

Monitored Party <b>Dongguan Yacai Cosmetics Co.,Ltd.</b>	amfori ID <b>156-030776-000</b>	Address <b>东莞市清溪镇葵清路45号3号楼301室 Room301 , Building3 , No.45 Kuiqing Road , Qingxi Town , Dongguan City Guangdong, Dongguan, Guangdong Sheng, China</b>
Monitoring Activity <b>amfori Social Audit - Manufacturing</b>	Monitoring Type <b>Full Monitoring</b>	Monitoring Partner <b>QIMA Limited</b>
Monitoring Start Date <b>29/03/2024</b>	Closing Meeting Finished Date <b>30/03/2024</b>	Submission Date <b>30/03/2024</b>
Expiration Date <b>30/03/2025</b>	Announcement Type <b>Fully Announced</b>	
Site <b>Dongguan Yacai Cosmetics Co.,Ltd.</b>	Site amfori ID <b>156-030776-001</b>	

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## OVERALL RATING



## SECTION RATING

PA1: Social Management System	<b>D</b>	
PA 2: Workers Involvement and Protection	<b>A</b>	
PA 3: The Rights of Freedom of Association and Collective Bargaining	<b>A</b>	
PA 4: No Discrimination, Violence or Harassment	<b>A</b>	
PA 5: Fair Remuneration	<b>B</b>	

PA 6: Decent Working Hours	<b>D</b>	
PA 7: Occupational Health and Safety	<b>A</b>	
PA 8: No Child Labour	<b>A</b>	
PA 9: Special Protection for Young Workers	<b>A</b>	
PA 10: No Precarious Employment	<b>A</b>	
PA 11: No Bonded, Forced Labour or Human Trafficking	<b>A</b>	
PA 12: Protection of the Environment	<b>A</b>	
PA 13: Ethical Business Behaviour	<b>A</b>	

## GENERAL DESCRIPTION

Name of lead auditor: Neal Mo; APSCA membership number: CSCA21700750

Monitoring partner name: QIMA LIMITED, APSCA Membership Number: 11600049

Audit schedule details: The audit is planned for 1 auditor x 1.5 days (including 1 day for onsite audit and 0.5 day for report writing).

Audit type: Announced full audit

### Business partner information:

The audited company of Dongguan Yacai Cosmetics Co.,Ltd. (东莞市雅彩化妆用具有限公司) is registered at Room301, Building3, No.45 Kuiqing Road, Qingxi Town, Dongguan City, Guangdong Province, China (中国广东省东莞市清溪镇葵青路45号3栋301室). The company was established on July 17, 2015. The business license number is 91441900345543836P. The productive operation was injection, silk-printing, assembly and packing. The main products were cosmetic products.

### Audited location information:

Within the premises, the audited factory occupied the 3rd to the 5th floors of one 5-storey production building. The other floors were occupied by another factory per onsite observation. No dormitory or canteen was available. The total construction area was about 4000 square meters. The audited factory rented the production site.

### Operating shifts and hours:

Timecard records from March 2023 to the audit day were provided for review and those months of July 2023, October 2023 and February 2024 were selected as samples. There was not any peak season in the factory.

There was 1 shift in the factory: 8:00-12:00, 13:30-17:30. 2 hours of weekday overtime per day and 8 hours of rest day overtime per week were conducted. No statutory holiday overtime was conducted. Reasonable rest breaks and the 7th day of rest were guaranteed and maximum consecutive worker days were 6. The maximum daily working time was 10 hours (8 hours regular+2 hours overtime) per day and maximum weekly working time was 58 hours (40 hours regular time + 18 hours overtime). The maximum monthly overtime working hours were 70 hours.

### Time recording system:

Workers use fingerprint scan system to record their working hour information.

### Salary payment details:

Payroll records from March 2023 to February 2024 were provided for review and those months of July 2023, October 2023 and February 2024 were selected as samples.

Workers were paid by hourly rate. Wages were issued at the 25th day of each month by cash. The minimum wage to workers was guaranteed. The lowest basic wages paid for workers were RMB1950 per month (RMB11.21 per hour), which was equal to local minimum wage. The overtime was paid by 150% and 200% of normal rate for weekday and rest day overtime, respectively. No mandatory holiday overtime was conducted. No illegal deduction was made. Social insurance was provided to partial workers.

### Worker number information:

- Total worker number: 49
- Production worker number: 34, including 10 males and 24 females.
- Non-production worker number: 15, including 9 males and 6 females.

### Worker organization details:

There is not any worker union but a worker representative in the factory.

### Summary of findings:

PA1: The overall observation showed that the auditee partially fulfilled the requirements of this performance area. The factory did not assess capacity properly.

PA2: The overall observation showed that the auditee partially fulfilled the requirements of this performance area.

Satisfaction survey for the grievance mechanism was not conducted.

PA5: The overall observation showed that the auditee partially fulfilled the requirements of this performance area. No living wage assessment was conducted. Partial workers were not covered with social insurance.

PA6: The overall observation showed that the auditee partially fulfilled the requirements of this performance area. Excessive monthly overtime happened.

PA7: The overall observation showed that the auditee partially fulfilled the requirements of this performance area. Non-compliance was detected on occupational health check, PPE use, chemical safety and machinery safety.

Living wage calculation:

The factory did not conduct assessment on local decent living wage standard.

Remark:

1. There was a personal data protection law in China, so the auditor had desensitized the uploaded attachment.
2. Below documents or photos were not uploaded because:
  - 1). There are no contractors used by the auditee, which makes the contractor license/permit not applicable.
  - 2). There are no agencies used by the auditee, which makes the agency labour contract not applicable.
  - 3). There are no collective bargaining agreements set by the auditee, which makes the collective bargaining agreements not applicable.
  - 4). There is no documented valid authorization to make exemptions on working hours by the auditee, which makes the documented valid authorization to make exemptions on working hours not applicable.
  - 5) No dormitory or canteen was available.
3. The factory rented the site, so the name on the fire license and construction approval was that of the landlord.

## SITE DETAILS

Site	Site amfori ID
<b>Dongguan Yacai Cosmetics Co.,Ltd.</b>	<b>156-030776-001</b>

### GICS Classification

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Sector	Industry Group	Industry
<b>Consumer Staples</b>	<b>Household &amp; Personal Products</b>	<b>Personal Products</b>

Sub Industry  
**Personal 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	49	Workers
Legal minimum wage in local currency	1,900	Monthly
Lowest wage paid for regular work at the site	1,950	Monthly
Calculated living wage in local currency	2,579.5	Monthly
Total sample	6	Workers

## Other Metrics

Male workers	19	Workers
Female workers	30	Workers
Non-binary workers	0	Workers
Permanent workers - Male	19	Workers
Permanent workers - Female	30	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	2	Workers
Management - Female	1	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	0	Workers
Workers with night shift - Female	0	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	19	Workers
Domestic migrant workers - Female	29	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	19	Workers
Workers hired directly - Female	30	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	0	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	4	Workers
Sample - Female	2	Workers
Sample - Non-binary	0	Workers

## FINDINGS



### PA1: Social Management System

Site: Dongguan Yacai Cosmetics Co.,Ltd. | Site amfori ID: 156-030776-001

**Question:** 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
Based on interview statement, document review and onsite observation, the factory had established the BSCI procedures and the social compliance performance was monitored through internal audits regularly. However, there were still non-conformities detected on social compliance in some performance areas as below. Continuous improvement was needed. The factory agreed with the finding.	根据访谈信息、文件查阅、现场观察，工厂建立了BSCI体系，通过内部审核对社会责任情况进行了监控，但是在部分执行领域仍然存在有不符合项，工厂需要进行持续的改善。工厂同意此发现点。

**Question:** 1.4 Is there satisfactory evidence that the auditee's workforce capacity is properly organised to meet the expectations of the delivery order and/or contracts?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
Based on interview statement, document review and onsite observation, the factory did not conduct any capacity assessment for more appropriate production arrangement. Excessive monthly overtime occurred constantly in the sampled months too. The factory agreed with the finding.	根据访谈信息、文件查阅、现场观察，工厂没有进行生产方面的产能评估，抽样月份也存在持续性的月加班超时的情况。工厂同意此发现点。



### PA 2: Workers Involvement and Protection

Site: Dongguan Yacai Cosmetics Co.,Ltd. | Site amfori ID: 156-030776-001

**Question:** 2.5 Is there satisfactory evidence that the auditee has established, or participates in, an effective operational-level grievance mechanism for individuals and communities?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
Based on interview statement, document review and onsite observation, the factory had established the grievance mechanism for workers. However, no regular satisfaction survey was conducted for the	根据访谈信息、文件查阅、现场观察，工厂建立了申诉机制，但工厂没有对申诉机制进行过满意度调查。工厂同意此发现点。



### Finding

grievance mechanism. The factory agreed with the finding.

## PA 5: Fair Remuneration

Site: Dongguan Yacai Cosmetics Co.,Ltd. | Site amfori ID: 156-030776-001

**Question:** 5.4 Is there satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living?

### ENGLISH

### LOCAL LANGUAGE

### Finding

Based on interview statement and document review, the actual paid wages had met local decent living wage standard, but the factory did not conduct the assessment of local decent living wage standard. The factory agreed with the finding.

根据访谈信息、文件查阅，工厂实际支付的工资达到了当地的体面生活工资标准，但是工厂没有对当地体面生活工资标准进行过评估。工厂同意此发现点。

**Question:** 5.5 Is there satisfactory evidence that the auditee provides workers with the social benefits that are legally granted without negative impact on their pay, level of seniority, position, or promotion prospects?

### ENGLISH

### LOCAL LANGUAGE

### Finding

Based on interview statement and document review, the social insurance receipts from January 2024 to March 2024 were sampled to verify. 48 workers were eligible to join social insurance and 1 worker reached retirement age. 52.1% (25/48) eligible workers were covered with retirement insurance, unemployment insurance, medical insurance, maternity insurance and work-related injury insurance. Per interview, the workers did not join social insurance mainly because they did not want to pay their social insurance fees or had joined other insurance scheme. The factory provided one commercial accident insurance for all workers, which was valid from April 3, 2023 to April 2, 2024. The factory agreed with the finding. (PRC Law on Social Insurance, Article 2&4)

根据访谈信息、文件查阅，对2024年1月至2024年3月的社保发票进行了抽样查验。48名员工符合参保条件，1名员工达到了退休年龄。其中52.1% (25/48) 符合参保条件的员工参加了养老、失业、医疗、生育、工伤保险。根据访谈了解，员工没有参加社保主要是不想支付社保费用或已参加别的保险项目。工厂提供了一份商业意外保险给所有员工，保险有效期从2023年4月3日到2024年4月2日。工厂同意此发现点。（《中华人民共和国社会保险法》第2条、第4条）

## PA 6: Decent Working Hours

Site: Dongguan Yacai Cosmetics Co.,Ltd. | Site amfori ID: 156-030776-001

**Question:** 6.2 CRUCIAL: Is there satisfactory evidence that the auditee request of overtime is in line with the requirements of the amfori BSCI Code of Conduct?

**ENGLISH**

**LOCAL LANGUAGE**

**Finding**

Based on interview statement and document review, it was noted that all 6 sampled workers' monthly overtime working hours had exceeded the legal limit of 36 hours in sampled months of July 2023 and October 2023. The maximum monthly overtime reached 56 and 70 hours in July 2023 and October 2023, respectively. The factory agreed with the finding. (PRC Labor Law article 41)

根据访谈信息、文件查阅，所有抽样员工在2023年7月、2023年10月的月加班时间超过了法律规定的36小时，最长加班时间分别达到了56、70小时。工厂同意此发现点。（《中华人民共和国劳动法》第41条）

**PA 7: Occupational Health and Safety**

Site: Dongguan Yacai Cosmetics Co.,Ltd. | Site amfori ID: 156-030776-001

**Question:** 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?

**ENGLISH**

**LOCAL LANGUAGE**

**Finding**

1. Based on management interview, document review and onsite observation, the factory had followed partial occupational health and safety requirements. However, continuous improvement was needed because findings were still detected in this performance area. The factory agreed with the finding.  
2. Based on management interview, document review and onsite observation, the factory did not provide regular occupational health check for a worker in silk-printing section with chemical hazard. The factory agreed with the finding. (PRC Occupational Disease Prevention Law article 35)

1. 根据访谈信息、文件查阅、现场观察，工厂部分遵守了职业健康安全的要求，由于在此执行领域仍然有发现点，工厂需要进行持续的改善。工厂同意此发现点。  
2. 根据访谈信息、文件查阅、现场观察，工厂没有提供定期的职业健康体检给1名在存在化学品危害的丝印车间工作的员工。工厂同意此发现点。（《中华人民共和国职业病防治法》第35条）

**Question:** 7.6 Is there satisfactory evidence that the auditee enforces the use of PPE to provide protection to workers alongside other controls and safety systems?

**ENGLISH**

**LOCAL LANGUAGE**

**Finding**

Based on onsite observation, the mask provided for the silk-printing worker was a disposable medical mask but not a chemical-proof mask. The factory agreed with the finding. (PRC Safety Manufacturing

根据现场观察，工厂提供给丝印车间员工的是一次性医用口罩而非防化学品口罩。工厂同意此发现点。（《中华人民共和国安全生产法》第45条）

Finding	
Law article 42)	

**Question:** 7.7 Is there satisfactory evidence that the auditee implements engineering and administrative control measures to avoid or minimise the release of hazardous substances into the work environment, keeping the level of exposure below internationally established or recognised limits?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
Based on onsite observation, most chemicals were stored in secondary containment in chemical warehouse, but three were still not stored in secondary containment. The factory agreed with the finding. (Regulation for Safety of Dangerous Chemical, Article 20)	根据现场观察，化学品仓大部分化学品存放在二次容器内，但是仍然有3桶化学品没有存放在二次容器中。工厂同意此发现点。（《危险化学品安全管理条例》第20条）

**Question:** 7.17 Is there satisfactory evidence that the auditee ensures adequate safeguards for any machine part, function, or process which may cause injury to workers?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
Based on onsite observation, one ladder of around 1.3 meters high was not equipped with handrails in injection section. The factory agreed with the finding. (Safety of machinery - Permanent means of access to machines and industrial plants - Part 3: Stairways, stepladders and guard – rails GB17888.3 -2020, Article 7.1)	根据现场观察，注塑车间有一个高约1.3米的梯子没有安装扶手。工厂同意此发现点。（《机械安全接近机械的固定设施第3部分：楼梯、阶梯和护栏》第7.1条）