

# Monitoring result for ZHEJIANG HONGTAI KITCHENWARE CO.,LTD on site ZHEJIANG HONGTAI KITCHENWARE CO., LTD

## Monitoring

Monitored Party : ZHEJIANG HONGTAI KITCHENWARE CO.,LTD  
amfori ID : 156-009323-000  
Site : ZHEJIANG HONGTAI KITCHENWARE CO., LTD  
Site amfori ID : 156-009323-002  
Address : Quaner Village, Quanxi Town, Wuyi County  
: Jinhua  
: Zhejiang Sheng  
: China  
Monitoring Activity : amfori Social Audit - Manufacturing  
Monitoring Type : Full Monitoring  
Monitoring Partner : SGS  
Monitoring Start Date : 04/05/2023  
Closing Meeting : 12/05/2023  
Finished Date :  
Submission Date : 12/05/2023  
Expiration Date : 12/05/2024

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## Overall rating



## Section rating

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

## General description

Name of lead auditor: Judy Xu; APSCA membership number (CSCA 21702022)

Name of team auditor (if applicable): Nil

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

Audit schedule details: The audit is planned for 1 auditor x 2.5 days

Business partner information:

ZHEJIANG HONGTAI KITCHENWARE CO.,LTD was located at Quaner Village, Quanxi Town, Wuyi County, Jinhua, Zhejiang Province, China. It was the limited liability company.

The business license number of the auditee was 91330723MA28QD1R24.

The validity period of business License was from Mar.23, 2017 to Mar.22, 2037.

The main products of the auditee were stainless steel kitchenware, the main processes were punching, forming, welding, polishing, cleaning, inspection and packing.

The production capacity was about 15000000 pcs per year.

Audited location information:

There were one 1-storey production building, one 5-storey dormitory and canteen building, one 4-storey production building and one 5-storey complex building in the factory area, all buildings were owned by the auditee.

The factory rented out the 1F and 4F of one 4-storey production building, the 2F of the 5-storey complex building and the 5F of the 5-storey dormitory building to Zhejiang Yinaiwei Houseware Co., LTD, their products were different, the valid lease agreement and independent business license were provided for review, no workers or production mixing were found between them based on quick tour.

The factory used one 1-storey building partial 2-storey (about 7873.9 square meters) as metal working workshop and office area.

The factory used the 2F and 3F of one 4-storey building (total 11200 square meters) as office area, packing workshop and finished goods warehouse.

The 2F of the dormitory building and 4F and 5F of 5-storey complex building were vacant.

Operating shifts and hours: The auditee used electronic attendance recording system (IC card) to record workers' attendance hours. Normal working hours system implemented in the factory was 8 hours per day and 5 days per week. In general, workers were arranged to work overtime 2 hours on regular weekdays, work overtime 8 hours on Saturdays sometimes and rest on Sundays always, and 1 day off after 6 consecutive working days were guaranteed for all workers. Based on the provided attendance records from Apr.1, 2022 to the audit day, it was found the maximum daily OT hours were 2 hours, and the maximum weekly working hours were 56 hours. And workers had right to rest in resting breaks every day, such as access to toilet or drinking water.

Time recording system: Electronic attendance system (IC card) was used to record working hours.

Salary payment details: The auditee had established written compensation and benefit management procedure in place and provided related trainings to all workers. All workers' wages from Apr, 2022 to Mar, 2023 were provided for review, the minimum wages paid to workers were at least RMB2400 per month, which were higher than the local minimum wage standard (RMB1840 per month). The auditee provided overtime wages to workers in line with legal requirements which were 150%, 200% and 300% of regular pay for overtime work on regular weekdays, rest days and statutory holidays respectively. Workers' entire wages were paid by bank transfer in the end of each following month without delay. The paid annual leaves and statutory holidays were also provided for workers as per the legal requirements. The interviewees understood the composition of their salaries and know how to calculate overtime wages. No deduction was made from wages as disciplinary measure.

Worker number information:

Total worker number (production and management workers):228 workers (107 male and 121 female)

Production worker number (male and female number details):204 workers (92 male and 112 female)

Domestic migrant workers: 201 workers (96 male, 105 female)

No young worker, Child labor, workers with disabilities, Pregnant workers, Workers on parental leave was found in the factory.

No Workers on probation, Apprentices, Temporary workers worked in the factory.

Good practices: The provided dormitory to workers for free.

Worker organization details: There was no trade union, 2 worker representatives were elected in the factory.

Circumstances: None

The special circumstances can be classified as followed: No special circumstances happened in the factory based on checking the IPE and Business information inquiry website.

Summary of findings:

PA1: the factory did not guarantee the effective implementation of all procedures due to management negligence, employees' working hours have not been effectively arranged and their monthly overtime hours had exceeded the legal requirements.

PA2: most workers did not know the content of Amfori BSCI Code based on worker interview

PA5: Insufficient social insurance was provided to workers.

PA6: Workers' monthly OT hours exceeded legal requirement.

PA7: HS management system was not perfect, some workers did not wear proper PPE during operation, some electrical boxes were not kept closed and locked, some machines were not installed with safeguards, no toilet paper, hand sanitizer or soap was provided in the toilets.

Living wage calculation: The living wage data is provided by the auditing company because there is no data on GLWC website in the city where the factory is located.

The living costs estimated by auditing company involves developing a model diet for workers using the method developed in Anker Methodology. Second, the housing cost is estimated by evaluating the cost of various rental units, utility costs, other housing costs, and routine repairs/maintenance costs which are basic for a family. Third, auditing company estimates non-food-non-housing(NFNH) cost for a living wage. Fourth, auditing company estimates the number of full-time equivalent workers per family providing support in order to estimate a net living wage for workers based on information from government websites and published papers. Finally, payroll taxes and deductions are taken into consideration to estimate the gross living wage for workers.

Reference:

1) <http://www.stats.gov.cn/sj/ndsjsj/2021/indexch.htm>

Precautions taken about #COVID-19 in the facility: Currently no specific control requirements for COVID-19 in China.

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: Some required documents attached in the document report were not applicable in the auditee such as Agency labour contact, Government Waiver on working hours, and Collective bargaining agreement.

## Site Details

Site : ZHEJIANG HONGTAI KITCHENWARE CO., LTD

Site amfori ID : 156-009323-002

### GICS Classification

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Sector : Consumer Staples

Industry : Household Products

Industry Group : Household & Personal Products

Sub Industry : Household Products

### amfori Process Classifications

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N.A.

### GS1 Classifications

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N.A.

### NACE Classification

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N.A.

### Water Stress Situation

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N.A.

## Metrics

### Key Metrics

Total workforce	225 Workers
Legal minimum wage in local currency	1840 Monthly
Lowest wage paid for regular work at the site	2400 Monthly
Calculated living wage in local currency	3343 Monthly
Total sample	15 Workers

### Other Metrics

Male workers	105 Workers
Female workers	120 Workers
Permanent workers - Male	107 Workers
Permanent workers - Female	121 Workers
Temporary workers - Male	0 Workers
Temporary workers - Female	0 Workers
Seasonal workers - Male	0 Workers
Seasonal workers - Female	0 Workers
Management - Male	8 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	96 Workers
Domestic migrant workers - Female	105 Workers
Foreign migrant workers - Male	0 Workers
Foreign migrant workers - Female	0 Workers
Workers hired directly - Male	107 Workers
Workers hired directly - Female	121 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	7 Workers
Sample - Female	8 Workers

## Findings

### PA1: Social Management System

1.1 The main auditee partially respects this principle because based on document review and onsite observation, the factory had established a social responsibility management system and corresponding program documents according to the Amfori BSCI Code of Conduct, but the factory did not guarantee the effective implementation of all procedures due to management negligence, and there were still some gaps between the current situation of the factory and the Amfori BSCI code of conduct. (It violated the requirement of question 1.1 in amfori BSCI system manual.)

被审核方部分遵循该准则。因为根据现场观察和文件审核，工厂虽然根据Amfori BSCI行为准则建立了一个社会责任管理体系和相应的程序文件，但是由于管理疏忽工厂未保证所有程序有效实施，工厂的当前情况与Amfori BSCI的行为准则仍然存在一些差距。(违反了amfori BSCI管理手册中问题1.1的要求)

1.4 The main auditee partially respects this principle because based on document review, the factory had established procedures to manage production capacity and order cycles, but the auditor found that employees' working hours have not been effectively arranged and their monthly overtime hours had exceeded the legal requirements. The management stated because the order is not stable. (It violated the requirement of question 1.4 in amfori BSCI system manual.)

被审核方部分遵循该准则，原因是根据文件审核，工厂建立一个管理生产产能和订单周期的程序，但是审核发现员工的工作时间没有得到有效的安排，员工的月加班时间都超出了法规要求。工厂管理解释是由于订单不稳定。(违反了amfori BSCI管理手册中问题1.4的要求)

### PA 2: Workers Involvement and Protection

2.4 The main auditee partially respects this principle because most workers did not know the content of Amfori BSCI Code based on worker interview. The factory had conducted training of Amfori BSCI code to all employees and posted Amfori BSCI code in the workshop, but the factory did not check the effect of training. (It violated the requirement of question 2.4 in amfori BSCI system manual.)

被审核方部分遵循该准则。因根据访谈发现大部分的员工均不了解Amfori BSCI行为守则的内容。虽然工厂对所有员工进行了Amfori BSCI内容的培训，生产车间张贴了Amfori BSCI行为准则，但没有验证培训的效果。(违反了amfori BSCI管理手册中问题2.4的要求)

### PA 5: Fair Remuneration

5.5 The main auditee does not respect this principle because the factory only provided retirement insurance, unemployment insurance, maternity and medical insurance for 37 workers based on social insurance records of recent three months (Jan, 2023 to Mar, 2023), there were 228 workers in total, 28 workers had reached the retirement age, 14 new workers worked in the factory less than one month. The factory provided injury insurance to 180 workers and provided commercial injury insurance to other workers which valid from Dec.3, 2022 to Dec.2, 2023. The factory management stated many migrant workers did not want to buy social insurance. (It violated Labor Law of the People's Republic of China (2018 Amendment) Article 72, Article 73.)

被审核方未遵守该原则，因为根据提供的近3个月（2023年1月至2023年3月）的社保记录显示，工厂共有员工228人，其中28名员工达到了退休年龄，14名新员工入职不到1个月，工厂仅为其中37名员工购买了社保养老保险，失业险，生育保险和医疗保险。工厂为180名员工购买了社保的工伤保险，工厂为其他员工购买了商业意外险，有效期自2022年12月3日到2023年12月2日。工厂管理人员表示很多外地员工不愿意购买社保。(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

6.2 The main auditee does not respect this principle because based on the attendance records from Apr.1, 2022 to the audit day, it was found the monthly OT hours of all sampled workers exceeded the legal requirement (36 hours), the maximum monthly OT hours were 74 hours (34 hours on weekdays and 40 hours on rest days), which happened in Jul, 2022. The factory management stated because the orders were not stable and no proper capacity planning was conducted. (It violated Labor Law of the People's Republic of China (2018 Amendment), Article 41.)

被审核方未遵守该准则。因为根据工厂提供的2022年4月1日到审核当天的考勤记录显示，所有抽样工人的月加班时间在抽样月份均超过法规要求的36小时，最大月加班时间为74小时(平时加班34小时，周末加班40小时)，发生在2022年7月。工厂解释是因为订单不稳定及没有进行合理的产能规划。(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

7.1 The main auditee partially respects this principle because based on document review and onsite observation, the factory had established health and safety management system, designated a manager to responsible for the health and safety management system, conducted the health and safety risk assessment, trainings etc., due to management negligence, there were still some findings issued. (It violated the requirement of question 7.1 in amfori BSCI system manual)

被审核方部分遵循该准则，原因是根据文件审核和现场观察，工厂已建立了健康安全管理体系，指定了一名经理为健康安全管理体系负责人，进行了健康安全评估，培训等，由于管理疏忽，仍然有部分问题发生。(违反了amfori BSCI管理手册中问题7.1的要求)

7.6 The main auditee partially respects this principle because based on document review and onsite observation, the factory established the PPE procedure and provided PPE to relative employees. However, the factory did not carry out effective supervision, it was found 4 spot welding workers did not wear dust proof mask during operation, one worker using the crane did not wear hard hat during operation. (It violated Production Safety Law of the People's Republic of China (2014 Amendment), Article 42)

被审核方部分遵循该准则。因为根据文件审核和现场审核，工厂建立了个人防护用品程序，为相关员工提供了劳保用品。但是由于工厂未进行有效的监督，审核发现4名点焊员工工作时没有戴防尘口罩，1名使用行车的员工工作时没有佩戴安全帽。(违反了中华人民共和国安全生产法（2014修正）第四十二条)

7.7 The main auditee partially respects this principle because based on onsite observation, it was found some chemicals such as oil remover used in the cleaning workshop were not provided with secondary containment, and about 10% chemical containers weren't marked with safety label in the cleaning workshop due to management negligence. (It violated Regulations on the Safety Administration of Hazardous Chemicals (2013 Amendment), Article 20 and Regulations on Safety Use of Chemicals in Workplaces (1996), Article 12)

被审核方部分遵守该原则。因为根据现场观察发现工厂清洗车间使用的部分化学品如除油剂等未配置二次容器，清洗车间10%的化学品容器上未张贴安全标签。工厂表示由于管理疏忽。(违反了危险化学品安全管理条例（2013修正）第二十条和工作场所安全使用化学品规定（1996）第十二条)

7.13 The main auditee partially respects this principle because qualified electrician was available in the factory, but it was found 10% electrical boxes in the mould workshop and metal working workshop were not kept closed and locked due to management negligence based on onsite observation. (It violated National Safety Technical Code for Electric Equipments (GB19517-2009) 2.2.3)

被审核方部分遵守该原则，原因是工厂有配备有资质的电工，但根据现场审核发现由于管理疏忽工厂在模具车间和金工车间发现10%的电箱未保持关闭及上锁。(违反了国家电气设备安全技术规范（GB19517-2009）2.2.3)

7.17 The main auditee partially respects this principle because based on document review and onsite observation, the factory established machines safety control procedure, but it was found 10% punching machines were not installed with pedal cover to prevent unexpected touching of feet control due to management negligence. The factory did not provide the annual inspection report of the used forklift. (It violated Mechanical Press – Safety Requirements (GB 27607-2011), 5.4.8.1 and Regulations on Safety Supervision of Special Equipment (2009 Amendment), Article 28)

被审核方部分遵守该原则，因为根据文件审核和现场观察，工厂有建立机台安全管理程序，但是由于管理疏忽工厂10%的冲压设备的脚踏开关上没有安装防护，以防意外触碰脚踏开关。工厂没有提供使用的叉车的年检报告。(违反了机械压力机 安全技术要求（GB 27607-2011），5.4.8.1和特种设备安全监察条例（2009修正）第二十八条)

7.22 The main auditee partially respects this principle because based on onsite observaton, the factory did not provide toilet paper, hand sanitizer or soap in the toilets. (It violated the requirement of question 7.22 in amfori BSCI system manual)

被审核方部分遵循该准则；因为根据现场审核发现工厂没有在洗手间提供厕纸，洗手液或肥皂等。(违反了amfori BSCI管理手册中问题7.22的要求)