

# Monitoring result for Linhai Winfun Tourist Arts Co.,Ltd. on site Linhai Winfun Tourist Arts Co.,Ltd.

## Monitoring

|                 |  |                     |                                       |
|-----------------|--|---------------------|---------------------------------------|
| Monitored Party | : Linhai Winfun Tourist Arts Co.,Ltd.  | amfori ID           | : 156-015416-000                      |
| Site            | : Linhai Winfun Tourist Arts Co.,Ltd.  | Site amfori ID      | : 156-015416-002                      |
| Address         | : Xiahui Industrial Zone, Shaojiadu Town<br>: 317006, Linhai<br>: Anhui Sheng<br>: China | Monitoring Activity | : amfori Social Audit - Manufacturing |
|                 |  | Monitoring Type     | : Follow-up Monitoring                |
|                 |  | Submission Date     | : 20/09/2020                          |
|                 |  | Expiration Date     | : 14/09/2021                          |

This is an extract of the online monitoring result, generated on 20/08/2021, and is only valid as an acknowledgement of the result. To see all the details, review the full monitoring result, which is available [here](#) - The English version is the legally binding one.



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## Overall rating



## Section rating

|  |   |
|--|---|
| PA1: Social Management System  | D |
| 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  | 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                                 | B |
| PA 13: Ethical Business Behaviour                                    | A |

## General description

Linhai Winfun Tourist Arts Co.,Ltd. (临海市永丰旅艺用品有限公司) was located at Xiahui Industrial Zone, Shaojiadu Town, Linhai City, Zhejiang Province, China (中国浙江省临海市邵家渡镇下汇工业区) and established on 25 March 1995. In view of the plant, there were totally seven buildings, the total building area was about 48000 square meters, which were owned and used by the auditee. One 4-storey building(7#) was used as office, one 4-storey building (1#), three 3-storey buildings (2#, 4#, 5#), two 2-storey buildings(3#, 6#) were used as production workshops and warehouses.

The facility was specialized in the manufacture of Umbrella, Tent, Chair. Main production activities including machining, welding, pickling phosphating, spraying, fabric cutting, sewing, weaving, assembly and packing. There was no peak or low season in the facility. All the employees, including management staff, supporting staff (1 security guard) and production workers were directly hired by the facility, no part time workers or temporary workers were used by the auditee.

It was a fully-Unannounced follow audit. The facility was cooperative and active throughout the whole audit, all the requested documents were provided in a timely manner, full access to facility walk-through and employee interview were granted, and photo-taking of necessary evidences for the audit were permitted. During the closing meeting, the auditor communicated fully with facility representative on detected non-compliance, the facility representative were positive and committed to make continuous improvement according to amfori BSCI requirement.

### Remark:

1. No agency labor was used by the auditee, no contractor permit/ license or any kind of waivers were obtained by the auditee, no collective bargaining agreements were established by the auditee, no environmental license was required in the facility. Thus, all above mentioned documents were not applicable for this auditee.
2. The facility address provided during the audit was not completely consistent with the information in business license in description. The address on business license was "Xiahui Village, Shaojiadu Street, Linhai City (临海市邵家渡街道下汇村)", the address provided during the audit was Xiahui Industrial Zone, Shaojiadu Town, Linhai City, Zhejiang Province, China(中国浙江省临海市邵家渡镇下汇工业区), which was consistent with the information on Foreign Trade Registration Form and previous audit report. Per management interview and onsite verification, both address description referred to current auditee location, the auditee preferred to keep the address description consistent with previous audit report.
3. Auditor name: Jerry Chen, APSCA registration number: 21701924

## Site Details

Site : Linhai Winfun Tourist Arts Co.,Ltd. Site amfori ID : 156-015416-002

### GICS Classification

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

### GS1 Classifications

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N.A.

### Product Process Classifications

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N.A.

## Metrics

### Key Metrics

|                 |                   |
|-----------------|-------------------|
| Total workforce | <b>95 Workers</b> |
|-----------------|-------------------|

### Other Metrics

|                          |                   |
|--------------------------|-------------------|
| Permanent workers - Male | <b>51 Workers</b> |
|--------------------------|-------------------|

|                            |                   |
|----------------------------|-------------------|
| Permanent workers - Female | <b>44 Workers</b> |
|----------------------------|-------------------|

|                   |                  |
|-------------------|------------------|
| Management - Male | <b>3 Workers</b> |
|-------------------|------------------|

|                     |                  |
|---------------------|------------------|
| Management - Female | <b>1 Workers</b> |
|---------------------|------------------|

|                                 |                   |
|---------------------------------|-------------------|
| Domestic migrant workers - Male | <b>25 Workers</b> |
|---------------------------------|-------------------|

|                                   |                   |
|-----------------------------------|-------------------|
| Domestic migrant workers - Female | <b>15 Workers</b> |
|-----------------------------------|-------------------|

## Findings

### PA1: Social Management System

The facility had established social compliance procedures based on amfori BSCI Code of Conduct and relevant laws/regulations. Ling Fang/ Merchandiser Manager was appointed to ensure that amfori BSCI values and principles were followed in a satisfactory manner. The commitment to comply with the amfori BSCI social Requirements was signed by management personnel, relevant trainings were provided to all workers regularly. The facility established the procedure on suppliers management, and also evaluated the main partners social performance annually. amfori BSCI CoC and TOI were communicated with the partners. The facility conducted internal audit and management review regularly to check the effectiveness of the management system. However, gaps had been identified in implementation.

工厂依据amfori BSCI行为准则以及相关法规建立了社会责任程序。方玲/跟单部经理被任命以确保充分遵循amfori BSCI价值和原则要求，管理人员已签署amfori BSCI承诺书，相关培训已定期提供给所有员工。工厂建立了供应商管理程序，并且每年评估主要合作伙伴的社会责任绩效。amfori BSCI行为准则及商业伙伴专用实施条款已传达给其合作伙伴。工厂定期开展内审和管理评审来检验管理体系的有效性。然而，工厂在实施中仍存在差距。

The factory had established management system to implement the requirement of amfori BSCI Code of conduct and local laws, moreover, all employees were provided with the training on responsibility of amfori BSCI Code of Conduct, the facility encouraged workers and worker representative to involve amfori BSCI monitoring implementation, however, the procedure was not fully implemented actually, especially for the systemic issue existed. For example: excessive overtime hours etc. Based on document review, management and worker interview, the facility management were clear about related requirement and existing deficiencies and continuous improvement plans were established, for instance, hiring more employees and improving production equipment to reduce overtime working hours. But the facility also had to take account of the cost, worker's willingness and date of delivery, etc. it was hard to achieve all the requirements in the short run.

工厂建立了管理系统来执行amfori BSCI行为守则和当地法律法规的要求，并且给所有员工提供了执行amfori BSCI行为准则的职责的培训，鼓励员工和员工代表参与amfori BSCI监督执行情况，但是该程序没有得到有效实施尤其是存在的系统性问题。例如：加班超时等。根据文件查阅、管理层和员工访谈，工厂管理人员清楚相关要求和存在的不足，并且制定了逐步改善计划，比如，招聘更多的员工以及改进生产设备来降低加班时间等。但是工厂在实施过程中不得不考虑成本、员工的意愿以及交货期等，短期内要达到所有要求有难度。

As per management interview and documents review, the management staff were aware of the workforce planning and cost accounting, and the workforce planning and cost accounting procedure were established. But the facility did not evaluate its workforce capacity to meet deliver order expectations, which led to workers' monthly overtime working hours exceeding legal limit of 36 hours.

根据管理层访谈和文件审阅，管理层了解产能规划和成本核算，且工厂建立了产能规划和成本核算程序。但工厂没有评估其生产能力以满足其生产订单要求，导致员工的月加班时间超出法律限制的36小时。

### PA 2: Workers Involvement and Protection

This was a follow up audit, PA 2.1-2.5 was not rated during the current assessment.

本次审核为复审，2.1至2.5问题没有评估。

### PA 3: The Rights of Freedom of Association and Collective Bargaining

This was a follow up audit, PA 3.1-3.4 was not rated during the current assessment.

本次审核为复审，3.1至3.4问题没有评估。

### PA 4: No Discrimination

This was a follow up audit, PA 4.1-4.3 was not rated during the current assessment.

本次审核为复审，4.1至4.3问题没有评估。

### PA 5: Fair Remuneration

Compensation and wage procedure was established to ensure that all workers had been paid at least minimum wages for regular working hours, legal required overtime premium for workers' overtime working, etc. The welfare policy included paid statutory holidays, sick leave, annual leave, marriage leave and maternity leave etc. Legal minimum wage was RMB1800 per month equivalent to RMB 10.34 per hour (1800/21.75/8) since 1 December 2017. Payroll records from August 2019 to July 2020 were reviewed. Workers' wages were calculated by monthly rate and paid on around 30th of each month for the previous natural month in cash, the minimum wage paid to employees was RMB 1800 per month, which was equal to local legal minimum wage standard. Workers' overtime wages were paid 150%, 200% and 300% of the normal wage rate for overtime on weekdays, weekends and statutory holidays respectively. No overtime was conducted on public holiday. No illegal deduction

## PA 5: Fair Remuneration

was made from workers' wage. As shown in the payroll, paid annual leave and holidays were provided. However, gaps had been identified in implementation.

工厂建立了薪酬福利的程序文件以确保所有员工至少达到最低工资、法定加班工资等要求。福利政策包括给员工提供法定节假日，病假，婚假，产假等假期。当地最低工资标准自2017年12月1日起为1800元每月（10.34元每小时）。审核查看了2019年8月至2020年7月的工资记录。员工工资按月薪制计算，在每月30日左右以现金形式支付上月工资；工厂支付给员工的最低工资是1800元/月，和当地法定最低工资标准持平。员工正常工作日、休息日和法定假日的加班费分别按平时工资的150%、200%和300%支付。工厂法定假日没有安排加班。工厂未非法扣除工人的工资。工资记录显示工厂提供了带薪年假和法定假日给员工。然而，发现工厂在实施中仍存在差距。

The social insurance coverage could not be assessed in current audit because related information was not provided for review (There were totally 95 workers in the facility, there was no retired workers, new-hired employee within one month, no dispatched worker or temporary worker was used). As per management and worker interview, part of the employees participated in five kinds of social insurance, including work-related injury insurance, maternity insurance, retirement insurance, medical insurance and unemployment insurance, but the actual social insurance coverage could not be verified because the financial staff responsible for social insurance was absent, the social insurance receipt could not be provided during the audit and they could not log on the social insurance payment system. (Reference law: Labor Law of P.R.C, Article 72&#amp;73.)

由于相关信息没有提供查看工厂的社保参保情况在此次审核无法评估（工厂总共有95名员工，工厂没有退休员工、近一个月内新入职的员工、没有劳务派遣工，也没有临时工）。根据管理人员和员工访谈，部分员工参加了工伤保险、生育保险、养老保险、医疗保险和失业保险这五项社会保险，但是由于负责社保的财务人员不在，社保发票在审核期间无法提供，他们也无法登录设备缴费系统，工厂实际的社保参保情况无法评估。（参考法律法规：《中华人民共和国劳动法》第72条和第73条）

## PA 6: Decent Working Hours

The facility had established working hour management system, regular working hours were 8 hours each day and five days a week. Finger-printing system was used to record working hours. There was only one shift for all employees, which was from 7:30~17:00 with a lunch break from 11:30 to 13:00. And if needed, 2 hours&#39, overtime working was conducted in weekdays (18:00~20:00). Saturday overtime was conducted for 8 hours each time and Sunday was guaranteed as rest. Time records from 1 August 2019 to audit day were provided for review, the time records of 10 employees were randomly selected for review. Maximum overtime working hours were 2 hours per day, 18 hours per week, 74 hours per month and guarantee at least one day as rest per week. 150%, 200%, 300% of regular rate would be compensated for overtime on normal working days, Saturday and statutory holiday. Interviewed workers confirmed that they worked overtime voluntarily. However, gaps had been identified in implementation. (Remark: The time records of August 2019 were reviewed in last audit, and they were only reviewed to verify the payroll records of August 2019. )

工厂建立了工时管理体系，正常工作时间为8小时每天每周5天。工厂使用指纹打卡系统记录工作时间。所有员工都只有一个班次，从7:30工作到17:00，中间含11:30到13:00的午餐休息时间，如需要，工人在工作日加班2小时（18:00~20:00）。周六加班每次8小时，周日保证休息。2019年8月1日到审核当天的工时记录提供了查看，审核员随机抽取了10名工人的考勤记录进行了查看。最大加班时间为每天2小时，每周18小时，每月74小时，并且保证每周休息一天。工作日，周六和法定节假日加班费分别以正班工资的150%，200%和300%支付。受访员工确认他们加班是自愿的。然而，工厂在实施中仍存在差距。（备注：2019年8月的工时记录在上次审核已经查阅，此次审核查阅只是为了核实2019年8月的工资记录。）

Monthly overtime working hours exceeded legal limit of 36 hours was detected in sampled months and the facility did not have effective overtime control system. Time records from 1 September 2019 to the audit day was provided for review. The auditor selected 10 sampled workers&#39, time records each from October 2019, March 2020 and July 2020, it was noted that all the 10 sampled workers&#39, monthly overtime working hours exceeded legal limit of 36 hours and reached 68 hours, 60 hours and 58 hours respectively. The workers had no idea about overtime control practices, but they were willing to conduct overtime. The facility did not establish overtime-controlling procedure and did not have overtime control mechanism. The management staff claimed that they arranged overtime if the production order was too much. Remark: The maximum monthly overtime hours were 74 hours in August 2020, the maximum monthly overtime hours were 22 hours in September 2020(1 September 2020 to 14 September 2020). (Reference law: Article 41, PRC Labor Law.)

员工在抽样月份存在月加班超过法律规定的36小时，工厂没有有效的系统去控制加班。自2019年9月1日至审核当天的考勤提供查看。审核员在2019年10月、2020年3月和2020年7月随机抽取了10名抽样员工的考勤，发现所有10名抽样员的月加班超过法律规定的36小时，分别达到了68小时，60小时和58小时。员工不知道有加班的控制措施，但是他们愿意进行加班。工厂没有建立加班控制程序且没有加班控制机制。管理层申明当订单比较多时会安排员工加班。备注：2020年8月的最大月加班工时数为74小时，2020年9月(2020年9月1日到2020年9月14日)的最大月加班工时数为22小时。（参考法规：中华人民共和国劳动法第41条）

## PA 7: Occupational Health and Safety

Guangsheng Li/ Vice Production Manager was responsible for the health and safety issues in the facility. The factory provided sufficient firefighting equipment at each section. The firefighting equipment were inspected monthly with records being posted. As per testing, the fire alarm, fire hydrant could be used properly. Emergency exits were sufficiently provided with emergency lights and exit signs installed. Evacuation routes were not blocked, evacuation plot plan was posted at each section. Health and safety training was provided to workers and documented. Work-related injury records showed that no work-related injury happened since previous audit. Fire and evacuation drills were conducted twice per year, the most recent time was conducted



## PA 7: Occupational Health and Safety

on 2 September 2020. There were 2 qualified first aiders in the factory, in addition, the quick medical agreement to respond in case of trauma or serious illness happened was signed between the factory and hospital nearby. First aid kits were fully stocked and sufficiently provided at each section. Free potable water was provided onsite for free, workers had free access to restrooms. As no canteen, dormitory or transportation was provided to employees, therefore, 7.21, 7.23 and 7.24 were rated as N/A. However, gaps had been identified in implementation. 7.16-Previous non-compliance corrected. The facility had marked the location of the position of reader on all evacuation plans.

李广胜/生产副经理负责工厂的健康安全相关事宜。工厂在每个车间提供了充足的消防设施。消防设施每月进行检查且检查记录张贴在现场。经测试，警铃，消防栓都可以正常使用。工厂提供了充足的安全出口，且安装了应急灯和出口标识。疏散通道没有受堵，每个车间都张贴了逃生平面图。工厂给员工提供了健康安全培训且做了记录。工伤记录显示上次审核之后工厂无工伤发生。工厂每年进行两次消防和疏散演习，最近一次在2020年9月2日进行。工厂有2名有资质的急救人员，同时工厂和附件的医院签署了紧急救护协议以应对突发的伤害或严重疾病。每个车间都提供了足够的急救箱，且备有充足的药品。车间提供了免费的饮用水，员工可以自由的使用卫生间。工厂没有为员工提供餐厅、宿舍和交通，所以，7.21, 7.23和7.24不适用。然而，工厂在实施中仍存在差距。7.16-上次问题改善。工厂已经在所有的逃生平面图上标志了读图者的位置。

Through site observation and management interview, the occupational hazard factors of noise, harmful gases, dust and hazardous chemicals etc. existed in the work positions like machining, welding, spraying, phosphating and etc. However, the factory could not provide the evaluation report of occupational hazard factors for review. (Reference law: Provisions on the Supervision and Administration of Workplace Occupational Health Article 20)

根据现场观察和管理人员访谈，金工、焊接、喷塑和磷化等岗位存在噪声、有害气体、粉尘和危险化学品等职业病危害因素。但是工厂未能提供作业场所的职业危害因素监测报告供审阅。（参考法律法规：《工作场所职业卫生监督管理规定》第二十条）

The work-related injury insurance coverage could not be assessed in current audit because related information was not provided for review. (There were 95 workers being employed on the assessment day). As per management and worker interview, most of the workers participated in work-related injury insurance. However, the actual work-related injury insurance coverage could not be verified because the financial staff responsible for social insurance was absent, the social insurance receipt could not be provided during the audit and they could not log on the social insurance payment system. (Reference law: Social Insurance Law of the People's Republic of China, Article 33.) Remark: No commercial injury insurance was provided to employees by the auditee.

由于相关信息没有提供查看工厂的工伤保险参保情况在此次审核无法评估（工厂总共有95名员工）。根据管理人员和员工访谈，大部分员工参加了工伤保险，但是由于负责社保的财务人员不在，社保发票在审核期间无法提供，他们也无法登录设备缴费系统，工厂实际的工伤保险参保情况无法评估。（参考法律法规：《中华人民共和国社会保险法》，第三十三条）备注：工厂没有给员工提供商业意外险。

One Phosphating worker was not wearing provided rubber shoes and goggles during working hours. The worker reported that free PPEs were provided and related training was conducted, but sometimes the worker would forget to use these PPEs. (Reference law: Work Safety Law of the People's Republic of China, Article 42)

1名磷化工工作期间没有佩戴工厂提供的橡胶鞋和护目镜。这名员工表示工厂提供了免费的劳保用品并且有进行相关培训，但是有时候会忘记佩戴这些劳保用品。（参考法律法规：《中华人民共和国安全生产法》第42条）

No emergency procedures, emergency contacts or contact information was posted in the workshop. The facility management explained that they neglected this requirement.

车间没有张贴应急处理程序，紧急联系人和联系方式。工厂管理人员解释说他们忽视了该要求。

Approximately 10% of the electrical control panels in the production area were not installed with protection cover or the protection cover was not locked the electric wires were exposed. (Reference law: National safety technical code for electric equipments-GB19517-2009 Article 2.3 )

生产区域大约10%的配电箱没有安装保护盖或者保护盖没有上锁，电线处于裸露状态。（参考法律法规：《国家电气设备安全技术规范》-GB19517-2009 第2.3条）

1. There was no certificated special equipment safety management personnel in the facility for the cargo lift used. (Reference law: Work Safety Law of the People's Republic of China (2014), Article 27) 2. Per site observation, approximately 80% of the sewing machines in the sewing workshop were not installed with needle guard. (Reference law: General rules of design on health and safety of production facility (GB5083-1999), Article 6.1.2)

1. 工厂没有为所用货梯配备有资质的特种设备安全管理人员（相关法律法规：《中华人民共和国安全生产法》（2014）第二十七条） 2. 根据现场观察，缝纫车间大约80%的缝纫机没有安装针档。（参考法律法规：《生产设备安全卫生设计总则》（GB5083-1999）第6.1.2条）

## PA 8: No Child Labour

This was a follow up audit, PA 8.1-8.4 was not rated during the current assessment.

本次审核为复审，8.1至8.4问题没有评估。

## PA 9: Special Protection for Young Workers

This was a follow up audit, PA 9.1-9.6 was not rated during the current assessment.

本次审核为复审，9.1至9.6问题没有评估。

## PA 10: No Precarious Employment

This was a follow up audit, PA 10.1-10.4 was not rated during the current assessment.  
本次审核为复审，10.1至10.4问题没有评估。

## PA 11: No Bonded Labour

This was a follow up audit, PA 11.1-11.4 was not rated during the current assessment.  
本次审核为复审，11.1至11.4问题没有评估。

## PA 12: Protection of the Environment

Policy and procedure on environmental protection were established in the facility. The facility collected and updated the relevant environmental law and regulation regularly, recognised its environment impact and conducted environment risk assessment. The facility was specialized in the manufacture of Umbrella, Tent, Chair, main production processes including machining, welding, pickling phosphating, spraying, fabric cutting, sewing, weaving, assembly and packing. EIA report, EIA approval and environmental protection acceptance check report were provided for review. Waste water, waste gas and noise were generated from production process, the facility had obtained waste discharge permit. However, gaps had been identified in implementation.

工厂建立了环境保护方面的方针政策。工厂定期收集和更新相关的环境法律法规，识别了环境影响，也开展了环境风险评估。工厂生产的产品是伞、帐篷、椅子，主要生产工序包括金工、焊接、磷化、喷塑、裁剪、缝纫、编织、组装和包装。工厂提供了环评报告、环评批复和环保竣工验收报告。生产工序有废水、废气和噪声，工厂获得了排污许可证。然而，工厂在实施中仍存在差距。

1.The factory did not monitor its noise level(generated from machining workshop) to make sure it had met related standard. (Reference law: Law of the People's Republic of China on Prevention and Control of Pollution From Environmental Noise, Article 23) 2.The factory did not monitor the waste air (generated from welding and spraying workshop) to make sure it had met related standard. (Reference law: Measures for the Administration of Environmental Surveillance Article 21) 3.The facility did not sign agreement with a certificated agency to recycle hazardous wastes like empty chemical containers and sludge. (Reference law: Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes (2016) Article 57)

1.工厂没有监测其噪音状况（金工车间产生）以确保其排放已经达到相关标准。（参考法律法规，中华人民共和国环境噪声污染防治法 第23条） 2.工厂没有监测废气（焊接和喷塑车间产生）以确保其排放已经达到相关标准。（参考法律法规：《环境监测管理办法》第二十一条） 3.工厂没有和一家有资质的机构签署协议来回收化学品空桶和污泥等危险废弃物。（参考法律法规：中华人民共和国固体废物污染环境防治法(2016) 第五十七条）

The factory did not monitor its waste water (generated from pickling phosphating workshop) to make sure it had met related standard. (Reference law: Water Pollution Prevention and Control Law of the People's Republic of China, Article 23)

工厂没有监测其废水（磷化车间产生）以确保其排放已经达到相关标准。（参考法律法规，《中华人民共和国水污染防治法》第二十三条）

## PA 13: Ethical Business Behaviour

This was a follow up audit, PA 13.1-13.4was not rated during the current assessment.  
本次审核为复审，13.1至13.4问题没有评估。