



# BSCI Audit Summary Report

**NAME OF THE PRODUCER : KONG FUNG PACKAGING PRODUCTS FTY. LTD.**

**DBID : 334099**

**DATE OF THE AUDIT : 17/11/2014**

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### Producer Information

Name of producer : Kong Fung Packaging Products Fty. Ltd.  
 DBID number : 334099  
 Audit ID : 23847  
 Address : Block 71, Arising Sun Industrial City, Lin Village, Dongguan  
 Province : Guangdong Country : China  
 Management Representative : Mr. Yin He  
 Contact person: Martin Ying  
 Sector : Non-Food Industry Type : Plastic Industry  
 Product group : Plastic and articles thereof Product Type : Plastic packaging goods

### Audit Details

Type of audit :  Full Audit  Re-Audit  
 Sub type of audit :  Combined audit  Special investigation- RUC  Special investigation- Other  Unannounced/ Semiannounced  
 Audit date : 17/11/2014 Audit Duration : 1.500  
 Audit methodology :  Industrial  Primary Production  
 Auditing Company : TUEV SUD  
 Auditing Company Branch : TUV SUD China  
 Auditing company address : 5F, Communication Building, 163 Pingyun Rd, Huangpu West Ave. Guangzhou 510656 P. R. China,,,  
 Lead Auditor Name(SA8000 Certificate Number) : Lisa Ni (A8728)  
 Team Member Name(SA8000 Certificate Number) :

### Audit Results for Part B tier I

Total Score Part B tier I:  Good  Improvements Needed  Non-Compliant  
 Total Number of deviations in crucial questions : 0 / 35  
 Agreed date for closing the Corrective Action Plan ( If applicable ) : 30/09/2015  
 Contingencies to be reported :  Aborted  Partially Conducted  Combined With Other Systems  
 Desktop Review  Others

### Audit Results for Part B tier II (Only relevant if Primary Production Methodology is used)

Please refer to section "Sampled Units Tier II" and "Audit Sample CAP B"

Score Interpretation			
Good	Improvements Needed	Non-Compliant	Under "Grace Period"
Minor deviations are identified in no more than 2 questions per chapter, these questions are not marked as crucial.	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.	Not Available

## Audit Master Data Part A

For more details of the company, see complete Master Data in the on-line Audit Report

General information on the Producer			
Name of producer :	Kong Fung Packaging Products Fty. Ltd.		
Address :	Block 71, Arising Sun Industrial City, Lin Village,Dongguan		
Year of foundation :	2006		
Legal status :	Limited Company		
Turnover (in euros) :	3300000.000		
Main contact person :	Martin Ying		
Language spoken :	Mandarin		
Valid GlobalG.A.P Certificate :	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Other Social audit :	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Social audit name :	

## Auditors' notes

### Producer's background

<p>The initial audit was conducted for Kong Fung Packaging Products Fty. Ltd. at Block 71, Arising Sun Industrial City, Lin Village, Tangxia Town, Dongguan City, Guangdong Province of China on November 17, 2014 based on announcement basis.</p> <p>[Location and Structure]          There is one 3-storey production building with materials warehouse, vacuum forming, cutting and molding workshops on the 1st floor, hand making, gluing workshops on the 2nd floor and silk screening on the 3rd floor. One 4-storey dormitory building as canteen, kitchen and dormitory rooms and one bungalow building as office are also located in the facility premises.</p> <p>[Employee structure]          During the audit day, there are totally 82 employees working in the facility. There into, 38 are female workers and the other 44 are male workers. As counted, totally 63 production workers conduct works in workshops and 19 management staff conducting managing work in office.</p> <p>[Main Production Process]          The facility mainly manufactures plastic packaging goods.          Processes: cutting-moulding-vacuum forming-hand making-gluing-packing</p> <p>[Working time and Compensation]          Attendance records from November 2013 to November 17, 2014 were available for review. As peak season starts from July to September for productions, the months of May, August to October 2014 were taken as samples for review. Per reviewed attendance records, the normal working shift for all workers is from 8:00 to 17:30 with a lunch break from 12:00 to 13:30, Mondays to Fridays. Normal overtime works of 0-2 hours were required depending on production arrangement. Saturday overtime works of 8 hours were also conducted 0-4 times per month. The maximum overtime hours of samples were 2 hours per day, 16 hours per week, 64 hours per month.</p> <p>Payroll records from November 2013 to October 2014 were provided for review. Wages are paid around the 10th day after each payment cycle by cash. All workers are paid by daily rate of no less than RMB 60.23 which equals to the local minimum wage rate. Overtime works are paid by 150%, 200% and 300% of normal wage rate for normal overtime works, weekend overtime works and statutory holiday overtime works respectively. Moreover, paid statutory holidays are guaranteed to workers.</p> <p>[Audit Summary]          During the audit, findings were raised in B.1 Management Practice, B.3 Working Hours, B.11 Occupational Health and Safety and B.13 Environment. With consideration of risks caused by the raised findings, the total score was graded as Improvement Need. Part C was not conducted as per BSCI requirement.</p>
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### Chapter summary

No Data Available for Chapter Summary
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Score Interpretation			
Good	Improvements Needed	Non-Compliant	Under "Grace Period"
Minor deviations are identified in no more than 2 questions per chapter, these questions are not marked as crucial.	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.	Not Available

## Part B Tier I - Overall Summary

Chapter	Full Audit Results (23847 and 17/11/2014)				
	G	IN	NC	NA	%
B.1. Management Practice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	91.67
B.2. Documentation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.3. Working Hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	60.00
B.4. Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.5.1. Child Labour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.5.2. Young Workers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.6. Forced Labour / Disciplinary Measures / Prison Labour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.7. Freedom of Association and Collective Bargaining	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.8. Discrimination, Harassment and Abuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.9. Working Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.10. Health and Social Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.11. Occupational Health and Safety (OHS)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	89.74
B.12. Dormitories (if not applicable, go to B.13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	100.00
B.13. Environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	80.00
Total	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	93.50

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

## In House Production Structure

Department	Function in production	Number of Workers	Number of shifts	Shift 1		Shift 2		Shift 3	
				From	To	From	To	From	To
Mgmt/General Admin	Managing, Administration, etc.	19	1	8:00 AM	5:30 PM				
Warehouse	Material keeping	3	1	8:00 AM	5:30 PM				
Quality Control	Inspection	5	1	8:00 AM	5:30 PM				
Production	Manufacturing	55	1	8:00 AM	5:30 PM				

## In House employment Structure at the time of the audit

Total number of workers :	82		
Male		Female	
Permanent workers	44	Permanent workers	38
In management position	8	In management position	11
On probation	2	On probation	0
National migrants	0	National migrants	0
Salaried workers	44	Salaried workers	38
Temporary workers (odd jobbers)	0	Temporary workers (odd jobbers)	0
Apprentices	0	Apprentices	0
With disabilities	0	With disabilities	0
Cross-border migrants	0	Cross-border migrants	0
Production based workers	0	Production based workers	0
		Pregnant	0
		On maternity leave	0

## Outsourced structure

Unit	Function in the chain	Contact person	Business relation -ship since	Location/ Address				Distance to the company in km	Main product	Certificates and social audits (if applicable)	Number of workers	Part of the ISMS (if applicable)	Part of the audit sample
				Address	City	State	Country						
Shenzhen Weiguang Packaging Materials Co., Ltd	subsupplier	Mr. Lv Bo	2006	Songgang Street, Bao'an District	Shenzhen	Guangdong	China	80	Packaging materials	N/A	50	No	No
Zhi Teng Plastic Products Co., Ltd	subsupplier	Ms. Wang	2012	Qinghu Industrial Zone, Qingxi Town	Dongguan	Guangdong	China	25	Plastic materials	N/A	40	No	No

## Dormitories (if applicable)

Dormitory Id	If dormitories are provided, please fill in the address for each location or type "N/A" if not applicable				Number of individuals living in the dormitories provided by the company	Number of families living in the dormitories provided by the company	Number of sqm/individual
	address	city	state	country			
10918	Block 71, Arising Sun Industrial City, Lin Village	Dongguan	Guangdong	China	20	0	5

## Corrective Action Plan (CAP) B Tier I

Chapters and Subchapters	Crucial	Score	CAP	Responsible Person	Deadline date
B.1. Management Practice					
B.1.6. Management Pactice	No	( - ) [Minus]	As per onsite interviews, all interviewees were not aware of the legal rights and duties under labor legislation. For example, none of interviewees was clear about the paid annual leaves regulated by law. This violated BSCI requirement. 现场访谈了解, 所有受访员工不了解劳动法下所享有的权利及应尽的义务。如: 无受访员工清楚法规下带薪年假的规定。CAP: The facility should conduct more trainings and educations regarding labor legislation to ensure that all management and staff are aware of the legal rights and duties under labor legislation. 工厂应当多培训劳动法规以确保所有管理人员及员工都了解劳动法下所享有的权利及应尽的义务。	Mr. Yin He	31/12/2014
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 3			
Fulfillment Percentage		91.67%			
B.3. Working Hours					
B.3.1. Working hours	No	( - ) [Minus]	On the audit day, only attendance records from August 1, 2014 to Novembe 17, 2014 were available for reivew. The facility management explained the problem was caused by broken hard disk. It violated BSCI requirement. 审核当日, 工厂仅提供2014年8月1日至2014年11月17日考勤记录给予评估。工厂解释该问题有硬盘损坏导致。CAP: The facility should ensure that attendance records of at least last 12 months are available for review.工厂应当确保至少过去12个月的考勤记录可以给予评估。	Mr. Yin He	30/09/2015
B.3.4. Working hours	No	( - ) [Minus]	Per reviewed attendance records from August 1, 2014 till November 17, 2014, the sampled workers conducted excessive weekly and monthly overtime works in August (14 hours/week, 60 hours/month), September (16 hours/week, 64 hours/month) and October 2014 (14 hours/week, 42 hours/month). It violated PRC Labor Act, Article 41 and BSCI requirement. 根据2014年8月1日至2014年11月17日考勤, 抽样员工在2014年8月(每周14小时, 每月60小时), 9月(每周16小时, 每月64小时), 10月(每周14小时, 每月42小时)周加班, 月加班超时。CAP: The facility should reasonably arrange production and control overtime working hours.工厂应当合理安排生产并控制加班时间。	Mr. Yin He	31/03/2015
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 3			
Fulfillment Percentage		60.00%			
B.11. Occupational Health and Safety (OHS)					
B.11.1.3. Risk Assessment and Monitoring	No	( - ) [Minus]	There's no satisfactory evidence that transmittable and non-transmittable disease were particularly regarded in the risk assessment. It violated BSCI requirement. 工厂未提供恰当资料证明其在风险评估中有考虑传染性 & 非传染性疾病因素的影响。CAP: The facility should maintain satisfactory evidence that transmittable and non-transmittable disease is particularly regarded in the risk assessment. 工厂应当保留恰当资料证明其在风险评估中有考虑传染性 & 非传染性疾病因素的影响。	Mr. Yin He	31/12/2014
			1. No occupational disease examination records of workers who work under noisy (vacuum forming) and dusty (molding) environment were available for review during the audit time. This violated PRC Law of Prevention and Control of		

Score Interpretation	
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Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR



B.11.1.5. Risk Assessment and Monitoring	No	( - ) [Minus]	Occupational Diseases clause 32 and BSCI requirements.工厂未提供在噪音(吸塑)及粉尘(模具)工作环境下工作的员工的职业病体检记录。CAP: The facility should regularly provide occupational disease examination to workers working under hazardous environment as per legal requirement. 工厂应当根据法律要求定期给在危险工作环境下工作的员工提供职业病体检。2. The facility did not conduct regular occupational disease factor evaluation. It violated PRC Law of Prevention and Control of Occupational Diseases Clause 24 and BSCI requirement. 工厂没有定期做工作场所职业病危害因素检测。CAP: The facility should regularly conduct occupational disease factor evaluation in working places.工厂应当定期做工作场所职业病危害因素检测。	Mr. Yin He	31/01/2015
B.11.4.1. Chemicals	No	( - ) [Minus]	It was noted no MSDS (Material Safety Data Sheet) of chemicals used in hand-making (gluing) area. It violated Regulation of Chemical Safety Usage in Workplace clause 12 and BSCI requirement. 工厂手工(胶水)区域没有张贴所使用化学品的物质安全资料表。CAP: The facility should post MSDS of all chemicals used in the area involved. 工厂应当在所有涉及化学品的区域张贴物质安全资料表。	Mr. Yin He	31/12/2014
B.11.6.4. Electricity	No	( - ) [Minus]	It was noted that one checked electrical control panel in workshop was not installed with inner covers and one was not installed with outside cover so that the electrical cords were exposed without any secure. This violated BSCI requirement. 车间有一个抽查的配电箱没有安装内盖,一个没有安装外盖而导致电线外露无防护。CAP: The facility should install inner covers for all electrical control panels to secure all electrical cords. 工厂应当给所有配电箱安装内盖以防护电线。	Mr. Yin He	31/12/2014
Chapter Score		<input type="checkbox"/> Good <input checked="" type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 6			
Fulfillment Percentage		89.74%			
B.13. Environment					
B.13.5. Environment	No	( - ) [Minus]	There's no satisfactory evidence that the company developed mechanisms to ensure reduction of emissions, particularly CO2 emission, at least but not limited to legal local requirements. It violated BSCI requirement. 工厂未发展确保减少排放物,尤其是碳排放的相关机制。CAP: The facility should develop mechanisms to ensure reduction of emissions, particularly CO2 emission. 工厂应当建立确保减少排放物,尤其是碳排放的相关机制。	Mr. Yin He	31/12/2014
Chapter Score		<input checked="" type="checkbox"/> Good <input type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Number of deviations in crucial questions		0 of 0			
Fulfillment Percentage		80.00%			
<b>Total Audit Results for Part B Tier I</b>					
Total Score		<input type="checkbox"/> Good <input checked="" type="checkbox"/> Improvements Needed <input type="checkbox"/> Non-Compliant			
Total number of deviations in crucial questions		0 of 35			
Overall fulfillment percentage		93.5%			

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

## Part C: Audit Findings

Chapter
C.1. Policy
C.2. Planning and Implementation
C.3. Management Review
C.4. Control of Subcontractors / Suppliers / Sub-suppliers
C.5. Control of Homeworkers
C.6. Compensation
C.7. Child Labour
C.8. Outside Communication
Total

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re-audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

## Workers Interview Sheet

Workers Interview Sheet			
Workers	Male workers number	Female workers number	% of the total workforce
Total	4	3	8.54
Workers aged < 18 years interviewed	0	0	0.00
Apprentices interviewed	0	0	0.00
Disabled persons interviewed	0	0	0.00
Full time workers interviewed	4	3	8.54
Part time workers interviewed	0	0	0.00
Seasonal workers interviewed	0	0	0.00
Migrant workers interviewed	0	0	0.00
Pregnant workers interviewed		0	0.00

Interview methods used	number (how many)
Number of Individual interviews conducted	4
# of people interviewed in Group(s)	3
# of Interviews conducted on site	7
# of Interviews conducted off site	0
Was an interpreter used?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Language(s) used for worker interviews	Mandarin

No. of interview	Essentials (If the number of rows is not enough, please add pages as needed and include with the attachments).
1	There was no forced labour and prisoner labour found in the factory during on site audit.
2	All interviewed workers stated that they were paid timely in each month.
3	Workers know the communicate channel with top management in this factory.
4	All interviewee said that they don't have young workers whose age below 18 years old.
5	All workers conformed that they had 1 shift for production.
6	All the interviewees knew the right to freedom of association and collective bargaining.
7	All the employees said that they had equal opportunities to join in overtime working.
8	All the interviewed workers received pay slips with details of payment.
9	All the interviewees could leave the factory freely after work off.
10	There was no any discrimination , harassment and abuse experience found/heard in the factory.

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

## Child and Young Workers Record Sheet

Child and Young Workers Record Sheet								
Please only complete this table if you have children (anyone below the national minimum age) or young workers (anyone below the national minimum age but below 18 years of age) in your company								
Name	Birthdate(dd/mm/yyyy)	Attending school?	Working start date(dd/mm/yyyy)	Department he/she works in	working time schedule (From)	working time schedule (To)	Average working hours per week	Comments
N/A		No					0.000	No child labor or young worker was detected during the audit.

Score Interpretation	
Good	Minor deviations are identified in no more than 2 questions per chapter; these questions are not marked as crucial.
Improvements Needed	Deviations are identified in less than half of the total number of questions per chapter. No deviations are found in questions marked as crucial.
Non-compliant	Deviations are identified in half or more of the total number of questions per chapter. One deviation in a question marked as crucial is sufficient to assess the entire chapter as non-compliant.
Under "Grace Period"	Not Available
Not Applicable	Requirements do not match to the company structure
Not Rated	Only applicable for re audits; if a question was rated "+" in the previous full audit or re-audit the auditor will mark the question NR

## Overall Producer Pictures

No Photos Available