



Social Re-Audit Report

March 2004

BSCI 6-03/04

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FTA – Foreign Trade Association, Brussels – gsm Global Sustainable Management GmbH, Cologne – Migros-Genossenschafts-Bund, Zürich –
Systain Consulting GmbH, Hamburg

Social Re-Audit Report

Factory Name (place of the audit): **Rugao Sitelong Leather Products Co., Ltd**

Address: **South Gui Tou Street, Ding Yan Town,**

Management Representative: **...Mr. Lu Guo Jian /General Manager**

Audit Results			
BSCI Social Requirements Part B:			
Results:	Good <input checked="" type="checkbox"/>	Improvement Needed <input type="checkbox"/>	Critical <input type="checkbox"/>
Best Practice for Industry:			
Results:	Good <input type="checkbox"/>	Improvement Needed <input checked="" type="checkbox"/>	
All corrective actions to be implemented before: Part B: Aug.15, 2008 Part C: The factory didn't give implementation date.			

Audit initiated by:	BSCI Member name <input checked="" type="checkbox"/>	(Supplier) <input type="checkbox"/>
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Auditing Company	
Company Name:	SGS-CSTC Standards Technical Services Co., Ltd.
Audit report number:	JCSZ08B20177
Advanced Lead Auditor's name:	Alvin Shen
Address:	Room 05/08, 1/F, ascendas-Xinsu Industry Park, No.5 Xinghan Street, BLKD, SIP, Suzhou City, Jiangsu Province, China.
Initial Audit Date:	09 Jan. 2008
Valid Audit:	09 Jan. 2011
Latest CAP date:	Part B: Aug.15, 2008 Part C: The factory didn't give implementation date.
Date, Signature & Stamp:	Jul.3 2008 Alvin Shen

BSCI Social Re-Audit Report	Name of Company	Date of Audit	Audit Number	Page
	Rugao Sitelong Leather Products Co., Ltd	Jul.3, 2008	JCSZ08B20423	1

Initial Audit Initial Audit		Re-Audit Re-Audit	X	Initial audit date: 09 Jan. 2008 with JCSZ08B20006. The 1st full items Re-audit date: 10 Apr.2008 with JCSZ08B20177 This is the 2 nd full item Re-audit.
Lead-Auditor Lead-Auditor	Alvin Shen		Additional Auditor Additional Auditor	Eric Chen

A. Master Data
A. Master Data

Supplier Data Supplier Data		Contact Person Contact Person	
Name of Company Name of Company	LIDL Hong Kong Limited.	Contact Person Contact Person	
Company's Customer ID/Code-Number Company's Customer ID/Code-Number		Name Name	Ms. Lenka Liu
Street Street	29/F, Millennium City2, 378 Kwun Tong Road, Kln,	Position / Language Position / Language	/ Cantonese
City City	H.K.	Phone Phone	852 3628 4800/ 852 3628 4870

Location of Company Location of Company		Basic Data Basic Data	
Name of Company Name of Company	Rugao Sitelong Leather Products Co., Ltd.	Year of foundation Year of foundation	2003
Company's Customer ID/Code-Number Company's Customer ID/Code-Number	729	Legal status Legal status	Private
Street Street	South Gui Tou Street, Ding Yan Town,	Language(s) spoken in company Language(s) spoken in company	Mandarin
City City	Ru Gao City, Jiang Su Province, China.	Total capacity per month Total capacity per month	20,000 Dozen
Zip Code Zip Code	226521	Contact Person Contact Person	
Country Country	China	Name Name	Lu Guo Jian
Phone Phone	0513-88567412	Position / Language Position / Language	General Manager
Fax Fax	0513-88567490	Phone Phone	0513-88567412
http://www. http://www.	www.jsjianying.com	E-mail E-mail	info@jsjianying.com
E-mail E-mail	info@jsjianying.com		

Business Structure Business Structure				No. of customers? (see Customer Record Sheet)	1
No. of companies own units? (see Production Unit Record Sheet)	1	No. of subcontractors? (see Production Unit Record Sheet)	1	No. of suppliers, sub-suppliers? (see Production Unit Record Sheet)	2
No. of companies own units? (see Production Unit Record Sheet)		No. of subcontractors? (see Production Unit Record Sheet)		No. of suppliers, sub-suppliers? (see Production Unit Record Sheet)	

BSCI Social Re-Audit Report	Name of Company	Date of Audit	Audit Number	Page
	Rugao Sitelong Leather Products Co., Ltd	Jul.3, 2008	JCSZ08B20423	2

A.1 Sales Revenue Export / Domestic Market
A.1 Sales Revenue Export / Domestic Market

Share of sales revenue for export and domestic market during the last 3 years?							Export Markets		
Share of sales revenue for export and domestic market during the last 3 years?							Export Markets		
Year	2005		2006		2007		Europe, Australia		
Export/Local	100%	0%	100%	0%	100%	0%			
Turn Over (US \$)	1,000,000		1,300,000		1,500,000				

A.2 Production Structure (inhouse) at the date of audit
A.2 Production Structure (inhouse) at the date of audit

Departments	1. Office	2. Cutting	3. Sewing	4. Ironing(Shaping)	5. Inspection
No. of employees	4	31	35	3	3
Departments	6. Packing	7. Others			
No. of employees	1	7			

How many shifts does the company run?
How many shifts does the company run?

	day	middle	night
	day	middle	night
No. of employees	84	Nil	Nil
No. of employees			

Working hours
Working hours

• Average production hours per day	8 hours	
• Average production hours per day		
• Office hours per day	From	To
• Office hours per day	8:00	18:00

Break: 11:30-13:30

A.3 Employment Structure at the date of audit
A.3 Employment Structure at the date of audit

	Number		Number
Employees in total	84		
Female employees	76	⇒	Pregnant / maternity leave
Children below min. age of years	0	⇒	Pregnant / maternity leave
Young employees aged ≥ to < 18 years	0	⇒	Apprentices
Young employees aged ≥ to < 18 years			Apprentices
Wage Earners			Apprentices
1. On a monthly rate	8		Disabled persons
2. On a monthly rate			Disabled persons
3. On a daily rate	0		Migrant workers
4. On a daily rate			Migrant workers
5. On an hourly rate	0		Employees on probation
6. On an hourly rate			Employees on probation
7. Piece raters	76		Odd jobber
8. Piece raters			Odd jobber
			Homeworkers
			Homeworkers

BSCI Social Re-Audit Report	Name of Company	Date of Audit	Audit Number	Page
	Rugao Sitelong Leather Products Co., Ltd	Jul.3, 2008	JCSZ08B20423	3

Previous Audit Number:	JCSZ08B20006	Previous Audit Date:	9 Jan, 2008
Previous Audit Number:	JCSZ08B20177	Previous Audit Date:	10 Apr. 2008
Previous Lead Auditor 1:	Irene Guo	Previous Additional Auditor:	Nil
Previous Lead Auditor 1:	Hike Bi	Previous Additional Auditor:	Bition Yan

B. BSCI Social Requirements
B. BSCI Social Requirements

Previous Audit Results Part B BSCI Social Requirements
Previous Audit Results Part B BSCI Social Requirements

Date of previous Audit:	10 Apr. 2008
Date of previous Audit:	

		Results				Essentials
		2	1	0	NA	
B.1	Management Practice Management Practice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		B.1.6) There was no ongoing communication about social requirements between staff and management. B.1.7) There was no system to identify specific risks for health and safety of the employees and prevent recurrence of work accidents.
B.2	Documentation Documentation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		B2.2: The factory didn't obtain Fire prevention certificates for the workshop and dormitory buildings. B2.12: No documentation on health and safety training was available. B2.14: There was no certificate on first-aid qualification in the factory.
B.3	Working Time Working Time	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		B3.5&3.8 During the audit, the factory provided manual attendance list records with workers' signature from 15 Jan, 2008 to 10 Apr,2008, through review sampling time records of sewing, cutting etc. departments, the time records showed that the regular working hour was 8 hours per day, 40 hours per week, the number of OT was 0-1 hour per day, 32-54 hours per month, the maximum working time was 54 hours per week, all workers were arranged to take rest on every Sunday.
B.4	Compensation Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nil
B.5	Child Labour / Young Employees Child Labour / Young Employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nil

Please fill in under results		Please fill in under results	
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	0 = Critical 0 = Critical	NA = Not Applicable NA = Not Applicable
No deviation from requirements or only minor deviations and full protection of employees is given	Deviations in the minority of requirements and no crucial points Deviations in the minority of requirements and no crucial points	Deviations in the majority of requirements or/and in crucial points (double framed) Deviations in the majority of requirements or/and in crucial points (double framed)	Requirements do not match to the company structure Requirements do not match to the company structure

B.6	Forced Labour / Prisoner Labour / Disciplinary Measures Forced Labour / Prisoner Labour / Disciplinary Measures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nil
B.7	Freedom of Association / Collective Bargaining Freedom of Association / Collective Bargaining	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		B.7.6 No evidence showed the complaints were handled appropriately. Although there was trade union in the factory, but no workers representatives were available, no evidence indicated the trade union functioned.
B.8	Discrimination Discrimination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nil
B.9	Working Conditions Working Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		B.9.3 No ventilation facility was installed in cutting and Iron shaping workshops, the cutting would produce dirt and the ironing would produce smoke.
B.10	Health and Social Facilities Health and Social Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		B.10.7/10.10 No qualified first aider was available.
B.11	Occupational Health and Safety Occupational Health and Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		B11.2d: The factory didn't train workers in using personal protective equipment. B11.2K/l: The factory didn't train workers on health and safety after recruitment and regularly during their employment. B11.4.k: The employee working with electricity did not have qualification. B11.5.f/g: The factory did not conduct evacuation drill regularly.

Please fill in under results Please fill in under results			
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BSCI Social Re-Audit Report	Name of Company	Date of Audit	Audit Number	Page
	Rugao Sitelong Leather Products Co., Ltd	Jul.3, 2008	JCSZ08B20423	4

B.12	Dormitories Dormitories	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nil
B.13	Environment Environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nil

Total Result:	<input type="checkbox"/>	Good	<input checked="" type="checkbox"/>	Improvements Needed	<input type="checkbox"/>	Critical
Total Result:		Good		Improvements Needed		Critical

Previous Corrective Action Plan (CAP) Part B BSCI Social Requirements
Previous Corrective Action Plan (CAP) Part B BSCI Social Requirements

	Planned Improvements Planned Improvements	Implement- ation until Implement- ation until	Full- filled? Full- filled?
Management Practice Management Practice	<p>B1.6: There should be ongoing communication about social requirements between staff and management. (员工与管理层应一直有就社会责任要求进行沟通.) 2nd full item re-audit on Jul.3, 2008: Closed The factory had posted the social responsibility requirements on the site where the staff could see it.</p> <p>B1.7: There should have a system in place to identify specific risks for health and safety of the employees and prevent recurrence of work accidents. (工厂应有判断危及员工健康安全特殊风险和预防工作意外再次发生的机制.) 2nd full item re-audit on Jul.3, 2008: Open There was no a system to identify specific risks for health and safety of the employees and prevent recurrence of work accidents.</p>	9 Apr,08	Partly
Documentation Documentation	<p>B2.2: 1) The factory should obtain Fire prevention certificates for the workshop and dormitory buildings. (工厂应获得厂房和宿舍的消防验收合格证) 2nd full item re-audit on Jul.3, 2008: Closed The factory had obtained Fire prevention certificates for the workshop and dormitory buildings during the 2nd full item re-audit.</p> <p>B2.12: The factory should train workers on health and safety such as fire protection.(工厂应培训工人关于卫生和安全例如火警保护。) 2nd full item re-audit on Jul.3, 2008: Closed The factory had conducted fire drill and evacuation drill on May.30, 2008.</p> <p>B2.14: The factory should train adequate employees on qualification of first aid. (工厂应培训足够数量的合格的急救人员的。) 2nd full item re-audit on Jul.3, 2008: Closed There were two employees trained for qualified first aiders.</p>	9 Apr,08	Yes

Please fill in under results		Please fill in under results	
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Working Time Working Time	B3.5~3.8 The workers' overtime working hours should not exceed 3 hours per days, 36 hours per month. (工人加班时间应该保证不超过每天3小时, 每月36小时) 2nd full item re-audit on Jul.3, 2008: Closed During the audit, the factory provided manual attendance list records with workers' signature from Apr.1, 2008 to Jul.2, 2008. Based on checking their attendance records, it was found that workers had 0~16 overtime hours per month, the maximum working time was 8 hours per week, all workers were arranged to take rest on every Sunday.	9 Apr,08	Yes
Compensation Compensation	Nil	N/A	N/A
Child Labour / Young Employees Child Labour / Young Employees	Nil	N/A	N/A
Forced Labour / Prisoner Labour / Disciplinary Measures Forced Labour / Prisoner Labour / Disciplinary Measures	Nil	N/A	N/A

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Freedom of Association and Collective Bargaining Freedom of Association and Collective Bargaining	B.7.6) Neither trade union nor similar means was set up in the factory. No evidence was verified that the management tried to find solutions for those complaints with the employees. It is recommended that the factory should provide the evidence that the management tried to find solutions for those complaints with the employees and establish appropriate procedures to enable workers to bargain collectively. 建议工厂应提供管理层解决工人投诉措施的证据以及建立适当措施确保员工可参加自由谈判。 2nd full item re-audit on Jul.3, 2008: Closed There was a trade union and the factory also established a complaint response procedure, all of employees could issue their complaint or suggestion to the responsible people by this channel.	9 Apr,08	Yes
Discrimination Discrimination	Nil	N/A	N/A
Working Conditions Working Conditions	B.9.3 Should install ventilation facility to ensure the air quality in cutting and iron shaping workshops. (应该安装通风设施保证下料车间和整烫成型的温度。) 2nd full item re-audit on Jul.3, 2008: Closed The cutting would produce dirt and the ironing would produce smoke in cutting and Iron shaping workshops. But the factory had installed the fans and air conditions to control the smoke and temperature, based on site observation, the working condition was accepted.	9 Apr,08	Yes
Health and Social Facilities Health and Social Facilities	B.10.7/10.10 Should train adequate qualified first aiders. (应该培训足够数量的合格的急救员) 2nd full item re-audit on Jul.3, 2008: Closed There were two employees who were trained for first aider.	9 Apr,08	Yes
Occupational Health and Safety Occupational Health and Safety	B11.2d: The factory should train workers in using personal protective equipment. (工厂应训练工人如何使用个人防护装备。) 2nd full item re-audit on Jul.3, 2008: Closed The factory had trained workers in using personal protective equipment, related training records were available in the factory. B11.2K/l: The factory should train workers on health and safety after recruitment and regularly during their employment. (工人获得聘用后及在职期间都应定期就卫生和安全问题得到训练, 并记录下来。) 2nd full item re-audit on Jul.3, 2008: Closed The factory had trained workers on health and safety after recruitment and regularly during their employment, related training records were available in the factory. B.114.k: The employee working with electricity should have qualification certificate. (电工应该获得资格证) 2nd full item re-audit on Jul.3, 2008: Closed The employee working with electricity had been trained and got the qualified certificate. B.11.5.f/g: The factory should conduct evacuation drill regularly.(工厂应该定期举行消防演习) 2nd full item re-audit on Jul.3, 2008: Closed The factory had conducted fire drill and evacuation drill on May.30, 2007.	9 Apr,08	Yes

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Dormitories Dormitories	Nil	N/A	N/A
Environment Environment	Nil	N/A	N/A

Please fill in under results Please fill in under results			
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Re-Audit Assessment Part B BSCI Social Requirements
Re-Audit Assessment Part B BSCI Social Requirements

Agreed to Declaration of Consent?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Agreed to Declaration of Consent?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

1. Re-Audit Results
1. Re-Audit Results

		Results					Essentials
		2	1	0	NA	NR	
							*NR = Not Re-audited *NR = Not Re-audited
B.1	Management Practice Management Practice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	B1.7 There was no a system in place to identify specific risks for health and safety of the employees and prevent recurrence of work accidents.
B.2	Documentation Documentation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.3	Working Time Working Time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.4	Compensation Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.5	Child Labour / Young Employees Child Labour / Young Employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.6	Forced Labour / Prisoner Labour / Disciplinary Measures Forced Labour / Prisoner Labour / Disciplinary Measures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.7	Freedom of Association / Collective Bargaining Freedom of Association / Collective Bargaining	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.8	Discrimination Discrimination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.9	Working Conditions Working Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.10	Health and Social Facilities Health and Social Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.11	Occupational Health and Safety Occupational Health and Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
B.12	Dormitories Dormitories	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nil

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B.13	Environment Environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nil
------	----------------------------	-------------------------------------	--------------------------	--------------------------	--------------------------	--------------------------	-----

Total Result:	<input checked="" type="checkbox"/>	Good	<input type="checkbox"/>	Improvements Needed	<input type="checkbox"/>	Critical
Total Result:		Good		Improvements Needed		Critical

2. Remarks
2. Remarks

This 2nd re-audit process introduction on Jul.3 , 2008:

- The audit findings are based upon on-site observation, interviews with employees and management, and examination of company records.
- Objective evidence from these activities gave the auditor sufficient confidence that the clauses of the Workplace Code of Conduct and the Evaluation Programme requirements will broadly be met after remediation of the weak points summarised below.
- To meet the requirement of Local & Regulations and the BSCI Base Code, the factory has to take corrective actions to all weak points.

This 2nd re-audit process introduction on Jul.3 , 2008:

Section B.1 Management Practice:

Finding: B.1.7 There was no a system in place to identify specific risks for health and safety of the employees and prevent recurrence of work accidents. It violates the BSCI requirement

Section B.2 Documentation:

For information: No violation was found during the audit.

Section B.3 Working Hours:

For information: No violation was found during the audit.

Section B.4 Compensation:

For information: No violation was found during the audit.

Section B.5 Child labor/Young Employees

For information: No child labor was identified. The youngest worker was born in 1986. No violation was found during the audit.

Section B.6 Forced labor/ Disciplinary Measures/ Prisoner labor

For information: No violation was found during the audit.

Section B.7 Freedom of Association and Collective Bargaining:

For information: No violation was found during the audit.

Please fill in under results		Please fill in under results	
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Section B.8 Discrimination:

For information: No violation was found during the audit.

Section B.9 Working Conditions:

For information: No violation was found during the audit.

Section B.10 Health and Social Facilities:

For information: No violation was found during the audit.

Section B.11 Occupational Health and Safety:

For information: No violation was found during the audit.

Section B.12 Dormitory:

For information: No violation was found during the audit.

Section B.13 Environment:

For information: No violation was found during the audit.

BSCI Social Re-Audit Report	Name of Company	Date of Audit	Audit Number	Page
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3. Photos

3. Photos

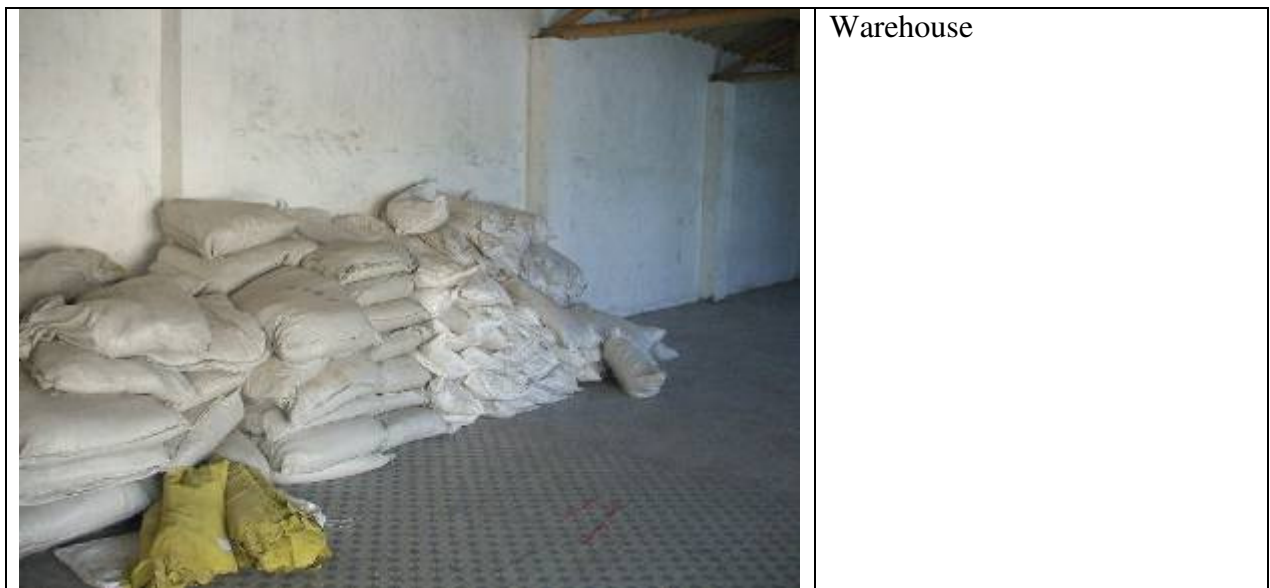
Outside (Factory from the outside, factory compound):

Outside (Factory from the outside, factory compound):



Inside (Production area, e.g. working conditions, documentation):

Inside (Production area, e.g. working conditions, documentation):





Cutting

The factory provided many fans and air conditions for controlling the air and temperature.



Sewing



Turning over the semi-products.



Iron shaping workshop

All switches were protected well.



Inspection and packing



Finished goods



Fire extinguishers



First aid kit with material



Potable water



Fire alarm system were installed



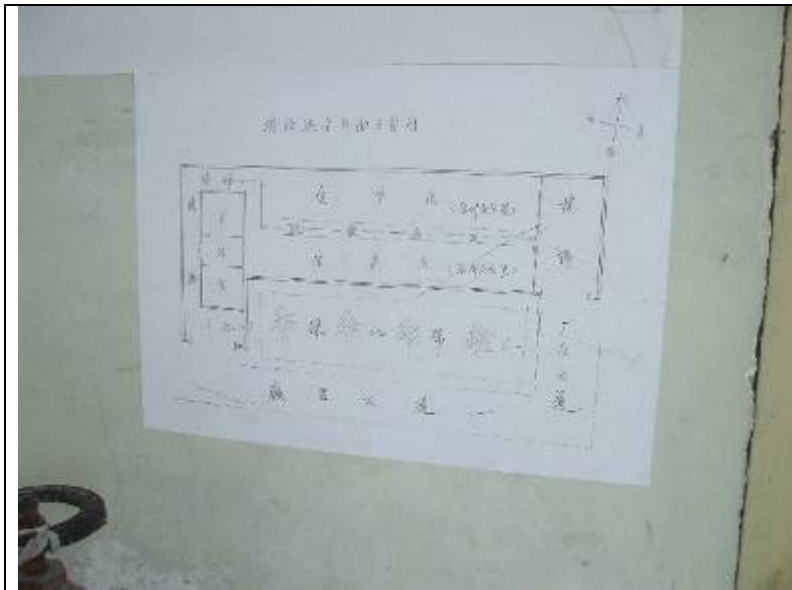
The doors of workshop were changed to open outward.



Dormitory

Bedroom





Fire evacuation plan



Fire extinguisher and exit sign

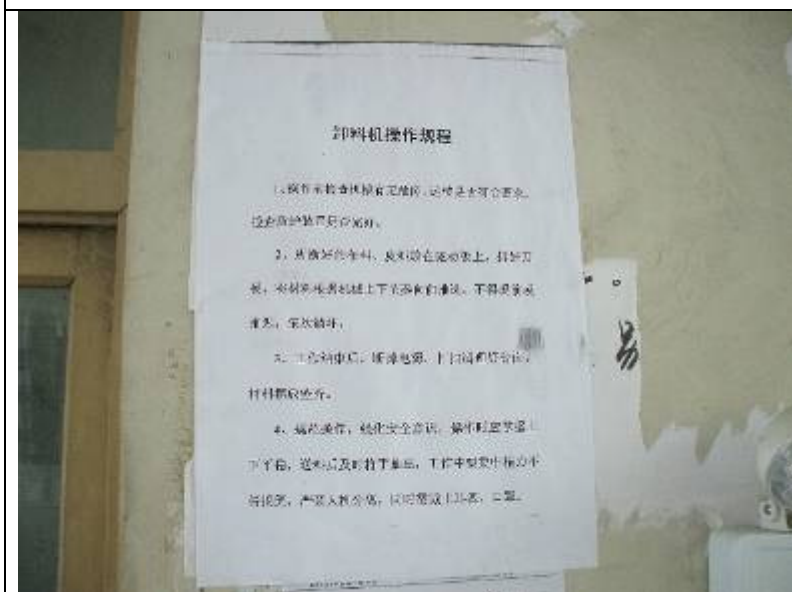


Safety operation alarm

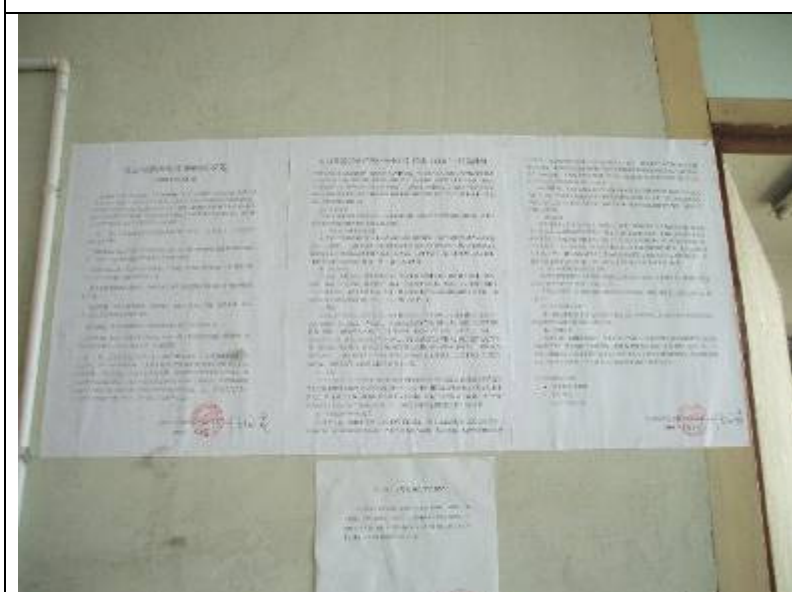




Safeguards on the punching machines



Safety regulations and operating procedures of machines posted on workshop.



BSCI Code was posted on the site.

The end of photos

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Re-Audit Corrective Action Plan (CAP) Part B BSCI Social Requirements
Re-Audit Corrective Action Plan (CAP) Part B BSCI Social Requirements

	Necessary Improvements Necessary Improvements	Implementation Until Implementation Until
Management Practice Management Practice	B1.7: There should have a system in place to identify specific risks for health and safety of the employees and prevent recurrence of work accidents. (工厂应有判断危及员工健康安全的特殊风险和预防工作意外再次发生的机制.).	15 Aug. 2008
Documentation Documentation	Nil	N/A
Working Time Working Time	Nil	N/A
Compensation Compensation	Nil	N/A
Child Labour / Young Employees Child Labour / Young Employees	Nil	N/A
Forced Labour / Prisoner Labour / Disciplinary Measures Forced Labour / Prisoner Labour / Disciplinary Measures	Nil	N/A
Freedom of Association and Collective Bargaining Freedom of Association and Collective Bargaining	Nil	N/A
Discrimination Discrimination	Nil	N/A
Working Conditions Working Conditions	Nil	N/A

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Health and Social Facilities Health and Social Facilities	Nil	N/A
Occupational Health and Safety Occupational Health and Safety	Nil	N/A
Dormitories Dormitories	Nil	N/A
Environment Environment	Nil	N/A

Jul.3,2008 /Alvin Shen
Date / signature / stamp Auditor
Date / signature / stamp Auditor

Mr. Lu Guo Jian / Rugao Sitelong Leather Products Co., Ltd
Signature / stamp Company
Signature / stamp Company

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C. Best Practice for Industry
C. Best Practice for Industry

Previous Audit Results Part C Best Practice for Industry
Previous Audit Results Part C Best Practice for Industry

Date of previous Audit:	10 Apr. 2008	
Date of previous Audit:		

		Results			Essentials
		2	1	NA	
C.1	Policy Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Nil
C.2	Planning and Implementation Planning and Implementation	<input type="checkbox"/>	<input checked="" type="checkbox"/>		C.2.1 The factory didn't ensure the requirements of the SA8000 standard are understood and implemented at all levels of the organisation.
C.3	Management Review Management Review	<input type="checkbox"/>	<input checked="" type="checkbox"/>		C.3.1 The factory did not periodically review the adequacy, suitability, and continuing effectiveness of the company's policy, procedures and performance results against the requirements of the SA8000 standard and other requirements to which the company subscribes. C.3.2 There was no system amendments and improvements implemented.
C.4	Control of Subcontractors / Suppliers / Sub-suppliers Control of Subcontractors / Suppliers / Sub-suppliers	<input type="checkbox"/>	<input checked="" type="checkbox"/>		C.4.1 No appropriate procedures to recruit subcontractors / suppliers / sub-suppliers based on their ability to meet the requirements of the SA8000 Standard were implemented. C.4.2 No appropriate records of subcontractors / suppliers / sub-suppliers commitments to social accountability were available. C.4.3 There was no system to monitor the subcontractors / suppliers / sub-suppliers social performance against the requirements of the SA8000 Standard. C.4.4 There was no reasonable evidence to show that the subcontractors / suppliers / sub-suppliers continuously improved conditions to meet the requirements of the SA8000 Standard.
C.5	Control of Homeworkers Control of Homeworkers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No home worker was used by the factory.
C.6	Compensation Compensation	<input type="checkbox"/>	<input checked="" type="checkbox"/>		C.6.2 The factory didn't establish a procedure to ensure that all workers' wages were high enough to cover the basic needs of the employees and to provide some discretionary income.
C.7	Child Labour Child Labour	<input type="checkbox"/>	<input checked="" type="checkbox"/>		C.7.1 The factory didn't establish and document the policies and procedures for remediation of children found to be working, and not effectively communicated to personnel and other interested parties.
Please fill in under results Please fill in under results					
2 = Good 2 = Good		1 = Improvements Needed 1 = Improvements Needed			NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements		Deviation from requirements Deviation from requirements			Requirements do not match to the company structure Requirements do not match to the company structure

C.8	Evasion Evasion	<input checked="" type="checkbox"/>	<input type="checkbox"/>		There was no evasion or any attempt of evasion identified in the company regarding the social obligations to personnel.
C.9	Outside Communication Outside Communication	<input type="checkbox"/>	<input checked="" type="checkbox"/>		C.9.1 The factory didn't establish and maintain the procedures to communicate regularly to all interested parties data and other information regarding performance of the requirements of the SA8000 Standard, including, but not limited to, the results of management reviews and monitoring activities.

Ripe for SA8000 Certification with regard to audit results B and C Ripe for SA8000 Certification with regard to audit results B and C	<input type="checkbox"/> YES <input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/> NO
Training and assistance necessary but SA8000 certifiable Training and assistance necessary but SA8000 certifiable	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO <input type="checkbox"/> NO

Please fill in under results Please fill in under results		
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

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Previous Corrective Action Plan (CAP) Part C Best Practice for Industry
Previous Corrective Action Plan (CAP) Part C Best Practice for Industry

	Necessary Improvements Necessary Improvements	Agreed Agreed		Implementation Until Implementation Until	Ful- filled? Ful- filled?
		Yes Yes	No No		
Policy Policy	Nil	<input type="checkbox"/>	<input type="checkbox"/>	NA	N/A
Planning and Implementation Planning and Implementation	The factory should ensure that the requirements of SA8000 standard were understood and implemented at all levels of the organization. 工厂应确保组织内各阶层都明白和执行 SA8000 标准的要求。 2 nd full items Re-audit on Jul.3, 2008: Open	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending	No
Management Review Management Review	Top management should periodically review the adequacy, suitability, and continuing effectiveness of the factory's policy, procedures and performance results vis-à-vis the requirements of SA8000 and other requirements to which the company subscribes. 最高管理层应定期对照 SA8000 标准的要求或公司赞同的其它要求, 检讨公司的方针、程序和表现是否足够、适当和持续有效。 2 nd full items Re-audit on Jul.3, 2008: Open	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending	No
Control of Subcontractor / Suppliers / Sub-suppliers Control of Subcontractor / Suppliers / Sub-suppliers	1. The factory should establish and maintain appropriate procedures to evaluate and select suppliers based on their ability to meet the requirements of this standard. 公司应根据供应商迎合 SA8000 标准的要求的能力, 建立并维持适当的程序, 去选择供应商。 2. The factory did not establish a system to monitor the supplier's social performance against the requirements of the SA8000 Standard. 工厂应建立一个制度, 以监察分包商/供货商/分供货商的社会责任表现是否遵照 SA8000 标准的要求 2 nd full items Re-audit on Jul.3, 2008: Open The factory established and maintained appropriate procedures to evaluate and select subcontractor only didn't include supplier and sub-supplier.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending	No
Control of Homeworkers Control of Homeworkers	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A

Please fill in under results Please fill in under results		
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

Compensation Compensation	The factory should make sure that all workers' wage high enough to cover the basic needs of the employees and to provide some discretionary income(工厂应给工人的工资满足基本生活需求以外, 提供一些可随意支配的收入.) 2 nd full items Re-audit on Jul.3, 2008: Open The factory didn't establish a procedure to make sure that all workers' wage high enough to cover the basic needs of the employees and to provide some discretionary income	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending	No
Child Labour Child Labour	The factory should established the procedures for remediation of children and maintain effectively communicate to personnel and other interested parties. 工厂应建立童工补救措施, 并维持一套程序有效与利益相关方进行沟通 2 nd full items Re-audit on Jul.3, 2008: Open	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending	No
Evasion Evasion	Nil	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A

Please fill in under results Please fill in under results		
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

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Outside Communication	C.9.1: The factory should establish and maintain the procedures to communicate regularly to all interested parties data and other information regarding performance of the requirements of the SA8000 Standard, including, but not limited to, the results of management reviews and monitoring activities. (公司应建立和维持一套程序以定期和所有利益相关方就 SA8000 标准要求的表现进行沟通, 当中包括但不限于管理评审和监督活动的结果.) 2 nd full items Re-audit on Jul.3, 2008: Open	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending	No
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Jul.3, 2008 / Alvin Shen

Mr. Lu Guo Jian / Rugao Sitelong Leather Products Co., Ltd

Date / signature / stamp Auditor

Signature / stamp Company

Date / signature / stamp Auditor

Signature / stamp Company

Please fill in under results Please fill in under results		
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No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

Re-Audit Assessment Part C Best Practice for Industry
Re-Audit Assessment Part C Best Practice for Industry

1. Re-Audit Results
1. Re-Audit Results

		Results				Essentials
		2	1	NA	NR	Essentials
						*NR = Not Re-audited *NR = Not Re-audited
C.1	Policy Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	Nil
C.2	Planning and Implementation Planning and Implementation	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	C.2.1 The factory didn't ensure the requirements of the SA8000 standard are understood and implemented at all levels of the organisation.
C.3	Management Review Management Review	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	C.3.1 The factory did not periodically review the adequacy, suitability, and continuing effectiveness of the company's policy, procedures and performance results against the requirements of the SA8000 standard and other requirements to which the company subscribes. C.3.2 There was no system amendments and improvements implemented.
C.4	Control of Subcontractor / Suppliers / Sub-suppliers Control of Subcontractor / Suppliers / Sub-suppliers	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	C.4.1 No appropriate procedures to recruit suppliers / sub-suppliers based on their ability to meet the requirements of the SA8000 Standard were implemented. C.4.2 No appropriate records of suppliers / sub-suppliers commitments to social accountability were available.
C.5	Control of Homeworkers Control of Homeworkers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No home worker was used by the factory.
C.6	Compensation Compensation	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	C.6.2 The factory didn't establish a procedure to ensure that all workers' wages were high enough to cover the basic needs of the employees and to provide some discretionary income.
C.7	Child Labour Child Labour	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	C.7.1 The factory didn't establish and document the policies and procedures for remediation of children found to be working, and not effectively communicated to personnel and other interested parties.
C.8	Evasion Evasion	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	There was no evasion or any attempt of evasion identified in the company regarding the social obligations to personnel.

Please fill in under results Please fill in under results		
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

C.9	Outside Communication Outside Communication	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	C.9.1 The factory didn't establish and maintain the procedures to communicate regularly to all interested parties data and other information regarding performance of the requirements of the SA8000 Standard, including, but not limited to, the results of management reviews and monitoring activities.
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Ripe for SA8000 Certification with regard to audit results B and C	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO
Ripe for SA8000 Certification with regard to audit results B and C	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO
Training and assistance necessary but SA8000 certifiable	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO
Training and assistance necessary but SA8000 certifiable	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO

Please fill in under results Please fill in under results		
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

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2. Remarks
2. Remarks

Nil

Please fill in under results		
Please fill in under results		
2 = Good 2 = Good	1 = Improvements Needed 1 = Improvements Needed	NA = Not Applicable NA = Not Applicable
No deviation from requirements No deviation from requirements	Deviation from requirements Deviation from requirements	Requirements do not match to the company structure Requirements do not match to the company structure

BSCI Social Re-Audit Report	Name of Company	Date of Audit	Audit Number	Page
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Re-Audit Corrective Action Plan (CAP) Part C Best Practice for Industry
Re-Audit Corrective Action Plan (CAP) Part C Best Practice for Industry

	Necessary Improvements Necessary Improvements	Agreed Agreed		Implemen- tation Until Implemen- tation Until
		Yes Yes	No No	
Policy Policy	Nil	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Planning and Implementation Planning and Implementation	C.2.1: The factory should ensure the requirements of the SA8000 standard are understood and implemented at all levels of the organisation through a) clear definition of roles, responsibilities and authority; b) training of new and/or temporary employees upon hiring; c) periodic training and awareness programme for existing employees; d) continuous monitoring of activities and results to demonstrate the effectiveness of systems implemented to meet the company's policy and the requirements of SA8000 standard. (公司应确保工厂内各阶层都理解并执行 SA8000 标准的要求, 有关方法包括: a) 清楚界定角色, 责任和权利; b) 聘用新人入职及/或临时雇员时提供训练培训; c) 为在职员工定期提供培训和提高意识的计划; d) 不断监控活动和成果, 以显示制度的有效性, 籍此达到公司方针和本标准的要求.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending
Management Review Management Review	C.3.1: The factory should periodically review the adequacy, suitability, and continuing effectiveness of the company's policy, procedures and performance results against the requirements of the SA8000 standard and other requirements to which the company subscribes. (最高管理层应定期对对照 SA8000 标准的要求或公司赞同的其它要求, 检讨公司的方针, 程序和表现是否足够、适当和持续有效.) C.3.2: The factory should implement the system amendments and improvements where appropriate. (必要时, 工厂应对制度/系统作出适当的修订和改善。)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending

Control of Subcontractors / Suppliers / Sub-suppliers Control of Subcontractors / Suppliers / Sub-suppliers	<p>C.4.1: The factory should establish and maintain appropriate procedures to recruit subcontractors / suppliers / sub-suppliers based on their ability to meet the requirements of the SA8000 Standard. (工厂应根据其符合 SA8000 标准的要求的能力，建立并维持适当的程序去选用供货商和分供货商。)</p> <p>C.4.2: The factory should maintain appropriate records of subcontractors / suppliers / sub-suppliers commitments to social accountability. these records should include, among others, the written commitments to: a) conform to all requirements of the SA8000 Standard. b) participate in the companies monitoring activities as requested. c) promptly implement remedial and corrective actions to address any non conformance identified with regard to requirements of the SA8000 Standard. d) promptly and completely inform the company of any and all relevant business relationship(s) with own subcontractors / suppliers / sub suppliers. (工厂应保留分包商、供货商、分供货商承诺负上社会责任的适当记录，包括书面承诺，以针对以下范畴：a) 遵守 SA8000 标准的所有要求。b) 根据要求参与公司的监督活动。c) 根据 SA8000 标准的要求，对任何违反要求的情况，采取实时的补救和纠正措施。d) 立即和完整地通知公司任何与本身分包商、供货商、分供货商的全部相关的商业关系。)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending
Control of Homeworkers Control of Homeworkers	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Compensation Compensation	<p>C.6.2: The factory should guarantee that all workers' wages high enough to cover the basic needs of the employees and to provide some discretionary income. (工厂应确保所有工人的工资满足最低生活需求，并提供一些可随意支配的收入。)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending
Child Labour Child Labour	<p>C.7.1: The factory should establish and document the policies and procedures for remediation of children found to be working, and effectively communicate to personnel and other interested parties. (工厂应建立和以文件记录有关童工补救的方针和程序，并且努力维持和有效地与员工和其它利益关系方就此问题沟通，)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending
Evasion Evasion	Nil	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Outside Communication Outside Communication	<p>C.9.1: The factory should establish and maintain the procedures to communicate regularly to all interested parties data and other information regarding performance of the requirements of the SA8000 Standard, including, but not limited to, the results of management reviews and monitoring activities. (公司应建立和维持一套程序以定期和所有利益相关方就 SA8000 标准要求的表现进行沟通，当中包括但不限于管理评审和监督活动的结果。)</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending

Jul.3, 2008 /Alvin Shen

Mr. Lu Guo Jian / Rugao Sitelong Leather Products Co., Ltd

Date / signature / stamp Auditor

Signature / stamp Company

Date / signature / stamp Auditor

Signature / stamp Company

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<p>List of Re-Audit Attachments</p> <p>List of Re-Audit Attachments</p>

	Obligatory Attachments	Attached?
	Obligatory Attachments	Attached?
1.	Employees Interview Sheet Employees Interview Sheet	Yes
2.	Production Unit Record Sheet Production Unit Record Sheet	Yes
3.	Customer Record Sheet Customer Record Sheet	Yes

	Attachments if Relevant	Attached?
	Attachments if Relevant	Attached?
4.	Child Labour Record Sheet Child Labour Record Sheet	Yes
5.		
6.		
7.		
8.		