 2/F,Build 1,NO.568,Jingang East Road,Fucun Town,Jindong area, 321036 Jinhua, Zhejiang Sheng, China
Monitoring Activity amfori Social Audit - Manufacturing	Monitoring Type Full Monitoring	Monitoring Partner SGS
Monitoring Start Date 09/10/2023	Closing Meeting Finished Date 11/10/2023	Submission Date 11/10/2023
Expiration Date 11/10/2024	Announcement Type Fully Announced	
Site Jinhua Suitravel Case Co.,Ltd	Site amfori ID 156-050005-001	

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OVERALL RATING



SECTION RATING

PA1: Social Management System	C	
PA 2: Workers Involvement and Protection	B	
PA 3: The Rights of Freedom of Association and Collective Bargaining	A	
PA 4: No Discrimination	A	
PA 5: Fair Remuneration	B	
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	C	
PA 13: Ethical Business Behaviour	A	

GENERAL DESCRIPTION

[Audit Information]

Name of lead auditor: Megan Zhou; APSCA membership number (CSCA 21701965)

Name of team auditor (if applicable): Nil

Name of observers, translators, trainees, advisors/consultants (if applicable): Nil

Monitoring partner name: SGS (Monitoring firm APSCA #: 11600006)

Audit schedule details: The audit is planned for one auditor in one day. The Full Monitoring audit (Fully Announced) was conducted on Oct.9, 2023.

[Business partner information] Jinhua Suitravel Case Co.,Ltd is located at 2/F, Build 1, NO.568, Jingang East Road, Fucun Town, Jindong area, Jinhua, Zhejiang, China. The factory registered in Market Supervision Administration of Jinhua City, having unified social credit code 913307030542453026 date on Sep.21, 2012 and valid to Sep.20, 2042. The main product was luggage case. The main process included board drawing, blistering, edge sawing, sewing, assembly and packing. The address in the business license was 2/F,Build 1, NO.568, Jingang East Road, Fucun Town, Jindong area, Jinhua City, Pilot Free Trade Zone, China (Zhejiang) . In fact, the factory used the 1F and 2F of Build 1 in the factory plant, and they used "2/F, Build 1, NO.568, Jingang East Road, Fucun Town, Jindong area, Jinhua, Zhejiang, China" as address description in the amfori BSCI system. The audited factory moved to the current production area since the end of Aug.2023, and the old production area was located at the 6/F of Build 3 in the same factory plant, which was used by one trading company as warehouse now.

[Audited location information] There were 3 buildings in the factory plant and all buildings owned by the landlord named Jinhua Jinfei Jewelry Co., Ltd. The audited factory rented and used 1F and 2F of Build 1 in the factory plant (1F as warehouse, board drawing, blistering, edge sawing and sewing workshop, 2F as warehouse, office, assembly and packing workshop), the total using area was 2288 S.Q. meters. No dormitory, meals and transportation were provided to workers. The lease contract and landlord's business license had been provided for review. The 3F, 4F, 5F, and 6F were used by other different 4 factories as warehouse and workshops. They had independent business licenses and operated independently, and no employees or areas were mixed. Only the 1F and 2F of Build 1 were covered in this audit.

[Operating shifts and hours] The main auditee had updated working hours procedure and used fingerprint system to record workers' working time. During the audit, the main auditee had provided the attendance records from Sep.1, 2022 to Oct.9, 2023 for review. Based on worker interviews and document review, workers' regular working time was 5 days per week (from Monday to Friday) and 8 hours per day. One shift was arranged for all production workers from 08:00-17:00 within 1 hour rest, workers worked overtime 2 hours on weekdays for 0-2 times per week and worked 8 hours on Saturdays normally, the maximum daily overtime was 2 hours, the maximum monthly overtime was 60 hours, and the maximum weekly working time was 52 hours. All workers rest on every Sunday and statutory holidays. The main auditee guaranteed workers have at least one day off per seven days, workers could choose work overtime or not, and the main auditee paid enough overtime wage according to legal law.

[Salary payment details] The main auditee had updated wage and benefits procedure, workers minimum wage, statutory holidays, annual leave etc. were defined in the procedure. During the audit, the main auditee had provided the payrolls from Sep.2022 to Aug.2023 for review. Based on worker interviews and document review, workers were paid by monthly rate, their minimum wage was RMB 3000/month, which meet the minimum wage standard local city (RMB 2070 per month since Aug.1, 2021). No fee was deducted from workers' wage, the main auditee would not punish workers with fines. The main auditee paid workers' current wage to workers at the end of the following month by cash. The main auditee had provided social insurance for some workers.

[Worker number information] The factory had a total of 26 workers (including 21 production workers and 5 management workers), 14 of 21 production workers were males and 7 were females. All workers were recruited directly. There were no foreign workers, only 24 workers (including 15 males and 9 females) were from other provinces, no young workers, child workers, disabled workers, breastfeeding workers, pregnant women, and no interns, apprentices, or subcontractors.

[Good practices] Nil

[Worker organization details] There was no trade union in the factory, and one worker representative was elected freely in the factory.

[Circumstances] There was no special circumstance during the audit.

[The special circumstances can be classified as followed] No negative evidence was identified during the past year based on IPE website and the app of Qichacha (a software for checking factory's business).

[Summary of findings]

PA1: 1.1 amfori BSCI Code management was not perfect; 1.4 Working hours' management was not perfect.

PA2: 2.2 Long-term goals were not defined.

PA5: 5.5 Insufficient social insurance was provided to workers.

PA6: 6.2 Monthly overtime working hours exceeded legal requirement.

PA7: 7.1 HS management system was not perfect, and goods were against the wall; 7.3 Occupational health examination was not provided; 7.17 Insufficient equipment safety management, 7.25 Occupational disease hazards testing was not conducted.

PA12: 12.2 Waste gas and boundary noise was not monitored; 12.3 EIA was not conducted, EIA approval and the acceptance approval for environmental facilities were not obtained.

PA3, PA4, PA8, PA9, PA10, PA11, PA13: Nil

[Living wage calculation] #LivingWge: The living wage data is provided by the auditing company and please refer to the PA5 summary to find the details of calculation method of living wage.

[Personal Information protection law] The Personal Information Protection Law of the People's Republic of China was promulgated on August 20, 2021, the producer ensured that relevant personal data and information provided to SGS auditor(s) has been obtained the individual's consent during the audit.

[Attachments] During document review it was evidence that some of required documents were not applicable in organization like Agency Labor Contract, Government Wavier on working hours and Collective Bargaining Agreement. Some required documents were not provided by the factory but raised NC, including the EIA, EIA approval and the acceptance approval for environmental facilities. All of above documents were not involved in document report.

SITE DETAILS

Site	Site amfori ID
Jinhua Suitravel Case Co.,Ltd	156-050005-001

GICS Classification

Sector	Industry Group	Industry
Consumer Staples	Household & Personal Products	Personal Products

Sub Industry
Personal Products

amfori Process Classifications

N.A.

GS1 Classifications

N.A.

NACE Classification

N.A.

Water Stress Situation

N.A.

METRICS

Key Metrics

Total workforce	26	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	3,343.75	Monthly
Total sample	5	Workers

Other Metrics

Male workers	17	Workers
Female workers	9	Workers
Permanent workers - Male	17	Workers
Permanent workers - Female	9	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	15	Workers
Domestic migrant workers - Female	9	Workers
Foreign migrant workers - Male	0	Workers
Foreign migrant workers - Female	0	Workers
Workers hired directly - Male	17	Workers
Workers hired directly - Female	9	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	3 Workers
Sample - Female	2 Workers

FINDINGS



PA1: Social Management System

Site: Jinhua Suitravel Case Co.,Ltd | Site amfori ID: 156-050005-001

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	
<p>1.1 The main auditee partially respected this principle because based on document review, onsite observation, management interview and worker interview, the factory had established management system according to amfori BSCI requirement in Jul.2023 and factory had conducted the internal audit of CSR management system in Apr.2023 and management review in May.2023. But internal audit did not identify findings of insufficient social insurance and exceeded overtime hours. They appointed the relevant person in charge of the system, however, some procedures were not implemented effectively, such as Occupational Health and Safety etc. The facility management declared that they did not fully understand amfori BSCI Code of Conduct and requirements and did not provide adequate training to all workers. It violated the requirement of question 1.1 in amfori BSCI system manual.</p>	<p>主要被审核方部分遵守该准则。原因是根据文件审核，现场审核，管理层访谈和员工访谈，工厂有根据amfori BSCI的要求于2023年7月更新了管理体系，并于2023年4月进行了社会责任管理体系的内部审核，于2023年5月进行了管理评审。但是内审没有识别出社保不全和加班超时的问题点。工厂任命了相关人员负责体系，但是部分程序没有有效的执行，如在健康安全方面不足等。工厂管理层解释他们未充分理解amfori BSCI行为准则和要求，且对员工培训不到位。违反了amfori BSCI管理手册中问题1.1的要求。</p>

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	
<p>1.4 The main auditee partially respected this principle because based on document review, management interview and worker interview, the factory management had realistically calculated the costs of production and delivery times. But the factory did not provide the related document and records on capacity planning for review. In addition, based on electric attendance records from Sep.1, 2022 to the audit day review, all five sampled workers' monthly OT hours exceeded the legal requirement (E.g. the maximum monthly overtime was 60h (e.g. in Dec.2022) for workers). The facility management declared that delivery time of</p>	<p>主要被审核方部分遵守该准则。原因是根据文件审核、管理层访谈和员工访谈，工厂管理层了解如何计算生产产能和订单周期，但工厂尚无任何计算方法和记录保留。另外根据工厂提供的2022年9月1日至审核当天的考勤记录显示，所有抽样的5名员工的月加班时间超法规要求（例如：员工最大月加班为2022年12月份的月加班60小时）。工厂管理层解释是由于订单时间比较紧张和生产员工比较少导致的。违反了amfori BSCI管理手册中问题1.4的要求。</p>

Finding

order was relatively short and number of production workers was relatively small. It violated the requirement of question 1.4 in amfori BSCI system manual.

PA 2: Workers Involvement and Protection

Site: Jinhua Suitravel Case Co.,Ltd | Site amfori ID: 156-050005-001

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

2.2 Finding: The main auditee did not respect this principle because based on document review, management interview and workers interview, the main auditee had established management system according to amfori BSCI Code of Conduct in Jul.2023, but did not define long-term goals for protecting workers according to the amfori BSCI Code of Conduct. The facility management declared that they did not have awareness for that before this audit. It violated the requirement of question 2.2 in amfori BSCI system manual.

主要被审核方未遵守该准则。原因是根据文件审核，管理层访谈和员工访谈，工厂已经于2023年7月基于amfori BSCI的准则更新了管理体系，但是没有根据amfori BSCI的准则制定保护工人的长期目标。工厂管理层解释他们在本次审核之前没有此意识。违反了amfori BSCI管理手册中问题2.2的要求。

PA 5: Fair Remuneration

Site: Jinhua Suitravel Case Co.,Ltd | Site amfori ID: 156-050005-001

Question: 5.5 Is there satisfactory evidence that the auditee provides workers with the social benefits that are legally granted?

ENGLISH

LOCAL LANGUAGE

Finding

5.5 Finding: The main auditee did not respect this principle because based on social insurance invoice from Jun.2023 to Aug.2023 and confirmed with management and workers, there were 26 workers in the main auditee, including 2 retired worker and 3 new worker employed within one month. The factory should provide social insurance for 21 workers, but only 4 (19%) workers were covered with retirement insurance, medical insurance, maternity insurance and unemployment

主要被审核方未遵守该准则。原因是根据被审核方提供的2023年6月-2023年8月社保缴费凭证及管理层和员工确认，被审核方共有26名工人，其中2名为退休返聘工人，3名为新入职不到1个月的工人。工厂应该为21名工人提供社保。但是工厂只为其中4名（19%）工人提供了养老保险，医疗保险，生育保险，失业保险，为7名（33%）工人提供了工伤保险，为全部26名工人提供了商业保险，保险的有效期限从2023年9月21日至2024年9月20日。被审核方未提供有效证据证实其他工人有购买新农保。被审

Finding	
insurance, 7 (33%) workers were covered with injury insurance. All 26 workers were provided with commercial insurance, which was valid from Sep.21, 2023 to Sep.20, 2024. No valid evidence was proved that other workers bought the new rural social pension insurance. The main auditee explained that the workers insured the social insurance voluntarily. It violated Labor Law of the People's Republic of China (2018 Amendment), Article 72, Article 73.	核方解释员工未全员参保的原因是因为员工是自愿参保。违反了中华人民共和国劳动法（2018修正）第七十二条、第七十三条。

PA 6: Decent Working Hours

Site: Jinhua Suitravel Case Co.,Ltd | Site amfori ID: 156-050005-001

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	
6.2 The main auditee did not respect this principle because based on worker interview, management interview and attendance records from Sep.1, 2022 to the audit day, all sample production workers' monthly overtime hours exceeded 36 hours, the maximum monthly overtime were 60 hours, happened in Dec.2022, consisting of 20 normal overtime hours and 40 rest day overtime hours. The facility management declared that delivery time of order was relatively short and number of production workers was relatively small. It violated Labor Law of the People's Republic of China (2018 Amendment), Article 41.	主要被审核方未遵循该准则。原因是根据员工访谈、管理层访谈以及工厂提供的2022年9月1日至审核当天的考勤记录，所有抽样生产工人的月加班时间均超过36小时，最大为60小时，在2022年12月，包含20小时工作日加班时间和40小时周末加班时间。工厂解释是由于订单时间比较紧张和生产员工比较少导致的。违反了中华人民共和国劳动法（2018修正）第四十一条。

PA 7: Occupational Health and Safety

Site: Jinhua Suitravel Case Co.,Ltd | Site amfori ID: 156-050005-001

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

ENGLISH	LOCAL LANGUAGE
Finding	
7.1 Finding: The main auditee partially respected this principle because based on onsite observation,	主要被审核方部分遵守该准则。原因是根据现场审核，文件审核及管理层访谈，工厂已更新完整的健

Finding	
document review and management interview, the factory had established complete management system on health and safety, including identification and awareness of related legal regulation, health and safety check, training etc. But some issue was found due to management negligence. The facility management declared that this was due to the inadequate management of EHS manager and the inadequate of safety training for employees. It violated the requirement of question 7.1 in amfori BSCI system manual. In addition, part materials and finished goods in the warehouse were stored against the wall. The factory management declared that it was due to limited space and too many goods sometimes. It violated Regulations on Fire Prevention of Warehouse (1990) Article 18.	康安全管理体系，包括相关法规的识别与了解，健康安全检查和培训等，但是由于管理疏忽，导致某些问题存在。工厂管理层解释这是由于EHS管理人员的管理力度不足以及员工的安全培训不到位导致。违反了amfori BSCI管理手册中问题7.1的要求。另外，仓库内的部分原料和成品靠墙堆放。工厂管理层解释是由于场地有限，有时候货物太多导致的。违反了仓库防火安全管理规则（1990）第十八条。

Question: 7.3 Is there satisfactory evidence that the auditee regularly carries out risk assessments for safe, healthy and hygienic working conditions?

ENGLISH	LOCAL LANGUAGE
Finding	
7.3 Finding: The main auditee did not respect this principle because based on onsite observation, document review, workers interview and management interview, the factory did not provide occupational health examination for workers contacting with occupational disease hazards (board drawing, blistering and edge sawing workers contacting noise etc.). The facility management declared that they did not have awareness for that before this audit. It violated Law of the People's Republic of China on Prevention and Control of Occupational Diseases (2018 Amendment), Article 35.	主要被审核方未遵守该准则。原因是根据现场审核，文件审核，员工访谈和管理层访谈，工厂未给接触职业危害因素的工人提供职业健康体检（抽板，吸塑和锯边的工人接触噪声等）。工厂管理层解释他们在审核前尚无此意识。违反了中华人民共和国职业病防治法（2018修正）第三十五条。

Question: 7.17 Is there satisfactory evidence that the auditee ensures adequate safeguards for any machine part, function, or process which may cause injury to workers?

ENGLISH	LOCAL LANGUAGE
Finding	
7.17 Finding: The main auditee did not respect this principle because based on onsite observation and management interview, 1) the belt pulley of all high sewing machines were not installed with safeguard;	主要被审核方未遵守该准则。原因是根据现场观察和管理层访谈，1) 所有高车的皮带轮未安装防护罩，平车未安装护指环。工厂管理层解释机修人员未及时检修。违反了生产设备安全卫生设计总则

Finding	
<p>all flat sewing machines were not equipped with finger protector. The facility management declared that mechanical maintenance personnel did not conduct timely maintenance. It violated General Rules of Design on Health and Safety of Production Facility (GB 5083-1999) 6.1. 2) One staircase for the board drawing machine was around 2 meters in height, but without handrail. The facility management declared that they did not have strong awareness for that before this audit. It violated Safety of Machinery-Permanent Means of Access to Machinery-Part 3: Stairs, stepladders and guard-rails (GB/T 17888.3-2020) 7.2</p>	<p>《GB 5083-1999》6.1; 2) 抽板机上的1个梯子高约2m, 未安装扶手。工厂管理层解释他们在此次审核前没有此意识。违反了机械安全 接近机械的固定设施 第3部分: 楼梯、阶梯和护栏 《GB/T 17888.3-2020》7.2。</p>

Question: 7.25 Is there satisfactory evidence the auditee verifies that temperature, humidity, space, sanitation, illumination are adequate for the health and safety of workers?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>7.25 Finding: The main auditee did not respect this principle because based on onsite observation, document review and management interview, the factory did not conduct testing of factors of occupational hazards for workshops with occupational disease hazardous. Board drawing, blistering and edge sawing workshop had noise etc. The facility management declared that they were not aware of this requirement before. It violated Provisions on the Supervision and Administration of Occupational Health at Work Sites (2012), Article 20.</p>	<p>主要被审核方未遵循该准则。原因是根据现场观察, 文件审核和管理层访谈, 工厂没有为存在职业危害因素的车间安排职业危害因素监测, 抽板, 吸塑和锯边车间存在噪声等。工厂管理层解释他们之前不了解这个要求。违反了工作场所职业卫生监督管理规定《2012》第二十条。</p>

PA 12: Protection of the Environment

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Question: 12.2 Is there satisfactory evidence that the auditee has procedures in place to ensure integration of local environmental law into the business model?

ENGLISH	LOCAL LANGUAGE
Finding	
<p>12.2 Finding: The main auditee did not respect this principle because based on onsite observation, document review and management interview, the factory did not monitor the waste gas and boundary</p>	<p>主要被审核方未遵守该准则。原因是根据现场观察, 文件审核和管理层访谈确认, 工厂未对废气和厂界噪声进行定期监测。工厂管理层解释他们之前不了解这个要求。违反了中华人民共和国大气污染</p>

Finding	
noise regularly. The facility management declared that they were not aware of this requirement before. It violated Atmospheric Pollution Prevention and Control Law of the People's Republic of China (2018 Amendment), Article 24.	防治法（2018修正）第二十四条。

Question: 12.3 Is there satisfactory evidence of the auditee's required environmental permits and licences?

ENGLISH	LOCAL LANGUAGE
Finding	
12.3 Finding: The main auditee did not respect this principle because based on onsite observation, document review and management interview, the factory did not conduct the environmental impacts of construction projects, also did not obtain the EIA approval or the acceptance approval for environmental facilities. The facility management declared that they were actively handling environmental procedures. It violated Law of the People's Republic of China on Environmental Impact Assessment (2018 Amendment), Article 16, Article 22 and Environmental Protection Law of the People's Republic of China (2014 Revision), Article 41.	主要被审核方未遵守该原则。原因是根据现场观察，文件审核和管理层访谈确认，被审核方于没对其建设项目进行环境影响评估，且未取得环评批复和环保设施的竣工验收报告。工厂管理层解释他们正在积极办理环保相关手续。违反了中华人民共和国环境影响评价法（2018修正）第十六条，第二十二条和中华人民共和国环境保护法（2014修订）第四十一条。