

# Monitoring result for QINGYUAN LATOP FINE CHEMICALS LIMITED on site QINGYUAN LATOP FINE CHEMICALS LIMITED

## Monitoring

Monitored Party	: QINGYUAN LATOP FINE CHEMICALS LIMITED
amfori ID	: 156-031464-000
Site	: QINGYUAN LATOP FINE CHEMICALS LIMITED
Site amfori ID	: 156-031464-001
Address	: Fine Chemicals Zone, Overseas Chinese Industry Park, Donghua Town, Yingde city : 513059, Qinyuan : Guangdong Sheng : China
Monitoring Activity	: amfori Social Audit - Manufacturing
Monitoring Type	: Full Monitoring
Submission Date	: 14/01/2022
Expiration Date	: 14/01/2023

This is an extract of the online monitoring result, generated on 17/01/2022, and is only valid as an acknowledgement of the result. To see all the details, review the full monitoring result, which is available [here](#) - The English version is the legally binding one.



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## Overall rating



## Section rating

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

## General description

QINGYUAN LATOP FINE CHEMICALS LIMITED (清远市立道精细化工有限公司) was established in 2011 and located at Fine Chemicals Zone, Overseas Chinese Industry Park, Donghua Town, Yingde City, Qingyuan City, Guangdong Province, China (中国广东省清远市英德市东华镇清华园精细化工基地). The factory specialized in the manufacture of Personal care products, Home care products and Automotive care products. The main production processes were mixing, filling, inflating, assembly, inspection and packing. The peak season was not obvious in the factory. The auditee owned one 4-storey building as office, canteen and kitchen, one 4-storey packing material warehouse, one 1-storey production building and one 1-storey warehouse for chemicals and finished products. The auditee covered an area of approximately 15964.63 square meters. There were 98 workers used by the auditee, all the workers were recruited directly. No temporary workers, agent workers, dispatched workers or subcontracted workers were used by the auditee.

The auditee were open and cooperative during the audit and gave full access to audit for site observation and document review. All the findings were discussed with the management in the closing meeting. The management representative signed the onsite finding report and demonstrated their willingness to take appropriate corrective actions.

Remark:

- 1) The literal translation of the address on the business license should be Fine Chemicals Zone, Qinghua Park, Donghua Town, Yingde City. The address shown on the provided registration form for foreign trade dealer was Fine Chemicals Zone, Overseas Chinese Industry Park, Donghua Town, Yingde City. The management representative confirmed to use the English expression of the registration form for foreign trade dealer as the address information.
- 2) There was no contracted employees and no agency used by the auditee, which made Contractor license/permit, Agency labour contract not applicable. There was no government waivers approved by local government and no collective bargaining was signed in the auditee, which made Government waivers or Collective bargaining agreements not applicable.
- 3) Due to explosion protection requirements, the photo inside the building was taken by the auditee's anti-explosive camera without the date of audit.
- 4) The audit started at 8:30 on 6 January 2022 due to the traffic jam and the auditor compensated half an hour during the lunch time without the escort from management representative to conduct photo checking and document review, so that the management's working schedule was not influenced and the audit duration was ensured.
- 5) Lead auditor: Cathy Duan, CSCA, registration number: 21700031
- 6) Auditing company: TUV Rheinland, APSCA Number: 11600007.

## Site Details

Site : QINGYUAN LATOP FINE CHEMICALS LIMITED

Site amfori ID : 156-031464-001

### GICS Classification

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Sector : Consumer Staples

Industry : Personal Products

Industry Group : Household & Personal Products

Sub Industry : Personal Products

### GS1 Classifications

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N.A.

### Product Process Classifications

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N.A.

## Metrics

### Key Metrics

Total workforce	98 Workers
Legal minimum wage in local currency	1410 Monthly
Lowest wage paid for regular work at the site	1740 Monthly
Calculated living wage in local currency	1696 Monthly
Total sample	15 Workers

### Other Metrics

Male workers	40 Workers
Female workers	58 Workers
Permanent workers - Male	40 Workers
Permanent workers - Female	58 Workers
Temporary workers - Male	0 Workers
Temporary workers - Female	0 Workers
Seasonal workers - Male	0 Workers
Seasonal workers - Female	0 Workers
Management - Male	9 Workers
Management - Female	3 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	4 Workers
Workers with night shift - Female	0 Workers
Workers with disabilities - Male	0 Workers
Workers with disabilities - Female	0 Workers
Domestic migrant workers - Male	14 Workers
Domestic migrant workers - Female	10 Workers
Foreign migrant workers - Male	0 Workers
Foreign migrant workers - Female	0 Workers
Workers hired directly - Male	40 Workers
Workers hired directly - Female	58 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

The auditee has established social responsibility policies and procedures and tried its best to implement the amfori BSCI management system in operation, but not all systems have been effectively implemented, such as excessive overtime. The auditee conducted an internal audit to evaluate its social responsibility performance and also identified related issues, but did not make obvious improvements in response to systemic issues, such as excessive overtime. Management representatives confirmed that there were indeed difficulties in immediate rectification of working hours and they would take this as a long-term improvement goal.

被审核方已建立社会责任政策和程序并尽力在运作中实施amfori BSCI管理体系，但是不是所有制度都得以有效实施，比如加班时间超时。被审核方进行了内审以评估其社会责任绩效，也识别了相关的问题，但是针对系统性问题，如工时超时，未进行明显的改善。管理者代表确认工时的立马整改确实有困难，他们会将此作为长期改进的目标。

The auditee has established production capacity planning method and control procedures (CSR-068) and cost accounting regulations (PM-HR-017), but failed to effectively implement capacity planning and did not incorporate overtime control when considering production arrangements, resulting in systematic excessive monthly overtime in the past 12 months.

被审核方有建立生产能力计划方法控制程序（CSR-068）和成本核算规定（PM-HR-017），但是没有有效地实施产能规划且在考虑生产安排时未结合加班管控，导致过去12月的月加班系统性超时。

### PA 2: Workers Involvement and Protection

The auditee established the long-term goals to protect workers on 1 July 2021. However, the workers and workers representatives didn't be genuinely involved in defining the long term goals, and it didn't get approval by the competent person and the long-term goals didn't reflect a step-by-step approach toward sustainable improvements.

被审核方于2021年7月1日设定了保护员工的长期目标，但是员工及员工代表未真正参与员工长期保护目标的制订，且长期目标未包含逐步可执行的计划以持续改善员工保护。

The auditee posted the amfori BSCI Code of Conduct in Chinese version on the factory bulletin board, and the last amfori BSCI training was conducted on 17 December 2021. However, 60% of the interviewee did not know the basic content of amfori BSCI COC, e.g. worker involvement and protection, decent working hours. According to the training records, the auditee did not evaluate the effectiveness of the training.

被审核方在厂区公告栏张贴了中文版的amfori BSCI行为准则，且最近一次amfori BSCI的培训是在2021年12月17日进行。但是，60%访谈的员工不清楚amfori BSCI以及行为守则的基本内容，如工人的参与和保护，体面的工作时间等。根据培训记录被审核方没有评估培训的有效性。

### PA 5: Fair Remuneration

During the audit, there were 98 employees in the factory, including 2 retired employees back to work and no new employees. During the audit, the auditee displayed the social security information of the past 12 months on the official website. The auditee failed to purchase social insurance including pension, medical, work-related injury, unemployment and maternity insurance for 4 of the 98 workers in December 2021. According to worker interviews, uninsured employees have purchased New Rural Medical Cooperative Insurance at their hometowns, but the auditee has not collected and provided the information on the New Rural Medical Cooperative Insurance. The management representative confirmed that the social insurance was purchased based on the wishes of the workers. Remark: The auditee provided commercial group accident insurance for uninsured employees, valid from 26 December 2021 to 25 December 2022. According to the social insurance platform, the auditee purchased pension, medical, work-related injury, maternity and unemployment insurance for 109 people in December 2021. Through employee roster comparison and management confirmation, 15 of them were relatives and friends of the boss. 2 retired employees back to work could continue to purchase 5 kinds of social insurance because their social insurance has not been completed for 15 years. Reference law: the PRC Labor Act (1995), Article 72&73.

审核期间工厂有98名员工，包括2名退休返聘的员工和没有刚入职的员工。审核期间被审核方通过官方网站上展示了过去12个月的社保信息。被审核方在2021年12月未为98名工人中的4名购买包括养老，医疗，工伤，失业和生育保险的社保。根据员工访谈，未参保的员工已经在家乡购买了新农村医疗合作保险，但是被审核方未收集及提供新农合医保的信息备注。管理者确认社保是基于员工的意愿购买的。备注：被审核方给未参保的员工提供了商业团体意外险，有效期2021年12月26日到2022年12月25日。根据社保平台显示，被审核方在2021年12月份为109人购买了养老，医疗，工伤，生育和失业保险。通过花名册对比和管理层确认，其中有15名为老板的亲戚和朋友。2名退休返聘的员工因社保未满足15年，可以继续购买5种社保。参考法规：中华人民共和国劳动法，第72和73条。

### PA 6: Decent Working Hours

The auditee has established management procedures on working hours, stipulating the allowable limits of working hours. However, the auditee did not have an effective working hours control system to ensure the compliance of working hours. 1) The attendance system did not have the function of warning when the working hours were close to or exceeded the set limit. 2) The auditee needed to make the production plan based on the order and delivery date to meet customers' expectations. 3)

## PA 6: Decent Working Hours

During the audit period, the auditee provided the attendance records of randomly sampled 15 workers from 1 December 2021 to 6 January 2022 (the first day of audit). According to the attendance records of the sampled employees, it was found that the monthly overtime in sampled April, July and November of 2021 were 92 hours, 94 hours and 84 hours respectively. Remark: The maximum monthly overtime in December 2021 and 1 to 6 in January 2022 (the first day of the audit) were 86 hours and 6 hours respectively. Reference law: PRC Labour Law article 41.

被审核方建立了工时管理程序，规定了工作时间允许限值。但是被审核方没有有效的工时管控体系确保工时的符合性：1) 考勤系统没有当工时接近或者超出设定限值时预警的功能；2) 被审核方需要依据订单和交货期指定生产计划以满足客户的期望；3) 审核期间被审核方提供了随机抽样的15名工人从2021年12月1日到2022年1月6日（审核第一天）的考勤记录。根据抽样员工的考勤记录发现，抽样的2021年4月份，7月份和11月份的月加班分别为92小时，94小时和84小时。备注：2021年12月和2022年1月1日到6日（审核第一天）的月加班分别为86小时和6小时。参考法律法规：《中华人民共和国劳动法》第41条。

## PA 7: Occupational Health and Safety

1) The auditee has established a written procedure for the collection and update of laws and regulations (CSR-059), but the list of laws and regulations provided showed that some laws and regulations were not up to date. For example, the collected Fire Protection Law was 2009 version instead of the latest 2019 version. 2) The auditee conducted the monitoring on occupational hazards in the workplace in June 2021, but did not include the monitoring on chemical hazards in the mixing workshop. Reference law: Provisions on the Administration of Occupational Health at Work Sites (2021), article 20.

(1) 被审核方建立了关于法律法规的收集和更新的书面程序（CSR-059），但是提供的法律法规清单显示部分法律法规不是最新的，比如消防法是2009版本不是最新的2019版。（2）被审核方于2021年6月进行了工作场所职业病危害因素检测，但是未包含混料车间的化学品危害因素的检测。参考法规：《工作场所职业卫生管理规定》（2021），第二十条。

Workers and their representatives were not involved in health and safety risk assessment.

工人和工人代表没有受邀参与进行职业健康安全风险的评估。

Insufficient chemical control was identified. (1) The chemical containers used in the workshop did not have corresponding safety labels, just codes, Chinese names or English names, such as sulfuric acid, Hydrofluoric acid, etc. Reference Law: Regulations on Safety Use of Chemicals in Workplaces, Article 12. (2) About 50% of the chemicals in the mixing workshop were not equipped with secondary containers. Reference Law: Regulation on the Safety Management of Hazardous Chemicals, Article 20.

化学品管控不足。（1）车间使用的化学品容器没有相应安全标签，只是代码，中文的名称或英文名称，如硫酸，氢氟酸等。参考法律法规：《工作场所安全使用化学品规定》第十二条。（2）混料车间约50%的化学品没有配置二次容器。参考法律法规：《危险化学品安全管理条例》第二十条。

Based onsite observation, one forklift driver did not wear seat belts when driving the forklift. Reference law: Special Purpose Motor Vehicles in Defined Fields Safety and Technical Supervision Regulation, article 3.1.1

现场观察发现1名叉车司机在开叉车时未佩戴安全带。参考法规：《场(厂)内专用机动车辆安全技术监察规程》，第3.1.1条。

## PA 12: Protection of the Environment

During the audit period, the auditee failed to provide the identified significant environmental impact list of their site and its processes.

审核期间被审核方未能提供识别的现场和过程的重要环境因素清单。

The auditee conducted environmental monitoring on boundary noise, domestic sewage and industrial air emission on 26 November 2021, but did not include the monitoring on cook fume. Reference Law: Emission Standard of Cooking Fume GB18483-2001.

被审核方于2021年11月26日进行了厂界噪声，生活污水和工业废气的环境监测，但是未包括食堂油烟的检测。参考法律法规：《饮食业油烟排放标准》GB18483-2001。