
Auditee :	Gardenia Wears Limited
Audit Date From :	03/04/2017
Audit Date To :	04/04/2017
Expiry Date of the Audit :	Please refer to the producer profile in the BSCI platform
Auditing Company :	ALGI
Auditor's Name(s) :	Md Ataur Rahman(Lead), Shampa Saha
Auditing Branch (if applicable) :	ALGI Bangladesh



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Rating Definitions



Rating	A combination of ratings per performance area where:	Consequence																																													
<p>A OUTSTANDING</p>	<p>o Minimum 7 performance area rated A o No Performance area rated C, D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
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<p>B GOOD</p>	<p>o Maximum 3 performance area rated C o No performance area rated D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	B	B	A	A	A	A	A	A	B	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	B	C	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
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<p>C ACCEPTABLE</p>	<p>o Maximum 2 performance areas rated D o No performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	D	C	C	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
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<p>D INSUFFICIENT</p>	<p>o Maximum 6 performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	E	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
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<p>E UNACCEPTABLE</p>	<p>o Minimum 7 performance areas rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners</p>
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E	E	E	E	E	E	E	E	E	E	E	E	E	E	E																																	
<p>Zero Tolerance</p>	<p>A Zero Tolerance issue was identified (see Annex 5)</p>	<p>Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.</p>																																													

Producer : Gardenia Wears Limited

DBID : 367553 and Audit Id : 76958

Audit Date : 03/04/2017

Audit Type : Full Audit

Main Auditee Information

Name of producer :	Gardenia Wears Limited		
DBID number :	367553		
Audit ID :	76958		
Address :	Sitpara, Bormi, Sreepur, Gazipur District		
Province :	Dhaka	Country :	Bangladesh
Management Representative :	Delwar Hossain (Manager- HR & Compliance)		
Contact person:	Khaled Saif Ullah Khan	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Apparel
Product Type :	Woven Garments		

Audit Details



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No	
Audit extent (if applicable) :	Limited scope (one production unit)	
Audit interferences or contingencies (if applicable) :	none	
Overall rating :	C	
Need of follow-up :	Yes	If YES, by : 04/04/2018

Rating per Performance Area (PA)

PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
D	B	A	A	A	D	B	A	A	B	A	B	A

Executive summary of audit report

Gardenia Wears Limited is located at Sitpara, Bormi, Sreepur, Gazipur, Dhaka, Bangladesh. Total land area occupied by this facility is 258,240 square feet where built area is about 33,356 square feet and floor area is about 92,500 square feet.

The factory has started its operation in the current location in the year of August, 2016 and specialized in woven garments. Main production processes includes cutting, sewing, finishing and packing. Based on management interview, their major clients are from Europe and North America. On the audit day, there were total 792 employees in the factory of which 659 employees were production workers.

Opening meeting: ALGI Bangladesh team conducted this full audit at Gardenia Wears Limited. The assessment team reached the facility at morning time and was greeted by Md. Delwar Hossain (Manager- HR & Compliance) and escorted the assessment team to the conference hall where an opening meeting was conducted. After exchange of business cards and formal introduction, the assessment team explained the purpose of their visit and conducted the opening meeting with Md. Delwar Hossain (Manager- HR & Compliance), Khaled Saif Ullah Khan (Executive Director), S.M Faruk Ahmed (General Manager), Mahafuj Alam (Executive- HR & Compliance), Sunia Akter shikha (Welfare Officer) and Mousomi Akter (Workers Representative) to determine the audit agenda.

The assessment team explained the scope and objectives of the audit and complete processes involved in the audit including facility tour, document review and confidential employee interview. Further, the assessment team took permission to take pictures and conducting confidential workers interviews. The auditee allowed the assessment team to conduct a thorough audit including facility tour, document review and confidential interview and assured full cooperation throughout the audit. The assessment team explained and presented ALGI's Gifts and Gratuity letter to the facility management Md. Delwar Hossain (Manager- HR & Compliance) who agreed and signed the same.

Facility Overview: The facility consists of two buildings and four shed. Buildings and shed description are as below:

Building- 01 (3 storied):

Ground Floor is occupied by cutting section, finishing section, sample section, CAD room, accessories store, packing area, inspection room and spot removing room.

1st Floor is occupied by sewing section and office.

2nd Floor is under construction.

Building- 02 (1 storied):

Ground Floor is occupied by security check point.

Shed 1- is occupied by ware house.

Shed 2- is occupied by boiler and generator room.

Shed 3- is occupied by dining, canteen, medical room and child care room.

Shed 4- is occupied by wastage area.

Work Schedule: Based on documents review, management and workers interview, wages are paid monthly in cash within seven working days of the following month. The regular working hours are from 8:00 AM to 5:00 PM with one hour of lunch break in 2 batches from 12:45 PM to 1:45 PM and 1:15 PM to 2:15 PM. Security section runs in three shifts: Shift A: 6:00 AM to 2:00 PM, Shift B: 2:00 PM to 10:00 PM & Shift C: 10:00 PM to 6:00 AM. Normal working days are from Saturday to Thursday.

Documents Review: During the current audit, payroll and attendance records from August 2016 to March 2017 has provided to review. The facility calculate the month from 25th to next month 26th. The auditor selected 30 samples March 2017 (recent month), 30 samples from November 2016 (random month) and 30 samples from December 2016 (random month) for review.

Closing Meeting: At the end of all the audit processes, a closing meeting was conducted by the assessment team at 6:00 pm in the presence of Md. Delwar Hossain (Manager- HR & Compliance), Khaled Saif Ullah Khan (Executive Director), S.M Faruk Ahmed (General Manager), Mahafuj Alam (Executive- HR &

Compliance), Sunia Akter shikha (Welfare Officer) and Mousomi Akter (Workers Representative). First of all, the assessment team thanked the facility management for spending their valuable time towards the audit and their cooperation throughout the audit process. Later the assessment team explained in detail the observations that come across during the audit process. The facility management was receptive to the observations and assured to take the necessary steps to correct the same at the earliest. Khaled Saif Ullah Khan (Executive Director) and Mousomi Akter (Workers Representative) agreed and signed the summary of findings.

Ratings Summary



Auditee's background information			
Auditee's name :	Gardenia Wears Limited	Legal status :	Private Limited Company
Local Name :	None	Year in which the auditee was founded :	2016
Address :	Sitpara, Bormi, Sreepur,	Contact person (please select) :	Khaled Saif Ullah Khan
Province :	Dhaka	Contact's Email :	dipu2.bd@gmail.com
City :	Gazipur District	Auditee's official language(s) for written communications :	Bangla
Region :	South Asia	Other relevant languages for the auditee :	English
Country :	Bangladesh	Website of auditee (if applicable) :	None
GPS coordinates :	None	Total turnover (in Euros) :	3565149.04
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :	None	Production volume :	125,000 pieces per month
Product Group :	Apparel	Production cost calculation :	Yes
If other, please specify :	None	Lost time injury calculation cost :	No
Product Type :	Woven Garments		

Auditee's employment structure at the time of the audit			
Total number of workers :	792	Total number of workers in the production unit to be monitored (if applicable) :	0
	MALE WORKERS	FEMALE WORKERS	
Permanent workers	317	475	
Temporary workers	0	0	
In management positions	15	5	
Apprentices	0	0	
On probation	0	0	
With disabilities	1	0	
Migrants (national citizens)	0	0	
Migrants (foreign citizens)	0	0	
Workers on the permanent payroll	317	475	
Production based workers	0	0	
With shifts at night	9	0	
Unionised	0	0	
Pregnant	-	0	
On maternity leave	-	0	

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: D

Deadline date:31/03/2018

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

The overall observation shows that the factory has set a partial system to implement & monitor the social management system, appointed a Senior Management Representative to implement and maintain company's Social Management system. Factory also has a system to select business partners as per their company policy. Further, the factory has a proper production plan for implementing monthly/daily basis. However, some problem identified in 1.1, 1.3 & 1.4

সামগ্রিক পর্যবেক্ষণ দেখা যায় যে, কারখানায় সামাজিক কর্মক্ষমতা নিরীক্ষণ একটি আংশিক সিস্টেম আছে, বিএসসিআই নিয়ম ও প্রবিধান অনুযায়ী কোম্পানির সামাজিক ম্যানেজমেন্ট সিস্টেম বজায় রাখার জন্য একজন সিনিয়র ব্যবস্থাপনা প্রতিনিধি নিযুক্ত করেছেন। কারখানার এছাড়াও ব্যবসায়িক অংশীদার নির্বাচন করার সিস্টেম আছে।

1.1 - Though the factory has a management system in place, but they did not show full commitment towards integrating the BSCI Code into business culture, understand the content of the BSCI Code and Terms of Implementation for business partners to be involved in the BSCI monitoring process, understand the need to develop the internal procedures to integrate the BSCI Code into day-to-day business practices.

যদিও কতৃপক্ষ কারখানাতে একটি সঠিক ও কার্যমোগত ব্যবসায়িক সংস্কৃতি উন্নত করার চেষ্টা করছে কিন্তু তা কারখানার ব্যবসায়িক সংস্কৃতির মধ্যে বিএসসিআই কোড এর প্রতি পূর্ণ অঙ্গীকার প্রদর্শন করা হয়নি।

1.3 - The factory did not have proper structured system to select its subcontractor & Suppliers, did not train related staff those who will enforce BSCI requirements to suppliers and subcontractors and did not monitor their social performance as per BSCI requirements.

বিএসসিআই এর চাহিদা অনুযায়ী সাব কন্ট্রাকটরের ও সরবরাহকারীর সামাজিক কর্মকাণ্ডগুলো নিরীক্ষণ করে না।

1.4 - The production capacity planning provided by the auditee was not proper since production planning was based on 10 hours instead of 8 hours. Moreover, no contingency plan has been developed in case something slows down or interrupts production.

যদিও কারখানায় একটি উৎপাদন ও খরচ হিসাব পরিকল্পনা রয়েছে, এটি সঠিকভাবে বাস্তবসম্মত নয়।

Remarks from Auditee:

None

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: B

Deadline date:31/03/2018

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

The overall observation shows that the factory has formed different committees among the workers representatives and management staff including Welfare Committee and Grievance Handling Committee. Management system shows that they are trying to make a bridge between workers and management on labor practices, monitoring factory work place conditions, grievance mechanism etc.

সামগ্রিক পর্যবেক্ষণ দেখা যায় যে, কারখানা শ্রমিক প্রতিনিধি, অংশগ্রহণ কমিটি, কল্যাণ কমিটি, নিরাপত্তা কমিটি ও শ্রমিক অংশগ্রহণকারী কমিটি সহ ব্যবস্থাপনা কর্মীদের মধ্যে বিভিন্ন কমিটি গঠন করা হয়।

2.1 - The factory has formed a Participation Committee among the workers and management representative through fare election processes among the workers. But PC members were not properly aware about the PC activities and its roles & responsibilities in the premises.

কারখানায় নির্বাচনের মাধ্যমে শ্রমিক পার্টিসিপেশন কমিটি- পিসি গঠন করা হয়, পিসি সদস্যগণ পিসি ভূমিকা ও তাদের দায়-দায়িত্ব সম্পর্কে অবগত নয়

2.5 - Workers are not well aware about the grievance resolution process & the process of appealing against any disciplinary action. Also there was no practice of regular survey on the grievance procedure.

অভিযোগ সমাধান প্রক্রিয়া এবং কোনো শাস্তিমূলক ব্যবস্থার বিরুদ্ধে আবেদন প্রক্রিয়া সম্পর্কে ভাল সচেতন নয়। তাছাড়া অভিযোগ পদ্ধতির উপর নিয়মিত জরিপের কোন অনুশীলন নাই।

Remarks from Auditee:

None

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The overall observations shows that the factory has established a complete FOA policy and procedures in place to ensure workers right to associate & organize collectively. Evidence also shows that the factory has formed a formal 'Workers Committee' parallel means of worker association. As per they told workers are free to form the association as per law and are free to bargain. 3.3 was marked as N/A as no worker was found who is directly involved with any trade union. সামগ্রিক পর্যবেক্ষণ দেখা যায় যে, কারখানায় শ্রমিকদের মেলেশো ও সম্মিলিতভাবে সংগঠিত করার জন্য একটি সম্পূর্ণ FOA নীতি ও পদ্ধতি প্রতিষ্ঠিত হয়েছে। একথাও জানা যায় যে, কারখানায় 'ওয়ার্কার্স কমিটি' নিয়মমাফিক গঠন করা হয়েছে।	
Remarks from Auditee:	
Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The overall observation shows that the factory has formed and practices a non-discrimination policy and procedures in place. During closed door interview, none of the workers complained of any form of discrimination. All workers are treated equally in the factory. সামগ্রিক পর্যবেক্ষণ দেখা যায় যে, কারখানায় বৈষম্যহীনতা নীতি ও পদ্ধতি আছে। রুদ্ধহারা সাময়িকভাবে শ্রমিকদের কেউ বৈষম্যের কোনো অভিযোগ করেনি। সকল শ্রমিকদের কারখানায় সমানভাবে গণ্য করা হয়।	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A	Deadline date:31/03/2018
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The overall observations shows that the factory has ensure and pay all kinds remuneration to the workers as per law. All workers were provided with written and understandable information about their employment conditions with respect to wages before they enter employment and about the particulars of their wages for each pay period. The factory pays the wages within 7 working days of the following month. Moreover, the overall compliance level of the factory was found complete and consistent except one deviation was noted on living wages issue. However, some problem identified in 5.4 সামগ্রিক পর্যবেক্ষণ দেখা যে, কারখানা আইন অনুযায়ী শ্রমিকদের পারিশ্রমিক পরিশোধ করেছে। সকল শ্রমিকদের তাদের কর্মসংস্থানের অবস্থা সম্পর্কে লিখিত ও বোধগম্য তথ্য প্রদান করা হয়েছে। কারখানা চলতি মাসের ৭ কার্যদিবসের মধ্যে মজুরি প্রদান করে। কারখানা জীবন ধারণের মজুরী প্রদানের কোন উদ্যোগ নেয় নাই। 5.4 - The factory management did not take initiative to achieve living wages through they are ensuring minimum wage as per law. Noted that living wages of the region is BDT 11,220 (approx) and minimum wages for the industry is BDT 5300. কারখানার অঞ্চলের জন্য জীবন ধারণের মজুরি কারখানা ব্যবস্থাপক দ্বারা নির্ণিত না এবং ন্যূনতম মজুরি ও জীবন ধারণের মজুরির মধ্যে পার্থক্য কমানো নিয়ে কোন উদ্যোগ নেই।	
Remarks from Auditee: None	

Performance Area 6 : Decent Working Hours

Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: D

Deadline date:31/03/2018

GOOD PRACTICES:

Nil

AREAS OF IMPROVEMENT:

The overall observation shows that the factory has a working hour policy posted in all prominent places in the premises. As per records provided by the factory, the factory uses manual system to track the workers daily in and out time.

সামগ্রিক পর্যালোচনা দেখা যায় যে, কারখানা একটি কাজের ঘন্টা নীতি চহরে সব স্থানে পোস্ট করেছে। কারখানা ইন এবং আউট সময় নিরদারণের জন্য ম্যানুয়াল সিস্টেম ব্যবহার করে।

- 6.2 -** Although the factory has a production planning in place based on working hour, but it was found not properly realistic and achievable basing on their working hours scheduling for workers. They are planning considering 9/10 hours as working hours in a day instead of considering 8 hours, if the factory plans to produce product considering 9/10 hours then workers has to do mandatory overtime.

যদিও কারখানার একটি উৎপাদন পরিকল্পনা আছে, কিন্তু এটা বাস্তবসম্মত না। এমনকি, কারখানার বর্তমান উৎপাদন পরিকল্পনা ৮ ঘন্টার পরিবর্তে ৯/১০ ঘন্টার উপর নির্ভর করে যা, শ্রমিকদের সাধারণ ৮ ঘন্টার সাথে অতিরিক্ত কাজ করতে হয়।

- 6.4 -** Three months (March 2017, December 2016 and November 2016) working hours and payroll records has been checked among previous 8 months records and found workers were required to work on weekly off days. In the month of March 2017, workers were required to work on 3 weekly holidays of 3/3/2017, 10/3/2017 & 24/3/2017 where workers got replacement leave for the work on 24/3/2017 in the next day on 25/3/2017, and for rest two days (weekly holidays work) were compensated as over time hours, but workers did not get replacement leave for those days.

শ্রমিকদের সাপ্তাহিক ছুটি দিনে কাজ করান হয়।

Remarks from Auditee:

None

Performance Area 7 : Occupational Health and Safety

Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: B Deadline date:31/03/2018

GOOD PRACTICES:
Nil

AREAS OF IMPROVEMENT:

The overall observation shows that the factory has established a complete 'health & safety' policy & procedures. The production floor was quite clean. Evacuation maps were available in all areas. Sufficient drinking water was available in the production floors. Fire extinguishers were also properly charged and ready for use. However, the overall health & safety condition of the factory was found to be good.

সামগ্রিক পর্যবেক্ষণ দেখায় যে কারখানা একটি সম্পূর্ণ স্বাস্থ্য ও নিরাপত্তা নীতি ও পদ্ধতি প্রতিষ্ঠা করেছে। উৎপাদন স্থান বেশ পরিষ্কার ছিল। উদ্ভাসন পরিকল্পনা সব অঞ্চলে পাওয়া যায়। পানীয় জল উৎপাদন মেঝেতে ছিল। অগ্নি নির্বাপক যন্ত্র সঠিকভাবে চার্জ এবং ব্যবহারের জন্য প্রস্তুত করা ছিল। কারখানার সামগ্রিক স্বাস্থ্য ও নিরাপত্তা শর্ত ভাল পাওয়া গেছে।

7.1 - It was noted that there are some lacking on Health and Safety system observed applicable in occupational health and safety regulations in factory activities. Thus relevant issues are noted in each improvement areas.

কারখানার নিরাপত্তা বিষির কার্যক্রমের মধ্যে কিছু সফট পরিলক্ষিত হয়।

7.3 - Company has kept sickness related record in register but risk assessment on transmittable and non-transmittable diseases was found not proper and workers were not well aware regarding this risk assessment.

কোম্পানির অসুস্থতা সম্পর্কিত রেকর্ড রেজিস্টার এ রাখা হয়েছে কিন্তু ষ্ট্রোকে এবং অ-ষ্ট্রোকে রোগ এর ঝুঁকি মূল্যায়ন সঠিক পাওয়া যায়নি এবং শ্রমিকরা এই সম্পর্কে ভালোভাবে অবগত নয়।

7.7 - No secondary container and material safety data sheets were available for machine oil container which kept in the maintenance room on ground floor.

ভেলের কনটেইনারের সাথে মাধ্যমিক ধারক এবং এম এস ডি এস ছিলনা।

7.9 - Potential hazards of the factory are not identified and no initiative has taken to identify.

কারখানা সম্ভাব্য হাজার্ড চিহ্নিত করেনা।

7.13 - a) 1 out of 2 electricians of the factory did not have any competency certificate (ABC certificate) from the concern authority which is the approval by the government for the industrial electric operators. b) Electrical loose wiring connection was found in the maintenance room.

ক) উপযুক্ত কর্তৃপক্ষ থেকে ২ জন ইলেক্ট্রিশিয়ান এর মধ্যে ১ জন ইলেক্ট্রিশিয়ান এর কোন সম্মত সার্টিফিকেট নাই। খ) লুজ তারের কানেকশন পাওয়া যায়।

7.16 - Factory management did not provide any training to workers on evacuation plan.

শ্রমিকদের উদ্ভাসন পরিকল্পনার উপর প্রশিক্ষণ দেয়া হয় না।

7.17 - a) No safety instructions were posted for the collar machine & thread sucking machine b) Facility did not install ducting system for the thread sucking machine which would let the produced dust & air by that machine to blow outside of the production floor.

ক) সেফটি নির্দেশনা পোস্ট করা নাই। খ) থ্রেড সাকিং মেশিনের বাতাস ফ্লোরের বাহিরে পার হওয়ার জন্য বেবস্থা নেয়া হয় নাই।

7.19 - The factory did not have an effective and functioning procedure or system, in writing, to deal with cases of trauma or serious illness.

ট্রমা বা গুরুতর অসুস্থতার ক্ষেত্রে কারখানায় লিখিত আকারে একটি কার্যকর এবং কার্যকরী পদ্ধতি বা ব্যবস্থা ছিল না।

Remarks from Auditee:
None

Performance Area 8 : No Child Labour

Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A Deadline date:

GOOD PRACTICES:
Nil

AREAS OF IMPROVEMENT:

The overall observations shows that the factory has established a complete 'Child Labor Policy' and as per this 'no child labor' notice is posted inside the factory in prominent places. In addition, age verification certificate, national ID card, birth registration certificate or academic certificate (if any) are well maintained in the respective personnel files.

সামগ্রিক পর্যবেক্ষণ দেখা যায় যে, কারখানা একটি সম্পূর্ণ শিশু শ্রম নীতি প্রতিষ্ঠা করেছে এবং কারখানায় কোন শিশুশ্রম নিয়োগ হয় না এই নোটিশ বিভিন্ন স্থানে পোস্ট করা হয়।

Remarks from Auditee:

Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The overall observation shows that the factory has a policy and procedures on young workers. During the factory tour, no suspected young workers observed and none was noticed by the factory workers. 9.1, 9.2, 9.3, 9.4, 9.5 and 9.6 have been marked as Not Applicable as no young working has been detected during audit. সামগ্রিক পর্যালোচনা দেখা যায় যে, কারখানায় তরুণ কর্মীদের উপর একটি নীতি এবং পদ্ধতি আছে। কারখানা সফরে কোন সন্দেহভাজন তরুণ কর্মী পাওয়া যায়নি।	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: B	Deadline date:31/03/2018
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The overall observation shows that the facility follows all the requirement of local law related to employment. Copy of appointment letter, ID card and service book is given to all the regular workers immediately upon joining. During the employees' interview, all interviewed employees stated that they sign labor contracts with the facility and they have obtained the copies of their labor contracts prior joining. These labor contracts were in the local language. সামগ্রিক পর্যালোচনা দেখা যায় যে, কারখানা চাকুরীর ক্ষেত্রে লোকাল আইন প্রয়োগ করে। নিয়োগপত্র, আইডি কার্ড ও সেবা বইয়ের কপি অবিলম্বে শ্রমিকদের দেওয়া হয়। কর্মীদের সাক্ষাতকারে তারা বলেন যে, তারা শ্রম চুক্তি স্বাক্ষর করেন এবং যোগদান এর সময় তাদের শ্রম চুক্তির এক কপি দেয়া হয়। এই শ্রম চুক্তি স্থানীয় ভাষায় ছিল। 10.2 - Factory is not following the updated age verification form as per Bangladesh Labor Rules 2015, Section: 34 and form-15. শ্রমিকদের বয়স নির্ধারণের ক্ষেত্রে আপডেট ফরম্যাট অনুসরণ করা হয়না। 10.3 - Provided ID cards to the workers were found not in local language, moreover ID card was not as per the requirement of the Bangladesh Labour Rules 2015, Section 19(5). শ্রমিকদের আইডি কার্ড স্থানীয় ভাষায় পাওয়া যায়নি।	
Remarks from Auditee: None	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A	Deadline date:
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: The overall observation shows that the employees are free to leave the factory when they resign from the services, with payment. There is no restriction on workers' movement within the premises. The workers are not forced to stay back once they get authorized leave from the management. 11.2 is marked is N/A since the factory did not recruit any migrant in the premises. সামগ্রিক পর্যালোচনা দেখা যায় যে, কর্মচারীরা নিজের ইচ্ছায় পদত্যাগ করতে পারে। কারখানার মধ্যে শ্রমিক চলাফেরায় উপর কোনো বাধানিষেধ নেই।	
Remarks from Auditee:	

Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: B	Deadline date:31/03/2018
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The overall observation shows that the factory has developed a precise policy and procedure on environment management system. However, some problem identified. The waste collection and disposal record is properly maintained. However, problem identified in 12.4 & 12.5</p> <p>সামগ্রিক পর্যবেক্ষণ দেখা যায় যে, কারখানায় পরিবেশ ব্যবস্থাপনার জন্য একটি সুনির্দিষ্ট নীতিমালা ও পদ্ধতি আছে। বর্জ্য সংগ্রহ ও বিক্রয় রেকর্ড যথাযথভাবে রক্ষণাবেক্ষণ করা হয়।</p> <p>12.4 - Waste management system in the factory was not proper; waste was kept in waste keeping area which was not segregated by its type & hazard.</p> <p>কারখানার বর্জ্য ম্যানেজমেন্ট সিস্টেম সঠিক পাওয়া যায়নি।</p> <p>12.5 - Factory did not establish any mechanism to reduce water loss in the premises.</p> <p>কারখানার পানির অপচয় হ্রাস করার কোন প্রক্রিয়া প্রতিষ্ঠিত হয়নি।</p>	
Remarks from Auditee: None	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 76958] Audit Date: 03/04/2017 PA Score: A	Deadline date:31/03/2018
GOOD PRACTICES: Nil	
AREAS OF IMPROVEMENT: <p>The overall observation shows that the factory has maintained a proper record keeping system and was provided all necessary documents to the audit team for review. Currently the management has a policy on 'business ethics and anti-corruptions' which is posted in all prominent places in the premises and was communicated to the employees through awareness program and notice boards. However, some problem identified in 13.2</p> <p>সামগ্রিক পর্যবেক্ষণ দেখা যে, কারখানায় সঠিক রেকর্ড পালন সিস্টেম আছে এবং পর্যালোচনার জন্য অডিট টিমকে সব প্রয়োজনীয় কাগজপত্র সরবরাহ করা হয়েছিল।</p> <p>13.2 - Time keeping system in the factory was found manual. It has been maintained by time keeper. The IN-TIME and OUT-TIME of workers was found same every day. So accurate data of their workers entry and exit has not been maintained. For example, Every day, IN-TIME of workers are 08:00 am and OUT-TIME is 5 pm or 7 pm. No fraction of time is being maintained.</p> <p>কারখানায় কাজের সময় গণনার সিস্টেম ম্যানুয়াল। এটা সময় রক্ষক দ্বারা পরিচালিত হয়েছে। শ্রমিকদের প্রবেশ সময় এবং বাহির হওয়ার সময় প্রতিদিন একই। তাই শ্রমিকদের প্রবেশ সময় এবং বাহির হওয়ার সময় সম্পর্কিত তথ্য সঠিকভাবে বজায় নাই।</p>	
Remarks from Auditee: None	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	03/04/2017	76958	D	B	A	A	A	D	B	A	A	B	A	B	A	C

Producer Photos



External photo(s) of the production unit(s)
Assembly point.JPG



Photo of fire safety equipment
PA system.JPG



Photo of the inside of the main production hall
Generator.JPG



External photo(s) of the production unit(s)
Back side of the building.JPG



Photo of fire safety equipment
Smoke detector.JPG



Photo of the inside of the main production hall
Iron section.JPG



External photo(s) of the production unit(s)
Bonded warehouse.JPG



Photo of fire safety equipment
Sprinkler system.JPG



Photo of the inside of the main production hall
Packing section.JPG



External photo(s) of the production unit(s)
Building overview (2).JPG



Photo of the canteen (if applicable)
Canteen.JPG



Photo of the inside of the main production hall
Prayer room.JPG



External photo(s) of the production unit(s)
Building overview.JPG



Photo of the canteen (if applicable)
Dining.JPG



Photo of the inside of the main production hall
QC point.JPG



External photo(s) of the production unit(s)
Facility building.JPG



Photo of the code of conduct on display
BSCI COC.JPG



Photo of the inside of the main production hall
Sample section.JPG



Photo first aid facilities
First aid box.JPG



Photo of the inside of the main production hall
Accessories store.JPG



Photo of the inside of the main production hall
Security post.JPG



Photo first aid facilities
Medical room female ward.JPG



Photo of the inside of the main production hall
Awareness poster.JPG



Photo of the inside of the main production hall
Sewing section (2).JPG



Photo first aid facilities
Medical room.JPG



Photo of the inside of the main production hall
Boiler.JPG



Photo of the inside of the main production hall
Training room.JPG



Photo of fire safety equipment
Exit light box.JPG



Photo of the inside of the main production hall
Button attach section.JPG



Photo of the inside of the main production hall
Transformer.JPG



Photo of fire safety equipment
Fire Alarm switch.JPG



Photo of the inside of the main production hall
CAD section.JPG



Photo of the inside of the main production hall
Washing.JPG



Photo of fire safety equipment
Fire Alarm.JPG



Photo of the inside of the main production hall
CC TV camera.JPG



Photo of the inside of the main production hall
Worker locker area.JPG



Photo of fire safety equipment
Fire control panel.JPG



Photo of the inside of the main production hall
Complain box.JPG



Photo of the nursery (if applicable)
Child care room.JPG



Photo of fire safety equipment
Fire door.JPG



Photo of the inside of the main production hall
Compressor.JPG



Photo of the sanitary facilities
Male toilet.JPG



Photo of fire safety equipment
Fire extinguisher.JPG



Photo of the inside of the main production hall
Cutting section.JPG



Photo of the sanitary facilities
Toilet.JPG



Photo of fire safety equipment
Fire fighting equipments.JPG



Photo of the inside of the main production hall
Drinking water.JPG



Photo of non-conformity
Ducting system missing for thread sucker machine.JPG



Photo of fire safety equipment
Fire hydrant on test.JPG



Photo of the inside of the main production hall
Evacuation map.JPG



Photo of non-conformity
Loose connection in maintenance room.JPG



Photo of fire safety equipment
Fire Hydrant point.JPG



Photo of the inside of the main production hall
Eye wash station.JPG



Photo of non-conformity
Missing secondary container and MSDS.JPG



Photo of fire safety equipment
Fire pump.JPG



Photo of the inside of the main production hall
Fabrics ware house.JPG



Photo of non-conformity
Safety instruction missing with thread sucker machine.JPG



Photo of fire safety equipment
Fog light.JPG



Photo of the inside of the main production hall
Finishing section.JPG



Photo of non-conformity
Safety instruction missing with thread sucker machine.JPG

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