

## Plant Evaluation Report

Applicant	:		Manufacturer	:	
Attn	:		Attn	:	
Telephone	:		Address	:	
Fax	:		Telephone	:	
E-mail	:		Fax	:	

Stage	:	<input checked="" type="checkbox"/> Initial Evaluation <input type="checkbox"/> Re-evaluation (Last Report No.: )
		<input type="checkbox"/> Follow-up Evaluation <input type="checkbox"/> Others

Audit Standard	:	ISO9001:2008/SA8000
Auditor	:	ALEX WU
Date of Audit	:	*****

### Participators from the factory

Name	Department	Position
Zhaoyu Zhu	Administrative department	General manger
Kancy Liu	Sales	Manger
Shengbin Luo	Production	Manger
Zhengfu Zheng	Production	Supervisor
Nengye Deng	Warehouse	Operator
Quanjian He	QC	QC
Yun Xiao	Production	Operator

### CONCLUSION:

* Audit criteria	* Result	* Comments
Part 1	General Information	Acceptable
Part 2	Management	Acceptable
Part 3	Purchase	Below requirement The factory did not keep the assessment report of suppliers and no material inspection report were keep.
Part 4	Transportation and Storage	Acceptable Different labels used on warehouse for different clients, and ERP system had been used.
Part 5	Production System	Below requirement Production lines were not tidy enough, raw-material put wrong zone, no clear production plan on production line, and no any operation instructions on production lines, no training plan.
Part 6	Quality Control	Below requirement no training records, no inspection instructions.
Part 7	Control of Non-conformity	Acceptable record of dealing with non-conformity was in-completely.
Part 8	Traceability	Acceptable
Part 9	Preventative Maintenance	Below requirement no established preventive maintenance program.



Part 10	Gauge & Measuring Equipment Control	Below requirement	the factory did not apply a calibration system for their measuring equipments, without an environmentally controlled facility for calibration, without an accredited institute to calibrate their reference equipment.
Part 11	Health & Safety	Below requirement	some employees did not know basic Health & Safety knowledge completely.
Part 12	Workers rights, Human rights and Environment	Below requirement	no written environmental policy. Some worker without social insurance.
Part 13	Customer Satisfaction	Acceptable	
Part 14	Follow Up and Suggestions	-	
<b>CONCLUSION:</b> <input type="checkbox"/> <b>OUTSTANDING</b> <input type="checkbox"/> <b>ACCEPTABLE</b> <input checked="" type="checkbox"/> <b>BELOW REQUIREMENT</b> <input type="checkbox"/> <b>BLACKOUT OR POSTPONE</b>			

**1. General Information**

1.1 Detail the range of goods and services provided:	Alcohol tester, health care producing																								
1.2 Number of years in business:	12 years																								
1.3 Manpower:																									
<table border="1"> <thead> <tr> <th>Staff</th> <th>Total number</th> <th>Percentage</th> <th>Staff</th> <th>Total number</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>3</td> <td>10%</td> <td>Technical personnel</td> <td>1</td> <td>3.3%</td> </tr> <tr> <td>Q.C.</td> <td>3</td> <td>10%</td> <td>Others</td> <td>2</td> <td>6.7%</td> </tr> <tr> <td>Workers</td> <td>21</td> <td>70%</td> <td>Total number of staff</td> <td colspan="2">30</td> </tr> </tbody> </table>	Staff	Total number	Percentage	Staff	Total number	Percentage	Manager	3	10%	Technical personnel	1	3.3%	Q.C.	3	10%	Others	2	6.7%	Workers	21	70%	Total number of staff	30		
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Q.C.	3	10%	Others	2	6.7%																				
Workers	21	70%	Total number of staff	30																					
1.4 Factory ownership:	<input checked="" type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> Other																								
1.5 Does the factory have subsidiaries or affiliates?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A																								
1.6 If it does, factory name: Ownership: %                      Established date:																									
1.7 Are the factory premises owned?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A																								
1.8 Total area:	1000 m <sup>2</sup>																								
1.9 Roofed area:	1000 m <sup>2</sup>																								
1.10 Sales turnover for full previous year:	1,000,000RMB																								
1.11 Production Capability																									
<table border="1"> <thead> <tr> <th>Product</th> <th>History of production (year)</th> <th>History of export (year)</th> <th>Output per month (pieces)</th> </tr> </thead> <tbody> <tr> <td>Alcohol tester</td> <td>2007</td> <td>2004</td> <td>50,000</td> </tr> </tbody> </table>	Product	History of production (year)	History of export (year)	Output per month (pieces)	Alcohol tester	2007	2004	50,000																	
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Alcohol tester	2007	2004	50,000																						
1.12 Main countries or areas to export per year (if available)																									
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Alcohol tester	2%	2%	60%	30%	5%	1%																			
1.13 List main customers if available: BECO,TV WERBUNG																									
1.14 Technical capability of product's development <input type="checkbox"/> Develop and produce the products independently <input checked="" type="checkbox"/> Develop and produce the products jointly <input type="checkbox"/> Manufacture and process <input type="checkbox"/> Assemble																									
1.15 Audited or certificated by second or third party																									
<table border="1"> <thead> <tr> <th>Typology of audit / certificate</th> <th>Date &amp; period of validity</th> <th>Company name</th> </tr> </thead> <tbody> <tr> <td>N/A</td> <td>N/A</td> <td>N/A</td> </tr> </tbody> </table>	Typology of audit / certificate	Date & period of validity	Company name	N/A	N/A	N/A																			
Typology of audit / certificate	Date & period of validity	Company name																							
N/A	N/A	N/A																							
1.16 Credit & honor Copy the honor certificate, total 6 pages (if available).	<input type="checkbox"/> Level of bank credit <input checked="" type="checkbox"/> Level of taxpaying																								



Honors from other organization

1.17 Comments:N/A

## 2. Management

2.1 Does the factory set up the organization management system? Attach the organizational chart of the factory (if available):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.2 Does the division of quality control get enough right for its job and perform its obligation normally?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.3 Who is responsible for all matters pertaining to Quality?	Production supervisor
2.4 Can the knowledge, ability, experience and attitude of this responsible person meet the requirement of the work?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.5 Comments:N/A	

## 3. Purchase

3.1 Does the factory establish and implement an effective suppliers/ sub-contractors assessment procedure (which covers the acceptable criteria of supplier/ sub- contractor)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.2 Does the factory use the results of the assessments to determine acceptable/non acceptable sources?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.3 Does the factory keep the assessment report?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
3.4 Does the factory retain an updated list of approved suppliers/ sub-contractors?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
3.5 Are written instructions available for incoming material inspections /testing?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
3.6 Are raw materials inspection state clearly identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.7 Is inspection and testing result recorded and maintained?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
3.8 Are the control of raw material and release procedure appropriate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.9 Is non-conforming material adequately identified and controlled?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.10 Comment: <b>The factory did not keep the assessment report of suppliers and no material inspection report were keep.</b>	

## 4. Transportation and Storage

4.1 When carrying or transporting raw materials, semi-finished products, finished products and etc., does the factory use proper containers, tools or methods to confirm products not to damage during transportation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.2 Could warehouse capacity meet the requirement of goods storage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.3 Does the factory adopt a proper method when warehouse incapacity to decline the influence to production and products for short of warehouse capacity?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
4.4 Warehouse is clean or not? Bulks are piled up suitably or not? Using panels or shelves to store goods or not?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.5 Does the factory adopt suitable measures for stock goods not to suffer sunburning, leaking, mildewing or insects biting?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.6 Does the factory adopt a suitable way to identify stock goods to avoid confusion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.7 Does the factory have proper measures to supervise every client and every batch's hangtag and label to avoid confusion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.8 On-site check if the stock goods are in good condition or not?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.9 Does the factory set up accounting to manage stock goods?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.10 Does the factory adopt appropriate managing methods to insure goods "first in and first out"?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.11 Does the factory have appropriate managing methods to insure not to make mistakes on varieties and quantities during loading?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.12 Comments: <b>Different labels used on warehouse for different clients, and ERP system had been used.</b>	

## 5. Production System



5.1 Check the suitability of the production facility layout in connection with the actual production, whether it is reasonable and benefits the production or not?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.2 Check whether the factory can get steady and enough water, electric power and other resources to meet the requirement of production?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.3 Check whether the basic facility such as workshops, water supply and electric power supply is under good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.4 Does the factory have the electric power supply system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.5 Does the factory have the water supply system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.6 List the numbers of workshops and main working procedure.																
<table border="1"> <thead> <tr> <th>Name of workshops</th> <th>Total numbers</th> <th>Working procedure undertaken</th> </tr> </thead> <tbody> <tr> <td>Assembly</td> <td>1</td> <td>Welding, assemble</td> </tr> <tr> <td>Silk-printing</td> <td>1</td> <td>Silk-printing</td> </tr> <tr> <td>QC</td> <td>1</td> <td>Production quality checking</td> </tr> <tr> <td>Packing line</td> <td>1</td> <td>Packing</td> </tr> </tbody> </table>		Name of workshops	Total numbers	Working procedure undertaken	Assembly	1	Welding, assemble	Silk-printing	1	Silk-printing	QC	1	Production quality checking	Packing line	1	Packing
Name of workshops	Total numbers	Working procedure undertaken														
Assembly	1	Welding, assemble														
Silk-printing	1	Silk-printing														
QC	1	Production quality checking														
Packing line	1	Packing														
5.7 Check whether the production lines are kept clean and tidy.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A															
5.8 Check whether the installation of the structures, the arrangement of raw materials and semi-finished products are reasonable and in a proper order?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.9 Check whether the production flow is smooth?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.10 Check if the raw materials, semi-finished and finished products in workshops are carefully protected with a reasonable way?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A															
5.11 Check if there exist some pollutants like soot, dirt, acid mist and etc. around the factory; and do those pollutants affect the production and the quality of products?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A															
5.12 Check the arrangement of production plan, whether it is reasonable or not according to the requests of orders and production ability?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A															
5.13 Check whether the factory adopts a proper way to make on-the-spot workers understand the concrete requirements of orders and plans of production?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.14 Check whether the factory adopts a proper way to make relevant workers understand and correct information when orders are required to correct?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.15 Check whether the workers who are charge of production management can control the rate of production process and adjust the production plan according to the clients' requirements at the right time or not?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.16 Does the factory make operation instructions for key working procedures?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A															
5.17 Does the operation instructions correctly stipulate requirements for important operation parameter?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A															
5.18 Are related workstations present required operating instructions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.19 Do workers operate according to the requirements of operating instruction?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A															
5.20 Do workers operate correctly and meet the requirement of products without or no need of operating instructions?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A															
5.21 Does the factory make a planned training to let the workers get enough training?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A															
5.22 Does the factory explain especially the main points of every client's orders to related operators before operation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
7.23 Check how about the operators' skills. Are they skillful?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A															
5.24 Comments: Production lines were not tidy enough, raw-material put wrong zone,no clear production plan on production line,and no any operation instructions on production lines,no training plan.																

**6. Quality Control**

6.1 Does the factory adopt suitable methods to control the process of packing and quality of product to insure its conformity?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.2 Whether those Q.C in the factory are trained according to working requirements? And any training records preserve?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.3 Are those Q.C able to inspect and judge defects skillfully based on requirements? And can their skills meet the requirements of working?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.4 Does Q.C have good working attitude and deal with quality problems objectively?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.5 Do those used samples have been confirmed by client or appointed manager?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.6 Does the factory pursue proper identification on samples to distinguish different samples, reference samples and production samples?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.7 If samples need to be preserved, does the factory keep the samples in a reasonable period?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.8 Are stock place and circumstance of samples proper? Is the sample in good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.9 Does any written quality records or others form completely and accurately?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.10 Do those records have been kept during rational period and at suitable occasion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.11 Does the factory use proper methods to inspect and control the quality of products during production?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.12 List inspection points during production: function check, appearance check	
6.13 Inspection methods: 100% inspection; sampling inspection.	
6.14 Does the factory have written instructions for final inspections/tests?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
6.15 Does the factory have written instructions for how to use results from final inspections/tests to improve their processes?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
6.16 Comments: <b>no training records, no inspection instructions.</b>	

**7. Control of Non-conformity**

7.1 When finding non-conformity, does the factory identify and segregate immediately?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.2 Does the factory make any record when finding or dealing with non-conformity?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.3 Is that non-conformity re-inspected after reworking based on requirement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.4 When non-conformity found, does the factory analysis the reasons why non-conformity occur? And clear up the reasons, in order to insure the production not to be influenced in the future?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.5 When does the factory begin to analysis the reasons why non-conformity occurs?	<input checked="" type="checkbox"/> When few defects found in the production, the factory begin to find the reason and clear up. <input type="checkbox"/> When lots of defects found in the production, the factory begin to find the reason and clear up. <input type="checkbox"/> When lots of defects found after final inspection, the factory begin to find the reason and clear up.
7.6 Does any statistics be done for the rate of non-conformity?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.7 Comments: <b>record of dealing with non-conformity was in-completely.</b>	

**8. Traceability**

8.1 Are all final inspection records traceable to a shipment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.2 Are shipments traceable to manufactured lot?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.3 Are claims always traceable to raw materials and production time/batch?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.4 Comments:N/A	

### 9. Preventative Maintenance

9.1 Main equipments: air compressor machine, high frequency plastic welding machine for PVC products, DC power supplier, GUTH tester, two channel digital real-time oscilloscope, multimeter, welding gun.	
9.2 Does the factory have an established preventive maintenance program?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
9.3 Does the factory follow up machine availability in their manufacturing?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
9.4 Comments: <b>no established preventive maintenance program.</b>	

### 10. Gauge & Measuring Equipment Control

10.1 Does the factory apply a calibration system for their measuring equipments?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
10.2 Does the factory have an environmentally controlled facility for calibration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
10.3 Does the factory use an accredited institute to calibrate their reference equipment?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
10.4 Comments: <b>the factory did not apply a calibration system for their measuring equipments, without an environmentally controlled facility for calibration, without an accredited institute to calibrate their reference equipment.</b>	

### 11. Health & Safety

11.1 Does the factory have a Health & Safety policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.2 Is the factory compliant with all local relevant Health & Safety legislation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.3 Is adequate personal protective equipment provided for the workers who work in hazardous operation e.g. spray painting?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.4 Has Health & Safety training (including the correct usage of PPE) been conducted on a regular basis for all the employees?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
11.5 Are fire exits sufficient for production floors and dormitory and comply with local regulations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.6 Comments: <b>some employees did not know basic Health &amp; Safety knowledge completely.</b>	

### 12. Workers rights, Human rights and Environment

12.1 Has child labor at the factory or at the sub-suppliers?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
12.2 Does the factory employ or accept any forced or bonded labor, prisoners or illegal workers?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
12.3 If the factory have an union at the premises?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
12.4 Which is the normal working time at the premises? With overtime included?	7:45-11:45 13:45-15:45 Overtime according to order required.
12.5 What is the minimum salary according to law? What is the minimum salary the factory pay?	RMB 2030 yuan/month. RMB 2030 yuan/month.
12.6 Are workers subject to any form of discrimination or harassment due to race, ethnicity, sexual orientation, gender, religion, political or nationality?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
12.7 Does the factory have a written environmental policy?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
12.8 Does the factory comply with national / local environmental legislation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
12.9 Comments: <b>no written environmental policy. Some worker without social insurance.</b>	



**13. Customer Satisfaction**

13.1 Does the factory have a written routine to follow up customer satisfaction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
13.2 Does the factory have an action plan connected to this routine?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
13.3 Does the factory have statistical follow-up of claims?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
13.4 Comments:N/A			

**14. Follow Up and Suggestions**

14.1	The factory should keep the assessment report of suppliers and no material inspection report were keep.
14.2	Warehouse should be tidy, for example, the electronic material were put next to the window, this is not correct.
14.3	The factory should change the broken glass of window at warehouse.
14.4	Hand forklift should be put in right position.
14.5	Production lines should be tidy raw-material should be put in right zone according to the label, and the electronic material can't be put next to the window.
14.6	Establish clear production plan on production line.
14.7	Establish operation instructions on production lines.
14.8	Establish training plan for workers.
14.9	Establish QC training plan and QC inspection instructions.
14.10	Complete full records of dealing with non-conformity.
14.11	Established preventive maintenance program.
14.12	Establish a calibration system for their measuring equipments.
14.13	Establish an environmentally controlled facility for calibration.
14.14	Establish an accredited institute to calibrate their reference equipment.
14.15	Perform complete Health & Safety knowledge for workers.
14.16	Add eyes-cleaning facility.
14.17	Complete written environmental policy.
14.18	Sure all worker have social insurance.
14.19	Overtime out of requirement.
14.20	Building power supply maintenance system.
14.21	Add backup power supply system.

\* \* \* \* \*

**END**

Photo Attached