

ASSESSMENT INFORMATION							
Assessment ID	PRJ144403						
Initiated	May 17, 2023 2:36 AM						
Last Updated	June 20, 2023 8:45 AM						
Status	VRF - Verification Finalized						
Facility Name	NHA BE DUC LINH GARMENT JOINT STOCK COMPANY						
Facility ID	FA596909						
Facility Geolocation	11.180237, 107.558590						
Accredited Host	Higg Co / Sustainable Apparel Coalition						
Verifier Body	BCI Compliance Group Limited						
Verifiers	<table border="1"> <tr> <td>Name</td> <td>Hoang Nguyen Kha</td> </tr> <tr> <td>Date Assigned</td> <td>May 31, 2023 5:32 AM</td> </tr> <tr> <td>Gender</td> <td>M</td> </tr> </table>	Name	Hoang Nguyen Kha	Date Assigned	May 31, 2023 5:32 AM	Gender	M
Name	Hoang Nguyen Kha						
Date Assigned	May 31, 2023 5:32 AM						
Gender	M						
Tool Version	1.5.0						

VERIFICATION SUMMARY (OVERVIEW OF "INACCURATE" AND "NON-COMPLIANCE" SELECTIONS)										
Facility Name		NHA BE DUC LINH GARMENT JOINT STOCK COMPANY					Completion		98.0%	
Verification Start Date		2023-06-05					Accuracy Index		99.2%	
Section	Sub-Section	Category	Number	Question	Facility Response	Verification Selection	Verification Data	Final Verified Response	Non-Compliance	Legal Reference
HEALTH & SAFETY	Risk Assessment		HS-RIS-2	Has the facility conducted a health and safety risk assessment in line with legal requirements?	Yes	Inaccurate - Incorrect	During the documentary review, and management interview we found that the facility performs risk assessments once every year, and the latest risk assessment was conducted on January 22nd, 2023. However, the risk assessment did not cover the risk of management dormitory area.	No	X	According to Decree No.: 39/2016/ND-CP on DETAILING THE IMPLEMENTATION OF SOME ARTICLES OF THE LAW ON OCCUPATIONAL SAFETY AND SANITATION, dated on May 15, 2016. Article 4. Contents of control over dangerous and harmful factors at workplace. 1. Identify and assess the dangerous and harmful factors. 2. Determine the objectives and measures to prevent and control dangerous and harmful factors. 3. Implement and assess the effectiveness of measures to prevent and control dangerous and harmful factors.
HEALTH & SAFETY	Emergency Preparedness	Evacuation Markings	HS-EME-12	Does the facility have legally required posted evacuation plans, markings (or plot plans), pathways and emergency lighting?	Yes	Inaccurate - Incorrect	During the facility tour and as confirmed by the facility management, we noted that at least 1 of the arrows marked on the floor of the evacuation aisles in the sewing workshop was not clear enough.	No	X	According to Vietnam Standard TCVN 2622:1995, dated in 1995, Article 7: Exit route, point 7.5: exit route must be clearly visible and the path to the emergency exits must be clearly marked with a guide sign.

HEALTH & SAFETY	Worker Protection	Personal Protective Equipment (PPE)	HS-WOR-7-4	PPE equipment and clothing provided is consistently and effectively used by workers	X	Inaccurate - Incorrect	Through a visual inspection of the facility, we verified that the facility management provided periodic training to all workers on February 7 ~ 8, 2023, on using proper PPEs and provided all relevant PPEs to workers at no cost. However, during the site walk-through, the verifier found that + One of the workers in the cutting workshop was wearing a metal-mesh protective glove insufficient for two hands.+ One of the workers in the inspecting workshop was not standing on an anti-fatigue mat while working.	X	According to the Law No. 84/2015/QH13 dated June 25, 2015, Art. 23 Vietnam Labor Code 45/2019/QH14, dated on 20 November 2019, Article 5, Article 134 Article 23. Personal protective equipment. Every employee who does dangerous or harmful works shall be adequately provided with personal protective equipment by the employer and he/she is required to use it during the course of work. Article 134. Ensuring occupational safety and health at the workplace. Employees shall comply with rules and procedures for occupational safety and health, regulations of law, obtain knowledge and skills on assurance of occupational safety and health at the workplace.
HEALTH & SAFETY	Worker Protection	Machinery and Equipment	HS-WOR-11-3	Machinery and equipment have safety instructions displayed or posted in the facility in workers' language (s)	X	Inaccurate - Incorrect	1) During the site observation we found that the facility had not posted the standard operating procedure for the fabric inspecting machines in the raw materials warehouse in Vietnamese. 2) During the site observation we verified that the facility had not labeled in Vietnamese the emergency stop button on 1 of the heat-transferring machines in the sewing workshop.	X	According to the Law No. 84/2015/QH13 dated June 25, 2015, Art. 16, point 6 Vietnam Labor Code 45/2019/QH14, dated on 20 November 2019, Article 5, Article 134 Article 16. Responsibility of the employer for assurance of occupational safety and hygiene at the workplace. There are warning and instruction signs made in Vietnamese and popular language of employees in relation to occupational safety and hygiene for machinery, equipment, materials and substances that having strict safety and hygiene requirements at the workplace, preservation places, usage places that are placed at obvious locations. Article 5. Rights and obligations of employees. 1. An employee has the rights to: a) work; freely choose an occupation, workplace or occupation; participate in basic and advanced occupational training; develop professional skills; suffer no discrimination, forced labor and sexual harassment in the workplace; Article 134. Ensuring occupational safety and health at the workplace. 2. Employees shall comply with rules and procedures for occupational safety and health, regulations of law, obtain knowledge and skills on assurance of occupational safety and health at the workplace.
HEALTH & SAFETY	Canteens		HS-CAN-2-3	Food preparation, storage, and eating areas are kept clean, safe, and hygienic (including temperature, ventilation, light, noise etc.)	X	Inaccurate - Incorrect	During the facility tour and as confirmed by the facility management, we noted that the facility had not equipped the canteen with a device to keep the canteen in hygienic and clean condition and free of flies and insects.	X	According to Law on Food Safety No. 55/2010/QH12 date on June 17, 2010, Article 28, Clause 5 Article 28. Food safety assurance conditions for food processing places and commercial provision of catering services. 5. Eating rooms must be airy, cool, sufficiently lit and kept clean and have equipment to prevent insects and harmful animals.

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**FACILITY PROFILE**

Number	Question	Final Verified Response
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	<p>Section Description: The purpose of the Facility Profile section is to understand the scope of facility operations and determine what questions in other sections of the Tool are applicable to this specific facility. Topics within this section include: • Step Selection • Basic Information • Building Structures • Worker Demographics • Nationalities • Languages • Operating Licenses • Certifications • Production / Operation Information • Subcontractors for Production / Operation IMPORTANT NOTES: 1) First make your "Step Selection" below. 2) Then complete all questions in the Facility Profile. Certain answers within your Facility Profile (especially within the "Building Structures" and "Worker Demographics" section) will dictate which questions you will see within the Tool. If a question with free text answer (Response Here) is not applicable to you, type "Not Applicable". If a question does not have the answer option that best fits your facility circumstances, please choose the most appropriate or positive answer and use the question under Sub-Section Facility Comments to provide your feedback. You will have to complete one Facility Profile question after you have finished your entire self/joint-assessment to ensure an accurate answer: FP-BAS-26 Date of self/ or joint-assessment submission (YY YY-MM-DD); Remember that the verification has to occur within two months after this submission date. If scheduling does not allow you to complete the verification in time, then ensure you update this self/joint-assessment prior to completing it on the Accredited Host platform.</p>	

**Step Selection**

FP-STE-1	Please choose which tool "Step" your facility would like to complete:	
Facility Response: Step 2		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		

FP-STE-2	Overall Completion Percentage (based on Step Selection):	
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**Accuracy Index**

FP-ACC-1	Accuracy Index	
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**OAR / OS ID**

<b>Facility</b>		
FP-OAR-1	OS ID (Open Supply Hub ID) Number:	VN2020084JD1F8B

Facility Response: VN2020084JD1F8B		
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Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Basic Information</b>		
<b>Facility</b>		
FP-BAS-1	Facility Name (as per business license):	NHA BE DUC LINH GARMENT JOINT STOCK COMPANY
Facility Response: NHA BE DUC LINH GARMENT JOINT STOCK COMPANY		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-2	Facility Street Address (as per business license):	NO 68, NGUYEN KHUYEN STREET, QUARTER 1, VO XU TOWN, DUC LINH DISTRICT, BINH THUAN PROVINCE, VIET NAM
Facility Response: NO 68, NGUYEN KHUYEN STREET, QUARTER 1, VO XU WARD, DUC LINH DISTRICT, BINH THUAN PROVINCE, VIET NAM		
Verification Selection: Updated during Verification		
Corrected Response: NO 68, NGUYEN KHUYEN STREET, QUARTER 1, VO XU TOWN, DUC LINH DISTRICT, BINH THUAN PROVINCE, VIET NAM		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-BAS-3	Facility City Address (as per business license):	N/A
Facility Response: N/A		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-4	Facility State/Province Address (as per business license):	BINH THUAN
Facility Response: BINH THUAN		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-5	Facility Zip Code/Postal Code Address (as per business license):	77556
Facility Response: 800000		
Verification Selection: Updated during Verification		
Corrected Response: 77556		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-BAS-6	Facility Name (in local language as per business license):	CÔNG TY CỔ PHẦN MAY NHÀ BÈ - ĐỨC LINH
Facility Response: CÔNG TY CỔ PHẦN MAY NHÀ BÈ - ĐỨC LINH		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-7	Facility Address (in local language as per business license):	68 NGUYỄN KHUYẾN, KHU PHỐ 1, THỊ TRẤN VÔ XU, HUYỆN ĐỨC LINH, TỈNH BÌNH THUẬN, VIỆT NAM
Facility Response: 68 NGUYỄN KHUYẾN, KHU PHỐ 1, THỊ TRẤN VÔ XU, HUYỆN ĐỨC LINH, TỈNH BÌNH THUẬN, VIỆT NAM		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-8	Facility Country:	Vietnam
Facility Response: Vietnam		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-9	Facility Geolocation Latitude:	11.180237
Facility Response: 11.187870		
Verification Selection: Updated during Verification		
Corrected Response: 11.180237		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-BAS-10	Facility Geolocation Longitude:	107.558590
Facility Response: 107.566400		
Verification Selection: Updated during Verification		

Corrected Response: 107.55859		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-BAS-11	Facility Contact Name:	MS. DANG THI THU HIEN
Facility Response: MS. DANG THI THU HIEN		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-12	Facility Contact Title:	HR MANAGER
Facility Response: HR MANAGER		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-13	Facility Contact Phone #:	+84 906138613
Facility Response: 0906138613		
Verification Selection: Updated during Verification		
Corrected Response: +84 906138613		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-BAS-14	Facility Phone #:	+84 2523886666
Facility Response: 02523886666		
Verification Selection: Updated during Verification		
Corrected Response: +84 2523886666		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-BAS-15	Facility Email:	hien.dang@nhabeduclinh.com
Facility Response: hien.dang@nhabeduclinh.com		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Hours of Operation</b>		
FP-BAS-16	Normal Hours of Operation per day:	From Monday to Saturday: 7:30 AM - 16:30 PM, 8 hours/day
Facility Response: From Monday to Saturday: 7:30 AM - 16:30 PM, 8 hours/day		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-17	Number of Shifts and Hours of Operation for each (Normal Operations):	01 shift for workers: From Monday to Saturday: 7:30 AM - 16:30 PM, 8 hours/day; 03 shifts for security guards Shift 1: 6:00-14:00; Shift 2: 14:00-22:00; Shift 3: 22:00-6:00
Facility Response: 01 shift for workers: From Monday to Saturday: 7:30 AM - 16:30 PM, 8 hours/day; 03 shifts for security guards Shift 1: 6:00-14:00; Shift 2: 14:00-22:00; Shift 3: 22:00-6:00		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-18	Number of Shifts and Hours of Operation for each (Peak Operations):	None
Facility Response: None		
Verification Selection: Accurate		
Verification Data: Through the documentary review and interviews with employees and management, we verified that there is no peak season in the facility.		
Validation Method: SLCP Onsite Verification		
<b>Peak Months</b>		
FP-BAS-19	Peak Operation Months:	No peak months
Facility Response: No peak months		
Verification Selection: Accurate		
Verification Data: Through the documentary review and interviews with employees and management, we verified that there is not peak season in the facility.		
Validation Method: SLCP Onsite Verification		
<b>Assessment Submission</b>		
FP-BAS-20	Submission Type:	Self-assessment (SA) by facility (only)

Facility Response: Self-assessment (SA) by facility (only)		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-21	Please describe the organization that assisted with this assessment:	
Facility Response:		
FP-BAS-22	Please enter the name of the individual who assisted with this assessment:	
Facility Response:		
FP-BAS-23	Please enter the contact email(s) of the individual who assisted with this assessment:	
Facility Response:		
FP-BAS-24	Facility Contact Name(s) of who is submitting the self/ or joint-assessment:	Ms. Dang Thi Thu Hien
Facility Response: Ms. Dang Thi Thu Hien		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-25	Facility Contact Email(s) of who is submitting the self/ or joint-assessment:	hien.dang@nhabeduclinh.com
Facility Response: hien.dang@nhabeduclinh.com		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BAS-26	Date of self/ or joint-assessment submission (YYYY-MM-DD):	2023-05-19
Facility Response: 2023-05-17		
Verification Selection: Updated during Verification		
Corrected Response: 2023-05-19		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
<b>Worker Engagement</b>		
FP-BAS-27	Were workers' representatives and/or workers involved in the self/joint-assessment process?	Yes. Other worker engagement activity was implemented.
Facility Response: Yes. SLCP approved Service Provider was used.		
Verification Selection: Updated during Verification		
Corrected Response: Yes. Other worker engagement activity was implemented.		
Verification Data: During the workers' interview and management interview, we learnt that the compliance team holds meeting with Worker Representatives and discuss how to answer relevant question on FSLM module on the assessment date. In addition, workers representatives are also responsible for collecting all workers' feedback and sharing with facility's internal auditors.		
Validation Method: SLCP Onsite Verification		
FP-BAS-27.1	If yes, which SLCP approved Service Provider was used?	
Facility Response: The Trade Union		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
FP-BAS-27.2	If yes, please describe how workers' representatives and/or workers were involved in the self/joint-assessment process:	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: During the workers' interviews and management interview, we learnt that the compliance team holds meeting with Worker Representatives and discuss how to answer relevant question on FSLM module on the assessment date. In addition, workers representatives are also responsible for collecting all workers' feedback and sharing with facility's internal auditors.		
Validation Method: SLCP Onsite Verification		
<b>Building Structures</b>		
<b>Total</b>		
FP-BUI-1	Total number of buildings on-site:	7
Facility Response: 5		
Verification Selection: Updated during Verification		
Corrected Response: 7		

Verification Data: The verified factory consists of seven main buildings housing the administrative offices and all the production workshops and warehouses, where it occupies a land area of 35,000 sq. meters. Building #1 is a one-story building of 9,078 sq. meters and is 5 years old; 1F: cutting workshop, sewing workshop, ironing workshop, inspecting workshop, packing workshop, finished products warehouse, raw materials area, accessories warehouse, production offices, sample development room, maintenance room, clinic room, and office for management and staff. Mezzanine: meeting room and office for management and staff. Building #2 is a one-story building of 8,190 sq. meters and is 5 years old; Part of the 1F: sewing workshop, ironing workshop, inspecting workshop, packing workshop, and production offices. Balance of the 1F: rented to Factory 2 (Quadrille Company) as manufacturing space. Building #3 is a one-story building of 820 sq. meters and is 5 years old; 1F: rented to Factory 2 (Quadrille Company) as manufacturing space. Building #4 is a one-story building of 1,311 sq. meters and is 5 years old; 1F: dining and kitchen (shared with Factory #2). Building #5 is a one-story building of 627 sq. meters and 5 years old; 1F: boiler room, air compressor room, and chemical warehouse. Buildings #6 & 7 are two one-story buildings of 556 sq. meters and are 5 years old; 1F: dormitory rooms for the management. Supporting buildings: wastewater treatment system, parking areas, toilets, guard house, waste warehouse, and fire pump area. The facility did not provide dormitories for the workers but only for the management. In addition, the facility shared 2 buildings (Buildings #2 and #3) with Factory #2.

Validation Method: SLCP Onsite Verification

**Production**

FP-BUI-2	Number of production buildings on-site:	2
Facility Response: 2		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

**Warehouse**

FP-BUI-3	Number of warehouses on-site:	3
Facility Response: 2		
Verification Selection: Updated during Verification		
Corrected Response: 3		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		

FP-BUI-4	Are warehouses within or separate from production buildings?	Warehouses are within production buildings
Facility Response: Warehouses are within production buildings		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

**On-site Housing**

FP-BUI-5	Number of on-site dormitories:	2
Facility Response: 1		
Verification Selection: Updated during Verification		
Corrected Response: 2		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		

**Off-site Housing**

FP-BUI-6	Do workers stay in off-site housing managed or controlled by the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

FP-BUI-7	Do workers stay in off-site housing managed by an entity other than the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

FP-BUI-7.1	If yes, please provide details of the housing arrangements, including at minimum how many workers are living in the building, who is managing the building and what is the relationship between the facility and the entity providing the housing (e.g. does the facility pay for worker housing):	
Facility Response:		

**On-site Canteen**

FP-BUI-8	Is there an on-site canteen/eating area?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Per the site observation, we confirmed that the facility provides an onsite eating area for workers.		
Validation Method: SLCP Onsite Verification		

**On-site Childcare**

FP-BUI-9	Are there on-site childcare facilities?	No
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Facility Response: No		
Verification Selection: Accurate		
Verification Data: Based on the onsite tour and interaction with management team, we confirmed that there are no on-site childcare facilities in this factory.		
Validation Method: SLCP Onsite Verification		
<b>Building Types</b>		
FP-BUI-10	Describe any other types of buildings:	Supporting buildings: wastewater treatment system, parking areas, and toilets, guard house, waste warehouse, and fire pump area.
Facility Response: None		
Verification Selection: Updated during Verification		
Corrected Response: Supporting buildings: wastewater treatment system, parking areas, and toilets, guard house, waste warehouse, and fire pump area.		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
<b>Facility Area</b>		
FP-BUI-11	Total Facility Area (m2) - only built premises:	36576.9
Facility Response: 23704		
Verification Selection: Updated during Verification		
Corrected Response: 36576.9		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
<b>Additional Comments</b>		
FP-BUI-12	Please enter any additional building related comments here, including age of each facility building:	None
Facility Response: Building 1: Workshop 1 (6 years), Building 2: Workshop 2 (6 years), Building 3: Canteen (6 years), Building 4: Parking area (6 years), Building 5: Canteen (6 years)		
Verification Selection: Updated during Verification		
Corrected Response: None		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
<b>Facility Ownership</b>		
FP-BUI-13	Facility is the legal owner of the site:	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the documentary review and interaction with management, we confirmed that the facility is the legal owner of the site. The facility has the land and right using a license and property built on land No.CN521500; issue date: December 28th, 2018, valid until September 7th, 2066, which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
FP-BUI-14	Is this facility owned and/or managed by a woman?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Building Floors</b>		
FP-BUI-15	Facility is in a multi-floor building:	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BUI-16	Number of all floors:	2
Facility Response: 2		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BUI-17	Floors have been added since original construction:	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Shared Building</b>		

FP-BUI-18	Building is shared with other facilities/enterprises:	Yes
Facility Response: No		
Verification Selection: Updated during Verification		
Corrected Response: Yes		
Verification Data: Building #2 is a one-story building of 8,190 sq. meters and is 5 years old; Part of the 1F: sewing workshop, ironing workshop, inspecting workshop, packing workshop, production offices. Balance of the 1F: rented to Factory 2 (Quadrille Company) as manufacturing space.		
Validation Method: SLCP Onsite Verification		
<b>Residential</b>		
FP-BUI-19	Residential building has been converted into a facility:	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-BUI-20	Residences are located within any facility buildings:	Yes
Facility Response: No		
Verification Selection: Updated during Verification		
Corrected Response: Yes		
Verification Data: The information was updated on the verification date. The facility has dormitory building inside.		
Validation Method: SLCP Onsite Verification		
<b>Worker Demographics</b>		
<b>Workers</b>		
	NOTE: The numbers below should represent the number of workers as of the date of self/joint-assessment completion on the Accredited Host platform.	
FP-WOR-1	Total number of workers:	522
Facility Response: 600		
Verification Selection: Updated during Verification		
Corrected Response: 522		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-2	What percentage of the normal workforce does the Total number of workers reflect?	100
Facility Response: 100		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-3	Number of male workers:	110
Facility Response: 110		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-4	Number of full-time workers:	522
Facility Response: 600		
Verification Selection: Updated during Verification		
Corrected Response: 522		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-5	Number of male full-time workers:	110
Facility Response: 110		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-6	Number of part-time workers:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-7	Number of male part-time workers:	
Facility Response:		
FP-WOR-8	Number of permanent workers:	222

Facility Response: 600		
Verification Selection: Updated during Verification		
Corrected Response: 222		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-9	Number of male permanent workers:	65
Facility Response: 110		
Verification Selection: Updated during Verification		
Corrected Response: 65		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-10	Number of temporary workers:	300
Facility Response: 0		
Verification Selection: Updated during Verification		
Corrected Response: 300		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-11	Number of male temporary workers:	45
Facility Response:		
Verification Selection: Updated during Verification		
Corrected Response: 45		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-12	Number of agency/contract workers:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-13	Number of male agency/contract workers:	
Facility Response:		
FP-WOR-13.1	List the names of all organizations providing agency/contract workers:	
Facility Response:		
FP-WOR-14	Number of contract workers who are not part of the production process:	0
Facility Response: 18		
Verification Selection: Updated during Verification		
Corrected Response: 0		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-14.1	List the names of all organizations providing contract workers who are not part of the production process, and the services provided by each (e.g., security or cleaning services):	
Facility Response: canteen staff, cleaning staff, maintenance, security		
Verification Selection: Verification not required		
Corrected Response:		
Verification Data: During the documentary review and management interview, we noted that canteen staffs and security guards were recruited by facility.		
Validation Method: SLCP Onsite Verification		
FP-WOR-15	Number of foreign migrant workers:	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: From the documentary review, management interview and employee interview, we confirmed that there is no foreign migrant worker in the facility until now.		
Validation Method: SLCP Onsite Verification		
FP-WOR-16	Number of male foreign migrant workers:	
Facility Response:		
FP-WOR-17	Number of domestic migrant workers:	0



Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-18	Number of male domestic migrant workers:	
Facility Response:		
FP-WOR-19	Number of workers paid by unit:	319
Facility Response: 340		
Verification Selection: Updated during Verification		
Corrected Response: 319		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-20	Number of male workers paid by unit:	40
Facility Response: 81		
Verification Selection: Updated during Verification		
Corrected Response: 40		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-21	Number of workers under probation:	5
Facility Response: 11		
Verification Selection: Updated during Verification		
Corrected Response: 5		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-22	Number of male workers under probation:	0
Facility Response: 3		
Verification Selection: Updated during Verification		
Corrected Response: 0		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-23	Number of casual workers:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-24	Number of male casual workers:	
Facility Response:		
FP-WOR-25	How many workers under the age of 18 have worked at the facility during the assessment timeframe?	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: During the site observation, management and workers' interviews, we confirmed that the youngest employee is above 18 years old while legal working age is 15 years old and there is no worker under the legal minimum age for employment.		
Validation Method: SLCP Onsite Verification		
FP-WOR-26	Number of male workers under the age of 18 during the assessment timeframe:	
Facility Response:		
FP-WOR-27	Number of workers who are trainees, apprentices or interns:	12
Facility Response: 16		
Verification Selection: Updated during Verification		
Corrected Response: 12		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-28	Number of male workers who are trainees, apprentices or interns:	6
Facility Response: 7		
Verification Selection: Updated during Verification		

Corrected Response: 6		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-29	Number of workers who are pregnant/breastfeeding:	5
Facility Response: 18		
Verification Selection: Updated during Verification		
Corrected Response: 5		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-30	Number of workers who are currently on maternity leave	22
Facility Response: 13		
Verification Selection: Updated during Verification		
Corrected Response: 22		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-31	Number of workers who have returned to work from maternity leave	5
Facility Response: 0		
Verification Selection: Updated during Verification		
Corrected Response: 5		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-32	Number of workers with disabilities:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-33	Number of male workers with disabilities:	
Facility Response:		
FP-WOR-34	Number of workers with refugee status/ visa:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-35	Number of male workers with refugee status/ visa:	
Facility Response:		
FP-WOR-36	Number of workers who bring work home or work at home exclusively:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-37	Number of male workers who bring work home or work at home exclusively:	
Facility Response:		
FP-WOR-37.1	Please describe the types of processes carried out at home (e.g. embroidery):	
Facility Response:		
<b>Supervisors</b>		
FP-WOR-38	Number of supervisors:	26
Facility Response: 40		
Verification Selection: Updated during Verification		
Corrected Response: 26		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-39	Number of male supervisors:	7
Facility Response: 10		
Verification Selection: Updated during Verification		
Corrected Response: 7		

Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-WOR-40	Number of foreign migrant supervisors:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-41	Number of male foreign migrant supervisors:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Government programs</b>		
FP-WOR-42	Does the facility accept workers from government-facilitated or government-sponsored programs?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-WOR-42.1	Please describe the government-facilitated or government-sponsored program the facility participates in:	
Facility Response:		
<b>Nationalities</b>		
FP-NAT-1	How many nationalities are represented among workers and supervisors at the facility?	1
Facility Response: 1		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-NAT-2	Nationality #1	Vietnam
Facility Response: Vietnam		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-NAT-3	Approximate % of workers	100
Facility Response: 100		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-NAT-4	Approximate % of supervisors	100
Facility Response: 99		
Verification Selection: Updated during Verification		
Corrected Response: 100		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-NAT-5	Nationality #2	
Facility Response:		
FP-NAT-6	Approximate % of workers	
Facility Response:		
FP-NAT-7	Approximate % of supervisors	
Facility Response:		
FP-NAT-8	Nationality #3	
Facility Response:		
FP-NAT-9	Approximate % of workers	
Facility Response:		
FP-NAT-10	Approximate % of supervisors	
Facility Response:		
FP-NAT-11	Nationality #4	
Facility Response:		
FP-NAT-12	Approximate % of workers	

Facility Response:		
FP-NAT-13	Approximate % of supervisors	
Facility Response:		
FP-NAT-14	Please list any additional nationalities and the approximate % of workers and supervisors here:	
Facility Response:		
<b>Languages</b>		
FP-LAN-1	How many languages must be spoken by supervisors and management in order to effectively communicate with ALL workers?	1
Facility Response: -1		
Verification Selection: Updated during Verification		
Corrected Response: 1		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-LAN-2	Primary language spoken at the facility:	Vietnamese
Facility Response:		
Verification Selection: Updated during Verification		
Corrected Response: Vietnamese		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-LAN-3	Please provide approximate % of workers who can communicate in the primary language spoken at the facility:	100
Facility Response:		
Verification Selection: Updated during Verification		
Corrected Response: 100		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-LAN-4	Please provide approximate % of supervisors who can communicate in the primary language spoken at the facility:	100
Facility Response:		
Verification Selection: Updated during Verification		
Corrected Response: 100		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-LAN-5	Second most commonly spoken language at the facility:	
Facility Response:		
FP-LAN-6	Please provide approximate % of workers who can communicate in this language:	
Facility Response:		
FP-LAN-7	Please provide approximate % of supervisors who can communicate in this language:	
Facility Response:		
FP-LAN-8	Third most commonly spoken language at the facility:	
Facility Response:		
FP-LAN-9	Please provide approximate % of workers who can communicate in this language:	
Facility Response:		
FP-LAN-10	Please provide approximate % of supervisors who can communicate in this language:	
Facility Response:		
FP-LAN-11	Primary language spoken by facility management:	Vietnamese
Facility Response: Vietnamese		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Operating Licenses</b>		
FP-OPE-1	Operating license/registration is available and up to date:	Yes
Facility Response: Yes		

Verification Selection: Accurate		
Verification Data: Based on the document review and interaction with management team, we verified that the facility has an operating license which is available and up to date. The business license No.3401127150, which was issued on May 13, 2016, and updated on September 3, 2019.		
Validation Method: SLCP Onsite Verification		
FP-OPE-2	Operating License/Registration #:	3401127150
Facility Response: 3401127150		
Verification Selection: Accurate		
Verification Data: Based on the document review and interaction with management team, we verified that the facility has an operating license which is available and up to date. The business license No.3401127150, which was issued on May 13, 2016, and updated on September 3, 2019.		
Validation Method: SLCP Onsite Verification		
<b>Certifications</b>		
<b>Social Audits and Certifications</b>		
FP-CER-1	How many social / labor audits have taken place?	1
Facility Response: 1		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-CER-2	How many still valid independent certification/standard audits has the facility participated in?	1
Facility Response: 1		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
	Please provide information on the still valid independent certification/standard audits:	
	Certification / Standard Audit #1	
FP-CER-3	Type	WRAP - Worldwide Responsible Accredited Production
Facility Response: WRAP - Worldwide Responsible Accredited Production		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-CER-3.1	If other, please describe:	
Facility Response:		
FP-CER-4	First Audit Date (YYYY-MM-DD)	2023-02-24
Facility Response: 2021-11-11		
Verification Selection: Updated during Verification		
Corrected Response: 2023-02-24		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-CER-5	Last Audit Date (YYYY-MM-DD)	2023-02-25
Facility Response: 2023-03-14		
Verification Selection: Updated during Verification		
Corrected Response: 2023-02-25		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-CER-6	Audit Firm	BCI Compliance Group
Facility Response: BCI		
Verification Selection: Updated during Verification		
Corrected Response: BCI Compliance Group		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-CER-7	Audit Result (if applicable)	Gold Certificate
Facility Response: PASS		
Verification Selection: Updated during Verification		
Corrected Response: Gold Certificate		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		

FP-CER-8	Certification # (if applicable)	None
Facility Response: GOLD		
Verification Selection: Updated during Verification		
Corrected Response: None		
Verification Data: During the verification date, we confirmed that there is no certification number on the WRAP's certificate.		
Validation Method: SLCP Onsite Verification		
	Certification / Standard Audit #2	
FP-CER-9	Type	
Facility Response:		
FP-CER-9.1	If other, please describe:	
Facility Response:		
FP-CER-10	First Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-11	Last Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-12	Audit Firm	
Facility Response:		
FP-CER-13	Audit Result (if applicable)	
Facility Response:		
FP-CER-14	Certification # (if applicable)	
Facility Response:		
	Certification / Standard Audit #3	
FP-CER-15	Type	
Facility Response:		
FP-CER-15.1	If other, please describe:	
Facility Response:		
FP-CER-16	First Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-17	Last Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-18	Audit Firm	
Facility Response:		
FP-CER-19	Audit Result (if applicable)	
Facility Response:		
FP-CER-20	Certification # (if applicable)	
Facility Response:		
	Certification / Standard Audit #4	
FP-CER-21	Type	
Facility Response:		
FP-CER-21.1	If other, please describe:	
Facility Response:		
FP-CER-22	First Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-23	Last Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-24	Audit Firm	
Facility Response:		
FP-CER-25	Audit Result (if applicable)	
Facility Response:		
FP-CER-26	Certification # (if applicable)	
Facility Response:		
	Certification / Standard Audit #5	

FP-CER-27	Type	
Facility Response:		
FP-CER-27.1	If other, please describe:	
Facility Response:		
FP-CER-28	First Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-29	Last Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-30	Audit Firm	
Facility Response:		
FP-CER-31	Audit Result (if applicable)	
Facility Response:		
FP-CER-32	Certification # (if applicable)	
Facility Response:		
	Certification / Standard Audit #6	
FP-CER-33	Type	
Facility Response:		
FP-CER-33.1	If other, please describe:	
Facility Response:		
FP-CER-34	First Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-35	Last Audit Date (YYYY-MM-DD)	
Facility Response:		
FP-CER-36	Audit Firm	
Facility Response:		
FP-CER-37	Audit Result (if applicable)	
Facility Response:		
FP-CER-38	Certification # (if applicable)	
Facility Response:		
<b>Production / Operation Information</b>		
<b>Industry Sector</b>		
FP-PRO-1	SELECT ALL THAT APPLY WITH A "X":	
FP-PRO-1-1	Apparel	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the verification process and interaction with management team and the site observation, we confirmed that the facility industrial sector is apparel.		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-2	Footwear	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-3	Home Textiles	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-4	Accessories	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-5	Home Furnishings	
Facility Response:		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
FP-PRO-1-6	Hard Goods (incl. Travel Goods)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-7	Food and Beverage	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-8	Personal Care and Beauty Products	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-9	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-1-1	If other, please describe:	
Facility Response:		
<b>Facility Type</b>		
FP-PRO-2	SELECT ALL THAT APPLY WITH A "X":	
FP-PRO-2-1	Sewing or Final Product Assembly	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the verification process and interaction with management team and the site observation, we confirmed that the facility type is sewing.		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-2	Footwear / Leather goods	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-3	Printing or Dyeing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-4	Materials Supplier	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-5	Trim	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-6	Chemical	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-7	Packaging	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-2-8	Other	
Facility Response:		



Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-21	If other, please describe:	
Facility Response:		
<b>Facility Processes</b>		
FP-PRO-3	Does the facility include sandblasting in its processes?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Based on the verification process and interaction with management team and the site observation, we confirmed that the facility does not include sandblasting in its process.		
Validation Method: SLCP Onsite Verification		
	NOTE: The "Facility Processes" below will conditionally appear depending upon the answer to the "Facility Type" above.	
FP-PRO-4	SELECT ALL THAT APPLY WITH A "X":	
FP-PRO-5	Sewing or Final Product Assembly	
FP-PRO-5-1	Casting	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-2	Cutting	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the site observation, worker and management interview we confirmed that the facility's production processes include cutting, sewing, ironing, inspecting and packing.		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-3	Embossing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-4	Priming	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-5	Heat Press / Heating and Cooling	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-6	Labeling	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-7	Lasting	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-8	Molding	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-9	No sew	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

FP-PRO-5-10	Packaging	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the site observation, worker and management interview we confirmed that the facility's production processes include cutting, sewing, ironing, inspecting and packing.		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-11	Gluing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-12	Seam Taping	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-13	Sewing	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the site observation, worker and management interview we confirmed that the facility's production processes include cutting, sewing, ironing, inspecting and packing.		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-14	Sundries Application	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-15	Washing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-16	Welding	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-17	Printing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-5-18	Embroidery	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-6	Footwear / Leather goods	
FP-PRO-6-1	Leather Tanning – Wet Operations	
Facility Response:		
FP-PRO-6-2	Leather Tanning – Finishing	
Facility Response:		
FP-PRO-6-3	Coating	
Facility Response:		
FP-PRO-6-4	Metal work	
Facility Response:		
FP-PRO-6-5	Molding	
Facility Response:		
FP-PRO-6-6	Printing	
Facility Response:		

FP-PRO-6-7	Laminating	
Facility Response:		
FP-PRO-6-8	Cutting	
Facility Response:		
FP-PRO-6-9	Upper production (including stitching)	
Facility Response:		
FP-PRO-6-10	Stock fitting	
Facility Response:		
FP-PRO-6-11	Lasting	
Facility Response:		
FP-PRO-6-12	Finishing	
Facility Response:		
FP-PRO-6-13	Packaging	
Facility Response:		
FP-PRO-7	Printing or Dyeing	
FP-PRO-7-1	Dyeing	
Facility Response:		
FP-PRO-7-2	Sublimation	
Facility Response:		
FP-PRO-7-3	Wet printing	
Facility Response:		
FP-PRO-7-4	Screen Printing	
Facility Response:		
FP-PRO-7-5	Rotary Printing	
Facility Response:		
FP-PRO-8	Materials Supplier	
FP-PRO-8-1	Casting	
Facility Response:		
FP-PRO-8-2	Coating	
Facility Response:		
FP-PRO-8-3	Dyeing	
Facility Response:		
FP-PRO-8-4	Extrusion	
Facility Response:		
FP-PRO-8-5	Finishing	
Facility Response:		
FP-PRO-8-6	Insulation: animal (down) processing	
Facility Response:		
FP-PRO-8-7	Insulation: non-woven processing	
Facility Response:		
FP-PRO-8-8	Knitting	
Facility Response:		
FP-PRO-8-9	Lamination	
Facility Response:		
FP-PRO-8-10	Mixing (EVA / Rubber / primer / glue)	
Facility Response:		
FP-PRO-8-11	Bonding	
Facility Response:		
FP-PRO-8-12	Spinning	
Facility Response:		
FP-PRO-8-13	Tanning (beam house or retannage)	
Facility Response:		

FP-PRO-8-14	Vulcanization	
Facility Response:		
FP-PRO-8-15	Washing	
Facility Response:		
FP-PRO-8-16	Weaving	
Facility Response:		
FP-PRO-9	Trim	
FP-PRO-9-1	Casting	
Facility Response:		
FP-PRO-9-2	Dyeing	
Facility Response:		
FP-PRO-9-3	Gluing	
Facility Response:		
FP-PRO-9-4	Heat Press / Heating and Cooling	
Facility Response:		
FP-PRO-9-5	Lamination/Coating	
Facility Response:		
FP-PRO-9-6	Molding	
Facility Response:		
FP-PRO-9-7	Non-woven	
Facility Response:		
FP-PRO-10	Chemical	
FP-PRO-10-1	Raw Material Storage / Warehousing	
Facility Response:		
FP-PRO-10-2	Chemical Synthesis	
Facility Response:		
FP-PRO-10-3	Standardization / Chemical Finishing	
Facility Response:		
FP-PRO-10-4	Blending / Formulating	
Facility Response:		
FP-PRO-10-5	Packaging	
Facility Response:		
FP-PRO-10-6	Waste Treatment / Management	
Facility Response:		
FP-PRO-10-7	Final Product Warehousing / Storage	
Facility Response:		
FP-PRO-10-8	Shipping	
Facility Response:		
FP-PRO-11	Packaging	
FP-PRO-11-1	Converting raw material (incoming paperboard or plastic resin)	
Facility Response:		
FP-PRO-11-2	Die cutting (e.g. Cartons)	
Facility Response:		
FP-PRO-11-3	Assembly (e.g. corrugated board)	
Facility Response:		
FP-PRO-11-4	Molding (plastic)	
Facility Response:		
FP-PRO-11-5	Printing	
Facility Response:		
FP-PRO-11-6	Assembly	
Facility Response:		
FP-PRO-11-7	Gluing	

Facility Response:		
FP-PRO-11-8	Finishing	
Facility Response:		
FP-PRO-11-9	Die cutting	
Facility Response:		
FP-PRO-11-10	Packing	
Facility Response:		
FP-PRO-11-11	Shipping	
Facility Response:		
<b>Volume</b>		
FP-PRO-12	Facility's monthly volume (unit of measurement):	Unit (piece or pair)
Facility Response: Unit (piece or pair)		
Verification Selection: Accurate		
Verification Data: During the site observation, workers' and management interview, we confirmed that the facility's monthly volume (unit of measurement) is piece.		
Validation Method: SLCP Onsite Verification		
FP-PRO-12.1	If other, please describe:	
Facility Response:		
FP-PRO-13	Facility's monthly volume (numerical amount):	150000
Facility Response: 150000		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Capacity</b>		
FP-PRO-14	Facility's monthly capacity (unit of measurement):	Unit (piece or pair)
Facility Response: Unit (piece or pair)		
Verification Selection: Accurate		
Verification Data: During the site observation, worker and management interview we confirmed that the facility's monthly capacity (unit of measurement) is piece.		
Validation Method: SLCP Onsite Verification		
FP-PRO-14.1	If other, please describe:	
Facility Response:		
FP-PRO-15	Facility's monthly capacity (numerical amount):	200000
Facility Response: 150000		
Verification Selection: Updated during Verification		
Corrected Response: 200000		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
FP-PRO-15.1	Please describe how the monthly capacity is calculated (e.g. do you base calculation on regular working hours or include overtime hours):	
Facility Response: Based on calculation on regular working hours and overtime hours		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Planning</b>		
FP-PRO-16	What is the facility's form of production/ operations planning?	Long term
Facility Response: Long term		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-16.1	If other, please describe:	
Facility Response:		
FP-PRO-17	What is the facility's definition of lead time?	The factory defined lead time from the time receiving the material at the factory to shipment.
Facility Response: The factory defined lead time from the time receiving the material at the factory to shipment.		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

FP-PRO-18	What is the facility's maximum lead time (weeks as unit of measurement)?	8.5
Facility Response: 8.5		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-19	Has the facility had any rush orders within the last 12 months?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
FP-PRO-19.1	If yes, please describe:	
Facility Response:		
<b>Subcontractors Used for Production / Operation</b>		
<b>Subcontractors</b>		
FP-SUB-1	Are subcontractors utilized by the facility to complete all or part of the production process?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Based on the interaction with management team and document review, we confirmed that the facility has no subcontractor of the production process.		
Validation Method: SLCP Onsite Verification		
FP-SUB-2	If yes, how many subcontractors?	
Facility Response:		
FP-SUB-3	Additional Comments: If you have additional comments regarding facility's use/non-use of subcontractors, please communicate them here:	
Facility Response:		
	Subcontractor #1	
FP-SUB-4	Name	
Facility Response:		
FP-SUB-5	Address	
Facility Response:		
FP-SUB-6	Contact Name	
Facility Response:		
FP-SUB-7	Contact Number	
Facility Response:		
FP-SUB-8	Email	
Facility Response:		
FP-SUB-9	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #2	
FP-SUB-10	Name	
Facility Response:		
FP-SUB-11	Address	
Facility Response:		
FP-SUB-12	Contact Name	
Facility Response:		
FP-SUB-13	Contact Number	
Facility Response:		
FP-SUB-14	Email	
Facility Response:		
FP-SUB-15	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #3	
FP-SUB-16	Name	
Facility Response:		
FP-SUB-17	Address	

Facility Response:		
FP-SUB-18	Contact Name	
Facility Response:		
FP-SUB-19	Contact Number	
Facility Response:		
FP-SUB-20	Email	
Facility Response:		
FP-SUB-21	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #4	
FP-SUB-22	Name	
Facility Response:		
FP-SUB-23	Address	
Facility Response:		
FP-SUB-24	Contact Name	
Facility Response:		
FP-SUB-25	Contact Number	
Facility Response:		
FP-SUB-26	Email	
Facility Response:		
FP-SUB-27	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #5	
FP-SUB-28	Name	
Facility Response:		
FP-SUB-29	Address	
Facility Response:		
FP-SUB-30	Contact Name	
Facility Response:		
FP-SUB-31	Contact Number	
Facility Response:		
FP-SUB-32	Email	
Facility Response:		
FP-SUB-33	Types of Processes Subcontracted:	
Facility Response:		
	Subcontractor #6	
FP-SUB-34	Name	
Facility Response:		
FP-SUB-35	Address	
Facility Response:		
FP-SUB-36	Contact Name	
Facility Response:		
FP-SUB-37	Contact Number	
Facility Response:		
FP-SUB-38	Email	
Facility Response:		
FP-SUB-39	Types of Processes Subcontracted:	
Facility Response:		
<b>Facility Comments</b>		
FP-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response: N/A		
Verification Selection: Verification not required		

Corrected Response:		
Validation Method: SLCP Onsite Verification		
RECRUITMENT & HIRING		
Number	Question	Final Verified Response
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of the Recruitment and Hiring section is to understand the facility's social and labor practices in the initial stages of employment. The "recruitment" process is designed to select the most appropriate candidates for employment. The "hiring" process is how new workers are brought into the organization. Social and Labor topics within this section include: <ul style="list-style-type: none"> <li>• Child Labor</li> <li>• Apprenticeship / Trainee / Internship Programs</li> <li>• Forced Labor</li> <li>• Recruitment Practices</li> <li>• Discrimination</li> <li>• Employment Practices</li> <li>• Homeworkers</li> <li>• Facility Comments</li> </ul>	
<b>Child Labor</b>		
<b>Sub-Section Instructions</b>		
	Overall International Labor Standards Compliance Guidance: Child labor is work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. It refers to work that is mentally, physically, socially or morally dangerous and harmful to children and interferes with their schooling by depriving them of the opportunity to attend school, by obliging them to leave school prematurely, or by requiring them to combine school attendance with excessively long and heavy work. In its most extreme forms, children are involved in illegal activities, or in work that exposes them to physical, sexual or psychological abuse. However, not all work done by children is classified as child labor that should be eliminated. Work that does not affect children's health and personal development or interfere with their schooling can be constructive. This includes activities such as helping parents around the home, helping in a family business or earning pocket money outside school time. Whether or not work being carried out by children constitutes child labor depends on the child's age, the type and hours of work performed, and the impact of the work on the child's health, development and access to education. In addition to determining whether there are child laborers working at the facility premises, the possibility of workers taking work home should be monitored. If work is performed outside the facility premises, determine whether underage family members are doing it. Applicable legal standards include: ILO Core Conventions, C138 Minimum Age Convention, 1973 and C182 Worst Forms of Child Labour Convention, 1999, which provide the baseline standards for child labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R146 Minimum Age Recommendation, 1973; R190 Worst Forms of Child Labour Recommendation, 1999	
<b>Age Documentation</b>		
RH-CHI-1	Does the facility verify minimum age requirements prior to hiring workers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review, management and employee interview, we verified that the facility verifies minimum age requirements prior to hiring workers.		
Validation Method: SLCP Onsite Verification		
RH-CHI-11	If yes, please describe what legal documentation or other proof of age are reviewed to verify minimum age requirements and whether copies are maintained:	Check worker's birth certificate, ID card, citizen identity card, household book, schooling certificates
Facility Response: Check worker's birth certificate, ID card, citizen identity card, household book, schooling certificates		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Minimum Age</b>		
RH-CHI-2	What is the age of the youngest worker in the facility?	18
Facility Response: 18		
Verification Selection: Accurate		
Verification Data: From the documentary review, management and employee interview, we confirmed that the youngest employee was born on December 16, 2004, (over 18 years old), date of youngest worker was hired: February 1, 2023.		
Validation Method: SLCP Onsite Verification		
RH-CHI-3	If other, please describe:	
Facility Response:		
RH-CHI-4	Are any workers under the legal minimum age for employment?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the site observation, management and worker interview, we confirmed the youngest employee is above 18 years old while legal working age is 15 years old and there is no any worker under the legal minimum age for employment.		



Validation Method: SLCP Onsite Verification		
RH-CHI-5	How many females are under the applicable legal minimum working age?	
Facility Response:		
RH-CHI-6	How many males are under the applicable legal minimum working age?	
Facility Response:		
<b>Remediation</b>		
RH-CHI-7	Does the facility have a remediation system in place for when children (those under the legal minimum working age) are found to be working in the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and management interview, we ascertained that the facility has a remediation system in place for when children are found to be working in the facility.		
Validation Method: SLCP Onsite Verification		
RH-CHI-7.1	If yes, please describe the child remediation system in place:	Check worker's birth certificate, ID card, citizen identity card, household book, schooling certificates
Facility Response: Check worker's birth certificate, ID card, citizen identity card, household book, schooling certificates		
Verification Selection: Accurate		
Verification Data: The remediation system included: 1. review the records, collect the evidence, and determine the age of child labor exactly with the factory representative. 2. stop using child labor. 3. contact child labor families and support some funds so they can learn secondary education (if they wish) 4. After the child labor finished school, the facility will invite them work for the facility if they want.		
Validation Method: SLCP Onsite Verification		
<b>Historical Child Labor</b>		
RH-CHI-8	Do records indicate that any workers were under the legal minimum working age when hired?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interview, we confirmed that there are no records indicating that any workers were under the legal minimum working age when hired.		
Validation Method: SLCP Onsite Verification		
<b>Workers under 18</b>		
RH-CHI-9	Does the facility maintain recorded parental permission for workers under the age of 18 in the facility?	
Facility Response:		
RH-CHI-10	Is the facility's practice of maintaining parental permission of workers under the age of 18 to work in the facility in line with legal requirements?	
Facility Response:		
RH-CHI-11	Does the facility maintain a list/register of all workers under age 18 in line with legal requirements?	
Facility Response:		
RH-CHI-12	Does the facility provide the list/register of workers under age 18 to government authorities in line with legal requirements?	
Facility Response:		
RH-CHI-13	Does the facility arrange health checks for all workers under the age of 18?	
Facility Response:		
RH-CHI-14	If yes, are health checks arranged prior to employment?	
Facility Response:		
RH-CHI-15	Is the facility's practice of arranging health checks for all workers under age 18 in line with legal requirements?	
Facility Response:		
RH-CHI-16	Does the facility provide special Health and Safety trainings (separate from normal adult training) to workers under the age of 18?	
Facility Response:		
RH-CHI-17	Is the facility's practice of providing special Health and Safety trainings (separate from normal adult training) to workers under the age of 18 in line with legal requirements?	
Facility Response:		
RH-CHI-18	Does the facility have special protective restrictions for workers under the age of 18?	
Facility Response:		
RH-CHI-18.1	If yes, please describe what type of protective restrictions are in place:	

Facility Response:		
RH-CHI-19	Are protective restrictions for workers under the age of 18 in line with legal requirements?	
Facility Response:		
RH-CHI-20	Does the facility monitor the working hours of all workers under the age of 18 separately?	
Facility Response:		
<b>Hazardous Work and other Worst Forms</b>		
RH-CHI-21	Which of the following work is performed by workers under age 18 (SELECT all that apply with a "X")	
RH-CHI-21-1	Work in a hazardous environment and/or work that is hazardous in nature in violation of legal standards	
Facility Response:		
RH-CHI-21.1	Please describe the type of hazardous work performed by both female and by male workers (if different):	
Facility Response:		
RH-CHI-21-2	Night Work	
Facility Response:		
RH-CHI-21.2	Please describe the type of night work and hours worked by both female and male workers (if different):	
Facility Response:		
RH-CHI-21-3	More hours than permitted by law	
Facility Response:		
RH-CHI-21.3	Please describe the hours and type of work performed in violation of legal standards by both female and by male workers (if different):	
Facility Response:		
RH-CHI-21-4	Other	
Facility Response:		
RH-CHI-21.4	If other, please describe:	
Facility Response:		
RH-CHI-21-5	None of the above	
Facility Response:		
RH-CHI-22	Have there been any incidences of forced labor, prostitution, pornography, or illegal activities involving workers under age 18, or work that exposes them to physical, psychological or sexual abuse?	
Facility Response:		
<b>Other Legal Requirements</b>		
RH-CHI-23	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Child Labor?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Apprenticeship / Trainee / Internship Programs</b>		
RH-APP-1	Does the facility offer/ participate in any apprenticeship / trainee / internship programs?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interviews, we confirmed that the facility did offer/ participate in apprenticeship / trainee / internship programs.		
Validation Method: SLCP Onsite Verification		
RH-APP-2	Which of the following apprenticeship / trainee / internship programs does the facility offer/ participate in? (SELECT all that apply with a "X")	
RH-APP-2-1	Apprenticeship program	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the documentary review and employees' interviews, we confirmed that the facility offers an apprenticeship program.		
Validation Method: SLCP Onsite Verification		
RH-APP-2.1	Please describe your apprenticeship program:	
Facility Response: N/A		

Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
RH-APP-2-2	Trainee program	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-APP-2-2	Please describe your trainee program:	
Facility Response:		
RH-APP-2-3	Internship program	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-APP-2-3	Please describe your internship program:	
Facility Response:		
RH-APP-3	What is the maximum length of time (in days) that the facility considers workers as apprentices / interns / workers in training?	60
Facility Response: 60		
Verification Selection: Accurate		
Verification Data: From the documentary review and employee interview, we confirmed that the facility offers an apprenticeship program with 60 days length which in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
RH-APP-4	Can apprentices / trainees / interns choose a position in the facility that is related to their area of study (or skill/trade)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review and employee interview, we confirmed that the apprentices can choose a position in the facility that was related to their area of study.		
Validation Method: SLCP Onsite Verification		
RH-APP-5	Is the facility's apprenticeship / training / internship program in line with all legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review and employee interview, we confirmed that the facility offers an apprenticeship program with 60 days length which in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Forced Labor</b>		
<b>Sub-Section Instructions</b>		

Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics are used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include: ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919

**Prison Labor**

RH-FOR-1	Does the facility use prison labor?	No
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Facility Response: No

Verification Selection: Accurate

Verification Data: Based on the interview of workers, we verified that there is no prison labor used in this facility.

Validation Method: SLCP Onsite Verification

RH-FOR-2	Does the facility follow any of the following practices concerning prison labor? (SELECT all that apply with a "X")	
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RH-FOR-2-1	Prison laborers have freely consented to perform the work	
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Facility Response:

RH-FOR-2-2	The facility treats prison laborers and non-prison workers similarly (conditions of work such as wages, hours of work, health and safety, etc.)	
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Facility Response:

RH-FOR-2-3	There is supervision and control by a public authority	
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Facility Response:

RH-FOR-2-4	None of the above	
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Facility Response:

**Forced Labor by Governments**

RH-FOR-3	Does the facility need to release workers to be available for government-mandated forced labor?	No
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Facility Response: No

Verification Selection: Accurate

Verification Data: Through the site observation, worker and management interview, we verified that the facility does not release workers to be available for government-mandated forced labor.

Validation Method: SLCP Onsite Verification

RH-FOR-3.1	If yes, please describe the time periods and circumstances in which workers need to be released:	
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Facility Response:

**Recruitment Practices**

**Deposits**

RH-REC-1	Are any monetary deposits required of workers upon hire?	No
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Facility Response: No

Verification Selection: Accurate

Verification Data: Through the documentary review and management interview, we ascertained that there are no monetary deposits required of workers prior to hire.		
Validation Method: SLCP Onsite Verification		
RH-REC-2	Are monetary deposits in line with legal requirements?	
Facility Response:		
<b>Recruiters</b>		
RH-REC-3	Are labor recruiters / employment agencies responsible for the recruitment of workers to the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the verification we confirmed that the facility recruited its own employees directly and did not employ labor recruiters / employment agencies for this purpose.		
Validation Method: SLCP Onsite Verification		
<b>Foreign Migrant Workers</b>		
RH-REC-4	Is the facility's recruitment process for foreign migrant workers in line with applicable legal requirements?	
Facility Response:		
<b>Recruitment Fees</b>		
RH-REC-5	Who is responsible for paying recruitment fees and related costs, the worker or the facility?	Facility
Facility Response: Facility		
Verification Selection: Accurate		
Verification Data: Through the site observation, worker and management interview, we verified that the facility is responsible for paying recruitment fees and related costs if any.		
Validation Method: SLCP Onsite Verification		
RH-REC-6	Which of the following recruitment fees or related costs does the worker pay for? (SELECT all that apply with a "X")	
RH-REC-6-1	Skills and qualification tests	
Facility Response:		
RH-REC-6-2	Medical costs	
Facility Response:		
RH-REC-6-3	Training and orientation	
Facility Response:		
RH-REC-6-4	Administrative costs	
Facility Response:		
RH-REC-6-5	Travel and lodging	
Facility Response:		
RH-REC-6-6	Equipment costs	
Facility Response:		
RH-REC-6-7	Insurance costs	
Facility Response:		
RH-REC-6-8	Other	
Facility Response:		
RH-REC-6.1	If other, please describe:	
Facility Response:		
RH-REC-7	Are workers reimbursed for recruitment fees and related costs paid?	
Facility Response:		
RH-REC-7.1	If yes, please provide: • type of recruitment fees • amount reimbursed (percentage) • the reimbursed (facility or other) • timing of reimbursement	
Facility Response:		
RH-REC-8	Are recruitment fees and related costs paid by workers in line with legal requirements?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: From the document review, worker interview and management interview, we confirmed that workers did not pay any recruitment fees and related costs at any stage since recruitment and employment.		
Validation Method: SLCP Onsite Verification		
<b>Discrimination</b>		

Sub-Section Instructions		
	Overall International Labor Standard Compliance Guidance: Discrimination includes any distinction based on race, color, sex, religion, political opinion, national extraction or social origin, which results in unequal treatment. Other grounds of discrimination may be included in national law, such as disability, HIV/AIDS status, age and sexual orientation. Discrimination may be direct or indirect and does not have to be intentional. Indirect discrimination refers to apparently neutral practices, which in fact result in unequal treatment of people with certain characteristics. Distinctions are permissible when they are necessary because of the inherent requirements of the particular job, although this exception is rare. Also, measures to protect certain categories of workers are acceptable when they are provided for under international labor Conventions and Recommendations, such as maternity protection. Distinctions also may be permissible under national laws designed to help groups who need special protection, for example, laws that offer preferential treatment to women in hiring in order to remedy the effects of past discrimination. Applicable legal standards include: ILO Core Conventions, C100 Equal Remuneration Convention, 1951 and C111 Discrimination (Employment and Occupation) Convention, 1958, which provide the baseline standards for discrimination; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R90 Equal Remuneration Recommendation, 1951; R111 Discrimination (Employment and Occupation) Recommendation, 1958; C156 Workers with Family Responsibilities Convention, 1981; R165 Workers with Family Responsibilities Recommendation, 1981	
<b>Recruitment</b>		
RH-DIS-1	During the recruitment process, do materials such as job description or job application forms ever reference an applicant's race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age (other than the legal minimum age) or nationality/foreign migrant workers status?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-DIS-2	Which of the following elements are referenced in written job descriptions or job applications? (SELECT all that apply with a "X")	
RH-DIS-2-1	Race / Skin Color	
Facility Response:		
RH-DIS-3	Are written job descriptions or job application forms that reference an applicant's race / skin color in line with applicable legal requirements?	
Facility Response:		
RH-DIS-3-1	Sex / Gender	
Facility Response:		
RH-DIS-4	Are written job descriptions or job application forms that reference an applicant's sex or gender in line with legal requirements?	
Facility Response:		
RH-DIS-4-1	Religion	
Facility Response:		
RH-DIS-5	Are written job description or job application forms that reference an applicant's religion in line with legal requirements?	
Facility Response:		
RH-DIS-5-1	Political Opinion	
Facility Response:		
RH-DIS-6	Are written job description or job application forms that reference an applicant's political opinion in line with legal requirements?	
Facility Response:		
RH-DIS-6-1	National Extraction	
Facility Response:		
RH-DIS-7	Are written job description or job application forms that reference an applicant's national extraction in line with legal requirements?	
Facility Response:		
RH-DIS-7-1	Social Origin	
Facility Response:		
RH-DIS-8	Are written job description or job application forms that reference an applicant's social origin in line with legal requirements?	
Facility Response:		
RH-DIS-8-1	Disability	
Facility Response:		

RH-DIS-9	Are written job description or job application forms that reference an applicant's disability in line with legal requirements?	
Facility Response:		
RH-DIS-9-1	HIV / AIDS Status (real or perceived)	
Facility Response:		
RH-DIS-10	Are written job description or job application forms that reference an applicant's HIV / AIDS status in line with legal requirements?	
Facility Response:		
RH-DIS-10-1	Sexual Orientation	
Facility Response:		
RH-DIS-11	Are written job description or job application forms that reference an applicant's sexual orientation in line with legal requirements?	
Facility Response:		
RH-DIS-11-1	Pregnancy / Maternity Status	
Facility Response:		
RH-DIS-12	Are written job description or job application forms that reference an applicant's pregnancy / maternity status in line with legal requirements?	
Facility Response:		
RH-DIS-12-1	Marital Status	
Facility Response:		
RH-DIS-13	Are written job description or job application forms that reference an applicant's marital status in line with legal requirements?	
Facility Response:		
RH-DIS-13-1	Age	
Facility Response:		
RH-DIS-14	Are written job description or job application forms that reference an applicant's age in line with legal requirements?	
Facility Response:		
RH-DIS-14-1	Nationality / Foreign Migrant Worker Status	
Facility Response:		
RH-DIS-15	Are written job description or job application forms that reference an applicant's nationality/foreign migrant status in line with legal requirements?	
Facility Response:		
RH-DIS-15-1	Family responsibilities	
Facility Response:		
RH-DIS-16	Are written job descriptions or job application forms that reference an applicant's family responsibilities in line with legal requirements?	
Facility Response:		
RH-DIS-16-1	Other	
Facility Response:		
RH-DIS-16.1	If other, please describe:	
Facility Response:		
RH-DIS-17	Are written job description or job application forms that reference other discriminatory factors in line with legal requirements?	
Facility Response:		
<b>Hiring</b>		
RH-DIS-18	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age (other than the legal minimum age) or nationality/foreign migrant worker status been a factor in decisions regarding hiring?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the documentary review, worker and management interview, we ascertained that race, skin color, sex (gender), religion, political opinion, national extraction, social origin, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status have not been a factor in decisions regarding hiring.		
Validation Method: SLCP Onsite Verification		
RH-DIS-19	Which of the following is a factor in decisions on hiring? (SELECT all that apply with a "X")	

RH-DIS-19-1	Race / Skin Color	
Facility Response:		
RH-DIS-20	Is an applicant's race / skin color factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-20-1	Sex / Gender	
Facility Response:		
RH-DIS-21	Is an applicant's sex / gender factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-21-1	Religion	
Facility Response:		
RH-DIS-22	Is an applicant's religion factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-22-1	Political Opinion	
Facility Response:		
RH-DIS-23	Is an applicant's political opinion factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-23-1	National Extraction	
Facility Response:		
RH-DIS-24	Is an applicant's national extraction factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-24-1	Social Origin	
Facility Response:		
RH-DIS-25	Is an applicant's social origin factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-25-1	HIV / AIDS Status (real or perceived)	
Facility Response:		
RH-DIS-26	Is an applicant's HIV / AIDS status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-26-1	Sexual Orientation	
Facility Response:		
RH-DIS-27	Is an applicant's sexual orientation factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-27-1	Pregnancy / Maternity Status	
Facility Response:		
RH-DIS-28	Is an applicant's pregnancy / maternity status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-28-1	Marital Status	
Facility Response:		
RH-DIS-29	Is an applicant's marital status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-29-1	Age	
Facility Response:		
RH-DIS-30	Is an applicant's age factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-30-1	Nationality / Foreign Migrant Worker Status	
Facility Response:		
RH-DIS-31	Is an applicant's nationality/foreign migrant status factored into hiring decisions in line with legal requirements?	
Facility Response:		
RH-DIS-31-1	Family responsibilities	
Facility Response:		
RH-DIS-32	Is an applicant's family responsibilities factored into hiring decisions in line with legal requirements?	



Facility Response:		
RH-DIS-32-1	Other	
Facility Response:		
RH-DIS-32.1	If other, please describe:	
Facility Response:		
RH-DIS-33	Is the Other ground(s) identified factored into hiring decisions in line with legal requirements?	
Facility Response:		
<b>Pregnancy and Maternity</b>		
RH-DIS-34	Does the facility follow any of the following practices related to worker pregnancy before or at hiring? (SELECT all that apply with a "X")	
RH-DIS-34-1	Facility requires pregnancy test before or at hiring	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-DIS-35	Are the tests required by applicable legislation regarding (i) work that is legally prohibited or restricted for pregnant or nursing women, or (ii) work that presents a recognized or significant risk to the health of the woman and child?	
Facility Response:		
RH-DIS-35-1	Facility requires virginity test before or at hiring	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-DIS-35-2	Facility requires worker to provide commitments (verbally or in writing) that they will not become pregnant	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-DIS-35-3	Facility requires the use of contraceptives or other forms of birth control at hiring	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-DIS-35-4	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the employee interview, we ascertained that in its Employment Policies and Procedures the facility explicitly prohibited pregnancy and virginity testing as a condition before employment, at hiring or continued employment.		
Validation Method: SLCP Onsite Verification		
<b>Disability</b>		
RH-DIS-36	Does the facility hire disabled persons in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review we verified that the facility has established a non-discrimination policy in place, and the employment of disabled persons is encouraged. Hiring officer will evaluate applicant according to their ability. During the verification we confirmed that there is no disabled worker in this facility.		
Validation Method: SLCP Onsite Verification		
<b>Infection or Illness</b>		
RH-DIS-37	Does the facility require HIV / AIDS testing during the hiring process?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the documentary review, worker and management interview we confirmed that the facility did not require HIV / AIDS testing and other infection or illness tests (including Hepatitis B) during the hiring process.		
Validation Method: SLCP Onsite Verification		
RH-DIS-38	If yes, are these HIV / AIDS tests administered in line with legal requirements?	
Facility Response:		
RH-DIS-39	Does the facility require other infection or illness tests (e.g. Hepatitis B) during the hiring process?	No

Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-DIS-40	If yes, are these infection or illness tests administered in line with legal requirements?	
Facility Response:		
<b>Other Legal Requirements</b>		
RH-DIS-41	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Recruitment and Hiring?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Employment Practices</b>		
<b>Sub-Section Instructions</b>		
	The Employment Practices section seeks to understand additional topics related to general employment terms and practices in the facility. The sub-section below includes questions on items such as workplace rules, written terms of employment, training and probation periods, homework.	
<b>Workplace Rules</b>		
RH-EMP-1	Do workplace rules comply with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-2	Are all new workers provided with a copy of the facility's workplace rules, available in all languages spoken at the facility, during orientation?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-3	Are workplace rules made visible in facility common areas (e.g. canteen, locker rooms, toilets, etc.) in all languages spoken in the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Record-keeping</b>		
RH-EMP-4	Does the facility maintain job descriptions for all positions within the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management we verified that the facility determined job description for all jobs.		
Validation Method: SLCP Onsite Verification		
RH-EMP-5	Does the facility keep all worker health information confidential?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-6	Are personnel files maintained in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-7	Bangladesh: Do all workers (other than apprentices, substitute/badli or casual workers) have a service book as legally required?	
Facility Response:		
<b>Contracts / T&amp;Cs</b>		
RH-EMP-8	Do all persons who perform work for the facility, both on the premises and offsite, have a contract?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Verification Data: During the documentary review, worker and management interview, we confirmed that all persons who perform work for the facility, both on the premises and offsite, have contracts. One copy provided to employees and one copy is kept on file.		
Validation Method: SLCP Onsite Verification		
RH-EMP-9	Are contracts for all persons who perform work for the facility, both on the premises and offsite, in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-10	Do other types of written documents explaining the terms and conditions (T&Cs) of employment exist?	
Facility Response:		
RH-EMP-11	Does the facility follow any of the following practices related to contracts? (SELECT all that apply with a "X")	
RH-EMP-11-1	Signed copies of contracts between the facility and each worker are maintained on file	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review and management interview, we confirmed that signed copies of contracts between the facility and each worker are maintained on file.		
Validation Method: SLCP Onsite Verification		
RH-EMP-11-2	Contracts clearly and accurately state the terms and conditions of employment	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review and management interview, we confirmed that contracts clearly and accurately state the terms and conditions of employment.		
Validation Method: SLCP Onsite Verification		
RH-EMP-11-3	Copies of contracts are provided to workers, in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-11-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-12	Do workers understand the terms and conditions included within their written employment contracts?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the documentary review, worker and management interview, we confirmed that workers understand fully the terms and conditions included within their written employment contracts.		
Validation Method: SLCP Onsite Verification		
RH-EMP-13	Does the facility follow any of the following practices related to other types of written terms and conditions documents? (SELECT all that apply with a "X")	
RH-EMP-13-1	Signed copies of terms and conditions documents between the facility and each worker are maintained on file	
Facility Response:		
RH-EMP-13-2	Terms and conditions documents are up to date	
Facility Response:		
RH-EMP-13-3	Terms and conditions documents clearly and accurately state the terms and conditions of employment	
Facility Response:		
RH-EMP-13-4	Copies of terms and conditions documents are provided to workers	
Facility Response:		
RH-EMP-13-5	None of the above	
Facility Response:		
RH-EMP-14	Do workers understand the information included within their written terms and conditions documents?	
Facility Response:		

RH-EMP-15	Does the facility use fixed-term contracts?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the documentary review, worker and management interview, we confirmed that the facility uses fixed-term contracts such as one year fixed-term contract, and then non fixed term contract to all employees.		
Validation Method: SLCP Onsite Verification		
RH-EMP-16	Does the facility limit the use of fixed-term contracts?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the site observation, worker and management interview, we verified that the facility places limits on the use of fixed-term contracts.		
Validation Method: SLCP Onsite Verification		
RH-EMP-17	Is the facility's practice around limits on the use of fixed-term contracts in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
RH-EMP-18	Are the facility's employment contracts for foreign migrants in line with legal requirements?	
Facility Response:		
<b>Foreign Migrant Workers</b>		
RH-EMP-19	Does the facility (or recruiting agency) provide foreign migrants with a signed written employment contract prior to leaving their home country?	
Facility Response:		
RH-EMP-20	If yes, does the facility (or recruiting agency) ever request that foreign migrants sign a new contract once they are in their host country?	
Facility Response:		
RH-EMP-21	If yes, are the terms and conditions the same?	
Facility Response:		
<b>Dispatched Workers</b>		
RH-EMP-22	Vietnam: Does the facility comply with legal requirements concerning dispatched workers at the workplace?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Not Applicable		
Verification Data: Per the site observation and documentary review, we confirmed that the facility does not have dispatched workers, the facility recruited its own employees directly and did not employ brokers/agents or dispatch agencies for this purpose.		
Validation Method: SLCP Onsite Verification		
<b>Outsourced Workers</b>		
RH-EMP-23	Indonesia: Does the facility comply with legal requirements concerning outsourced workers at the workplace?	
Facility Response:		
<b>Probationary Periods</b>		
RH-EMP-24	Are probationary (time) periods in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the site observation, worker and management interviews, we ascertained that probationary (time) periods for production workers does not exceed 30 days for jobs requiring tertiary-educated or technicians/skilled workers and 6 working days for other types of workers as law requirements which are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Benefits Avoidance</b>		
RH-EMP-25	Has the facility acted against legal requirements by hiring temporary/probationary/trainee/fixed-term contract workers to avoid legal obligations?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

RH-EMP-26	Cambodia: Does the facility include the entire period of continuous employment, as legally required, when determining workers' entitlements to maternity leave, attendance bonus, seniority bonus, and/or annual leave?	
Facility Response:		
<b>Other Legal Requirements</b>		
RH-EMP-27	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Contracts and Hiring Practices?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
RH-EMP-28	Is the facility in non-compliance with any legal requirements for Contracts and Hiring Practices pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the document review and management interview, we noted that the facility is in compliance with the legal requirements for Contracts and Hiring Practices pertaining to non-production workers and/or sub-contracted workers.		
Validation Method: SLCP Onsite Verification		
<b>Homeworkers</b>		
RH-HOM-1	Does the facility comply with applicable legal requirements concerning homeworkers?	
Facility Response:		
<b>Facility Comments</b>		
RH-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>WORKING HOURS</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of this section is to understand the facility's social and labor practices with respect to Working Hours. Social and labor topics within this section include: <ul style="list-style-type: none"> <li>• Working Hours</li> <li>• Forced Labor</li> <li>• Overtime</li> <li>• Facility Comments</li> </ul>	
<b>Working Hours</b>		
<b>Sub-Section Instructions</b>		
	Working hours refers to hours worked in an activity during normal periods of work, plus overtime, time spent at the place of work, when the worker is at the disposal of the employer. Working Hours are a fundamental component to the employment process and limitations (legal or otherwise) should be respected. For industrial enterprises, international standards limit regular (pre-overtime) working hours to 8 hours each day, 48 hours each week, subject to certain exceptions. They also say that workers must have at least one day off in seven. The sub-section below includes questions on items such as working hour records, regular and overtime hours, breaks, and rest days.	
<b>Records</b>		
WH-WOR-1	How are hours of work recorded for all workers? (SELECT all that apply with a "X")	
WH-WOR-1-1	Manually (i.e. written record)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-1-2	Mechanically (i.e. punch card)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-1-3	Electronically (i.e. swipe card)	
Facility Response:		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-1-4	Biometrically (i.e. fingerprint/face scan)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification and worker interview, we verified that a fingerprint machine was used for tracking the number of hours worked. Employees had to record their time in/out 2 times per day (time-in, time-out). The day and dates employees worked were indicated in the time records.		
Validation Method: SLCP Onsite Verification		
WH-WOR-1-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-1-1	If none of the above, please describe how the facility records hours of work:	
Facility Response:		
WH-WOR-2	Who performs the clock-in/clock-out function for workers? (SELECT all that apply with a "X")	
WH-WOR-2-1	The individual worker	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation, worker and management interview, we ascertained that the individual worker would perform the clock-in/clock-out function by himself/ herself.		
Validation Method: SLCP Onsite Verification		
WH-WOR-2-2	Management	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-2-1	Please describe in what circumstances management performs this function:	
Facility Response:		
WH-WOR-2-3	Security	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-2-2	Please describe in what circumstances security performs this function:	
Facility Response:		
WH-WOR-2-4	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-2-3	If other, please describe:	
Facility Response:		
WH-WOR-3	Does the facility maintain only one accurate set of working hour records?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interviews, we confirmed that the facility maintains only one accurate set of working hour records that is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WH-WOR-4	Does the facility follow any of the following practices regarding working hour records? (SELECT all that apply with a "X")	
WH-WOR-4-1	Working hour records for each worker are maintained for at least the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interview, we confirmed that working hour records for each worker are maintained for over the last 12 months. And the facility provided time records within the 12 months (from May 2022 to April 2023) for verifier to review.		
Validation Method: SLCP Onsite Verification		
WH-WOR-4-2	Working hour records for each worker's regular and overtime hours are maintained	X

Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interview, we confirmed that working hour records for each worker's regular and overtime hours are maintained well and properly.		
Validation Method: SLCP Onsite Verification		
WH-WOR-4-3	Start and finish times are recorded for all periods of work	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review, management and worker interview, we verified that start and finish times are recorded for all periods of working.		
Validation Method: SLCP Onsite Verification		
WH-WOR-4-4	Start and finish times in the payroll system match exact time in/out in time records.	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-4-5	Working hour records are consistent with payroll and other records	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the documentary review, management and worker interview, we verified that working hour records are consistent with payroll and other records.		
Validation Method: SLCP Onsite Verification		
WH-WOR-4-6	Workers have unrestricted access to verify the accuracy of working hours	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation, worker and management interview, we ascertained that the workers have unrestricted access to verify the accuracy of working hours.		
Validation Method: SLCP Onsite Verification		
WH-WOR-4-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Regular Hours</b>		
WH-WOR-5	Number of regular weekly hours worked at the facility:	48
Facility Response: 48		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-6	Number of regular daily hours worked at the facility:	8
Facility Response: 8		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-7	Do regular working hours exceed legal requirements?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the documentary review and management interview, we noted that working hours do not exceed legal requirements.		
Validation Method: SLCP Onsite Verification		
WH-WOR-8	Does the facility calculate regular hours as an average?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the documentary review, worker and management interview, we noted that the facility calculates regular hours based on labor law requirement, does not calculate regular hours as an average. The local law requires 48 hours per week as regular time and the employees were paid based on their total actual working hours.		
Validation Method: SLCP Onsite Verification		
WH-WOR-9	If yes, do regular hours exceed 48 hours?	
Facility Response:		
<b>Overtime Hours</b>		

WH-WOR-10	Are the reasons for overtime in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review, management, and employee interview, we confirmed that overtime working hours were not exceeded legally limit ed hours.		
Validation Method: SLCP Onsite Verification		
WH-WOR-11	Are all overtime working hours in line with legal limits?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-WOR-12	Which legal overtime limits are not being complied with? (SELECT all that apply with a "X")	
WH-WOR-12-1	Daily limits on overtime hours worked	
Facility Response:		
WH-WOR-12-2	Weekly limits on overtime hours worked	
Facility Response:		
WH-WOR-12-3	Monthly limits on overtime hours worked	
Facility Response:		
WH-WOR-12-4	Yearly limits on overtime hours worked	
Facility Response:		
WH-WOR-12-5	Other	
Facility Response:		
WH-WOR-12.1	Please describe what "Other" type of overtime hours worked is not in line with legal limits:	
Facility Response:		
WH-WOR-13	Did the facility comply with legal requirements to inform and/or get permission from governmental authorities in order to work overtime?	No applicable legal requirements
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No applicable legal requirements		
Verification Data: Although the government has the limit for overtime hours, however, the facility does not need to get the permission from governmental authoriti es to work overtime which is not required by law. During the documentary review and worker interview we confirmed that overtime is voluntary in this facility.		
Validation Method: SLCP Onsite Verification		
WH-WOR-14	Are exemption terms accurate, current, valid and followed by the facility?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
WH-WOR-15	Are work targets for production (e.g. quota or piece work) in line with legal requirements?	No applicable legal requirements
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No applicable legal requirements		
Verification Data: During the worker and management interview, we ascertained that although the facility sets production volume targets for piece rate workers; ho wever, there is no requirement from the law to set a limit target for unit produced.		
Validation Method: SLCP Onsite Verification		
<b>Total Working Hours</b>		
WH-WOR-16	Did any workers work more than 60 hours in total (regular + overtime) within any given week?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the documentary review and employee interview, we confirmed that employees work more than 60 hours in total (regular + overtime) in the second and third week of April 2023.		
Validation Method: SLCP Onsite Verification		
WH-WOR-17	Did any workers work more than 72 hours in total (regular + overtime) within any given week?	No
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		



Corrected Response: No		
Verification Data: From the document review and employee interview, we confirmed that there were no workers worked more than 72 hours in total (regular + overtime) within the past 12 months.		
Validation Method: SLCP Onsite Verification		
WH-WOR-18	Did any workers work more than 80 hours in total (regular + overtime) within any given week?	
Facility Response:		
WH-WOR-19	Did any workers work more than 90 hours in total (regular + overtime) within any given week?	
Facility Response:		
<b>Breaks</b>		
WH-WOR-20	Does the facility provide breaks during the workday in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review and employee interview, we confirmed that the facility provides 1 hour as lunch break and 5 minutes as morning rest break and 5 minutes as afternoon rest break during the workday to the workers which are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WH-WOR-21	Does the facility provide time off for breastfeeding in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review and employee interview, we confirmed that the facility provides time off for female workers who are breastfeeding to leave one hour early with full paid which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WH-WOR-22	Vietnam: Does the facility comply with legal requirements concerning breaks for shift work?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Not Applicable		
Verification Data: During the documentary review and management interview, we noted that the facility does not have shift work for production employees.		
Validation Method: SLCP Onsite Verification		
<b>Break Payment</b>		
WH-WOR-23	Are workers paid during breastfeeding breaks in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Rest Days</b>		
WH-WOR-24	Number of weekly rest days provided by the facility:	1
Facility Response: 1		
Verification Selection: Accurate		
Verification Data: From the documentary review, management interview and employee interview, we verified that the facility provides 1 rest day to employees.		
Validation Method: SLCP Onsite Verification		
WH-WOR-25	Are the weekly rest days provided by the facility in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, worker and management interview, we confirmed that the weekly rest days are provided by the facility in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WH-WOR-26	Are weekly rest days at least 24 consecutive hours long?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Other Legal Requirements</b>		
WH-WOR-27	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Working Hours?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		

Validation Method: SLCP Onsite Verification		
WH-WOR-28	Is the facility in non-compliance with any legal requirements for Working Hours pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the document review, workers interview, and interaction with management team, we verified that in the last 12 months within this assessment period, the facility is not in non-compliance with any legal requirements for Working Hours pertaining to non-production workers and/or sub-contracted workers.		
Validation Method: SLCP Onsite Verification		
<b>Forced Labor</b>		
<b>Sub-Section Instructions</b>		
	<p>Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics were used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include the ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919</p>	
<b>Forced Overtime</b>		
WH-FOR-1	Are workers forced to work overtime under threat of penalty?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the document review and worker interviews, we ascertained that all employees were working at the facility voluntarily, no forced labor and no threat of any penalty or sanction. In addition, workers are able to refuse overtime for any reason, the overtime sheet would be given to workers every day, and if worker did not want to work overtime, he or she did not need to sign the overtime sheet and could leave the factory after the end of the normal working day.		
Validation Method: SLCP Onsite Verification		
<b>Overtime</b>		
<b>Voluntary Overtime</b>		
WH-OVE-1	Are workers able to refuse overtime for ANY REASON?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-OVE-2	Is overtime voluntary, in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Exceptional Circumstances</b>		
WH-OVE-3	Did the facility experience exceptional circumstances (i.e. large late customer change orders, weather disasters etc.) that resulted in significant changes to its production schedules?	No

Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the document review and management interview, we verified that the facility did not experience exceptional circumstances (i.e., large late customer change orders, weather disasters etc.) that resulted in significant changes to its production schedules.		
Validation Method: SLCP Onsite Verification		
WH-OVE-4	Does the facility consult with workers and/or provide a minimum notice period for overtime work and/or changes in rest days?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-OVE-5	Is the facility's practice of consulting with workers and/or notifying them in advance about overtime work and/or changes in rest days in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WH-OVE-6	Does the facility require workers to take paid or unpaid leave when there is less work/production in the facility?	No
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No		
Verification Data: Through the document review and worker interviews, we ascertained that in the last 12 months within this assessment period, the facility does not require workers to take paid leave when there is less work/production in the facility which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WH-OVE-7	Is the facility's practice of requiring workers to take paid or unpaid leave in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Facility Comments</b>		
WH-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>WAGES &amp; BENEFITS</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of this section is to understand the facility's social and labor practices with respect to Wages and Benefits. Social and Labor topics within this section include: • Wages and Benefits • Facility Comments	
<b>Wages and Benefits</b>		
<b>Sub-Section Instructions</b>		
	Wages and Benefits refer to the compensation a worker receives - or should be receiving - as a result of their work in the facility. Wages refer specifically to the monetary (cash) wages received. And benefits cover any other form of compensation the worker receives other than monetary (cash) wages. Minimum wages may be set by law or regulation, by wage boards, councils, courts or tribunals, or by collective agreement. Minimum wage rates may be different across groups of worker, sectors of economic activity, or by geographical location. The sub-section below includes questions on items such as minimum wage, overtime wage, wage payment, deductions, in-kind benefits and various forms of worker leave.	
<b>Minimum Wage</b>		
	NOTE: The following types of workers are based on your answers in the Facility Profile. Please ensure that your answers are correct or the appropriate questions will not appear below.	
WB-WAG-5	Do full-time production workers receive AT LEAST the legal minimum wage (and/or wage required by contract, CBA, or other agreement) for all regular hours worked?	Yes. Workers wages in line with all applicable legal requirements

Facility Response: Yes. Workers wages in line with all applicable legal requirements		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team, and worker interview, we verified that in the last 12 months within this assessment period, full-time production workers receive AT LEAST the legal minimum wage (and/or wage required by contract, CBA, or other agreement) for all regular hours worked.		
Validation Method: SLCP Onsite Verification		
WB-WAG-6	Do workers other than full-time production workers receive AT LEAST the legal minimum wage (and/or wage required by contract, CBA, or other agreement) for all regular hours worked?	Yes. Workers wages in line with all applicable legal requirements
Facility Response: Yes. Workers wages in line with all applicable legal requirements		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-7	If no, please select all the types of workers who did not receive at least the legal minimum wage: (SELECT all that apply with a "X")	
WB-WAG-7-1	Part-time workers	
Facility Response:		
WB-WAG-7-2	Agency/contract workers	
Facility Response:		
WB-WAG-7-3	Contract workers who are not part of the production process	
Facility Response:		
WB-WAG-7-4	Workers under probation	
Facility Response:		
WB-WAG-7-5	Workers who are trainees, apprentices or interns	
Facility Response:		
WB-WAG-7-6	Other	
Facility Response:		
WB-WAG-7.1	If other, please describe:	
Facility Response:		
<b>Facility Information</b>		
WB-WAG-1	Please select the facility's applicable three letter currency code:	VND
Facility Response: VND		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2	What are the units for rate of pay for production workers? (SELECT all that apply with a "X")	
WB-WAG-2-1	Hourly	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.1	What is the percentage of workers who receive hourly rate of pay?	
Facility Response:		
WB-WAG-2-2	Daily	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.2	What is the percentage of workers who receive daily rate of pay?	
Facility Response:		
WB-WAG-2-3	Weekly	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.3	What is the percentage of workers who receive weekly rate of pay?	
Facility Response:		
WB-WAG-2-4	Twice a month	
Facility Response:		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
WB-WAG-2.4	What is the percentage of workers whose rate of pay is twice a month?	
Facility Response:		
WB-WAG-2.5	Monthly	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.5	What is the percentage of workers who receive monthly rate of pay?	100
Facility Response: 100		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.6	Unit Rate	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.6	What is the percentage of workers who receive a rate of pay by unit?	
Facility Response: 100		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: During the documentary review we confirmed that 61% of workers receive a rate of pay by unit.		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.7	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-2.7	If other, please describe and include the percentage of workers who receive "other" rate of pay:	
Facility Response:		
<b>Records</b>		
WB-WAG-3	Does the facility maintain only one accurate payroll record?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team and worker interview, we verified that the facility maintains only one accurate payroll record onsite at the facility and in an orderly fashion that is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-4	Does the facility follow any of the following practices related to maintaining payroll records: (SELECT all that apply with a "X")	
WB-WAG-4-1	Payroll records for each worker are maintained for at least the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-4-2	Payroll records are consistent with attendance records and other records	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team and worker interview, we confirmed that payroll records are consistent with attendance records and other records.		
Validation Method: SLCP Onsite Verification		
WB-WAG-4-3	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Overtime Wage</b>		
WB-WAG-8	Is the facility failing to pay workers correctly for any of these types of overtime hours, as legally required: • Ordinary overtime hours • Overtime hours performed at night • Overtime hours performed on weekly rest days • Overtime hours performed on public holidays?	No

Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-9	Which of the following types of overtime hours is the facility not paying workers as legally required? (SELECT all that apply with a "X")	
WB-WAG-9-1	Ordinary overtime hours	
Facility Response:		
WB-WAG-9-2	Overtime hours performed at night	
Facility Response:		
WB-WAG-9-3	Overtime hours performed on weekly rest days	
Facility Response:		
WB-WAG-9-4	Overtime hours performed on public holidays	
Facility Response:		
WB-WAG-10	Are overtime hours paid at a premium rate of AT LEAST 1.25 times the base rate?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Other Premium Pay</b>		
WB-WAG-11	Is the facility failing to pay workers correctly for any of these types of regular hours worked at a premium rate, as legally required: • Regular hours worked at night • Regular hours worked on weekly rest days • Regular hours worked on public holidays?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the document review and worker interview, we confirmed that the facility pays all workers correctly for all types of regular hours at a premium rate as legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-12	Which of the following types of regular hours worked at a premium rate is the facility not paying workers as legally required? (SELECT all that apply with a "X")	
WB-WAG-12-1	Regular hours worked at night	
Facility Response:		
WB-WAG-12-2	Regular hours worked on weekly rest days	
Facility Response:		
WB-WAG-12-3	Regular hours worked on public holidays	
Facility Response:		
WB-WAG-13	Is the facility failing to pay workers premium pay as legally required based on: • worker's competence (e.g. experience, skills, training) and/or • the nature of the work (e.g. hazard pay)?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-14	Indonesia: Does the facility comply with legal requirements concerning premium compensation for non-permanent workers?	
Facility Response:		
<b>Piece Rate Workers</b>		
WB-WAG-15	Are piece rate workers paid correctly for ordinary hours of work when their piece rate earnings exceed minimum wage?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team, and worker interview, we verified that piece rate workers are paid correctly for ordinary hours of work when their piece rate earnings exceed minimum wage.		
Validation Method: SLCP Onsite Verification		
WB-WAG-16	Cambodia: Is the piece rate set at a level that permits workers of average ability working normal hours to earn minimum wage, as legally required?	
Facility Response:		
<b>Work-related Activities</b>		
WB-WAG-17	Are workers paid for all work-related activities outside of regular working hours?	Yes
Facility Response: Yes		

Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team and worker interview, we verified that the employees are paid for all work-related activities outside of regular working hours such as refresh training, fire drill, etc.		
Validation Method: SLCP Onsite Verification		
<b>Overtime Allowances</b>		
WB-WAG-18	Are overtime allowances provided/paid in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team, and worker interview, we verified that the overtime allowances are paid in line with legal or collective bargaining agreement requirements.		
Validation Method: SLCP Onsite Verification		
<b>Wages</b>		
WB-WAG-19	How does the facility define wage grades/ levels?	Grade (1/2/3/4/5/6/7)
Facility Response: Grade (1/2/3/4/5/6/7)		
Verification Selection: Accurate		
Verification Data: During the document review and confirmation with facility management, we ascertained that the facility has established a wage scale after discussing and approving by Trade Union. The wage scale was applied since July 1, 2022. There were 6 levels for each worker's position.		
Validation Method: SLCP Onsite Verification		
WB-WAG-19.1	If other, please describe:	
Facility Response:		
WB-WAG-20	How many wage grades/ levels does the facility have?	6
Facility Response: 6		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
	NOTE: The Tool supports a maximum of 7 wage levels (7 entries for facility data). For selection of "Skill" as wage level definition, the Tool only supports 3 wage levels (3 entries for facility data). If you have more wage levels, select "Other" for how the facility defines wage grades/ levels.	
WB-WAG-21	Number of workers in wage level Grade 1	522
Facility Response: 579		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 522		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WB-WAG-22	Number of workers in wage level Grade 2	0
Facility Response: 1		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 0		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WB-WAG-23	Number of workers in wage level Grade 3	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-24	Number of workers in wage level Grade 4	0
Facility Response: 2		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 0		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WB-WAG-25	Number of workers in wage level Grade 5	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-26	Number of workers in wage level Grade 6	0

Facility Response: 1		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 0		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WB-WAG-27	Number of workers in wage level Grade 7	
Facility Response:		
WB-WAG-28	Number of workers in wage level skilled	
Facility Response:		
WB-WAG-29	Number of workers in wage level semi-skilled	
Facility Response:		
WB-WAG-30	Number of workers in wage level un-skilled	
Facility Response:		
WB-WAG-31	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-32	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-33	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-34	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-35	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-36	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-37	Number of workers in wage level defined by facility (please include definition of level and number of workers)	
Facility Response:		
WB-WAG-38	Are worker's basic wages ever reviewed and adjusted for the entire facility (or portion of the facility)?	
Facility Response:		
WB-WAG-39	What are individual worker's basic wages based upon? (SELECT all that apply with a "X")	
WB-WAG-39-1	Legal (or contractual agreement) requirements	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39-2	Living Wage Estimate	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39-3	Skills	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39-4	Experience	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39-5	Length of Employment	



Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39-6	Performance	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39-7	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-39.1	If other, please describe:	
Facility Response:		
WB-WAG-39-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-40	Indonesia: Does the facility establish a wage structure and wage scale, announce it to all workers, and submit it to the Local Manpower Office, as legally required?	
Facility Response:		
<b>Performance Evaluations</b>		
WB-WAG-41	Does the facility conduct worker performance evaluations based on a standard set of criteria?	
Facility Response:		
WB-WAG-42	If yes, are worker performance evaluations shared and/or discussed with workers?	
Facility Response:		
<b>Wage Increase</b>		
	For the most representative department within the facility, indicate the number of workers that were promoted with an increase in their basic wage as a result of their promotion:	
WB-WAG-43	Describe the most representative department within the facility:	None
Facility Response: Sewing		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: None		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WB-WAG-44	Number of female workers that were promoted with an increase in their basic wage as a result of their promotion:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-45	Number of male workers that were promoted with an increase in their basic wage as a result of their promotion:	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Bonus</b>		
WB-WAG-46	Do workers receive any type of productivity (or "production") bonus?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-46.1	If yes, please describe all types of production / productivity bonuses:	
Facility Response:		
<b>Profit-based Bonus</b>		
WB-WAG-47	Pakistan: Does the facility pay workers the legally required yearly profit-based bonus?	
Facility Response:		

Participation Fund/ Welfare Fund		
WB-WAG-48	Bangladesh: Has the facility established a Workers' Participation Fund and Welfare Fund, and paid the correct amount into the funds each year, as legally required?	
Facility Response:		
WB-WAG-49	Bangladesh: Are the Workers' Participation and Welfare Funds used and distributed as legally required?	
Facility Response:		
Wage Payment		
WB-WAG-50	Are wage payments made regularly and on time and in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, worker interview and interaction with management team, we verified that in the last 12 months within this assessment period, the wage payments are made on time and in line with legal or collective bargaining agreement requirements. The facility paid wages/compensation to its employees through direct payment on a timely basis, wire transfer and in cash, once a month, by the 10th ~ 15th of the following month.		
Validation Method: SLCP Onsite Verification		
WB-WAG-51	Are workers paid their full wages in the legally required manner?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WB-WAG-52	How are workers paid? (SELECT all that apply with a "X")	
WB-WAG-52-1	Cash	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-53	What approximate percentage of workers are paid by cash?	15
Facility Response: 15		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-53-1	Check	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-54	What approximate percentage of workers are paid by check?	
Facility Response:		
WB-WAG-54-1	Direct deposit into a bank account	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-55	What approximate percentage of workers are paid by direct deposit into bank accounts?	85
Facility Response: 85		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-55-1	Mobile money	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-56	What approximate percentage of workers are paid by mobile money?	
Facility Response:		
WB-WAG-56-1	Card (with a stored value)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

WB-WAG-57	What approximate percentage of workers are paid by card (with a stored value)?	
Facility Response:		
WB-WAG-57-1	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-57.1	If other, please describe:	
Facility Response:		
WB-WAG-58	What approximate percentage of workers are paid by these other means?	
Facility Response:		
WB-WAG-59	If workers are paid by direct deposit into a bank account, do they have sole control of the bank account once opened?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the documentary review and employees' interviews, we confirmed that the individual worker has sole control and access to their bank account.		
Validation Method: SLCP Onsite Verification		
WB-WAG-60	Are workers paid directly by the facility or through 3rd party agents?	By the Facility
Facility Response: By the Facility		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-60.1	If other, please describe:	
Facility Response:		
WB-WAG-61	If workers are paid through 3rd party agents, have all workers authorized this in writing?	
Facility Response:		
WB-WAG-62	Are workers informed about their individual wages and deductions in line with legal requirements (e.g. through pay slips)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, worker interview, and interaction with management team, we verified that employees are provided with a detailed pay slip with detailing amount of payment, bonus & deducted amounts which are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-63	Are pay slips in a language all workers can understand?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Based on the documentary review and worker interview, we confirmed that the pay slips are written in Vietnamese.		
Validation Method: SLCP Onsite Verification		
WB-WAG-64	Do pay slips contain accurate information on worker wages in a detailed and comprehensive manner for all workers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From documentary review and worker interview, we confirmed that all employees can understand the details provided in their pay slips. The pay slips contain accurate information on worker wages in a detailed and comprehensive manner for all workers.		
Validation Method: SLCP Onsite Verification		
WB-WAG-65	Is the receipt of wage payment confirmed in writing by all workers?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Loans &amp; Advances</b>		
WB-WAG-66	Does the facility loan and/or advance money to workers?	
Facility Response:		
WB-WAG-66.1	If yes, please describe the circumstances:	
Facility Response:		
WB-WAG-67	Are all loans and/or advances in line with legal requirements?	
Facility Response:		

WB-WAG-68	Are workers informed of the terms and conditions surrounding the granting and repayment of advances and loans?	
Facility Response:		
WB-WAG-68.1	If yes, please describe the terms of the loans and/or advances (i.e. Interest rate, repayment terms, etc.) and how workers are informed of these terms:	
Facility Response:		
WB-WAG-69	Is there written documentation surrounding the terms and conditions of the granting and repayment of advances and loans?	
Facility Response:		
WB-WAG-70	If yes, do workers confirm the accuracy of payouts and re-payments in writing?	
Facility Response:		
<b>Legal Withholdings</b>		
WB-WAG-71	Does the facility take any deductions from wages that are not in line with legal requirements?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the document review and worker interview, we verified that the facility does not take any deductions from wages that are not in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-72	Were withholdings from wages, other than social security, calculated correctly and in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Deductions</b>		
WB-WAG-73	Did the facility have any other wage deductions (besides legally required withholdings and social security)?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From documentary review, worker interview, and management interview, we verified that in the last 12 months within this assessment period, the facility does not have any other wage deductions (besides legally required withholdings and social security).		
Validation Method: SLCP Onsite Verification		
WB-WAG-73.1	If yes, please describe the type of deductions of wages made (besides legally required withholdings and social security):	
Facility Response:		
WB-WAG-74	If yes, does the facility follow any of the following practices regarding deductions: (SELECT all that apply with a "X")	
WB-WAG-74-1	Deductions are voluntarily accepted by workers	
Facility Response:		
WB-WAG-74-2	Workers sign a document (in a language they understand) giving consent for monies to be deducted	
Facility Response:		
WB-WAG-74-3	Deductions to wages are explained to workers	
Facility Response:		
WB-WAG-74-4	Workers have access to the account status of all wage deductions (i.e. history of payments, current account balances etc.)	
Facility Response:		
WB-WAG-74-5	None of the above	
Facility Response:		
WB-WAG-75	Are workers ever responsible for the cost of any of the following? (SELECT all that apply with a "X")	
WB-WAG-75-1	IDs/Badges/Swipe Cards	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-75-2	Uniforms	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

WB-WAG-75-3	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-75.1	If other, please describe:	
Facility Response:		
WB-WAG-75-4	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Social Insurance / Social Security</b>		
WB-WAG-76	Does the facility collect and forward workers' contributions to any of the following social insurance or social security programs in line with legal requirements? (SELECT all that apply with an "X")	
WB-WAG-76-1	Pension/ Provident fund	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From documentary review, interaction with management team, and worker interview, we confirmed that the factory has collected and forwarded worker's contributions to Pension/ Provident fund in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-2	Medical	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From documentary review, interaction with management team, and worker interview, we confirmed that the facility has collected and forwarded worker's contributions to medical fund in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-3	Work-related injury/ illness/ death	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From documentary review, interaction with management team and worker interview, we confirmed that the factory has collected and forwarded worker's contributions to work-related injury/ illness/ death fund in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-4	Unemployment	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From documentary review, interaction with management team and worker interview, we confirmed that the factory has collected and forwarded worker's contributions to unemployment fund in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-5	Maternity	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From documentary review, interaction with management team and worker interview, we confirmed that the factory has collected and forwarded worker's contributions to maternity fund in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-6	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-76.1	If other, please describe:	
Facility Response:		
WB-WAG-76-7	Not applicable - worker and facility contributions cannot be separated and/ or broken down	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-8	None of the above	
Facility Response:		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-76-9	Total worker contribution amount (no breakdown possible) collected and forwarded is in line with legal requirements	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-77	Which of the following facility social insurance contributions (both calculations and types required) are in line with legal requirements? (SELECT all that apply with an "X")	
WB-WAG-77-1	Pension/ Provident fund	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification we confirmed that Pension/ Provident fund contributions (both calculations and types required) were in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-2	Medical	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification we confirmed that medical fund contributions (both calculations and types required) were in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-3	Work-related injury/ illness/ death	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification we confirmed that work-related injury/ illness/ death fund contributions (both calculations and types required) were in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-4	Unemployment	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification we confirmed that unemployment fund contributions (both calculations and types required) were in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-5	Maternity	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the verification we confirmed that maternity fund contributions (both calculations and types required) were in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-6	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-77.1	If other, please describe:	
Facility Response:		
WB-WAG-77-7	Not applicable - worker and facility contributions cannot be separated and/ or broken down	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-77-9	Total facility contribution amount (no breakdown possible) is in line with legal requirements	
Facility Response:		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
WB-WAG-78	Vietnam: Does the facility collect and forward workers' contributions as legally required and pay the legally required employer contributions to social, health and unemployment insurance funds on time?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review and interaction with management team, we verified that the facility collects, and forward workers' contributions as legally required and pay the legally required employer contributions to social, health and unemployment insurance funds on time.		
Validation Method: SLCP Onsite Verification		
WB-WAG-79	Does the facility provide legally required compensation/ benefits related to social protection directly to workers (e.g. old age, accident, illness and death benefits)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review, management interview, and employee interview, we verified that the facility provides legally required compensation/ benefits related to social protection directly to workers.		
Validation Method: SLCP Onsite Verification		
WB-WAG-80	Which of the following legally required compensation/ benefits is not directly paid to workers? (SELECT all that apply with an "X")	
WB-WAG-80-1	Compulsory group insurance for workers	
Facility Response:		
WB-WAG-80-2	Compensation for work-related accidents and diseases	
Facility Response:		
WB-WAG-80-3	Compensation for worker's death	
Facility Response:		
WB-WAG-80-4	Vietnam: Facility contribution for social, health and unemployment insurance for workers not covered by compulsory social insurance	
Facility Response:		
WB-WAG-80-5	Other	
Facility Response:		
WB-WAG-80.1	If other, please describe:	
Facility Response:		
WB-WAG-81	Vietnam: Does the facility submit claims for sick leave and maternity leave to the social insurance agency within 10 days, as legally required?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the documentary review, management interview and employee interview, we verified that the facility submit claims for sick leave and maternity leave to the social insurance agency within 10 days as legally required.		
Validation Method: SLCP Onsite Verification		
WB-WAG-82	Vietnam: Does the facility comply with applicable legal requirements when workers have occupational accidents and diseases?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>In-kind Benefits</b>		
WB-WAG-83	Does the facility provide in-kind benefits in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From interaction with facility, we verified that the facility provides in-kind benefits to all employees free of charge which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-84	Does the facility provide in-kind benefits, even if not legally required?	
Facility Response:		
WB-WAG-85	Which types of in-kind benefits does the facility provide? (SELECT all that apply with a "X")	
WB-WAG-85-1	Child Care	
Facility Response:		
WB-WAG-85.1	Please describe:	

Facility Response:		
WB-WAG-85-2	Transportation	
Facility Response:		
WB-WAG-85.2	Please describe:	
Facility Response:		
WB-WAG-85-3	Housing	
Facility Response:		
WB-WAG-85.3	Please describe:	
Facility Response:		
WB-WAG-85-4	Food	
Facility Response:		
WB-WAG-85.4	Please describe:	
Facility Response:		
WB-WAG-85-5	Medical Services	
Facility Response:		
WB-WAG-85.5	Please describe:	
Facility Response:		
WB-WAG-85-6	Energy (i.e. fuel, coal, electricity, gas etc.)	
Facility Response:		
WB-WAG-85.6	Please describe:	
Facility Response:		
WB-WAG-85-7	Footwear / Clothing	
Facility Response:		
WB-WAG-85.7	Please describe:	
Facility Response:		
WB-WAG-85-8	Other	
Facility Response:		
WB-WAG-85.8	If other, please describe:	
Facility Response:		
WB-WAG-86	Are all in-kind benefits voluntary?	
Facility Response:		
WB-WAG-87	Does the facility charge for in-kind benefits at or below cost?	
Facility Response:		
WB-WAG-88	Are workers informed of the existence of in-kind benefits?	
Facility Response:		
<b>Leave</b>		
WB-WAG-89	Is the facility failing to correctly provide workers time off for any of these types of leave, as legally required: • All public holidays • Annual leave • Sick leave • Maternity leave • Paternity leave • Personal leave • Other types of required leave (which may include country-specific leave requirements)?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-90	Which of the following types of leave is the facility not correctly providing workers time off for, as legally required? (SELECT all that apply with a "X")	
WB-WAG-90-1	All public holidays	
Facility Response:		
WB-WAG-90-2	Annual leave	
Facility Response:		
WB-WAG-90-3	Sick leave	
Facility Response:		
WB-WAG-90-4	Maternity leave	
Facility Response:		
WB-WAG-90-5	Paternity leave	



Facility Response:		
WB-WAG-90-6	Personal leave	
Facility Response:		
WB-WAG-90-7	Vietnam: Provide 30 minutes of time off per day for female workers for rest during their period	
Facility Response:		
WB-WAG-90-8	Ethiopia: Provide legally required time off for prenatal visits	
Facility Response:		
WB-WAG-90-9	Ethiopia: Provide time off for workers to appear at labor dispute hearings and to exercise their civil rights and duties	
Facility Response:		
WB-WAG-90-10	Other types of required leave	
Facility Response:		
WB-WAG-90.1	If other, please describe the TYPE of required leave that is not provided:	
Facility Response:		
WB-WAG-91	Is the facility failing to correctly pay workers for any of these types of leave, as legally required: • All public holidays • Annual leave • Sick leave • Maternity leave • Paternity leave • Personal leave • Other types of required leave?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WB-WAG-92	Which of the following types of leave is the facility not correctly paying workers for, as legally required? (SELECT all that apply with a "X")	
WB-WAG-92-1	All public holidays	
Facility Response:		
WB-WAG-92-2	Annual leave	
Facility Response:		
WB-WAG-92-3	Sick leave	
Facility Response:		
WB-WAG-92-4	Maternity leave	
Facility Response:		
WB-WAG-92-5	Paternity leave	
Facility Response:		
WB-WAG-92-6	Personal leave	
Facility Response:		
WB-WAG-92-7	Vietnam: Pay 30 minutes of time off per day for female workers for rest during their period	
Facility Response:		
WB-WAG-92-8	Ethiopia: Pay workers correctly during prenatal visits	
Facility Response:		
WB-WAG-92-9	Ethiopia: Pay workers correctly when they take time off to appear at labor dispute hearings and to exercise their civil rights and duties	
Facility Response:		
WB-WAG-92-10	Other types of required leave	
Facility Response:		
WB-WAG-92.1	If other, please describe the TYPE of required leave that is not paid for:	
Facility Response:		
WB-WAG-93	Are there any restrictions to workers applying for or taking leave?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team and worker interview, we ascertained that there are not any restrictions to employees applying for or taking leave.		
Validation Method: SLCP Onsite Verification		
WB-WAG-94	Are workers free to take leave once given approval?	Yes
Facility Response: Yes		

Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team and worker interview we ascertained that employees are free to take leave once given approval.		
Validation Method: SLCP Onsite Verification		
WB-WAG-95	Does the facility comply with legal restrictions regarding payment instead of leave?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team and worker interview we ascertained that the facility complies with legal restrictions regarding payment instead of leave.		
Validation Method: SLCP Onsite Verification		
<b>Compensatory Leave</b>		
WB-WAG-96	Does the facility provide workers with compensatory time off in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Based on interaction with management team and worker interview, we verified that the facility provides workers with compensatory time off in line with legal requirements. When workers cannot take weekly rest due to the nature of the work, the employer has to ensure that the workers had 4 rest days a month as required by law.		
Validation Method: SLCP Onsite Verification		
<b>Work Stoppages</b>		
WB-WAG-97	Does the facility pay workers correctly during work stoppages in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Other Benefits</b>		
WB-WAG-98	Were all OTHER wage payments in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team, and worker interview, we verified that all other wage payments e.g., childcare allowance, attendance allowance, etc. are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
WB-WAG-99	Cambodia: Which of the following OTHER wage payments were not in line with legal requirements? (SELECT all that apply with an "X")	
WB-WAG-99-1	Cambodia: Transport home or a place to sleep for workers who finish work between 22:00 and 05:00	
Facility Response:		
WB-WAG-99-2	Cambodia: Wage supplements (including transportation and housing allowances)	
Facility Response:		
WB-WAG-99-3	Cambodia: Attendance bonus during leave	
Facility Response:		
WB-WAG-99-4	Cambodia: Attendance bonus to new workers	
Facility Response:		
WB-WAG-99-5	Cambodia: Attendance bonus to casual workers	
Facility Response:		
WB-WAG-99-6	Cambodia: Seniority indemnity for Undetermined Duration Contract (UDC) workers	
Facility Response:		
WB-WAG-100	Vietnam: Does the facility incorporate all legally required allowances and additional payments into the calculation of wage-based benefits (e.g. social insurance payments, overtime, paid leave, etc.)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, interaction with management team, and worker interview, we verified that the facility incorporates all legally required allowances and additional payments into the calculation of wage-based benefits.		
Validation Method: SLCP Onsite Verification		
<b>Other Legal Requirements</b>		
WB-WAG-101	Is the facility failing to comply with any legal requirements not covered elsewhere regarding Wages and Benefits?	
Facility Response: No		

Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
WB-WAG-102	Is the facility failing to comply with any legal requirements for Wages and Benefits pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No		
Verification Data: From the documentary review, we verified that the facility is in compliance with any legal requirements for Wages and Benefits pertaining to non-production workers and/or sub-contracted workers.		
Validation Method: SLCP Onsite Verification		

**Facility Comments**

WB-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		

**WORKER TREATMENT**

Number	Question	Final Verified Response
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**Section Instructions**

**Section Instructions**

	Section Description: The purpose of the Worker Treatment section is to understand how the facility treats workers while they are in the facility. From freedom of movement to harassment, this section seeks to understand if workers are treated in a fair and responsible manner, in line with applicable legal standards. Social and Labor topics within this section include: <ul style="list-style-type: none"> <li>• Forced Labor</li> <li>• Harassment and Abuse</li> <li>• Discrimination</li> <li>• Discipline</li> <li>• Facility Comments</li> </ul>	
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**Forced Labor**

**Sub-Section Instructions**

	<p>Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: <ul style="list-style-type: none"> <li>• Beatings, torture or sexual assault;</li> <li>• Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation;</li> <li>• Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job;</li> <li>• Reporting workers to the authorities (police, immigration, etc.);</li> <li>• Deportation, for example in the case of migrants in irregular situations;</li> <li>• Denying workers access to their personal documents;</li> <li>• Termination or exclusion from future employment;</li> <li>• Exclusion from community and social life;</li> <li>• Refusal of food, shelter or other necessities;</li> <li>• Transfer to worse working conditions, and</li> <li>• Removal of rights or privileges.</li> </ul> Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics were used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at <ul style="list-style-type: none"> <li>• the vulnerability of the worker and</li> <li>• external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents.</li> </ul> Applicable legal standards include the ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919</p>	
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**Coercive Tactics**

WT-FOR-1	Does the employer use any other coercive tactics to force workers to work?	No
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Facility Response: No		
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Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Violence or Threats</b>		
WT-FOR-2	Have any cases of violence or threats of violence to intimidate workers and force them to work occurred at the workplace?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Through the documentary review and employee interviews, we confirmed that there is no case of threats, such as reporting to authorities, deportation or threats against a worker's family/close associates, or cancelation of visa or other documents (e.g., work permits, residence permits, etc.) occurred in order to force migrant workers to stay at the job. Moreover, there is no foreign migrant worker in this facility so far.		
Validation Method: SLCP Onsite Verification		
WT-FOR-3	Are there written records of these cases?	
Facility Response:		
WT-FOR-4	If yes, in how many cases was the victim a male worker?	
Facility Response:		
WT-FOR-5	If yes, in how many cases was the victim a female worker?	
Facility Response:		
WT-FOR-6	Have any cases of threats, such as reporting to authorities, deportation or threats against a worker's family/close associates, or cancelation of visa or other documents (e.g. work permits, residence permits, etc.) occurred in order to force migrant workers to stay at the job?	
Facility Response:		
<b>Physical Force</b>		
WT-FOR-7	Have workers been forced to work as a disciplinary measure or as punishment for participation in a strike?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-FOR-8	Are there written records of these cases?	
Facility Response:		
<b>Freedom of Movement</b>		
WT-FOR-9	Are workers restricted from leaving the workplace in order to force them to work?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-FOR-10	Are workers free to come and go from the dormitories and the industrial park or zone in which the facility is located?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Withholding</b>		
WT-FOR-11	Do workers keep all of their original personal documents (such as birth certificates, passports, work permits and ID cards)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-FOR-12	Have workers been denied access to any of their original personal documents (such as birth certificates, passports, work permits and ID cards) when they need them?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Other Legal Requirements</b>		
WT-FOR-13	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Forced Labor in Worker Treatment?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		

Validation Method: SLCP Onsite Verification		
<b>Harassment and Abuse</b>		
<b>Sub-Section Instructions</b>		
	Harassment or abuse refers to every worker being treated with respect and dignity. No worker shall be subject to any physical, sexual, psychological or verbal harassment, abuse or threats of abuse. The sub-section below includes questions on items such as disciplinary measures, harassment, discriminatory harassment and use of security personnel.	
<b>Harassment</b>		
WT-HAR-1	Have there been any cases of physical, verbal, psychological harassment or abuse?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-HAR-2	Are there written records of these cases?	
Facility Response:		
WT-HAR-3	If yes, in how many cases was the victim a male worker?	
Facility Response:		
WT-HAR-4	If yes, in how many cases was the victim a female worker?	
Facility Response:		
<b>Harassment Training</b>		
WT-HAR-5	Vietnam: Has the facility communicated with workers or trained them on laws and regulations on prevention and control of sexual harassment, as legally required?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the documentary review, management interview and employee interview, we confirmed that the facility has trained workers on laws and regulations on prevention and control of sexual harassment. The latest training was conducted on February 7 ~ 8, 2023.		
Validation Method: SLCP Onsite Verification		
<b>Discipline</b>		
WT-HAR-6	Does the facility have effective remediation processes in place to address cases of harassment or abuse?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-HAR-6.1	If yes, please describe the processes:	Based on anti-harassment and abuse policy.
Facility Response: Based on anti-harassment and abuse policy.		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Security Personnel</b>		
WT-HAR-7	Does the facility employ (or contract services for) security personnel on-site?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-HAR-8	How many cases of worker harassment by security personnel have occurred?	0
Facility Response: -1		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 0		
Verification Data: Per our site observation, documentary review, and management interview, we confirmed that in the last 12 months within this assessment period, there are no cases of employee harassment by security personnel have occurred in this facility until now.		
Validation Method: SLCP Onsite Verification		
WT-HAR-9	Do security personnel carry weapons?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: Per our site observation, worker and management interview, we confirmed that the security personnel do not carry weapons.		
Validation Method: SLCP Onsite Verification		

WT-HAR-10	Do security personnel carry weapons on the production floor?	
Facility Response:		
WT-HAR-11	Do security personnel carry weapons in line with legal requirements?	
Facility Response:		
<b>Discrimination</b>		
WT-HAR-12	Have there been any cases of harassment based upon race, skin color, religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, gender identity, pregnancy/maternity status, marital status, family responsibilities, age, nationality/foreign migrant worker status?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-HAR-13	If yes, in how many cases was the victim a male worker?	
Facility Response:		
WT-HAR-14	If yes, in how many cases was the victim a female worker?	
Facility Response:		
WT-HAR-15	Please specify the basis of the harassment: (SELECT all that apply with a "X")	
WT-HAR-15-1	Race / Skin Color	
Facility Response:		
WT-HAR-15-2	Religion	
Facility Response:		
WT-HAR-15-3	Political Opinion	
Facility Response:		
WT-HAR-15-4	National Extraction	
Facility Response:		
WT-HAR-15-5	Social Origin	
Facility Response:		
WT-HAR-15-6	Disability	
Facility Response:		
WT-HAR-15-7	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-HAR-15-8	Sexual Orientation	
Facility Response:		
WT-HAR-15-9	Gender Identity	
Facility Response:		
WT-HAR-15-10	Pregnancy / Maternity Status	
Facility Response:		
WT-HAR-15-11	Marital Status	
Facility Response:		
WT-HAR-15-12	Age	
Facility Response:		
WT-HAR-15-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-HAR-15-14	Family responsibilities	
Facility Response:		
WT-HAR-15-15	Other	
Facility Response:		
WT-HAR-15.1	Please describe what "Other" ground of harassment occurred:	
Facility Response:		
<b>Race / Skin Color</b>		
WT-HAR-16	How many cases of harassment based upon race / skin color occurred?	
Facility Response:		
WT-HAR-17	Are there written records of these cases?	

Facility Response:		
<b>Religion</b>		
WT-HAR-18	How many cases of harassment based upon religion occurred?	
Facility Response:		
WT-HAR-19	Are there written records of these cases?	
Facility Response:		
<b>Political Opinion</b>		
WT-HAR-20	How many cases of harassment based upon political opinion occurred?	
Facility Response:		
WT-HAR-21	Are there written records of these cases?	
Facility Response:		
<b>National Extraction</b>		
WT-HAR-22	How many cases of harassment based upon national extraction occurred?	
Facility Response:		
WT-HAR-23	Are there written records of these cases?	
Facility Response:		
<b>Social Origin</b>		
WT-HAR-24	How many cases of harassment based upon social origin occurred?	
Facility Response:		
WT-HAR-25	Are there written records of these cases?	
Facility Response:		
<b>Disability</b>		
WT-HAR-26	How many cases of harassment based upon disability occurred?	
Facility Response:		
WT-HAR-27	Are there written records of these cases?	
Facility Response:		
<b>HIV/AIDS Status</b>		
WT-HAR-28	How many cases of harassment based upon HIV/AIDS status occurred?	
Facility Response:		
WT-HAR-29	Are there written records of these cases?	
Facility Response:		
<b>Sexual Orientation</b>		
WT-HAR-30	How many cases of harassment based upon sexual orientation occurred?	
Facility Response:		
WT-HAR-31	Are there written records of these cases?	
Facility Response:		
<b>Gender Identity</b>		
WT-HAR-32	How many cases of harassment based upon gender identity occurred?	
Facility Response:		
WT-HAR-33	Are there written records of these cases?	
Facility Response:		
<b>Pregnancy Status</b>		
WT-HAR-34	How many cases of harassment based upon pregnancy/maternity status occurred?	
Facility Response:		
WT-HAR-35	Are there written records of these cases?	
Facility Response:		
<b>Marital Status</b>		
WT-HAR-36	How many cases of harassment based upon marital status occurred?	
Facility Response:		
WT-HAR-37	Are there written records of these cases?	
Facility Response:		
<b>Age</b>		

WT-HAR-38	How many cases of harassment based upon age occurred?	
Facility Response:		
WT-HAR-39	Are there written records of these cases?	
Facility Response:		
<b>Nationality / Foreign Migrant Worker Status</b>		
WT-HAR-40	How many cases of harassment based upon nationality/foreign migrant worker status occurred?	
Facility Response:		
WT-HAR-41	Are there written records of these cases?	
Facility Response:		
<b>Other</b>		
WT-HAR-42	How many cases of harassment based upon "Other" occurred?	
Facility Response:		
WT-HAR-43	Are there written records of these cases?	
Facility Response:		
<b>Other Legal Requirements</b>		
WT-HAR-44	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Harassment and Abuse?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Discrimination</b>		
<b>Sub-Section Instructions</b>		
	Overall International Labor Standard Compliance Guidance: Discrimination includes any distinction based on race, color, sex, religion, political opinion, national extraction or social origin, which results in unequal treatment. Other grounds of discrimination may be included in national law, such as disability, HIV/AIDS status, age and sexual orientation. Discrimination may be direct or indirect and does not have to be intentional. Indirect discrimination refers to apparently neutral practices, which in fact result in unequal treatment of people with certain characteristics. Distinctions are permissible when they are necessary because of the inherent requirements of the particular job, although this exception is rare. Also, measures to protect certain categories of workers are acceptable when they are provided for under international labor Conventions and Recommendations, such as maternity protection. Distinctions also may be permissible under national laws designed to help groups who need special protection, for example, laws that offer preferential treatment to women in hiring in order to remedy the effects of past discrimination. Applicable legal standards include the ILO Core Conventions, C100 Equal Remuneration Convention, 1951 and C111 Discrimination (Employment and Occupation) Convention, 1958, which provide the baseline standards for discrimination; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R90 Equal Remuneration Recommendation, 1951; R111 Discrimination (Employment and Occupation) Recommendation, 1958; C156 Workers with Family Responsibilities Convention, 1981; R165 Workers with Family Responsibilities Recommendation, 1981	
<b>Sexual Harassment</b>		
WT-DIS-1	Are workers subject to sexual harassment?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-2	How many cases of sexual harassment occurred?	
Facility Response:		
WT-DIS-3	Are there written records of these cases?	
Facility Response:		
<b>Promotion and Access to Training</b>		
WT-DIS-4	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding promotion or access to training?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		



WT-DIS-5	Which of the following is a factor in decisions on promotion or access to training? (SELECT all that apply with a "X")	
WT-DIS-5-1	Race / Skin Color	
Facility Response:		
WT-DIS-5-2	Sex / Gender	
Facility Response:		
WT-DIS-5-3	Religion	
Facility Response:		
WT-DIS-5-4	Political Opinion	
Facility Response:		
WT-DIS-5-5	National Extraction	
Facility Response:		
WT-DIS-5-6	Social Origin	
Facility Response:		
WT-DIS-5-7	Disability	
Facility Response:		
WT-DIS-5-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-DIS-5-9	Sexual Orientation	
Facility Response:		
WT-DIS-5-10	Pregnancy / Maternity Status	
Facility Response:		
WT-DIS-5-11	Marital Status	
Facility Response:		
WT-DIS-5-12	Age	
Facility Response:		
WT-DIS-5-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-DIS-5-14	Family responsibilities	
Facility Response:		
WT-DIS-5-15	Other	
Facility Response:		
WT-DIS-5.1	Please describe what "Other" factor is considered in the promotion or access to training process:	
Facility Response:		
<b>Compensation</b>		
WT-DIS-6	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding compensation?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-7	Which of the following is a factor in decisions on compensation? (SELECT all that apply with a "X")	
WT-DIS-7-1	Race / Skin Color	
Facility Response:		
WT-DIS-7-2	Sex / Gender	
Facility Response:		
WT-DIS-7-3	Religion	
Facility Response:		
WT-DIS-7-4	Political Opinion	
Facility Response:		
WT-DIS-7-5	National Extraction	
Facility Response:		
WT-DIS-7-6	Social Origin	

Facility Response:		
WT-DIS-7-7	Disability	
Facility Response:		
WT-DIS-7-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-DIS-7-9	Sexual Orientation	
Facility Response:		
WT-DIS-7-10	Pregnancy / Maternity Status	
Facility Response:		
WT-DIS-7-11	Marital Status	
Facility Response:		
WT-DIS-7-12	Age	
Facility Response:		
WT-DIS-7-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-DIS-7-14	Family responsibilities	
Facility Response:		
WT-DIS-7-15	Other	
Facility Response:		
WT-DIS-7.1	Please describe what "Other" factor is considered in the compensation process:	
Facility Response:		
<b>Conditions of Work</b>		
WT-DIS-8	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding conditions of work?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-9	Which of the following is a factor in decisions on conditions of work? (SELECT all that apply with a "X")	
WT-DIS-9-1	Race / Skin Color	
Facility Response:		
WT-DIS-9-2	Sex / Gender	
Facility Response:		
WT-DIS-9-3	Religion	
Facility Response:		
WT-DIS-9-4	Political Opinion	
Facility Response:		
WT-DIS-9-5	National Extraction	
Facility Response:		
WT-DIS-9-6	Social Origin	
Facility Response:		
WT-DIS-9-7	Disability	
Facility Response:		
WT-DIS-9-8	HIV / AIDS Status (real or perceived)	
Facility Response:		
WT-DIS-9-9	Sexual Orientation	
Facility Response:		
WT-DIS-9-10	Pregnancy / Maternity Status	
Facility Response:		
WT-DIS-9-11	Marital Status	
Facility Response:		
WT-DIS-9-12	Age	

Facility Response:		
WT-DIS-9-13	Nationality / Foreign Migrant Worker Status	
Facility Response:		
WT-DIS-9-14	Family responsibilities	
Facility Response:		
WT-DIS-9-15	Other	
Facility Response:		
WT-DIS-9.1	Please describe what "Other" factor is considered in decisions regarding conditions of work:	
Facility Response:		
<b>Pregnancy and Maternity</b>		
WT-DIS-10	Does the facility maintain any of the following for workers during and after maternity leave? (SELECT all that apply with a "X")	
WT-DIS-10-1	Employment status	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-10-2	Position	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-10-3	Wages	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-10-4	Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-10-5	Not Applicable	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-10-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-11	Does the facility include all maternity leave in the workers' period of continuous service?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-12	Does the facility follow any of the following practices related to worker pregnancy at any time during employment? (SELECT all that apply with a "X")	
WT-DIS-12-1	Facility requires pregnancy test at any time during employment	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-13	Are the tests required by applicable legislation regarding (i) work that is legally prohibited or restricted for pregnant or nursing women, or (ii) work that presents a recognized or significant risk to the health of the woman and child?	
Facility Response:		
WT-DIS-13-1	Facility requires the use of contraceptives or other forms of birth control at any time during employment	
Facility Response:		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
WT-DIS-13-2	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Disability</b>		
WT-DIS-14	Has the facility made accommodations/arrangements for physically disabled persons?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the worker interview and interaction with management team, we verified that the facility has accommodations for physically disabled persons such as arrange suitable work for them. The facility provides sit-lean stools, anti-fatigue mat.		
Validation Method: SLCP Onsite Verification		
WT-DIS-14.1	Please describe any accommodations/arrangements made:	installing ramps, redesigning workspaces, providing sit-lean stools, anti-fatigue matting, ergonomic accommodations, vacuum lifts
Facility Response: installing ramps, redesigning workspaces, providing sit-lean stools, anti-fatigue matting, ergonomic accommodations, vacuum lifts		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-15	Are the facility's practices around making accommodations for physically disabled persons in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-16	How many workers became disabled (for whatever reason)?	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-17	Has the facility taken steps to enable workers who become disabled (for whatever reason) to retain their work?	
Facility Response:		
<b>Infection or Illness</b>		
WT-DIS-18	Does the facility require HIV / AIDS testing at any time during employment?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-19	If yes, are these HIV / AIDS tests administered in line with legal requirements?	
Facility Response:		
WT-DIS-20	Does the facility require other infection or illness tests (e.g. Hepatitis B) at any time during employment?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DIS-21	If yes, are these infection or illness tests administered in line with legal requirements?	
Facility Response:		
WT-DIS-22	Has the facility taken steps to enable workers with HIV/AIDS to retain their work if they were medically able to?	Not Applicable
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Not Applicable		
Verification Data: During the documentary review, we verified that in the assessment period no workers were affected by HIV/AIDS.		
Validation Method: SLCP Onsite Verification		
WT-DIS-23	Are these steps to help workers with HIV / AIDS in line with legal requirements?	
Facility Response:		
WT-DIS-24	Has the facility taken steps to enable workers with infections or illness (other than HIV/AIDS) to retain their work if they were medically able to?	Not Applicable

Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Not Applicable		
Verification Data: During the documentary review, we verified that in the assessment period no workers were affected by HIV/AIDS.		
Validation Method: SLCP Onsite Verification		
WT-DIS-25	Are these steps to help workers with infections or illnesses (other than HIV / AIDS) in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Other Legal Requirements</b>		
WT-DIS-26	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Worker Treatment?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Discipline</b>		
<b>Sub-Section Instructions</b>		
	Discipline refers to the actions supervisory personnel take to correct behavior that does not meet established company rules. The sub-section below includes questions on disciplinary measures, communication methods, record keeping and appeals process.	
<b>Measures</b>		
WT-DISC-1	Are disciplinary measures for workers in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Communication</b>		
WT-DISC-2	When a disciplinary action is initiated against a worker, is that worker always informed?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DISC-3	Do workers sign all written records of disciplinary actions taken against them?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Appeal</b>		
WT-DISC-4	Do workers have the right to respond to and/or appeal any disciplinary decisions without any negative repercussions?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DISC-5	Do workers have the right to consult with and be represented either by a trade union or by worker representatives when evaluating and contesting disciplinary decisions?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Records</b>		
WT-DISC-6	Are written records of disciplinary actions maintained in workers' personnel files?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WT-DISC-7	For how many months are records of disciplinary actions maintained in worker personnel files?	

Facility Response:		
<b>Other Legal Requirements</b>		
WT-DISC-8	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discipline?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Worker Treatment</b>		
<b>Court Orders and Similar</b>		
WT-WOR-1	Has the facility failed to implement any applicable court orders, arbitration awards, conciliation agreements and/or settlements?	Not Applicable
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Not Applicable		
Verification Data: From the documentary review, management interview, and employee interview, we confirmed that the facility is not subject to any court orders, arbitration awards, conciliation agreements and settlements.		
Validation Method: SLCP Onsite Verification		
WT-WOR-2	Which of the following has the facility failed to implement? (SELECT all that apply with a "X")	
WT-WOR-2-1	Court orders	
Facility Response:		
WT-WOR-2-2	Arbitration awards	
Facility Response:		
WT-WOR-2-3	Conciliated/mediated agreements	
Facility Response:		
WT-WOR-2-4	Settlements	
Facility Response:		
<b>Other Legal Requirements</b>		
WT-WOR-3	Is the facility in non-compliance with any legal requirements for Discipline, Harassment and Abuse pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the worker interview and management interview, we learnt that the facility is compliance with all legal requirements for Discipline, Harassment and Abuse pertaining to non-production workers and/or sub-contracted workers.		
Validation Method: SLCP Onsite Verification		
<b>Facility Comments</b>		
WT-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>WORKER INVOLVEMENT</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of the Worker Involvement section is to understand how the facility involves workers in the improvement process within the facility. From participation in Freedom of Association to Grievance systems, this section seeks to understand the facility's mechanisms in place to facilitate dialogue and action between management and workers. Social and Labor topics within this section include: <ul style="list-style-type: none"> <li>• Freedom of Association and Collective Bargaining</li> <li>• Worker Representatives</li> <li>• Bipartite committee(s)</li> <li>• Grievance Systems</li> <li>• Worker Feedback</li> <li>• Facility Comments</li> </ul>	
<b>FOA &amp; CB</b>		
<b>Sub-Section Instructions</b>		

Overall International Labor Standard Compliance Guidance: Freedom of association means the right of workers to join together to create organizations (unions) that represent them. It also applies to employer organizations. Collective bargaining is the process of negotiation between unions and employers, usually on working conditions and terms of employment. Both are fundamental rights, and they are linked together. Without freedom of association, collective bargaining cannot work because the views of the workers cannot be properly represented. Workers themselves must be free to choose how they are to be represented, and employers must not interfere in this process. Applicable legal standards include the ILO Core Conventions, C87 Freedom of Association and Protection of the Right to Organize Convention, 1948; C98 Right to Organize and Collective Bargaining Convention 1949, which provide the baseline standards for freedom of association and collective bargaining; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C135 Workers' Representatives Convention, 1971; C154 Collective Bargaining Convention, 1981; R143 Workers' Representatives Recommendation, 1971; R163 Collective Bargaining Recommendation, 1981

**Freedom to Associate**

WI-FOA-1	Are workers free to form a trade union of their choosing?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

WI-FOA-2	Are workers free to join a trade union of their choosing?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

**Trade Unions**

WI-FOA-3	Does the facility have a registered trade union(s) on-site?	Yes
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Facility Response: Yes

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

WI-FOA-4	NUMBER of registered trade unions in the facility:	1
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Facility Response: 1

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

WI-FOA-5	PERCENTAGE of workers that are trade union members:	97
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Facility Response: 97

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

WI-FOA-6	Name of union with the largest membership:	Trade Union of Nha Be Duc Linh Garment Joint Stock Company
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Facility Response: Trade Union of Nha Be Duc Linh Garment Joint Stock Company

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

WI-FOA-7	Name of the federation or confederation (or both) with which the largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	Duc Linh District Labor Confederation
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Facility Response: N/A

Verification Selection: Inaccurate - Misunderstanding

Corrected Response: Duc Linh District Labor Confederation

Verification Data: The information was updated on the verification date.

Validation Method: SLCP Onsite Verification

WI-FOA-8	NUMBER of female union members in the union with the largest membership in the facility	411
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Facility Response: 483

Verification Selection: Inaccurate - Misunderstanding

Corrected Response: 411

Verification Data: The information was updated on the verification date.

Validation Method: SLCP Onsite Verification

WI-FOA-9	NUMBER of male union members in the union with the largest membership in the facility	111
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Facility Response: 100

Verification Selection: Inaccurate - Misunderstanding

Corrected Response: 111

Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WI-FOA-10	NUMBER of female union officials in the union with the largest membership in the facility	2
Facility Response: 3		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 2		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WI-FOA-11	NUMBER of male union officials in the union with the largest membership in the facility	3
Facility Response: 3		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-12	Name of union with the 2nd largest membership:	
Facility Response:		
WI-FOA-13	Name of the federation or confederation (or both) with which the 2nd largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-14	NUMBER of female union members in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-15	NUMBER of male union members in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-16	NUMBER of female union officials in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-17	NUMBER of male union officials in the union with the 2nd largest membership in the facility	
Facility Response:		
WI-FOA-18	Name of union with the 3rd largest membership:	
Facility Response:		
WI-FOA-19	Name of the federation or confederation (or both) with which the 3rd largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-20	NUMBER of female union members in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-21	NUMBER of male union members in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-22	NUMBER of female union officials in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-23	NUMBER of male union officials in the union with the 3rd largest membership in the facility	
Facility Response:		
WI-FOA-24	Name of union with the 4th largest membership:	
Facility Response:		
WI-FOA-25	Name of the federation or confederation (or both) with which the 4th largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-26	NUMBER of female union members in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-27	NUMBER of male union members in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-28	NUMBER of female union officials in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-29	NUMBER of male union officials in the union with the 4th largest membership in the facility	
Facility Response:		
WI-FOA-30	Name of union with the 5th largest membership:	



Facility Response:		
WI-FOA-31	Name of the federation or confederation (or both) with which the 5th largest union at the facility is affiliated, if applicable (please indicate whether it is a federation or a confederation in your response):	
Facility Response:		
WI-FOA-32	NUMBER of female union members in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-33	NUMBER of male union members in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-34	NUMBER of female union officials in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-35	NUMBER of male union officials in the union with the 5th largest membership in the facility	
Facility Response:		
WI-FOA-36	For each additional active trade union that is smaller than the 5th largest unions in the facility, provide: • name of the union • name of the federation or confederation with which the union is affiliated, if applicable • number of female union members • number of male union members • number of female union officials • number of male union officials	
Facility Response:		
WI-FOA-37	Can the trade union(s) freely form and join federations and confederations of their choice without interference?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-38	Does the facility require workers to join a trade union?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Trade Union Operations</b>		
WI-FOA-39	Do trade union representatives have access to workers in the workplace?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-40	Does the facility deduct trade union dues from wages in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-41	Is the facility's practice around financial or other support of the union in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-42	Does facility management regularly meet with trade unions to proactively address issues of worker concern?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-43	Is the facility consulting with trade unions in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-44	Are legally required mechanisms for dialogue between the employer and the union(s) in place and functioning in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

WI-FOA-45	Are workers provided with a private meeting space at the workplace in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-46	Does the employer allow workers to carry out trade union activities in accordance with applicable legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Interference and Discrimination</b>		
WI-FOA-47	Are workers and workers' representatives free to meet without the presence of management?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-48	Does the facility treat all trade unions equally, or as stipulated by applicable legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-49	Has the facility management tried to control, manipulate or interfere with any of the unions in the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-50	Is a job applicant's current or previous trade union membership or trade union activities a factor during the hiring process?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-51	Has the facility engaged in any of these actions due to a worker's trade union membership or activities? (SELECT all that apply with a "X")	
WI-FOA-51-1	Threatened intimidated, or harassed	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-51-2	Punished	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-51-3	Terminated workers or did not renew their contract	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-51-4	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-52	Were terminations of trade union official(s) (if any) in line with applicable legal requirements?	Yes
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
<b>Collective Bargaining</b>		

WI-FOA-53	Does the facility refuse to bargain collectively or refuse to bargain in good faith with the union, worker representatives, union federations or confederations?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Non-Union Representative</b>		
WI-FOA-54	If the facility has no trade union, are workers free to choose their non-union representatives?	
Facility Response:		
<b>Collective Bargaining Agreement</b>		
WI-FOA-55	How many Collective Bargaining Agreements (CBAs) have there been in effect at the facility during the assessment timeframe?	1
Facility Response: 1		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-56	Parties to the CBA that covers the greatest number of workers in the workplace:	Le Thanh Hoang - representative of employer; Nguyen Tang Thinh - representative of union
Facility Response: Le Thanh Hoang - representative of employer; Nguyen Tang Thinh - representative of union		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-57	PERCENTAGE of workforce covered by the CBA that covers the greatest number of workers in the workplace:	100
Facility Response: 87		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 100		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
WI-FOA-58	Duration of the CBA that covers the greatest number of workers in the workplace (provide NUMBER value for duration in months):	36
Facility Response: 36		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-59	Overview of the issues covered in the CBA that covers the greatest number of workers in the workplace:	Regulations; Benefits and responsibilities of parties in the CBA; Labour contract; Termination; Promotion and training for employees; Working hours; Working overtime and night shifts; Annual leave, holidays; Wage; Social security; Medical insurance; Regulations for female employees; OHS
Facility Response: Regulations; Benefits and responsibilities of parties in the CBA; Labour contract; Termination; Promotion and training for employees; Working hours; Working overtime and night shifts; Annual leave, holidays; Wage; Social security; Medical insurance; Regulations for female employees; OHS		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-60	Parties to the CBA that covers the 2nd greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-61	PERCENTAGE of workforce covered by the CBA that covers the 2nd greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-62	Duration of the CBA that covers the 2nd greatest number of workers in the workplace (provide NUMBER value for duration in months):	
Facility Response:		
WI-FOA-63	Overview of the issues covered in the CBA that covers the greatest 2nd number of workers in the workplace:	
Facility Response:		
WI-FOA-64	Parties to the CBA that covers the 3rd greatest number of workers in the workplace:	
Facility Response:		
WI-FOA-65	PERCENTAGE of workforce covered by the CBA that covers the 3rd greatest number of workers in the workplace:	
Facility Response:		

WI-FOA-66	Duration of the CBA that covers the 3rd greatest number of workers in the workplace (provide NUMBER value for duration in months):	
Facility Response:		
WI-FOA-67	Overview of the issues covered in the CBA that covers the greatest 3rd number of workers in the workplace:	
Facility Response:		
WI-FOA-68	For each additional Collective Bargaining Agreement (CBA) not covered above indicate: • the parties to the CBA • the % of the workforce covered by the CBA • the duration of the CBA (provide NUMBER value for duration in months) • an overview of the issues covered in the CBA	
Facility Response:		
WI-FOA-69	Are provisions within the Collective Bargaining Agreements (CBA) at least as favorable for workers as applicable legislation?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-70	Has the facility failed to implement any of the provisions in the CBAs?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-71	Does the facility inform all workers about CBAs and provide copies in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-72	Has the collective agreement in force been approved by more than 50% of workers covered, as legally required?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Industrial Action</b>		
WI-FOA-73	Has the facility ever tried to prevent any workers from participating in a strike?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-FOA-74	How many industrial actions/strikes have occurred?	
Facility Response: 0		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
WI-FOA-75	How many total days were workers on strike (for all strikes during the assessment period):	
Facility Response:		
WI-FOA-76	How many total person days were workers on strike (for all strikes during the assessment period):	
Facility Response:		
WI-FOA-76.1	For each strike, indicate: ● dates of the strike ● why workers went on strike ● whether the strike complied with legal requirements, and if not, which requirements were not complied with (consult applicable legal requirements) ● whether the strike resulted in violence	
Facility Response:		
WI-FOA-77	Did any of the following occur during or after industrial actions/strikes? (SELECT all that apply with a "X")	
WI-FOA-77-1	New workers were hired to replace striking workers during industrial actions/strikes	
Facility Response:		
WI-FOA-77-2	Workers were punished for participating in industrial actions/strikes	
Facility Response:		
WI-FOA-77-3	Security guards, the police, or armed forces were called by the facility to break up the industrial actions/strikes or arrest participating workers	
Facility Response:		
WI-FOA-77-4	None of the above	

Facility Response:		
<b>Other Legal Requirements</b>		
WI-FOA-78	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Freedom of Association and Collective Bargaining?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
<b>Workplace Cooperation</b>		
<b>Sub-Section Instructions</b>		
	Beyond the consultations, dialogue and collective bargaining engaged in between trade unions and employers, other measures may be put in place to promote consultation and co-operation between employers and workers. For example, workers may elect (non-union) representatives to engage in dialogue with the employer, and/or facilities may establish bipartite committees, which include both workers' representatives (union or non-union) and employer representatives. Some jurisdictions legally require these types of measures. The questions in this section look at different types of measures to promote workplace cooperation.	
<b>Workers' Representatives</b>		
WI-WOR-1	Are legally required workers' representatives (if any) elected and functioning in line with legal requirements?	
Facility Response: Yes		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Interference and Discrimination</b>		
WI-WOR-2	Has the facility threatened, intimidated, harassed, punished, terminated or not renewed worker contracts due to their worker representative role or activities?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Bipartite Committee(s)</b>		
WI-WOR-3	Are there any legally required bipartite committee(s) in place at the facility?	No applicable legal requirements
Facility Response: No applicable legal requirements		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-WOR-4	Are bipartite committee(s) established and functioning in line with legal requirements?	
Facility Response:		
WI-WOR-5	How many members are in the bipartite committee?	
Facility Response:		
WI-WOR-6	How many female members are in the bipartite committee?	
Facility Response:		
WI-WOR-7	How many foreign migrant workers are in the bipartite committee?	
Facility Response:		
WI-WOR-8	How many employer members are in the bipartite committee?	
Facility Response:		
WI-WOR-9	How many worker members are in the bipartite committee?	
Facility Response:		
WI-WOR-10	How many union representatives are in the bipartite committee?	
Facility Response:		
WI-WOR-11	Does the facility observe any of the following practices related to the bipartite committee? (SELECT all that apply with a "X")	
WI-WOR-11-1	Bipartite committee meetings are held on a monthly basis	
Facility Response:		
WI-WOR-11-2	Bipartite committee meetings are held at least quarterly	
Facility Response:		

WI-WOR-11-3	Bipartite committee meeting minutes are shared with the workforce	
Facility Response:		
WI-WOR-11-4	Bipartite committee meeting action items are tracked	
Facility Response:		
WI-WOR-11-5	Bipartite committee communicates complaints and problems shared by workers to upper management	
Facility Response:		
WI-WOR-11-6	None of the above	
Facility Response:		
<b>Welfare Officer</b>		
WI-WOR-12	Bangladesh: Does the facility have legally required qualified welfare officer/s?	
Facility Response:		
<b>Other Legal Requirements</b>		
WI-WOR-13	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Workplace Cooperation, Grievances and Disputes?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Grievance Systems</b>		
<b>Sub-Section Instructions</b>		
	Grievance systems provide channels for workers to express their concerns, comments, recommendations, reports or complaints concerning the workplace, and seek redress of their grievances through a complaint management system. These systems should be confidential, unbiased, quick, and non-retaliatory. Grievance systems aim to address complaints quickly and systematically, and to build mutual trust and confidence.	
<b>System</b>		
WI-GRI-1	Does the facility have established grievance handling and dispute resolution procedures?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-11	If yes, please describe how workers are able to submit grievances:	suggestion boxes, emails and hotline
Facility Response: suggestion boxes, emails and hotline		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-2	Are grievance handling and dispute resolution procedures accessible in different languages? (SELECT all that apply with a "X")	
WI-GRI-2-1	Grievance handling and dispute resolution procedures are accessible in all languages spoken at the facility	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-2-2	Grievance handling and dispute resolution procedures are accessible in some languages spoken at the facility, but not all	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-21	Please describe which languages are not available in grievance handling and dispute resolution procedures:	
Facility Response:		
WI-GRI-3	Was the grievance mechanism developed through social dialogue between both male and female workers, unions and/or worker representative structures and managers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-4	Are workers aware of the processes in place for grievance handling and dispute resolution?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>External Assistance</b>		
WI-GRI-5	Do workers have access to external contacts outside of management that aid in resolving complaints, grievances, harassment or abuse cases?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6	If yes, please confirm which type(s) of contact(s) workers have access to (SELECT all that apply with a "X")	
WI-GRI-6-1	Non-government organizations (NGOs) / Women's groups	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-2	Health clinics	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-3	Respected community member(s)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-4	Local brand representatives	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-5	Union representatives	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-6	Worker representatives	X
Facility Response:		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the interaction with the management team and document review, we verified that employees could access worker representatives in resolving complaints, grievances, harassment, or abuse cases if any.		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-7	Local law enforcement or government agency	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-8	Legal services	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6-9	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-6.1	If other, please describe:	
Facility Response:		
<b>Settlement</b>		

WI-GRI-7	How are complaints and grievances settled? (SELECT all that apply with a "X")	
WI-GRI-7-1	Settled directly between the worker and their immediate supervisor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-7-2	Settled with the assistance of additional stakeholders/departments (i.e. the Human Resources (HR) department, Unions, Worker Representative, etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-7-1	Please describe which stakeholders/departments assist with the settlement:	Management, Human Resources (HR) department, Trade Union
Facility Response: Management, Human Resources (HR) department, Trade Union		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-7-3	There are options for senior management review if direct settlement with the supervisor or additional stakeholders/departments has failed	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-7-4	Workers have the right to respond to and/or appeal the settlement	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-7-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-8	Are grievances and disputes resolved in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Retaliation</b>		
WI-GRI-9	Are managers and supervisors held accountable for ensuring that there are no negative consequences towards workers who report grievances?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Records</b>		
WI-GRI-10	Are written records of complaints and grievances and the management's response maintained for at least 12 months?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-11	If yes, how many complaints and grievances were received by female workers?	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
WI-GRI-12	If yes, how many complaints and grievances were received by male workers?	0
Facility Response: 0		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Worker Feedback</b>		



WI-WORK-1	How does the facility engage with workers to proactively seek suggestions and feedback? (SELECT all that apply with an "X"):	
WI-WORK-1-1	Phone Hotlines	
Facility Response:		
WI-WORK-1-2	Website Forms	
Facility Response:		
WI-WORK-1-3	Surveys (in-person or online)	
Facility Response:		
WI-WORK-1-4	Team Meetings	
Facility Response:		
WI-WORK-1-5	Company Town Halls	
Facility Response:		
WI-WORK-1-6	Other	
Facility Response:		
WI-WORK-1-7	None of the above	
Facility Response:		
WI-WORK-2	Are written records of suggestions and feedback maintained for at least 12 months?	
Facility Response:		
WI-WORK-3	If yes, how many suggestions and feedback received by the facility addressed topics related to women's rights in the workplace?	
Facility Response:		
<b>Facility Comments</b>		
WI-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>HEALTH &amp; SAFETY</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of this section is to understand the facility's social and labor practices with respect to Health and Safety in the facility's operations. Facilities include those involved in production of goods, and also those involved in operations related to the product, e.g. distribution. The term "production" should not be seen as limiting to production of goods only, but rather general operations of the facility. Social and Labor topics within this section include: <ul style="list-style-type: none"> <li>• General Work Environment</li> <li>• Building Safety</li> <li>• Risk Assessment</li> <li>• HS Policy</li> <li>• HS Committee</li> <li>• HS Worker Engagement</li> <li>• Emergency Preparedness</li> <li>• Flammable/Combustible Materials</li> <li>• Chemicals/Hazardous Substances</li> <li>• Worker Protection</li> <li>• Materials Handling and Storage</li> <li>• Electrical Safety</li> <li>• First Aid/Medical</li> <li>• Contractor Safety</li> <li>• Dormitories</li> <li>• Canteens</li> <li>• Childcare</li> <li>• Children</li> <li>• Facilities</li> <li>• Facility Comments</li> </ul>	
<b>Health &amp; Safety</b>		
<b>Sub-Section Instructions</b>		
	Overall International Labor Standard Compliance Guidance: Improvements in occupational safety and health enhance productivity by reducing the number of interruptions in the manufacturing process, by reducing absences, by decreasing the number of accidents and by improving work efficiency. Safety is preventative. The cooperation of workers and employers is essential. While the government has obligations outlined in the ILO Conventions, Protocols, and Recommendations, employers and workers also have responsibilities and rights to ensure occupational safety and health. ILO Conventions and Recommendation on Occupational Health: <a href="https://www.ilo.org/global/topics/safety-and-health-at-work/areasofwork/occupational-health/WCMS_108547/lang--en/index.htm">https://www.ilo.org/global/topics/safety-and-health-at-work/areasofwork/occupational-health/WCMS_108547/lang--en/index.htm</a> ILO Codes of Practice and Guides on Occupational Health: <a href="https://www.ilo.org/global/topics/safety-and-health-at-work/areasofwork/occupational-health/WCMS_117570/lang--en/index.htm">https://www.ilo.org/global/topics/safety-and-health-at-work/areasofwork/occupational-health/WCMS_117570/lang--en/index.htm</a>	
<b>Other Legal Requirements</b>		
HS-HEA-1	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Health & Safety?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		

Validation Method: SLCP Onsite Verification		
HS-HEA-2	Is the facility in non-compliance with any legal requirements for Health & Safety pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: During the verification, we noted that the facility was not in non-compliance with any legal requirements for Health & Safety pertaining to non-production workers and/or sub-contracted workers.		
Validation Method: SLCP Onsite Verification		
<b>General Work Environment</b>		
<b>Temperature and Ventilation</b>		
HS-GEN-1	Does the facility have any inhalation (airborne) exposure hazards (particulates/ dust/ fibers/ fumes)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour, documentary review, and employee interview, we verified that the facility has dust and fumes exposure hazards if inhalation. In addition, the facility has conducted indoor working environment inspecting including dust and fume. All indicators are in line with the limits of environmental law.		
Validation Method: SLCP Onsite Verification		
HS-GEN-11	If yes, please describe what inhalation (airborne) exposure hazards are present:	Dust
Facility Response: Dust		
Verification Selection: Accurate		
Verification Data: From the site tour, documentary review and employee interview, we verified that the facility has dust and fumes exposure hazards if inhalation. In addition, the facility has conducted indoor working environment inspecting including dust and fume. All indicators are in line with the limits of environmental law.		
Validation Method: SLCP Onsite Verification		
HS-GEN-2	Are temperature and ventilation systems maintained in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour, document review and employee interview, we verified that the temperature and ventilation systems are maintained adequately in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-GEN-3	Are facility temperature and ventilation in line with applicable legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour, document review, and employee interview, we verified that the temperature and ventilation systems are maintained in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Air Quality</b>		
HS-GEN-4	Does the facility monitor indoor air quality?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility well monitors indoor air quality in the workplaces. The recent indoor air quality test was conducted on December 2, 2022.		
Validation Method: SLCP Onsite Verification		
<b>Lighting</b>		
HS-GEN-5	Is facility lighting in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility well monitors lighting in the workplaces. The recent lightning test was conducted on December 2, 2022. The lighting level in all production areas were in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Noise Exposure Levels</b>		
HS-GEN-6	Is noise exposure level testing performed at the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility well monitors noise exposure level in the workplaces including noise exposure level in all production area and supporting areas yearly by authorized agency. The recent noise level test was conducted on December 2, 2022. The maximum noise exposure level was under 85dB.		
Validation Method: SLCP Onsite Verification		

HS-GEN-7	Is the facility's practice to test noise exposure levels in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility well monitors noise exposure level in the workplaces including noise exposure level in all production area and supporting areas yearly by authorized agency. The recent noise exposure level test was conducted on December 2, 2022, and the testing result was in line with legal requirements. The maximum noise exposure level was under 85dB.		
Validation Method: SLCP Onsite Verification		
HS-GEN-8	Are noise exposure levels in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility well monitors noise exposure level in the workplaces including noise exposure level in all production area and supporting areas yearly by authorized agency. The recent noise exposure level test was conducted on December 2, 2022, and the testing result was in line with legal requirements. The maximum noise exposure level was under 85dB.		
Validation Method: SLCP Onsite Verification		
<b>Overcrowding</b>		
HS-GEN-9	Bangladesh: Does the facility comply with legal requirements to ensure against overcrowding?	
Facility Response:		
<b>Cleanliness, Sanitation &amp; Waste</b>		
HS-GEN-10	Is the workplace clean and tidy?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and workers' interviews, we verified that the workplace is clean and tidy.		
Validation Method: SLCP Onsite Verification		
HS-GEN-11	Are the facility's sanitation practices in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility's sanitation practices are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-GEN-12	Are the facility's waste disposal practices in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility's waste disposal practices are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-GEN-13	Are waste disposal/discharge permits available and up to date?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the waste disposal/discharge permit No.1628/GP-UBND is issued on June 26, 2018, by authority and valid up to June 26, 2023. Besides, the facility signs a contract with An Nhan Environmental Technology and Consulting Company Limited on March 7, 2023, to prepare document and apply for Environmental license.		
Validation Method: SLCP Onsite Verification		
HS-GEN-14	Does the facility have written procedures for classification, collection, and disposal of waste?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility has written procedures for classification, collection, and disposal of waste. The factory divided waste into 3 parts: living waste, general waste and hazardous waste, all of them were collected in separate areas.		
Validation Method: SLCP Onsite Verification		
HS-GEN-15	Are there cases where trash, debris, or empty containers have accumulated to the point where they pose a safety hazard or obstruct exits?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that there are no cases where trash, debris, or empty containers have accumulated to the point where they pose a safety hazard or obstruct exits.		
Validation Method: SLCP Onsite Verification		
HS-GEN-16	Does the facility have a current contract with an authorized agency to safely and legally dispose of hazardous waste?	Yes
Facility Response: Yes		

Verification Selection: Accurate		
Verification Data: Based on document review, we verified that the facility signed a contract with Padeco Green Joint Stock Company for hazardous of waste collecting and disposal.		
Validation Method: SLCP Onsite Verification		
HS-GEN-17	Did the facility maintain waste disposal records, including documentation of the final destination?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that the facility maintains waste disposal records, including documentation of the final destination.		
Validation Method: SLCP Onsite Verification		
HS-GEN-18	Is burning of waste done on-site?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the site tour and document review, we verified that there is no burning of waste done on-site.		
Validation Method: SLCP Onsite Verification		
HS-GEN-18.1	If yes, please describe how burning of waste is controlled:	
Facility Response:		
<b>Toilet / Restroom</b>		
HS-GEN-19	Are toilets in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough, we verified that toilets are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-GEN-20	Are toilets clean, and sanitized on a regular basis?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough, we verified that toilets are cleaned and sanitized on a regular basis.		
Validation Method: SLCP Onsite Verification		
HS-GEN-21	Are separate toilets provided for males and females?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the factory tour and worker interview, we noted that toilet rooms were separated by genders with the sign. In addition, the toilet rooms were kept clean and clear during working hours. The cleaning team was assigned this task.		
Validation Method: SLCP Onsite Verification		
HS-GEN-22	Does the facility provide hand washing facilities equipped with clean water and soap, along with a sanitary way for drying hands after washing them?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough, we verified that the facility provides hand washing facilities with clean water and soap, along with a sanitary way for drying hands after washing them.		
Validation Method: SLCP Onsite Verification		
HS-GEN-23	Does the facility have a sufficient number of toilets for the number of workers?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough, we verified that the employees could access to adequate and functional toilets that separated for male 14 sets and female 38 sets, which is complied with legal requirement.		
Validation Method: SLCP Onsite Verification		
HS-GEN-24	Are restrooms regularly stocked with necessary supplies?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough, we verified that restrooms are equipped with functional water, toilet paper, hand soap, and covered trash bin.		
Validation Method: SLCP Onsite Verification		
<b>Toilet / Restroom Access</b>		
HS-GEN-25	Are workers allowed access to toilets/restrooms at any time?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and worker interview, we noted that workers are allowed access to toilets/restrooms at any time. The factory did not apply any restriction methods to use toilet.		
Validation Method: SLCP Onsite Verification		
<b>Drinking Water</b>		
HS-GEN-26	Does the facility provide workers with free, potable drinking water?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From documents review and employees' interviews, we verified that employees could access to clean drinking water at no cost. The drinking water testing No.007807~007809 were tested by authority on April 6, 2023.		
Validation Method: SLCP Onsite Verification		
HS-GEN-27	Does the facility provide workers with potable drinking water in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From documents review and employee interview, we verified that employees could access to clean drinking water at no cost which is in line with legal requirement. The drinking water was test by authority on April 6, 2023.		
Validation Method: SLCP Onsite Verification		
<b>Drinking Water Access</b>		
HS-GEN-28	Are workers allowed access to drinking water at any time?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and verified interview, we noted that workers are allowed access to drinking water at any time.		
Validation Method: SLCP Onsite Verification		
<b>Vietnam Law</b>		
HS-GEN-29	Vietnam: Does the facility regularly inspect and maintain machines, equipment, buildings and stores, as legally required?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: As per the documentary review and interaction with management team, we noted that the facility monthly inspects and maintains machines, equipment, buildings, and stores.		
Validation Method: SLCP Onsite Verification		
HS-GEN-30	Vietnam: Does the facility inspect and measure the environmental conditions in the workplace on an annual basis, as legally required?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: As per the documentary review and interaction with management team, we noted that the facility quarterly inspects and measures the environmental conditions in the workplace.		
Validation Method: SLCP Onsite Verification		
<b>Building Safety</b>		
<b>Permits and Certificates</b>		
HS-BUI-1	Are building/construction, structural safety and fire permits and certificates in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Based on document review, we verified that the facility obtained applicable permits and certificate for current buildings. They are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Structure</b>		
HS-BUI-2	Do approved building plans reflect the current building's structure and use?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all buildings are consistent with approval plans.		
Validation Method: SLCP Onsite Verification		
HS-BUI-3	Have there been and/or are there currently cases of concern about the physical integrity and stability of the facility?	No

Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there were no cases of concern about the physical integrity and stability of the facility.		
Validation Method: SLCP Onsite Verification		
HS-BUI-3.1	If yes, please describe what type of concerns were made regarding the physical integrity and stability of the facility:	
Facility Response:		
HS-BUI-4	Are facility doors, exits and stairs in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all exit doors, exits, and stairs are in line with legal standards.		
Validation Method: SLCP Onsite Verification		
<b>Floors</b>		
HS-BUI-5	Does the facility have any of the following safety measures in place for flooring? (SELECT all that apply with a "X")	
HS-BUI-5-1	Measures are in place to prevent workers from slipping on floors due to poor construction or lack of maintenance	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that the facility regularly monitors the workplace to prevent employees from slipping on floor due to poor construction or lack of maintenance.		
Validation Method: SLCP Onsite Verification		
HS-BUI-5-2	Measures are in place to prevent standing water due to inadequate drainage	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility regularly monitors the workplace to prevent standing water due to inadequate drainage.		
Validation Method: SLCP Onsite Verification		
HS-BUI-5-3	Measures are in place to prevent floor openings and/or holes missing covers/suitable barriers	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that the facility regularly monitors building safety both indoor either outdoor to prevent floor openings or holes missing cover.		
Validation Method: SLCP Onsite Verification		
HS-BUI-5-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Stairs and Raised Platforms</b>		
HS-BUI-6	Does the facility have any of the following safety measures in place for stairs and raised platforms? (SELECT all that apply with a "X")	
HS-BUI-6-1	Exposed overhead working surfaces (such as working docks, mezzanine floors, exposed platforms) have adequate guardrails and fencing	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the walkthrough, worker and management interview we verified that exposed overhead working surfaces (such as working docks, exposed platforms) have adequate guardrails and fencing.		
Validation Method: SLCP Onsite Verification		
HS-BUI-6-2	All stairways are equipped with hand railings in good condition	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		

Verification Data: From the walkthrough and document review, we verified that all stairways are equipped with hand railings in good condition.		
Validation Method: SLCP Onsite Verification		
HS-BUI-6-3	All facility stairway steps are even	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that all facility stairway steps are even.		
Validation Method: SLCP Onsite Verification		
HS-BUI-6-4	All facility step surfaces are made from slip resistant materials or have anti-slip protection (i.e. anti-slip stickers or embossed/rough surfaces)	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that all facility step surfaces are made from slip resistant materials or have anti-slip protection.		
Validation Method: SLCP Onsite Verification		
HS-BUI-6-5	Protection from falling objects underneath graded surfaces	X
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that the facility has the protection from falling objects underneath graded surfaces.		
Validation Method: SLCP Onsite Verification		
HS-BUI-6-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Fall Protection</b>		
HS-BUI-7	Has the facility taken legally required measures to protect workers from falls from heights?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has taken legally required measures to protect workers from falls from heights. For example: workers were provided OHS training prior working at height, using safety belt or ladder with handrails when working at height.		
Validation Method: SLCP Onsite Verification		
HS-BUI-8	Does the facility have any of the following safety measures in place for fall protection? (SELECT all that apply with a "X")	
HS-BUI-8-1	Workers use fall protection when needed	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, workers and management interview we verified that workers use fall protection when working at height.		
Validation Method: SLCP Onsite Verification		
HS-BUI-8-2	Fall protection equipment is in good condition	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and management interview we verified that fall protection equipment is in good condition.		
Validation Method: SLCP Onsite Verification		
HS-BUI-8-3	Fall protection equipment is stored properly in a designated location	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the walkthrough and document review, we verified that fall protection equipment is not stored properly in a designated location.		
Validation Method: SLCP Onsite Verification		
HS-BUI-8-4	Workers are trained on the proper use of fall protection equipment	X
Facility Response: X		
Verification Selection: Accurate		

Verification Data: From the walkthrough and document review, we verified that workers are trained on the proper use of fall protection equipment. They were aware of that how to use fall protection equipment.		
Validation Method: SLCP Onsite Verification		
HS-BUI-8-5	High working areas have walls, fences, or other barriers (or workers wear fall protection at all times when working in these areas)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that high working areas have walls, fences, or other barriers.		
Validation Method: SLCP Onsite Verification		
HS-BUI-8-6	Not Applicable	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-BUI-8-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Elevators</b>		
HS-BUI-9	Does the facility have elevators (lifts)?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there is no elevator/lift in the facility.		
Validation Method: SLCP Onsite Verification		
HS-BUI-10	Does the facility have any of the following safety measures in place for elevators? (SELECT all that apply with a "X")	
HS-BUI-10-1	Elevators (lifts) are inspected regularly	
Facility Response:		
HS-BUI-10-2	Elevator's load capacity (i.e. number of people/kg/lbs.) is clearly displayed in all elevators	
Facility Response:		
HS-BUI-10-3	All elevators have a sign warning against their use in cases of emergency (i.e. "Do not use elevator in cases of emergency")	
Facility Response:		
HS-BUI-10-4	Safety devices have been fitted on elevator doors to prevent them from opening unless the elevator is present	
Facility Response:		
HS-BUI-10-5	Elevators are wired to be inoperable when elevator doors are open	
Facility Response:		
HS-BUI-10-6	None of the above	
Facility Response:		
HS-BUI-11	Are elevators (lifts) in line with legal requirements?	
Facility Response:		
<b>Confined Spaces</b>		
HS-BUI-12	Does the facility have confined spaces?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: During the site observation, we noted that the facility has confined spaces.		
Validation Method: SLCP Onsite Verification		
HS-BUI-13	In line with legal requirements, are any of the confined spaces permit required?	Yes
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: Yes		
Verification Data: During the documentary review and worker interview, we verified that the facility applies a confined space work permit and when maintenance team or contractor needs to enter the confined space for maintenance work. Health and Safety team will check the safety conditions and issue a permit to work in the confined space.		



Validation Method: SLCP Onsite Verification		
HS-BUI-14	Does the facility have any of the following safety measures in place for confined spaces? (SELECT all that apply with a "X")	
HS-BUI-14-1	Each confined space has signs indicating they are a confined space	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough, we verified that confined space has signs indicating it is confined space.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-2	Each confined space has the appropriate protections to ensure no accidental entry	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough, we verified that each confined space has the appropriate protections to ensure no accidental entry.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-3	Each confined space has authorized entry-only access	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough and employee interview, we verified that the list of access authorized persons was posted at the entrance.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-4	Workers/Contractors that enter confined spaces do so only when appropriate measures have been taken to protect them from any physical hazards present	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: During the documentary review and worker interview, we verified that workers/contractors that enter confined spaces do so only when appropriate measures have been taken to protect them from any physical hazards present.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-5	Workers/Contractors that enter confined spaces do so when the atmosphere is safe and the air has been tested when needed	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: During the documentary review and worker interview, we verified that workers/contractors that enter confined spaces do so when the atmosphere is safe, and the air has been tested when needed.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-6	Workers/Contractors who enter the confined spaces know and understand how to do so safely	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: During the documentary review and worker interview, we verified that the facility had established working in confined space procedure, communicated to workers, and posted it in the confined space.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-7	Rescue equipment ready for use	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: During the documentary review and worker interview, we verified that the facility has rescue equipment ready for using.		
Validation Method: SLCP Onsite Verification		
HS-BUI-14-8	None of the above	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: During the site observation, we noted that the facility has confined spaces.		

Validation Method: SLCP Onsite Verification		
<b>PCB</b>		
HS-BUI-15	Has the facility conducted an assessment to identify if equipment contains PCB?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From on document review and interaction with facility management, we verified that the facility has conducted the assessment to identify if equipment contains PCB.		
Validation Method: SLCP Onsite Verification		
HS-BUI-16	If equipment contains PCB, does the facility have all of the following safety measures in place: • Equipment containing PCB is inspected and labeled accordingly • Workers who work with or around equipment containing PCB understand the hazards of PCBs?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: From on document review and interaction with facility management, we verified that the facility has no equipment contain PCB so far.		
Validation Method: SLCP Onsite Verification		
<b>Asbestos</b>		
HS-BUI-17	Does the facility have safety measures in place regarding asbestos? (SELECT all that apply with a "X")	
HS-BUI-17-1	Facility has performed an asbestos exposure assessment	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From on document review, employee interview, and interaction with facility management, we verified that the facility has performed an asbestos exposure material survey. However, there's no material that containing asbestos so far.		
Validation Method: SLCP Onsite Verification		
HS-BUI-17-2	Facility has taken the proper steps to ensure that workers are not exposed to asbestos	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Not applicable. From on document review, employee interview, and interaction with facility management, we verified that there's no material that containing asbestos.		
Validation Method: SLCP Onsite Verification		
HS-BUI-17-3	Materials containing asbestos/asbestos exposure areas are labeled as such	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: Not applicable. From on document review, employee interview, and interaction with facility management, we verified that there's no material that containing asbestos.		
Validation Method: SLCP Onsite Verification		
HS-BUI-17-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>On-site Vehicles</b>		
HS-BUI-18	Is there on-site vehicle traffic at the facility?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the walkthrough and document review, we verified that the facility has onsite vehicles such as truck, cars.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19	Does the facility have safety measures in place regarding on-site vehicle traffic (SELECT all that apply with a "X")	
HS-BUI-19-1	Only authorized people/vehicles are allowed to drive on-site	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that only authorized people and vehicles are allowed to drive on-site.		
Validation Method: SLCP Onsite Verification		

HS-BUI-19-2	Vehicles are driven at an appropriate speed	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that the facility limited drive speed at 10Km/hour within facility premises.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19-3	Traffic lanes and walk paths are clearly marked	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: From the walkthrough and management interview, we verified that traffic lines and walk paths were not marked clearly.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19-4	Vehicles are in good working condition	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that vehicles are in good working condition.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19-5	Only authorized, trained, and qualified people drive vehicles	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that all drivers are formal trained with valid driver licenses.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19-6	Vehicles are used for purposes for which they are intended and designed	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough and document review, we verified that all vehicles are used for proper purpose as designed.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19-7	Facility provides visual management such as indicators, convex mirrors in dead ends, reflectors, etc., to ensure safe driving practices on facility premises	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: From the walkthrough and document review, we verified that the facility has not installed indicators, convex mirrors in dead ends, reflectors to ensure safe driving practices on facility premises.		
Validation Method: SLCP Onsite Verification		
HS-BUI-19-8	None of the above	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: From the walkthrough and document review, we verified that the facility has onsite vehicles such as truck, cars.		
Validation Method: SLCP Onsite Verification		
<b>Risk Assessment</b>		
HS-RIS-1	Has the facility conducted a health and safety risk assessment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the facility conducted a health and safety risk assessment every year or when the facility had set up the new machines or as changing the technical processing in production. The last one was conducted on January 22, 2023.		
Validation Method: SLCP Onsite Verification		
HS-RIS-2	Has the facility conducted a health and safety risk assessment in line with legal requirements?	No
Facility Response: Yes		

Verification Selection: Inaccurate - Incorrect		
Corrected Response: No		
Verification Data: During the documentary review, and management interview we found that the facility performs risk assessments once every year, and the latest risk assessment was conducted on January 22nd, 2023. However, the risk assessment did not cover the risk of management dormitory area.		
Non-Compliance: X		
Legal Reference: According to Decree No.: 39/2016/ND-CP on DETAILING THE IMPLEMENTATION OF SOME ARTICLES OF THE LAW ON OCCUPATIONAL SAFETY AND SANITATION, dated on May 15, 2016. Article 4. Contents of control over dangerous and harmful factors at workplace 1. Identify and assess the dangerous and harmful factors. 2. Determine the objectives and measures to prevent and control dangerous and harmful factors. 3. Implement and assess the effectiveness of measures to prevent and control dangerous and harmful factors.		
Validation Method: SLCP Onsite Verification		
HS-RIS-3	When was the last risk assessment conducted?	Within the last 6 months
Facility Response: Within the last 12 months		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Within the last 6 months		
Verification Data: From document review and interaction with facility management, we verified that the facility conducted a health and safety risk assessment every year. The last one was conducted on January 22nd, 2023.		
Validation Method: SLCP Onsite Verification		
HS-RIS-4	Is the risk assessment updated if new machinery, processes, chemicals or construction are introduced to the facility?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the risk assessment is updated if new machinery, processes, chemicals, or construction are introduced to the facility.		
Validation Method: SLCP Onsite Verification		
<b>HS Policy / Plan</b>		
HS-HSP-1	Is there a written occupational health and safety policy in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the occupational health and safety policy was established on May 1, 2017, and updated on February 15th, 2023.		
Validation Method: SLCP Onsite Verification		
HS-HSP-2	Vietnam: Does the facility develop an occupational health and safety plan annually, as legally required?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the facility develops an occupational health and safety plan annually. The recent plan was established and updated on January 5, 2023.		
Validation Method: SLCP Onsite Verification		
<b>Qualified HS Staff</b>		
HS-QUA-1	Does the facility comply with legal requirements regarding qualified OSH staff?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the facility complies with legal requirements regarding qualified OSH staff.		
Validation Method: SLCP Onsite Verification		
<b>HS Committee</b>		
HS-HSC-1	Does the facility have an occupational safety and health (OSH) committee?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that the facility has an occupational safety and health (OSH) committee which was established on April 15, 2023.		
Validation Method: SLCP Onsite Verification		
HS-HSC-2	Is the OSH Committee formed and functioning in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Verification Data: From the document review, we verified that the OSH Committee is formed and operated in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-HSC-3	How many members are in the OSH committee?	9
Facility Response: 27		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 9		
Verification Data: From the documentary review and management interview, we verified that the OSH committee has 9 members.		
Validation Method: SLCP Onsite Verification		
HS-HSC-4	How many female members are in the OSH committee?	5
Facility Response: 10		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 5		
Verification Data: From the document review, we verified that the OSH committee has 5 female members.		
Validation Method: SLCP Onsite Verification		
HS-HSC-5	How many foreign migrant worker members are in the OSH committee?	
Facility Response:		
HS-HSC-6	How many employer members are in the OSH committee?	1
Facility Response: 1		
Verification Selection: Accurate		
Verification Data: From the documentary review, we verified that there is 1 employer member in the OSH committee.		
Validation Method: SLCP Onsite Verification		
HS-HSC-7	How many worker members are in the OSH committee?	4
Facility Response: 23		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 4		
Verification Data: From the documentary review, we verified that there are 4 worker members in the OSH committee.		
Validation Method: SLCP Onsite Verification		
HS-HSC-8	How many union representatives are in the OSH committee?	1
Facility Response: 3		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 1		
Verification Data: From the document review, we verified that there is 1 union representative in the OSH committee.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9	Does the facility observe any of the following practices related to the OSH committee? (SELECT all that apply with a "X")	
HS-HSC-9-1	Safety committee meetings are held on a monthly basis	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the document review, we verified that safety committee meetings are held on a quarterly basis. The latest meeting was held on May 15, 2023.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-2	Safety committee meetings are held at least quarterly	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that safety committee meetings are held on a quarterly basis. The latest meeting was held on May 15, 2023.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-3	Safety committee meeting minutes are shared with the workforce	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that safety committee meeting minutes are shared with the workforce.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-4	Safety committee meeting action items are tracked	X
Facility Response: X		

Verification Selection: Accurate		
Verification Data: From the document review, we verified that safety committee meeting action items are tracked.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-5	Safety committee communicates complaints and problems shared by workers about OHS to upper management	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that safety committee communicates complaints and problems shared by workers about OHS to upper management.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-6	Upper management recognizes/ accepts the safety committee	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that upper management recognizes/accepts the safety committee.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-7	Safety committee meets to review safety issues, track corrective actions and identify opportunities for further improvement of safety conditions	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that safety committee reviews safety issues, tracks corrective actions, and identifies opportunities for further improvement of safety conditions.		
Validation Method: SLCP Onsite Verification		
HS-HSC-9-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>HS Worker Engagement</b>		
<b>HS Cooperation Mechanisms</b>		
HS-HSW-1	Are mechanisms to ensure cooperation between workers and management on occupational safety and health matters formed and functioning in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review, we verified that the facility established the procedure to ensure cooperation between workers and management on occupational safety and health matters formed and functioning in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Emergency Preparedness</b>		
<b>Emergency Response Plan</b>		
HS-EME-1	Does the facility have a written Emergency Response Plan?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the Emergency Preparedness and Response Plan was established on January 5th, 2023.		
Validation Method: SLCP Onsite Verification		
HS-EME-2	Is an annual review of the Emergency Response Plan conducted to ensure accurate capture and handling of all possible emergency situations?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and interaction with facility management, we verified that the Emergency Preparedness and Response Plan was reviewed early to ensure accurate capture and handling of all possible emergency situations.		
Validation Method: SLCP Onsite Verification		
<b>Fire Detection and Alarm</b>		
HS-EME-3	Does the facility have a fire detection (e.g, smoke/heat detector) system in place?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there are 80 fire detectors installed in the facility.		

Validation Method: SLCP Onsite Verification		
HS-EME-4	Is the fire detection and alarm system in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there are 80 fire detectors installed in the facility and in line with legal requirements. The approval of Firefighting and prevention design of building No.2966/TD-PCCC; issue date: October 3, 2016. The firefighting and prevention system was accepted by Fire police on April 26, 2017.		
Validation Method: SLCP Onsite Verification		
HS-EME-5	Does the facility have a manual or automatic emergency alarm system in place to notify workers of emergencies?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there are 38 fire alarm buttons and 1 fire manual emergency alarm controlling system installed in the facility, which was complied with legal requirement.		
Validation Method: SLCP Onsite Verification		
HS-EME-6	Is the emergency alarm system (for all types of emergencies other than fire) in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there are 38 fire alarm buttons and 1 fire emergency alarm controlling system installed in the facility, which was complied with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-EME-7	Does the facility have any of the following safety measures in place related to the emergency alarm system? (SELECT all that apply with a "X")	
HS-EME-7-1	Emergency alarm system is fully functioning	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system is fully functioning.		
Validation Method: SLCP Onsite Verification		
HS-EME-7-2	Emergency alarm system is regularly maintained and inspected/ tested	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system is regularly maintained and inspected by the facility.		
Validation Method: SLCP Onsite Verification		
HS-EME-7-3	Emergency alarm system can be heard and seen across all facility areas	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system can be heard and seen across all facility areas.		
Validation Method: SLCP Onsite Verification		
HS-EME-7-4	Emergency alarm system buttons/switches/pull stations are easily identified and accessible	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system buttons/switches/pull stations are easily identified and accessible.		
Validation Method: SLCP Onsite Verification		
HS-EME-7-5	Emergency alarm system is fitted with a back-up power source (e.g., battery back-up)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system is fitted with a back-up power source.		
Validation Method: SLCP Onsite Verification		
HS-EME-7-6	Emergency alarm system is automatic and centralized	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system is automatic and centralized.		
Validation Method: SLCP Onsite Verification		

HS-EME-7-7	Emergency alarm system is distinct from regular alarms	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency alarm system is distinct from regular alarms.		
Validation Method: SLCP Onsite Verification		
HS-EME-7-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Fire-fighting Equipment</b>		
HS-EME-8	Does the facility have legally required fire fighting equipment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has legally required fire-fighting equipment.		
Validation Method: SLCP Onsite Verification		
HS-EME-8.1	Please describe the types of fire fighting equipment used and in which areas of the facility the fire fighting equipment is present:	Per the site observation, we verified that the facility has equipped Production area with fire alarm system (smoke detector, fire alarm button & bell), fire extinguisher (dry powder & CO2), fire hose reel, emergency lights, exit signs and Warehouse with automatic sprinkler system, fire alarm system (smoke detector, fire alarm button & bell), fire extinguisher (dry powder & CO2), fire hose reel, emergency lights, and exit signs.
Facility Response: Production areas, warehouse, canteen: sprinkler system; Fire Extinguisher, Fire Alarm System; fire protection costumes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Per the site observation, we verified that the facility has equipped Production area with fire alarm system (smoke detector, fire alarm button & bell), fire extinguisher (dry powder & CO2), fire hose reel, emergency lights, exit signs and Warehouse with automatic sprinkler system, fire alarm system (smoke detector, fire alarm button & bell), fire extinguisher (dry powder & CO2), fire hose reel, emergency lights, and exit signs.		
Validation Method: SLCP Onsite Verification		
HS-EME-9	Does the facility regularly test and service fire extinguishers in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Through the onsite tour and documentary review, we ascertained that fire extinguishers were inspected twice a month by an internal team and are serviced/ maintained by a licensed outside agency – Trang Hong Phat Fire Fighting and Prevention Service Co., Ltd at least every 6 months, and that fire extinguisher records, including the date of inspection on march 26, 2023, and expiration on September 26, 2023, were well maintained and were found on all the fire extinguishers in the factory which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-EME-10	Does the facility have any of the following safety measures in place related to fire-fighting equipment? (SELECT all that apply with a "X")	
HS-EME-10-1	Fire-fighting equipment is clearly marked and equipped with instructions on how to operate	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the walkthrough and document review, we verified that fire-fighting equipment is clearly marked and equipped with instructions on how to operate.		
Validation Method: SLCP Onsite Verification		
HS-EME-10-2	Certified fire resistant doors and fire resistant walls are in use in production units	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that certified fire-resistant doors and fire-resistant walls are in use in production units.		
Validation Method: SLCP Onsite Verification		
HS-EME-10-3	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-EME-11	Has the facility trained workers to use fire-fighting equipment in line with legal requirements?	Yes
Facility Response: Yes		



Verification Selection: Accurate		
Verification Data: During the walkthrough and document review, we verified that the facility trained workers to use fire-fighting equipment in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Evacuation Markings</b>		
HS-EME-12	Does the facility have legally required posted evacuation plans, markings (or plot plans), pathways and emergency lighting?	No
Facility Response: Yes		
Verification Selection: Inaccurate - Incorrect		
Corrected Response: No		
Verification Data: During the facility tour and as confirmed by the facility management, we noted that at least 1 of the arrows marked on the floor of the evacuation aisles in the sewing workshop was not clear enough.		
Non-Compliance: X		
Legal Reference: According to Vietnam Standard TCVN 2622:1995, dated in 1995, Article 7: Exit route, point 7.5: exit route must be clearly visible and the path to the emergency exits must be clearly marked with a guide sign.		
Validation Method: SLCP Onsite Verification		
<b>Emergency Exits</b>		
HS-EME-13	Are there at least 2 emergency exits from all work stations and rest areas, and on every floor?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there are at least 2 emergency exits from all workstations and rest areas and on every floor.		
Validation Method: SLCP Onsite Verification		
HS-EME-14	Are all emergency exits clearly marked?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all emergency exits are clearly marked.		
Validation Method: SLCP Onsite Verification		
HS-EME-15	Are all emergency exits accessible, unobstructed and unlocked during working hours (including overtime) and lead to a place of safety?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all emergency exits are accessible, unobstructed and unlocked during working hours (including overtime) and lead to a place of safety.		
Validation Method: SLCP Onsite Verification		
HS-EME-16	Does the facility have any of the following additional safety measures in place related to emergency exits? (SELECT all that apply with a "X")	
HS-EME-16-1	Emergency exits are illuminated and visible when it is dark or there is smoke	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency exits are illuminated and visible when it is dark or there is smoke. Emergency exits were equipped with emergency lighting and an exit sign above. Verifier had conducted the test of the exit sign and emergency lighting on the verification date.		
Validation Method: SLCP Onsite Verification		
HS-EME-16-2	Emergency exit doors open outwards or are securely kept open during working hours	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency exit doors open outwards or are securely kept open during working hours.		
Validation Method: SLCP Onsite Verification		
HS-EME-16-3	Doors that are not exits are clearly marked as "Not an Exit"	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that doors that are not exits are clearly marked as "Not an Exit".		
Validation Method: SLCP Onsite Verification		
HS-EME-16-4	Emergency exit lighting has a back-up battery providing continuous lighting within a timeframe	X
Facility Response: X		

Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency exit lighting has a back-up battery providing continuous lighting within a timeframe. During the testing, verifier noted that the battery-back up was in good condition to use.		
Validation Method: SLCP Onsite Verification		
HS-EME-16-5	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-EME-17	Are emergency exits in line with other legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that emergency exits are in line with other legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Evacuation Procedures</b>		
HS-EME-18	Does the facility conduct regular emergency drills for all workers in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that the facility conducts regular emergency drills for all workers in line with legal requirements. Through a check of the factory's fire drill records, we found that both the date and the detailed results of these drills are clearly recorded; for example, it is recorded that the latest external fire drills performed in the factory workshops were held on October 28, 2022, and the internal evacuation drill were held on April 21, 2023, with the notation that the drills were successful and that all workers know how to act during an emergency evacuation. In addition, it took 180 seconds to evacuate all personnel during the first fire drill and 180 seconds to evacuate all personnel during the second fire drill. Furthermore, the factory plans to conduct a fire drill in October 2023.		
Validation Method: SLCP Onsite Verification		
HS-EME-19	Does the facility have any of the following measures in place related to emergency drills? (SELECT all that apply with a "X")	
HS-EME-19-1	Emergency drills are unannounced	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough, worker interview, management interview, and documentary review, we verified that the facility had planned the emergency drills and showed them to all employees for awareness, and the facility has conducted regular emergency drills as announced which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-2	Emergency drills cover all shifts, floors, and buildings associated with the facility	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, workers, and management interview, we ascertained that emergency drills cover all shifts, floors, and buildings associated with the facility.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-3	Every worker evacuates	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, workers, and management interview, we verified that all workers evacuate during the emergency drills.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-4	All workers know their primary evacuation route and their secondary route if the primary route is blocked	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and workers interview, we verified that all workers know their primary evacuation route and their secondary route if the primary route is blocked.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-5	Facility has designated emergency assembly areas/meeting points which are large enough to safely accommodate all workers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, workers, and management interview, we verified that the facility has designated emergency assembly areas/ meeting points which are large enough to safely accommodate all workers.		

Validation Method: SLCP Onsite Verification		
HS-EME-19-6	Workers meet at assembly/meeting points	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, workers, and management interview, we verified that workers meet at assembly/meeting points in evacuation and fire drills.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-7	All power is turned off	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, workers, and management interview, we confirmed that all power was turned off as an emergency drill.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-8	Doors and windows are closed	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, workers and management interview, we confirmed that all doors and windows are opened during the emergency drills.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-9	Staff monitors/leads are present to listen and watch to ensure all alarms work properly and all workers are evacuated as planned	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Based on the documentary review, workers and management interview, we verified that staff monitors/leads are present to listen and watch to ensure all alarms work properly and all workers are evacuated as planned.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-10	There is a system in place to account for all workers during an emergency evacuation	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review, workers and management interview, we verified that the facility has a system in place to account for all workers during an emergency evacuation. Supervisors at each production lines were in charge of accounting their workers.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-11	There is an assessment after the drill to learn how to improve the evacuation process	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review and management interview, we verified that the facility conducts an assessment after the drill to learn how to improve the evacuation process.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-12	Emergency drills are documented in a written log	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the documentary review and management interview, we verified that emergency drills are documented in a written log. The meeting minutes were available for reviewing.		
Validation Method: SLCP Onsite Verification		
HS-EME-19-13	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-EME-20	Are emergency evacuation procedures in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the documentary review and management interview, we verified that emergency evacuation procedures are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Response Team</b>		
HS-EME-21	Does the facility have its own Fire Brigade/Emergency Response Team of designated workers with special responsibilities for fire safety?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has its own Fire Brigade/Emergency Response Team of designated workers with special responsibilities for fire safety.		
Validation Method: SLCP Onsite Verification		
HS-EME-22	Does the facility have any of the following measures in place related to a Fire Brigade/Emergency Response Team? (SELECT all that apply with a "X")	
HS-EME-22-1	Members of the Fire Brigade/Emergency Response Team undergo both initial and refresher trainings on their responsibilities	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that members of the Fire Brigade/Emergency Response Team undergo both initial and refresher trainings on their responsibilities.		
Validation Method: SLCP Onsite Verification		
HS-EME-22.1	Please describe when and how often members of the Fire Brigade/Emergency Response Team undergo both initial and refresher trainings on their responsibilities:	12 months
Facility Response: 12 months		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we confirmed that members of the Fire Brigade/Emergency Response Team undergo both initial and refresher training on their responsibilities: external training with police: every 5 years; refresher training: every year, and internal training: every year.		
Validation Method: SLCP Onsite Verification		
HS-EME-22-2	Members of the Fire Brigade/Emergency Response Team have the appropriate equipment to fight fires (including the correct PPE, e.g., breathing apparatus)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that members of the Fire Brigade/Emergency Response Team have the appropriate equipment to fight fires.		
Validation Method: SLCP Onsite Verification		
HS-EME-22-3	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-EME-23	Is the facility accessible to fire response and emergency response vehicles?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility is accessible to fire response and emergency response vehicles. No obstruction was found during the verification.		
Validation Method: SLCP Onsite Verification		
<b>Flammable and Combustible Materials</b>		
HS-FLA-1	Are flammable/combustible materials safely stored?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the flammable/combustible materials are safely stored. The factory arranged a warehouse to store flammable materials such as paper, fabric, packaging materials.		
Validation Method: SLCP Onsite Verification		
HS-FLA-2	Are possible sources of ignition sufficiently safeguarded?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has prohibited smoking in the workplace, a "No Fire, No Smoking" sign has been posted in the warehouse, and a hazardous warehouse to make sure the possible source of ignition is sufficiently safeguarded.		
Validation Method: SLCP Onsite Verification		
<b>Chemicals and Hazardous Substances</b>		
HS-CHE-1	Does the facility use chemicals and/or hazardous substances?	Yes
Facility Response: Yes		
Verification Selection: Accurate		

Verification Data: From the walkthrough and document review, we verified that the facility current uses chemical substances in the workplace.		
Validation Method: SLCP Onsite Verification		
HS-CHE-2	Has all legally required action been taken to assess, monitor, prevent and limit workers' exposure to chemicals and hazardous substances?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all legally required actions have been taken to assess, monitor, prevent, and limit workers' exposure to chemicals and hazardous.		
Validation Method: SLCP Onsite Verification		
<b>License for Acids</b>		
HS-CHE-3	Bangladesh: Does the facility have the legally required license for storage and use of acids?	
Facility Response:		
<b>Storage</b>		
HS-CHE-4	Does the facility maintain an inventory of all chemicals and hazardous substances used in the workplace in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all chemicals and hazardous materials were well inventory and documented in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-CHE-5	Are Safety Data Sheets ("SDS", formerly MSDS) available for all chemicals used in the workplace in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility provided adequate MSDS in Vietnamese posted and made available to employees which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-CHE-6	Are chemicals and hazardous substances stored in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the factory has arranged a separate warehouse to store chemicals and hazardous substances. The automatic fire extinguisher was installed on the ceiling. The warehouse was far away from the source of ignition. All chemicals were put in the secondary container. In addition, the chemicals were stored in a secure area with a locking device, only authorized persons can access the areas.		
Validation Method: SLCP Onsite Verification		
HS-CHE-7	Are chemicals and hazardous substances labeled in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all chemical containers were well labelled and properly stored in accordance with MSDS instructions in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-CHE-8	Does the facility have any additional safety measures in place related to the storage of chemicals and hazardous substances? (SELECT all that apply with a "X")	
HS-CHE-8-1	Chemical storage areas are appropriately designed, constructed and located for the safe storage of chemicals and hazardous substances	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that chemical storage areas are appropriately designed, constructed, and located for the safe storage of chemicals and hazardous substances.		
Validation Method: SLCP Onsite Verification		
HS-CHE-8-2	Chemical storage areas have measures in place to prevent unauthorized entry	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that the factory has arranged a separate warehouse to store chemicals and hazardous substances. The fire detector was equipped on the ceiling. The warehouse was far away from the source of ignition. All chemicals were put in the secondary containers. In addition, the chemical was stored in a secure area with a locking device, only authorized persons can access the areas.		
Validation Method: SLCP Onsite Verification		
HS-CHE-8-3	When not in use, all chemical containers are properly capped and stored away so as to prevent spillage, leakage, and unsafe exposure to workers	X

Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all chemical containers are properly capped and stored away so as to prevent spillage, leakage, and unsafe exposure to workers when not in use.		
Validation Method: SLCP Onsite Verification		
HS-CHE-8-4	Chemical storage areas with flammable chemicals are equipped with an automatic fire extinguishing system	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the factory has arranged a separate warehouse to store chemicals and hazardous substances. The warehouse was far away from the source of ignition. All chemicals were put in the secondary containers. In addition, the chemical was stored in a secure area with a locking device, only authorized persons can access the areas. And the automatic fire extinguisher was installed on the ceiling.		
Validation Method: SLCP Onsite Verification		
HS-CHE-8-5	In cases of emergency, there are easy entry(ies) and exit(s) to all chemical storage areas	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there are easy entry and exit to all chemical storage areas in case the event of an emergency.		
Validation Method: SLCP Onsite Verification		
HS-CHE-8-6	Chemical storage areas have an alarm notification system	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-CHE-8-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Handling</b>		
HS-CHE-9	Are workers trained on chemical hazards and safe work practices particular to their job assignment in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and employee interview, we verified that all relevant individual employees that exposure to the chemical are properly trained on Safety Data Sheets of chemicals as well as chemical control procedures which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-CHE-10	Does the facility have any of the following measures in place to ensure the safe handling of chemicals and hazardous substances? (SELECT all that apply with a "X")	
HS-CHE-10-1	Training records on chemical use and handling and disposal and spill cleanup are maintained for the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the training records on chemical use and handling and disposal and spill cleanup are maintained for the last 12 months.		
Validation Method: SLCP Onsite Verification		
HS-CHE-10-2	Appropriate containers are used for dispensing all chemicals	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that appropriate containers are used for dispensing all chemicals.		
Validation Method: SLCP Onsite Verification		
HS-CHE-10-3	Written procedures are in place for reporting and responding to chemical spills inside the production area	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has established written procedures in place for reporting and responding to chemical spills inside the production area.		
Validation Method: SLCP Onsite Verification		
HS-CHE-10-4	A complete spill kit (appropriate for the types and use of chemicals in the facility) is available for use	X

Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that chemical storage areas were equipped with a complete spill kit available for use.		
Validation Method: SLCP Onsite Verification		
HS-CHE-10-5	Chemicals are not disposed of in waste bin containers which are generally used for food and drink	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that chemicals are not disposed of in waste bin containers which are generally used for food and drink. The empty chemical cans were collected and stored in the hazardous waste storage and then transported and treated by an authorized agency.		
Validation Method: SLCP Onsite Verification		
HS-CHE-10-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-CHE-11	Does the facility have legally required showers, eyewash stations or other proper cleansing materials available for workers in the event of exposure to hazardous chemicals?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that adequate and functioning eyewash stations are installed onsite where chemical storage and handling are available for workers in the event of exposure to hazardous chemicals.		
Validation Method: SLCP Onsite Verification		
HS-CHE-12	Does the facility have any of the following safety measures in place regarding eyewash stations and showers? (SELECT all that apply with a "X")	
HS-CHE-12-1	Eyewash stations and showers are clearly identifiable	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that eyewash stations are clearly marked and visible.		
Validation Method: SLCP Onsite Verification		
HS-CHE-12-2	Eyewash stations and showers are easy to access	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that eyewash station is accessible.		
Validation Method: SLCP Onsite Verification		
HS-CHE-12-3	Eyewash stations and showers are clear of clutter/debris	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that eyewash station is functioning and clear of clutter/debris. In addition, the eyewash station was functional when being tested.		
Validation Method: SLCP Onsite Verification		
HS-CHE-12-4	Eyewash stations and showers use potable water at the right temp and pressure	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: During the testing time, we noted that eyewash station used potable water at the right temp and pressure.		
Validation Method: SLCP Onsite Verification		
HS-CHE-12-5	Eyewash stations and showers are regularly inspected	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that eyewash stations are inspected daily.		
Validation Method: SLCP Onsite Verification		
HS-CHE-12-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-CHE-13	Have any workers been exposed to a chemical at a level which surpassed the "Threshold Limit Value" outlined in legal requirements?	No

Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the document review, employee interview, and interaction with facility management it was verified that there was no case of worker exposure to chemical at a level which surpassed the "Threshold Limit Value" from the last 12 months outlined in legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Gas Cylinders</b>		
HS-CHE-14	Does the facility use compressed gas cylinders?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review, employee interview and interaction with facility management it was confirmed that the facility uses compressed gas cylinders in the facility.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15	Does the facility have any of the following safety measures in place related to compressed gas cylinders? (SELECT all that apply with a "X")	
HS-CHE-15-1	All compressed gas cylinders are secure from accidental tipping/falling	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that all compressed gas cylinders are secure from accidental tipping/falling.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-2	All compressed gas cylinders have closed valves when not in use	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that all compressed gas cylinders have closed valves when not in use.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-3	Compressed gas cylinders are transported safely	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that all compressed gas cylinders are transported safely.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-4	Compressed gas cylinders are stored away from heat and other fire sources	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that compressed gas cylinders are stored away from heat and other fire sources.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-5	Compressed gas cylinders are only used by qualified workers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that compressed gas cylinders are only used by qualified workers.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-6	Compressed gas cylinders are labeled and segregated	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that compressed gas cylinders are labeled and segregated.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-7	Compressed gas cylinders are stored in an enclosed cage	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that compressed gas cylinders are stored in an enclosed cage.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-8	Compressed gas cylinders are connected with fixed piping	X



Facility Response: X		
Verification Selection: Accurate		
Verification Data: Through the site observation, documentary review and management interview, we verified that compressed gas cylinders are connected with fixed piping.		
Validation Method: SLCP Onsite Verification		
HS-CHE-15-9	None of the above	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From document review, employee interview and interaction with facility management it was confirmed that the facility uses compressed gas cylinders in the facility.		
Validation Method: SLCP Onsite Verification		
<b>Other Legal Requirements</b>		
HS-CHE-16	Cambodia: Has the facility prepared for response, control and cleaning of chemical spills, as legally required?	
Facility Response:		
HS-CHE-17	Cambodia: Are chemical mixing rooms equipped and used in line with legal requirements?	
Facility Response:		
HS-CHE-18	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Chemicals and Hazardous Substances?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Worker Protection</b>		
<b>Training Vietnam Law</b>		
HS-WOR-1	Vietnam: Has the facility trained workers on general occupational health and safety, as legally required?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the document review and employee interview, we confirmed that the facility trained workers on general occupational health and safety as legally required.		
Validation Method: SLCP Onsite Verification		
<b>Imminent Danger</b>		
HS-WOR-2	Are workers subject to negative consequences if they remove themselves from work situations that they believe present an imminent and serious danger to life or health?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the walkthrough and workers' interviews, we confirmed that employees work in safe conditions and never faced any negative consequences if they remove themselves from work situations that they believe present an imminent and serious danger to life or health.		
Validation Method: SLCP Onsite Verification		
<b>Special Categories</b>		
HS-WOR-3	Are pregnant and nursing workers protected against safety and health risks in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has pregnant workers, and they were not allowed to work with hazardous work and chemicals.		
Validation Method: SLCP Onsite Verification		
<b>Personal Protective Equipment (PPE)</b>		
HS-WOR-4	Are workers provided with Personal Protective Equipment (PPE) in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that appropriate PPE was provided to employees at no cost which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-WOR-5	Are PPE and clothing paid for by the facility for all workers?	Yes

Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that employees received PPE and clothing at no cost from the facility.		
Validation Method: SLCP Onsite Verification		
HS-WOR-6	Are workers trained and encouraged to use personal protective equipment in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all employees received training on PPE once hired and refreshed annually which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-WOR-6.1	Please describe how often workers are trained on proper use of personal protective equipment:	The factory conducts annual training for workers for this issue.
Facility Response: The factory conducts annual training for workers for this issue.		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all employees received training on PPE once hired and refreshed annually.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7	Does the facility have any of the following measures in place related to Personal Protective Equipment (PPE)? (SELECT all that apply with a "X")	
HS-WOR-7-1	PPE equipment and clothing provided is in good condition and replaced as needed to ensure effectiveness and protect workers from identified hazards	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and employee interview, we verified that PPE equipment and clothing provided are in good condition and replaced as needed to ensure effectiveness and protect workers from identified hazards.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7-2	PPE is the correct size for all workers	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that PPE is the correct size for all employees.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7-3	PPE equipment (such as hearing protection) is provided where noise levels approach or exceed the equivalent dose of 85 decibels (dB) for 8 hours	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, worker interview and documentary review, we verified that the facility has a policy to provide hearing protection for employees who worked at exceed 85 dB noise level areas for 8 hours. But noise at all working areas were measured less than 85 dB as working environment inspection record.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7-4	PPE equipment and clothing provided is consistently and effectively used by workers	
Facility Response: X		
Verification Selection: Inaccurate - Incorrect		
Corrected Response:		
Verification Data: Through a visual inspection of the facility, we verified that the facility management provided periodic training to all workers on February 7 ~ 8, 2023, on using proper PPEs and provided all relevant PPEs to workers at no cost. However, during the site walk-through, the verifier found that + One of the workers in the cutting workshop was wearing a metal-mesh protective glove insufficient for two hands.+ One of the workers in the inspecting workshop was not standing on an anti-fatigue mat while working.		
Non-Compliance: X		
Legal Reference: According to the Law No. 84/2015/QH13 dated June 25, 2015, Art. 23Vietnam Labor Code 45/2019/QH14, dated on 20 November 2019, Article 5, Article 134Article 23. Personal protective equipment1. Every employee who does dangerous or harmful works shall be adequately provided with personal protective equipment by the employer and he/she is required to use it during the course of work.Article 134. Ensuring occupational safety and health at the workplace2. Employees shall comply with rules and procedures for occupational safety and health, regulations of law, obtain knowledge and skills on assurance of occupational safety and health at the workplace.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7-5	Warnings (either through verbal or written communication) are used to ensure that workers use PPE equipment and clothing	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that PPE warning signs were posted on machines and appropriated working places.		

Validation Method: SLCP Onsite Verification		
HS-WOR-7-6	Penalties (monetary or otherwise) are used to ensure that workers use PPE equipment and clothing	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility did not apply financial penalty for violated company rules either company policies. The facility regular monitors and reminds employees to wear PPE as required.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7.1	Please describe the penalties (monetary or otherwise) used by the facility to ensure that workers use PPE equipment and clothing:	
Facility Response:		
HS-WOR-7-7	The facility ensures the appropriate and safe storage of PPE equipment and clothing on-site	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility regular inspects inventory on monthly basis to ensures that adequate types and number of PPE are available and safe storage of PPE equipment and clothing on-site.		
Validation Method: SLCP Onsite Verification		
HS-WOR-7-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Machinery and Equipment</b>		
HS-WOR-8	Are legally required guards properly installed and maintained on all dangerous machinery and equipment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site observation and worker interview, we confirmed that the facility installed and maintained proper guards on potentially dangerous machine and equipment, e.g., moving parts.		
Validation Method: SLCP Onsite Verification		
HS-WOR-9	Does the facility have legally required and up to date permits/ certificates/ licenses for the installation/ operation/ maintenance of special machines and equipment (e.g., electrical installations, generator, boiler, other pressure vessels, lifting equipment, elevators and/or welding)?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all special machines and equipment were maintained and inspected by authorized agency.		
Validation Method: SLCP Onsite Verification		
HS-WOR-10	Do operators/ technicians for machinery, equipment, electrical installations, boiler, lifting equipment, and/or welding have legally required license/ permit/ certification/ training?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all operators of the special machines and equipment were qualified and certified.		
Validation Method: SLCP Onsite Verification		
HS-WOR-11	Does the facility have any of the following safety measures in place related to machinery and equipment? (SELECT all that apply with a "X")	
HS-WOR-11-1	Machinery and equipment have a functioning lockout/tagout program, if applicable	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the walkthrough and document review, we verified that facility's machinery and equipment does not have the lockout/tag out program.		
Validation Method: SLCP Onsite Verification		
HS-WOR-11-2	Worker machinery and equipment training records are maintained for at least the last 12 months	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that worker machinery and equipment training records are maintained for at least the last 12 months.		
Validation Method: SLCP Onsite Verification		

HS-WOR-11-3	Machinery and equipment have safety instructions displayed or posted in the facility in workers' language(s)	
Facility Response: X		
Verification Selection: Inaccurate - Incorrect		
Corrected Response:		
Verification Data: 1) During the site observation we found that the facility had not posted the standard operating procedure for 1 the fabric inspecting machines in the raw materials warehouse in Vietnamese.2) During the site observation we verified that the facility had not labeled in Vietnamese the emergency stop button on 1 of the heat-transferring machines in the sewing workshop.		
Non-Compliance: X		
Legal Reference: According to the Law No. 84/2015/QH13 dated June 25, 2015, Art. 16, point 6 Vietnam Labor Code 45/2019/QH14, dated on 20 November 2019, Article 5, Article 134 Article 16. Responsibility of the employer for assurance of occupational safety and hygiene at the workplace. There are warning and instruction signs made in Vietnamese and popular language of employees in relation to occupational safety and hygiene for machinery, equipment, materials and substances that having strict safety and hygiene requirements at the workplace, preservation places, usage places that are placed at obvious locations. Article 5. Rights and obligations of employees. 1. An employee has the rights to: a) work; freely choose an occupation, workplace or occupation; participate in basic and advanced occupational training; develop professional skills; suffer no discrimination, forced labor and sexual harassment in the workplace; Article 134. Ensuring occupational safety and health at the workplace. 2. Employees shall comply with rules and procedures for occupational safety and health, regulations of law, obtain knowledge and skills on assurance of occupational safety and health at the workplace.		
Validation Method: SLCP Onsite Verification		
HS-WOR-11-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-WOR-12	Does the facility use laser or radiation producing equipment?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that the facility does not use laser or radiation producing equipment.		
Validation Method: SLCP Onsite Verification		
HS-WOR-12.1	If yes, please describe what type of laser or radiation equipment is used in the facility:	
Facility Response:		
HS-WOR-13	Does the facility have any of the following safety measures in place related to laser/radiation equipment? (SELECT all that apply with a "X")	
HS-WOR-13-1	Laser/radiation equipment is maintained and regularly inspected	
Facility Response:		
HS-WOR-13-2	Laser/radiation equipment have the appropriate protection	
Facility Response:		
HS-WOR-13-3	Laser/radiation equipment has the appropriate signs	
Facility Response:		
HS-WOR-13-4	Workers working with radiation sources are protected and not exposed to more than three rems/year	
Facility Response:		
HS-WOR-13-5	Workers that work with laser/radiation-producing equipment understand why and how to operate the equipment safely	
Facility Response:		
HS-WOR-13-6	None of the above	
Facility Response:		
HS-WOR-14	Is laser and radiation producing equipment in line with legal requirements?	
Facility Response:		
<b>Ergonomics</b>		
HS-WOR-15	Does the facility have ergonomic measures in place that consider the requirements of both women and men?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: As management interview and document review, we verified the facility had ergonomic measures in place such as ergonomic assessment and risk assessment related to ergonomic.		
Validation Method: SLCP Onsite Verification		
HS-WOR-16	Does the facility have any of the following safety measures in place related to ergonomics? (SELECT all that apply with a "X")	
HS-WOR-16-1	Facility has a system for identifying, evaluating and minimizing risks from physically demanding work to prevent work-related injuries and health impacts	X

Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility established written policies and procedures for occupational health and safety. The facility conducted risk assessment as well monitoring the work environment to identify and evaluating the risk from machines, equipment as well the work environment to eliminate work related injuries and health impacts. The recent risk assessment was conducted on January 22, 2023.		
Validation Method: SLCP Onsite Verification		
HS-WOR-16-2	Workers are rotated to reduce exposure to repetitive tasks	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the site observation, worker interview and management interview, we verified that there is no job related to repetitive tasks in the facility.		
Validation Method: SLCP Onsite Verification		
HS-WOR-16-3	Workers can take short ergonomic breaks during the work day	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility provided short ergonomic break of 5 minutes in the morning and 5 minutes in the afternoon.		
Validation Method: SLCP Onsite Verification		
HS-WOR-16-4	Facility provides adjustable workstations to accommodate individual worker needs	
Facility Response:		
HS-WOR-16-5	Facility provides adjustable equipment to accommodate individual worker needs	
Facility Response:		
HS-WOR-16-6	Facility provides training on ergonomic factors and good practices to prevent and/or reduce injuries	
Facility Response:		
HS-WOR-16-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-WOR-17	Are ergonomic measures in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that ergonomic measures are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Hot Work</b>		
HS-WOR-18	Does the facility perform any type of "hot work" (i.e. welding, soldering etc.)?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that there was no "hot work" in the facility.		
Validation Method: SLCP Onsite Verification		
HS-WOR-18.1	If yes, please describe what type of hot work is performed in the facility:	
Facility Response:		
HS-WOR-19	Is hot work performed in line with legal requirements?	
Facility Response:		
HS-WOR-20	Does the facility have any of the following safety measures in place related to hot work? (SELECT all that apply with a "X")	
HS-WOR-20-1	The facility has performed a risk assessment of where heat exposure may be significant	
Facility Response:		
HS-WOR-20-2	Shields are in place to protect workers from radiant heat sources	
Facility Response:		
HS-WOR-20-3	Workers who are exposed to heat/radiation are given rest breaks and/or rotations	
Facility Response:		
HS-WOR-20-4	Facility has implemented basic medical surveillance techniques to monitor workers who are exposed to heat sources	
Facility Response:		
HS-WOR-20-5	None of the above	

Facility Response:		
<b>Materials Handling and Storage</b>		
<b>Storage</b>		
HS-MAT-1	Does the facility have any of the following safety measures in place related to storage areas? (SELECT all that apply with a "X")	
HS-MAT-1-1	Storage racks and shelving has been secured to permanent structures	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that storage racks and shelving has been secured to permanent structures.		
Validation Method: SLCP Onsite Verification		
HS-MAT-1-2	Lighting in storage areas is protected or explosion proof	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that lighting in storage areas is protected or explosion proof.		
Validation Method: SLCP Onsite Verification		
HS-MAT-1-3	Facility storage racks have adequate strength to support existing loads	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility storage racks have adequate strength to support existing loads.		
Validation Method: SLCP Onsite Verification		
HS-MAT-1-4	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-MAT-2	Are fuel storage tanks designed and handled in line with legal requirements?	Not Applicable
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Not Applicable		
Verification Data: From the walkthrough and document review, we verified that there were not fuel storage tanks in the facility.		
Validation Method: SLCP Onsite Verification		
<b>Ladders</b>		
HS-MAT-3	Does the facility use portable ladders?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the site observation and management interview, we confirmed that there are portable ladders in the facility.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4	Does the facility have any of the following safety measures in place related to portable ladders? (SELECT all that apply with a "X")	
HS-MAT-4-1	Portable ladders have been inspected for damage and maintenance	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview, we confirmed that portable ladders have been inspected for damage and maintenance.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-2	Ladders have locking devices so that they are secure when open or in use	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview we confirmed that ladders have locking devices so that they are secure when open or in use.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-3	Workers are trained to place ladders on a secure, even surface when in use	X
Facility Response:		

Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview, we confirmed that workers are trained to place ladders on a secure, even surface when in use.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-4	The facility prohibits tying or fastening together ladders to achieve additional height	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview, we confirmed that the facility prohibits tying or fastening together ladders to achieve additional height.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-5	The facility prohibits placing ladders in front of any doors that may or may not be locked or guarded	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview, we confirmed that the facility prohibits placing ladders in front of any doors that may or may not be locked or guarded.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-6	The facility prohibits using ladders in the horizontal position as a platform or scaffolding	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview, we confirmed that the facility prohibits using ladders in the horizontal position as a platform or scaffolding.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-7	Ladders are secured when not in use	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the site observation and management interview we confirmed that ladders are secured when not in use.		
Validation Method: SLCP Onsite Verification		
HS-MAT-4-8	None of the above	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: From the site observation and management interview, we confirmed that there are portable ladders in the facility.		
Validation Method: SLCP Onsite Verification		
<b>Forklifts</b>		
HS-MAT-5	Does the facility have forklifts (or other types of lifting equipment)?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the site observation and management interview, we confirmed that there is no forklift or other types of lifting equipment in the facility.		
Validation Method: SLCP Onsite Verification		
HS-MAT-6	Does the facility have any of the following safety measures in place related to forklifts (and other types of lifting equipment)? (SELECT all that apply with a "X")	
HS-MAT-6-1	Fork lifts are inspected and maintained on a regular basis	
Facility Response:		
HS-MAT-6-2	Forklift trucks have warning lights and audible signals for reverse travel	
Facility Response:		
HS-MAT-6-3	Facility prohibits overloading materials on forklift trucks	
Facility Response:		
HS-MAT-6-4	The facility prohibits using forklifts to lift workers so that they can perform activities at higher heights	
Facility Response:		

HS-MAT-6-5	The facility prohibits locating battery charging areas for electric forklift trucks close to storage areas of combustible materials	
Facility Response:		
HS-MAT-6-6	Forklift routes are clearly marked	
Facility Response:		
HS-MAT-6-7	Forklifts are parked in designated location(s) when not in use	
Facility Response:		
HS-MAT-6-8	None of the above	
Facility Response:		
<b>Safety Warnings</b>		
HS-SAF-1	Are legally required safety warnings posted in the workplace?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the safety warnings were posted in the workplace.		
Validation Method: SLCP Onsite Verification		
<b>Electrical Safety</b>		
<b>Safety Warnings</b>		
HS-ELE-1	Do safety warning labels exist on all electrical equipment?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that all electrical equipment is equipped with safety warnings in Vietnamese.		
Validation Method: SLCP Onsite Verification		
<b>Electrical Panels</b>		
HS-ELE-2	Are there any instances of unsafe maintenance related to electrical panels / control panels / distribution boards? (SELECT all that apply with a "X")	
HS-ELE-2-1	Electrical panels are not easy to access, blocked, and not sufficiently separated from work areas	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that electrical panels are easy to access, unblocked, and sufficiently separated from work areas.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-2	Electrical panels including circuit breakers are not adequately labeled	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that electrical panels including circuit breakers are adequately labelled.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-3	Electrical panels including circuit breakers are not in line with legal requirements	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that electrical panels including circuit breakers are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-4	Electrical panels / control panels / distribution boards are not well maintained and not fully enclosed in non-flammable material	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that electrical panels/ control panels/ distribution boards are well maintained and fully enclosed in non-flammable material.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-5	Circuit breakers are not installed in the electrical panel box	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that circuit breakers are installed in the electrical panel box.		
Validation Method: SLCP Onsite Verification		



HS-ELE-2-6	Electrical circuits show indications of overheating or burning due to being overloaded	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the site observation, we verified that electrical circuits are in good condition without any overheating or burning due to being overloaded.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-7	Switches, plugs and junction boxes are not covered and wires are exposed	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the site observation and document review, we verified that switches, plugs and junction boxes are covered, and wires are not exposed.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-8	Electrical wirings are not insulated in non-flammable material, and are exposed	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the site observation and document review, we verified that electrical wirings are insulated in non-flammable material and are not exposed.		
Validation Method: SLCP Onsite Verification		
HS-ELE-2-9	None of the above	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Electrical Wiring</b>		
HS-ELE-3	Are the following measures in place related to electrical wires, cables, switches, plugs and equipment (e.g. transformer, generator)? (SELECT all that apply with a "X")	
HS-ELE-3-1	Switches, plugs and junction boxes are covered so that no wires are exposed	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that switches, plugs and junction boxes are covered so that no wires are exposed.		
Validation Method: SLCP Onsite Verification		
HS-ELE-3-2	Electrical wirings are insulated in non-flammable material	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation and document review, we verified that electrical wirings are insulated in non-flammable material.		
Validation Method: SLCP Onsite Verification		
HS-ELE-3-3	Electrical wirings are adequately maintained and damage free	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation and document review, we verified that electrical wirings are adequately maintained and damage free, no burnt insulation.		
Validation Method: SLCP Onsite Verification		
HS-ELE-3-4	Electrical wirings are in a safe place (i.e. not on the floor)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that electrical wirings are in a safe place.		
Validation Method: SLCP Onsite Verification		
HS-ELE-3-5	Electrical wirings are properly grounded (i.e. with electrical panels, metal conduits etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that electrical wirings are properly grounded.		
Validation Method: SLCP Onsite Verification		
HS-ELE-3-6	Electrical wires, cables, switches, plugs and equipment (e.g. transformer, generator) are in line with legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that electrical wires, cables, switches, plugs and equipment are in line with legal requirements.		

Validation Method: SLCP Onsite Verification		
HS-ELE-3-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Maintenance</b>		
HS-ELE-4	Is electrical equipment inspection and maintenance carried out by a certified, competent and authorized entity (i.e. is the electrician licensed) in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site observation and documentary review, we verified that electrical equipment is inspected and maintained by a certified, competent and authorized entity in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-ELE-5	Does the facility maintain records of electrical equipment maintenance activities?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that the facility maintains records of electrical equipment maintenance activities.		
Validation Method: SLCP Onsite Verification		
HS-ELE-6	Does the facility conduct maintenance on live electrical equipment?	No
Facility Response: Yes		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No		
Verification Data: From the walkthrough and document review, we verified that the facility did not conduct maintenance on live electrical equipment.		
Validation Method: SLCP Onsite Verification		
<b>Machinery</b>		
HS-ELE-7	Is all of the machinery equipment grounded in line with legal requirements (including production equipment, compressors, transformer, generator, etc.)?	Yes
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the walkthrough and documentary review, we verified that all of the machinery equipment grounded is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-ELE-8	Are electrical outlets used for plugging in corded equipment in wet or damp areas protected with GFCIs (ground-fault circuit-interrupters)?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility does not have wet environments.		
Validation Method: SLCP Onsite Verification		
HS-ELE-9	Are machinery and lighting connected to the appropriate type of power source/industrial connections?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that machinery and lighting are connected to the appropriate type of power source/industrial connections.		
Validation Method: SLCP Onsite Verification		
<b>High Voltage Areas</b>		
HS-ELE-10	Is access to high voltage areas and generator areas restricted to authorized personnel only?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site observation and documentary review, we verified that access to high voltage area is restricted to authorized personnel only.		
Validation Method: SLCP Onsite Verification		
HS-ELE-11	Are any materials stored in high voltage areas?	No
Facility Response: No		
Verification Selection: Accurate		

Verification Data: From the walkthrough and document review, we verified that there are no materials stored in high voltage areas.		
Validation Method: SLCP Onsite Verification		
<b>Sub-Station</b>		
HS-ELE-12	Is there an electrical power sub-station on-site at the facility?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the walkthrough and documentary review, we verified that there is electrical power sub-station on-site at the facility.		
Validation Method: SLCP Onsite Verification		
HS-ELE-13	Is the sub-station in line with legal requirements or fire-rated construction?	Yes
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: Yes		
Verification Data: From the walkthrough and documentary review, we verified that the sub-station is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Emergency Systems</b>		
HS-ELE-14	Is a lightning protector/arrestor system installed on the building?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the walkthrough and document review, we verified that lightning protector/arrestor system is installed on the building.		
Validation Method: SLCP Onsite Verification		
HS-ELE-15	Is the lightning protector/arrestor system in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the walkthrough and document review, we verified that the lightning protector/arrestor system is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-ELE-16	Is the back-up emergency power system working and in good condition?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility does not have a back-up emergency power system.		
Validation Method: SLCP Onsite Verification		
<b>Compressors and Generators</b>		
HS-ELE-17	Are the belt areas of compressors and generators fully enclosed and guarded?	Yes
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From the walkthrough and document review, we verified that the belt areas of compressors are fully enclosed and guarded.		
Validation Method: SLCP Onsite Verification		
<b>First Aid and Medical</b>		
<b>First-aid</b>		
HS-FIR-1	Does the facility comply with legal requirements for any of the following related to first aid? (SELECT all that apply with a "X")	
HS-FIR-1-1	First-aid kits are sufficient in number	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation and documentary review, we verified that first-aid kits are sufficient in number.		
Validation Method: SLCP Onsite Verification		
HS-FIR-1-2	First-aid kits are sufficiently maintained (fully stocked and without expired items)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation and documentary review, we verified that first-aid kits are sufficiently maintained with fully stocked and without expired items.		
Validation Method: SLCP Onsite Verification		

HS-FIR-1-3	First aid kits are clearly marked and readily accessible	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that first aid kits are clearly marked and readily accessible.		
Validation Method: SLCP Onsite Verification		
HS-FIR-1-4	Facility trains a sufficient number of workers in first aid	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and document review, we verified that the facility has established an internal first-aid team with 8 members. They were provided first-aid response training on March 28, 2023, by authorized agency.		
Validation Method: SLCP Onsite Verification		
HS-FIR-1-5	First aid training records are retained	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the management interview and documentary review, we verified that first aid training records are retained.		
Validation Method: SLCP Onsite Verification		
HS-FIR-1-6	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Health Checks</b>		
HS-FIR-2	Are specialized health checks conducted for workers performing high-risk activities (i.e. radiation, chemicals, loud machinery etc.)?	Yes
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From document review and worker interview, we verified that employees whose jobs classified as heavy, dangerous, and harmful works were provided with 2 times of annual health check-up.		
Validation Method: SLCP Onsite Verification		
HS-FIR-3	Are health checks of workers conducted in line with legal requirements?	Yes
Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From documentary review and worker interview, we verified that health checks of employees are conducted in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-FIR-4	Is documentation of health checks maintained and up to date?	Yes
Facility Response: Not Applicable		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From documentary review and worker interview, we verified that documentation of health checks is maintained and up to date.		
Validation Method: SLCP Onsite Verification		
<b>Medical Treatment</b>		
HS-FIR-5	Are on-site medical facilities/clinic(s) and staff in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From document review and worker interview, we verified that on-site medical facility/clinic and staff are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-FIR-6	Does the facility have any of the following measures in place related to on-site medical treatment? (SELECT all that apply with a "X")	
HS-FIR-6-1	Medical facilities/clinic(s) are provided with supplies and equipment for the injuries expected	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and worker interview, we verified that medical facility/clinic is provided with supplies and equipment for the injuries expected.		

Validation Method: SLCP Onsite Verification		
HS-FIR-6-2	Medical facilities/clinics are kept clean and sanitary	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and worker interview, we verified that medical facility/ clinic is kept clean and sanitary.		
Validation Method: SLCP Onsite Verification		
HS-FIR-6-3	Medical facilities/clinics are in operation during all working hours, including overtime	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and worker interview, we verified that medical facilities/clinic is in operation during all working hours, including overtime.		
Validation Method: SLCP Onsite Verification		
HS-FIR-6-4	Medical facilities/clinic(s) have an appointed doctor/nurse	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and management interview, we verified that medical facility/clinic has an appointed nurse.		
Validation Method: SLCP Onsite Verification		
HS-FIR-6-5	Medical facilities/clinic(s) are equipped for maternal healthcare	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and worker interview, we verified that medical facilities/clinic is equipped for maternal healthcare.		
Validation Method: SLCP Onsite Verification		
HS-FIR-6-6	Medicines stored in medical facilities/clinics are kept under lock and key and only accessible by medical personnel	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and management interview, we verified that medicines stored in medical facility/clinic are kept under lock and key and only accessible by medical personnel.		
Validation Method: SLCP Onsite Verification		
HS-FIR-6-7	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Medical Treatment Access</b>		
HS-FIR-7	Are workers allowed access to on-site medical facilities at any time?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review and worker interview, we verified that workers are allowed access to on-site medical facilities at any time.		
Validation Method: SLCP Onsite Verification		
<b>Contagious Diseases</b>		
HS-FIR-8	Does the facility have a written plan for handling outbreaks of contagious diseases?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From documentary review and management interview, we verified that the facility has a written plan for handling outbreaks of contagious diseases.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9	What health and safety measures does the facility have to prevent the spread of contagious diseases? (SELECT all that apply with a "X")	
HS-FIR-9-1	Bangladesh: Ensuring physical distancing among workers in line with legal requirements	
Facility Response:		
HS-FIR-9-2	Bangladesh: Complying with applicable COVID-related occupational health and safety requirements	
Facility Response:		
HS-FIR-9-3	Handwashing/sanitizing stations	X
Facility Response: X		

Verification Selection: Accurate		
Verification Data: From the walkthrough and worker interview, we verified that the facility has hand washing/sanitizing stations.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-4	Workstations are more than 6ft apart	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and management interview, we verified that workstations are not more than 6ft.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-5	Physical barriers between workstations	
Facility Response:		
Verification Selection: Accurate		
Verification Data: From the walkthrough and worker interview, we verified that the facility does not have physical barriers between workstations.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-6	Temperature checks or other health scans as workers enter the workplace	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: During the walkthrough and workers interview, we verified that the facility monitored temperature checks as workers enter the workplace during the Covid-19 and was not longer practice this now.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-7	Training for workers on preventing the spread of contagious diseases	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, worker interview and documentary review, we verified that the facility has the training for workers on preventing the spread of contagious diseases.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-8	Providing workers with additional PPE (e.g. masks, gloves) specifically to prevent the spread of contagious diseases	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough and worker interview, we verified that the facility has provided workers with additional PPE specifically to prevent the spread of contagious diseases.		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-9	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-FIR-9.1	If other, please describe:	
Facility Response:		
HS-FIR-9-10	Not Applicable	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-FIR-9-11	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Work-related Accidents and Diseases</b>		
HS-FIR-10	Does the facility record work-related accidents and diseases and report them to the competent authority in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the walkthrough and documentary review, we verified that the facility records work-related accidents and diseases and reports them to the competent authority in line with legal requirements.		
Validation Method: SLCP Onsite Verification		

HS-FIR-11	Were records of all work-related injuries, fatalities, accidents and incidents retained for at least 12 months?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From documentary review and management interview, we verified that records of all work-related injuries, fatalities, accidents and incidents retained for at least 12 months.		
Validation Method: SLCP Onsite Verification		
HS-FIR-12	Number of work-related injuries that resulted in at least three days of absence from work:	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: Per documentary review, worker interview and management interview, we verified that the facility has no work injury case causing workers to take 3 days of absence from work.		
Validation Method: SLCP Onsite Verification		
HS-FIR-13	Number of work-related injuries that resulted in less than three days of absence from work:	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: Per documentary review, worker interview and management interview, we verified that the facility has no work injury case causing workers to take less than 3 days of absence from work.		
Validation Method: SLCP Onsite Verification		
HS-FIR-14	Number of work-related dangerous occurrences in the last 12 months (e.g. collapse, partial collapse, explosions, electrical fire, etc.):	0
Facility Response: 0		
Verification Selection: Accurate		
Verification Data: Per documentary review, worker interview, and management interview, we verified that the facility has no work injury case related dangerous occurrences in the last 12 months.		
Validation Method: SLCP Onsite Verification		
HS-FIR-15	Number of commuting injuries in the last 12 months:	0
Facility Response: -1		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 0		
Verification Data: Per documentary review, worker interview and management interview, we verified that there is no case of commuting injury in the facility in the last 12 months.		
Validation Method: SLCP Onsite Verification		
HS-FIR-16	Number of work-related diseases in the last 12 months:	0
Facility Response: -1		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: 0		
Verification Data: Per documentary review, worker interview, and management interview, we verified that there is not any case of work-related diseases in the facility in the last 12 months.		
Validation Method: SLCP Onsite Verification		
HS-FIR-17	Does the facility have an established accident investigation procedure to effectively determine root cause(s) and corrective actions?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Per documentary review and management interview, we verified that the facility has an established accident investigation procedure to effectively determine root cause(s) and corrective actions.		
Validation Method: SLCP Onsite Verification		
HS-FIR-18	Does the facility comply with occupational safety and health-related legal requirements on HIV/AIDS?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: Per documentary review and management interview, we verified that the facility complies with occupational safety and health-related legal requirements on HIV/AIDS.		
Validation Method: SLCP Onsite Verification		
<b>Contractor Safety</b>		
HS-CON-1	Does the facility use contractor personnel to perform maintenance work?	Yes

Facility Response: No		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: From document review and management interview, we verified that the facility uses contractor personnel to perform maintenance work such as construction maintenance, and machine maintenance.		
Validation Method: SLCP Onsite Verification		
HS-CON-2	Does the facility have any of the following safety measures in place, when appropriate, regarding contractor safety? (SELECT all that apply with a "X")	
HS-CON-2-1	Facility verifies that contractor personnel have appropriate qualifications and licenses for work being performed	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Per documentary review and management interview, we verified that the facility verifies contractor personnel have appropriate qualifications and licenses for work being performed.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-2	Facility provides contractor personnel with a safety orientation	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Per documentary review and management interview, we verified that the facility provides contractor with a safety orientation.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-3	Facility monitors contracted personnel to ensure they perform work in a safe and legal manner	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From documentary review and management interview, we verified that the facility monitors contracted personnel to ensure they perform work in a safe and legal manner.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-4	Scaffolding is used in a safe way (i.e. secured to a permanent structure, able to carry intended load etc.)	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Per worker and management interview, we verified that scaffolding is used in a safe way for the relation works.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-5	Excavation and/or trenching work is performed in a safe way (i.e. will not damage or disrupt underground utilities, storage tanks, or other facilities)	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: Per worker and management interview, we verified that excavation or trenching work is performed in a safe way.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-6	A fire extinguisher is provided by the facility when hot works are performed (i.e. if the contractor did not bring their own)	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		
Verification Data: From the walkthrough, worker interview, and management interview, we verified that a fire extinguisher is provided by the facility when hot works are performed.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-7	If chemicals are brought into the facility, contractors submit the relevant Safety Data Sheets ("SDS", formerly named MSDS) for review	X
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response: X		



Verification Data: From the walkthrough, worker interview, and management interview, we verified that contractors submitted the relevant Safety Data Sheet for facility to review if chemicals were brought into the facility.		
Validation Method: SLCP Onsite Verification		
HS-CON-2-8	None of the above	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: From document review and management interview, we verified that the facility uses contractor personnel to perform maintenance work such as construction maintenance, and machine maintenance.		
Validation Method: SLCP Onsite Verification		
<b>Dormitories</b>		
HS-DOR-1	Are building/construction, structural safety and fire permits and certificates for housing/dormitories in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the site observation and documentary review, we verified that building/construction, structural safety and fire permits and certificates for management dormitories are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2	Does the facility have any of the following measures in place regarding housing/dormitories? (SELECT all that apply with a "X")	
HS-DOR-2-1	Housing/dormitories are separate from the production and warehouse areas (even though they may be in the same compound/industrial park)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories are separated from the production and warehouse areas.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-2	Housing/dormitories are clean	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories are clean.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-3	Housing/dormitories provide a separate bed for each worker	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Per the site observation and management interview, we confirmed that the facility did not provide any dormitory to the workers.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-4	Housing/dormitories have minimum space dimensions in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories have minimum space dimensions in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-5	Beds are arranged in tiers not more than two	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that beds are arranged in tiers not more than two.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-6	Housing/dormitories are lit in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories are lit in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-7	Housing/dormitories are ventilated in line with applicable legal requirements	X

Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories are ventilated in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-8	Housing/dormitories are protected against heat, cold, and dampness in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories are protected against heat, cold, and dampness in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-9	Housing/dormitories are protected against noise in line with applicable legal requirements	No applicable legal requirements
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No applicable legal requirements		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-10	Housing/dormitories are protected against disease carrying animals or insects in line with applicable legal requirements	No applicable legal requirements
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: No applicable legal requirements		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-11	Housing/dormitories cooking and storage facilities are in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and management interview, we confirmed that management dormitories cooking, and storage facilities are in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-12	Housing/dormitories offer workers adequate privacy	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Per the site observation and management interview, we confirmed that the facility did not provide any dormitory to the workers.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-13	Housing/dormitories have free and potable water in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and interaction with management team, we confirmed that management dormitories have free and potable water in line with applicable legal requirements. The latest drinking water test was conducted on April 6, 2023, which is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-14	Housing/dormitories have legally required toilets, showers, sewage and garbage disposal system	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and interaction with management team, we confirmed that management dormitories have legally required toilets, showers, sewage and garbage disposal system.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-15	Dormitories/ rooms, toilet and bathing facilities are marked, and segregated by gender	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and interaction with management team, we confirmed that dormitory rooms, toilet, and bathing facilities are marked, and segregated by gender.		
Validation Method: SLCP Onsite Verification		

HS-DOR-2-16	Housing/dormitories are protected from fire in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and interaction with management team, we confirmed that management dormitories are protected from fire in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-17	Housing/dormitories are prepared for emergencies in line with applicable legal requirements	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: Per the site observation and interaction with management team, we confirmed that management dormitories are prepared for emergencies in line with applicable legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-18	Housing/dormitories provide provisions for pregnant and nursing mothers	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: There was no pregnant and nursing mother lived in the management's dormitory.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-19	Housing/dormitories having trained security personnel	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: The facility has not provided any trained security personnel for monitoring management's dormitory, and it is in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-DOR-2-20	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
HS-DOR-3	Are housing/dormitories in line with all other health and safety legal requirements?	Yes
Facility Response: No applicable legal requirements		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: Yes		
Verification Data: Per the documentary review and management interview, we verified that management dormitory is in line with all other health and safety legal requirements.		
Validation Method: SLCP Onsite Verification		
<b>Canteens</b>		
HS-CAN-1	Are canteens in line with legal requirements?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: From the site observation, documentary review, and worker interview, we verified that canteens are in line with legal requirements.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2	Does the facility have any of the following safety measures in place regarding canteen / eating areas? (SELECT all that apply with a "X")	
HS-CAN-2-1	Canteen/ eating areas are separate from the production areas (even though they may be in the same compound/ industrial park)	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the site observation, management interview, and worker interview, we verified that canteens/ eating areas are separate from the production areas.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-2	Canteen / eating areas are protected from the elements and provide adequate seating, tables and lighting	X
Facility Response: X		
Verification Selection: Accurate		

Verification Data: From the site observation, documentary review, and worker interview, we verified that canteen/eating areas are protected from the elements and provide adequate seating, tables and lighting.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-3	Food preparation, storage, and eating areas are kept clean, safe, and hygienic (including temperature, ventilation, light, noise etc.)	
Facility Response: X		
Verification Selection: Inaccurate - Incorrect		
Corrected Response:		
Verification Data: During the facility tour and as confirmed by the facility management, we noted that the facility had not equipped the canteen with a device to keep the canteen in hygienic and clean condition and free of flies and insects.		
Non-Compliance: X		
Legal Reference: According to Law on Food Safety No.55/2010/QH12 date on June 17, 2010, Article 28, Clause 5 Article 28. Food safety assurance conditions for food processing places and commercial provision of catering services. Eating rooms must be airy, cool, sufficiently lit and kept clean and have equipment to prevent insects and harmful animals.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-4	Food is prepared in a manner that reduces the potential for foodborne illnesses	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, documentary review, and management interview, we verified that food is prepared in a manner that reduces the potential for foodborne illnesses.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-5	Food service workers receive annual medical examinations to ensure they are healthy and free from communicable diseases	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, documentary review, and management interview, we verified that food service workers receive annual medical examinations to ensure they are healthy and free from communicable diseases. The latest of medical examination was conducted on March 31, 2023.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-6	Food service workers handling food are trained about and follow food safety and proper hygiene rules	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, documentary review, and management interview, we verified that food service workers handling food are trained about and follow food safety and proper hygiene rules. The latest training was provided on May 15, 2023.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-7	Food service workers have valid health/sanitation certificates/permits, as legally required	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the walkthrough, documentary review, and worker interview, we verified that food service workers have valid health/sanitation certificates/permits as legally required.		
Validation Method: SLCP Onsite Verification		
HS-CAN-2-8	None of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Childcare</b>		
HS-CHI-1	Are on-site childcare facilities in line with legal requirements?	Not Applicable
Facility Response: Not Applicable		
Verification Selection: Accurate		
Verification Data: From the walkthrough, documentary review, and worker interview, we verified that there is no on-site childcare facility.		
Validation Method: SLCP Onsite Verification		
HS-CHI-2	Does the facility have any of the following measures in place regarding on-site childcare facilities? (SELECT all that apply with a "X")	
HS-CHI-2-1	Childcare facilities are on the ground floor	
Facility Response:		
HS-CHI-2-2	Childcare facilities are kept clean, safe, and hygienic (including temperature, ventilation, light, noise etc.)	

Facility Response:		
HS-CHI-2-3	Childcare facilities are provided with adequate supplies and infrastructure (i.e. food, recreational items, washroom, feeding area etc.)	
Facility Response:		
HS-CHI-2-4	Childcare staff go through an appropriate pre-work screening process	
Facility Response:		
HS-CHI-2-5	Childcare staff are present in sufficient numbers to ensure the safety and well-being of the number of children present	
Facility Response:		
HS-CHI-2-6	Capacity of the childcare facility is sufficient to cover the need of all workers	
Facility Response:		
HS-CHI-2-7	A system is in place to ensure that children are only released to parents or other authorized adult/guardians	
Facility Response:		
HS-CHI-2-8	None of the above	
Facility Response:		
<b>Children</b>		
<b>Presence on Work Floor</b>		
HS-CHIL-1	Are children below the legal minimum age for employment allowed in the production area, even if they are not working?	No
Facility Response: No		
Verification Selection: Accurate		
Verification Data: From the walkthrough, document review, and worker interview, we verified that children below the legal minimum age for employment are not allowed in the production area, even if they are not working.		
Validation Method: SLCP Onsite Verification		
<b>Facilities</b>		
HS-FAC-1	Does the facility provide all legally required facilities?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the site observation, documentary review, worker interview, and management interview, we verified that the facility provides all legally required facilities to the employees.		
Validation Method: SLCP Onsite Verification		
<b>Facility Comments</b>		
HS-FACI-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>TERMINATION</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of the Termination section is to understand the facility's social and labor practices in the final stages of employment. Termination is the voluntary or involuntary ending of the employment relationship. Termination is typically voluntary in cases of resignation or retirement and involuntary in cases of dismissal or layoffs. Social and Labor topics within this section include: <ul style="list-style-type: none"> <li>• Forced Labor</li> <li>• Employment Practices</li> <li>• Discrimination</li> <li>• Facility Comments</li> </ul>	
<b>Forced Labor</b>		
<b>Sub-Section Instructions</b>		

Overall International Labor Standard Compliance Guidance: Forced labor is work exacted under the menace of penalty and for which the person has not offered him/herself voluntarily. Forced labor violates the basic human right to work in freedom and freely choose one's work. Two elements must be present in addition to labor, which refers to all types of work, service and employment, whether formal or informal, regardless of industry or sector. Labour does not include compulsory education or compulsory vocational training, however, trainings required in connection with employment would be considered labor. 1) The first element is that the worker must be subject to threat of penalty. Look for coercion on the part of the employer (e.g., action taken to control, manipulate, deceive and/or override a person's will). However, bear in mind that for vulnerable workers, a relatively small amount of coercion may lead to forced labor. For example, workers who are migrants, pregnant or from ethnic minorities often are vulnerable and therefore may be more susceptible to forced labor. Some possible examples of penalties that could be imposed or threatened include: • Beatings, torture or sexual assault; • Restrictions on freedom of movement, e.g., prohibiting workers from leaving the workplace or living accommodation; • Financial penalties, e.g., burdening workers with unmanageable debt or delaying wage payments to keep workers on the job; • Reporting workers to the authorities (police, immigration, etc.); • Deportation, for example in the case of migrants in irregular situations; • Denying workers access to their personal documents; • Termination or exclusion from future employment; • Exclusion from community and social life; • Refusal of food, shelter or other necessities; • Transfer to worse working conditions, and • Removal of rights or privileges. Coercion is an indicator of forced labor regardless of whether it occurs during regular hours or overtime. Subjecting workers to the coercive tactics listed below under the Coercion compliance point would be an indicator of forced labor, even if the tactics were used solely to force workers to work overtime. In a limited set of circumstances, forced labor also can arise when workers are forced to work overtime through economic coercion. The Forced Labour and Overtime compliance point addresses those situations. 2) The second element of forced labor is that the worker has not accepted the work voluntarily. Workers must freely consent to accept the work and they must be free to leave the job and the workplace at all times. Deciding whether work is performed voluntarily often involves looking at • the vulnerability of the worker and • external and indirect pressures that make it difficult for workers to choose not to work, for example, non-payment of wages, or denying workers access to their identity documents. Applicable legal standards include the ILO Core Conventions, C29 Forced Labour Convention, 1930 (and Protocol), and C105 Abolition of Forced Labour Convention, 1957, which provide the baseline standards for forced labor; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: C181 Private Employment Agencies Convention, 1997 and C1 Hours of Work (Industry) Convention, 1919

**Notice**

TER-FOR-1	For workers seeking to end their employment, how many days of notice are required by the facility?	45
Facility Response: 45		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

**Debts**

TER-FOR-2	Can workers who owe debts to the facility and/or a third party freely leave their jobs?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

**Withholding**

TER-FOR-3	Has the facility ever withheld - or threatened to withhold - or delayed wage payments in order to keep workers at the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

**Leaving**

TER-FOR-4	Are workers free to terminate their employment after their notice period and/or contract expiry?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

**Employment Practices**

**Unjust Termination**

TER-EMP-1	Is the facility failing to comply with legal requirements regarding worker resignation or termination related to: • prior notice, • workers' opportunity to defend, • valid reasons for termination, • outstanding wages, • termination payments, • termination payments all paid on time, • compensation for unused annual leave, and/or • reinstatement/ compensation orders?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
TER-EMP-2	Please specify which of the items below apply (SELECT all that apply with a "X")	

<b>Notice</b>		
TER-EMP-2-1	Workers were not given notice prior to termination in line with applicable legal requirements	
Facility Response:		
<b>Opportunity to Defend</b>		
TER-EMP-2-2	Workers did not have an opportunity to defend themselves before they were terminated based on their conduct or performance	
Facility Response:		
<b>Invalid Reasons</b>		
TER-EMP-2-3	Workers were terminated for invalid reasons	
Facility Response:		
<b>Outstanding Wages</b>		
TER-EMP-2-4	Workers were not paid correctly for outstanding wages	
Facility Response:		
<b>Severance Payment</b>		
TER-EMP-2-5	Workers were not paid correct severance payments	
Facility Response:		
<b>Timely Termination Payment</b>		
TER-EMP-2-6	Termination payments were not paid on time	
Facility Response:		
<b>Unused Annual Leave</b>		
TER-EMP-2-7	Workers were not compensated correctly for unused annual leave	
Facility Response:		
<b>Other Termination Benefits</b>		
TER-EMP-2-8	Workers were not paid other termination benefits in line with legal requirements	
Facility Response:		
<b>Reinstatement/ Compensation Orders</b>		
TER-EMP-2-9	The facility did not comply with any order(s) to reinstate or compensate workers who were found to be unjustly terminated	
Facility Response:		
<b>Suspension / Reduction Workforce</b>		
TER-EMP-3	Does the facility comply with legal requirements before suspending workers or reducing the size of the workforce due to economic, technological, structural, operational or other similar changes?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
TER-EMP-4	Did the facility consult with worker representatives and/or trade union representatives to develop alternatives to suspension or reduction in workforce that was due to economic, technological, structural, operational or other similar changes?	Yes
Facility Response: Yes		
Verification Selection: Accurate		
Verification Data: During the verification we verified that the facility consulted with worker representatives and/or trade union representatives to develop alternatives to suspension or reduction in workforce that was due to economic, technological, structural, operational or other similar changes.		
Validation Method: SLCP Onsite Verification		
<b>Discrimination</b>		
<b>Sub-Section Instructions</b>		

Overall International Labor Standard Compliance Guidance: Discrimination includes any distinction based on race, color, sex, religion, political opinion, national extraction or social origin, which results in unequal treatment. Other grounds of discrimination may be included in national law, such as disability, HIV/AIDS status, age and sexual orientation. Discrimination may be direct or indirect and does not have to be intentional. Indirect discrimination refers to apparently neutral practices, which in fact result in unequal treatment of people with certain characteristics. Distinctions are permissible when they are necessary because of the inherent requirements of the particular job, although this exception is rare. Also, measures to protect certain categories of workers are acceptable when they are provided for under international labor Conventions and Recommendations, such as maternity protection. Distinctions also may be permissible under national laws designed to help groups who need special protection, for example, laws that offer preferential treatment to women in hiring in order to remedy the effects of past discrimination. Applicable legal standards include the ILO Core Conventions, C100 Equal Remuneration Convention, 1951 and C111 Discrimination (Employment and Occupation) Convention, 1958, which provide the baseline standards for discrimination; other conventions in force in the country; applicable legislation; Collective Bargaining Agreements and provisions in employment contracts that exceed legal requirements. Other relevant ILO documents: R90 Equal Remuneration Recommendation, 1951; R111 Discrimination (Employment and Occupation) Recommendation, 1958; C156 Workers with Family Responsibilities Convention, 1981; R165 Workers with Family Responsibilities Recommendation, 1981

**Termination**

TER-DIS-1	Have race, skin color, sex (gender), religion, political opinion, national extraction, social origin, disability, HIV/AIDS status, sexual orientation, pregnancy/maternity status, marital status, family responsibilities, age or nationality/foreign migrant worker status been a factor in decisions regarding termination, forced resignation, retrenchment or retirement?	No
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Facility Response: No

Verification Selection: Accurate

Validation Method: SLCP Onsite Verification

TER-DIS-2	Which of the following is a factor in decisions on termination, forced resignation, retrenchment or retirement? (SELECT all that apply with a "X")	
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TER-DIS-2-1	Race / Skin Color	
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Facility Response:

TER-DIS-2-2	Sex / Gender	
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Facility Response:

TER-DIS-2-3	Religion	
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Facility Response:

TER-DIS-2-4	Political Opinion	
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Facility Response:

TER-DIS-2-5	National Extraction	
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Facility Response:

TER-DIS-2-6	Social Origin	
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Facility Response:

TER-DIS-2-7	Disability	
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Facility Response:

TER-DIS-2-8	HIV / AIDS Status (real or perceived)	
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Facility Response:

TER-DIS-2-9	Sexual Orientation	
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Facility Response:

TER-DIS-2-10	Pregnancy / Maternity Status	
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Facility Response:

TER-DIS-2-11	Marital Status	
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Facility Response:

TER-DIS-2-12	Age	
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Facility Response:

TER-DIS-2-13	Nationality / Foreign Migrant Worker Status	
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Facility Response:

TER-DIS-2-14	Family responsibilities	
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Facility Response:

TER-DIS-2-15	Other	
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Facility Response:

TER-DIS-2-1	Please describe what "Other" factor is considered in decisions regarding termination, forced resignation, retrenchment or retirement:	
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Facility Response:		
<b>Absence due to Illness</b>		
TER-DIS-3	Have decisions of termination, forced resignation, retrenchment or retirement been dependent upon a worker's absence due to illness?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Complaints / Proceedings</b>		
TER-DIS-4	Has termination, forced resignation, retrenchment or retirement ever occurred due to a worker filing a complaint or taking part in proceedings against the facility?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Other Legal Requirements</b>		
TER-DIS-5	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Discrimination in Termination?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>Termination</b>		
<b>Other Legal Requirements</b>		
TER-TER-1	Are facility practices out of compliance with any legal requirements not covered elsewhere regarding Termination Practices?	
Facility Response: No		
Verification Selection: No longer applicable due to verification		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
TER-TER-2	Is the facility in non-compliance with any legal requirements for Termination pertaining to non-production workers and/or sub-contracted workers?	No
Facility Response: No		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Facility Comments</b>		
TER-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>MANAGEMENT SYSTEMS</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		

Section Description: Management Systems related to Social and Labor practices are very facility dependent. They can take many forms depending upon a facility's size, worker demographics, production process and organizational maturity. However, despite their general differences, common themes can be found within most social management systems. With this in mind, the questions below represent an information gathering exercise on possible Social and Labor elements the facility might have based on a Plan, Do Check, Act "PDCA" structure. PDCA is framework for managing processes and systems and within this tool, covers the following items: "Plan" - Policies and Procedures / Strategy and Goals "Do" - Roles and Responsibility / Communication and Training "Check" - Self-Assessment "Act" - Continuous Improvement The questions listed below are simply a starting point to better understand the various aspects that might make up a facility's management system. Having - or not having - certain items in place is not in and of itself a direct reflection of the overall quality of the management system. As with other sections within this tool, answers simply offer an opportunity to further understand the facility's processes so that additional discussions outside of the tool with interested parties can take place. A note to the respondent: Many of the same social and labor topics mentioned in "Step 1" are also included in the questions below. "Step 1" questions primarily ask about whether certain items "exist" or certain actions "are a taking place". While "Step 2" will determine if more formal management systems exist.

Plan		
Policies & Procedures		
MS-PLA-1	Does the facility have written policies and/or formal procedures for social and labor practices? (SELECT all that apply with a "X")	
MS-PLA-1-1	Written Policies	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-1-1	Please provide a list of all relevant written policies:	Compliance with laws and workplace regulations; Prohibition of forced labour; Prohibition of child labour; Prohibition of harassment or abuse; Compensation and benefits as required by law; Hours of work as limited by law; Prohibition of discrimination; Health and safety; Freedom of association and collective bargaining; Environment; Customs compliance; Security
Facility Response: Compliance with laws and workplace regulations; Prohibition of forced labour; Prohibition of child labour; Prohibition of harassment or abuse; Compensation and benefits as required by law; Hours of work as limited by law; Prohibition of discrimination; Health and safety; Freedom of association and collective bargaining; Environment; Customs compliance; Security		
Verification Selection: Accurate		
Verification Data: During the documentary review we confirmed that the facility has written company policies on topics such as recruitment and hiring, child labor, forced labor, discrimination etc.		
Validation Method: SLCP Onsite Verification		
MS-PLA-1-2	Written Procedures	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-1-2	Please provide a list of all relevant written procedures:	From the documentary review and interaction with management team, we verified that the facility has established the Recruitment procedure, age verification process, termination process, promotion and rotation process, disciplinary procedure, capacity assessment process, grievance process, complaint process, leave management process, severance management process, time attendance management process.
Facility Response: Compliance with laws and workplace regulations; Prohibition of forced labour; Prohibition of child labour; Prohibition of harassment or abuse; Compensation and benefits as required by law; Hours of work as limited by law; Prohibition of discrimination; Health and safety; Freedom of association and collective bargaining; Environment; Customs compliance; Security		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the documentary review and interaction with management team, we verified that the facility has established the Recruitment procedure, age verification process, termination process, promotion and rotation process, disciplinary procedure, capacity assessment process, grievance process, complaint process, leave management process, severance management process, time attendance management process.		
Validation Method: SLCP Onsite Verification		
MS-PLA-1-3	No written policies or procedures in place (but informal procedures may exist)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

MS-PLA-1.3	Please describe these informal procedures:	
Facility Response:		
MS-PLA-2	Do these policies and/or procedures have a reference to national law and/or international requirements? (SELECT all that apply with a "X")	
MS-PLA-2-1	Reference to national law	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-2-2	Reference to international law/ILO conventions	X
Facility Response:		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
MS-PLA-2.1	Please describe which international laws/ILO conventions are referenced:	
Facility Response:		
Verification Selection: Not visible to facility during SA/JA		
Corrected Response:		
Verification Data: The facility make reference to ILO core conventions related to Child labor (138 & 132), Forced labor (29 & 105), Discrimination (100 & 111), Freedom of association a Collective bargaining (87 & 98).		
Validation Method: SLCP Onsite Verification		
MS-PLA-2-3	Reference to other national or international requirements/declarations/goals/guiding principles etc.	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-2.2	Please describe which other national or international requirements / declarations / goals / guiding principles are referenced:	
Facility Response:		
MS-PLA-2-4	No references to any of the above	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3	Which of the following topics are included within the facility's written policies and procedures? (SELECT all that apply with a "X")	
MS-PLA-3-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.1	Please provide a list of all written policies and procedures referencing recruitment and hiring:	Recruitment and hiring policy
Facility Response: Recruitment and hiring policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.2	Please provide a list of all written policies and procedures referencing termination and retrenchment:	Termination and retrenchment policy
Facility Response: Termination and retrenchment policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
MS-PLA-3.3	Please provide a list of all written policies and procedures referencing facility workplace rules:	Labor regulation
Facility Response: Labor regulation		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-4	Child labor and/or young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.4	Please provide a list of all written policies and procedures referencing child labor and/or young workers:	Child labor and/or young workers policy
Facility Response: Child labor and/or young workers policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.5	Please provide a list of all written policies and procedures referencing prohibition of forced labor:	Prohibition of forced labor policy
Facility Response: Prohibition of forced labor policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.6	Please provide a list of all written policies and procedures referencing anti-harassment and abuse:	Anti-harassment and abuse policy
Facility Response: Anti-harassment and abuse policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.7	Please provide a list of all written policies and procedures referencing anti-discrimination:	Anti-discrimination policy
Facility Response: Anti-discrimination policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-8	Working hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.8	Please provide a list of all written policies and procedures referencing working hours:	Working hours policy
Facility Response: Working hours policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-9	Wages and benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3.9	Please provide a list of all written policies and procedures referencing wages and benefits:	Wages and benefits policy
Facility Response: Wages and benefits policy		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
MS-PLA-3-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-10	Please provide a list of all written policies and procedures referencing discipline:	Discipline procedure
Facility Response: Discipline procedure		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-11	Please provide a list of all written policies and procedures referencing freedom of association and collective bargaining:	During the documentary review, we verified that freedom of association and collective bargaining policy refers freedom of association and collective bargaining.
Facility Response: CBA		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: During the documentary review, we verified that freedom of association and collective bargaining policy refers freedom of association and collective bargaining.		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-12	Please provide a list of all written policies and procedures referencing grievance systems:	Grievance systems procedure
Facility Response: Grievance systems procedure		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-13	Worker feedback	
Facility Response:		
MS-PLA-3-13	Please provide a list of all written policies and procedures referencing worker feedback:	
Facility Response:		
MS-PLA-3-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-14	Please provide a list of all written policies and procedures referencing health and safety:	During the documentary review, we verified that health and safety policy refers health and safety.
Facility Response: OHS committee		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: During the documentary review, we verified that health and safety policy refers health and safety.		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-15	Foreign migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-15	Please provide a list of all written policies and procedures referencing foreign migrant workers:	
Facility Response:		
MS-PLA-3-16	Domestic migrant workers	
Facility Response:		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-16	Please provide a list of all written policies and procedures referencing domestic migrant workers:	
Facility Response:		
MS-PLA-3-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-17	Please provide a list of all written policies and procedures referencing homeworkers:	
Facility Response:		
MS-PLA-3-18	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-18	Please provide a list of all written policies and procedures referencing suppliers/subcontractors:	Suppliers/subcontractors evaluating and selecting policy
Facility Response: Suppliers/subcontractors evaluating and selecting policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-19	Raw materials sourcing	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-19	Please provide a list of all written policies and procedures referencing raw materials sourcing:	Raw materials sourcing evaluating and selecting policy
Facility Response: Raw materials sourcing evaluating and selecting policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-20	Please provide a list of all written policies and procedures referencing Bribery and anti-corruption:	Bribery and anti-corruption policy
Facility Response: Bribery and anti-corruption policy		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-21	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-3-21	If other, please describe and provide a list of the relevant written policies and procedures:	
Facility Response:		
MS-PLA-4	Which of the following topics are included within the facility's written policies and procedures for child labor and young workers? (SELECT all that apply with a "X")	
MS-PLA-4-1	Facility minimum age requirement	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-2	Facility minimum age requirements for certain types of workers (if applicable)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-3	Age Verification Process	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-4	Remediation for child labor (for when children under the legal minimum working age are found to be working for the facility)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-5	Children visiting facility production areas (i.e. for when those under the legal working are visiting the production floor)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-6	Work restrictions for young workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-7	Work restrictions for apprentices/interns/trainees	X
Facility Response:		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
MS-PLA-4-8	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-4.1	If other, please describe:	
Facility Response:		
MS-PLA-5	Which of the following topics are included within the facility's written policies and procedures for the prohibition of forced labor? (SELECT all that apply with a "X")	
MS-PLA-5-1	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-2	Prohibition of bonded labor	X
Facility Response:		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: During the documentary review, we verified that prohibition of bonded labor includes within the facility's written policies and procedures for the prohibition of forced labor.		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-3	Prohibition of indentured labor	X
Facility Response:		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: During the documentary review, we verified that prohibition of indentured labor includes within the facility's written policies and procedures for the prohibition of forced labor.		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-4	Prohibition of prison labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-5	Prohibition of human trafficking	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-6	Voluntary employment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-7	Voluntary overtime	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-8	Freedom of movement	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-9	Voluntary end of employment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-10	Ethical recruitment/ use of employment agencies, recruiters, and/or labor agents	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-11	State-imposed forced labor/ Government-mandated forced labor	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5-12	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-5.1	If other, please describe:	
Facility Response:		
MS-PLA-6	Which of the following topics are included within the facility's written policies and procedures for anti-harassment and abuse? (SELECT all that apply with a "X")	
MS-PLA-6-1	Appropriate behavior among/between workers, management, supervisors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-6-2	Appropriate behavior by security guards (if applicable)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-6-3	Violence and harassment in the workplace	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-6-4	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-6-5	Other	
Facility Response:		
Verification Selection: Accurate		



Validation Method: SLCP Onsite Verification		
MS-PLA-6.1	If other, please describe:	
Facility Response:		
MS-PLA-7	Which of the following topics are included within the facility's written policies and procedures for anti-discrimination? (SELECT all that apply with a "X")	
MS-PLA-7-1	Non-discrimination based on race / skin color	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-2	Non-discrimination based on sex / gender	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-3	Non-discrimination based on religion	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-4	Non-discrimination based on political opinion	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-5	Non-discrimination based on national extraction	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-6	Non-discrimination based on social origin	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-7	Non-discrimination based on disability	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-8	Non-discrimination based on HIV/AIDS status (real or perceived)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-9	Non-discrimination based on sexual orientation	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-10	Non-discrimination based on pregnancy/maternity status	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-11	Non-discrimination based on marital status	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-12	Non-discrimination based on age	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

MS-PLA-7-13	Non-discrimination based on membership in worker organizations	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-14	Non-discrimination based on Nationality/foreign migrant worker status	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-15	Non-discrimination based on family responsibilities	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-16	Non-discrimination in recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-17	Non-discrimination in compensation and promotion	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-18	Non-discrimination in working conditions	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-19	Non-discrimination in discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-20	Non-discrimination in termination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-21	Unconscious bias	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-22	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-7-1	If other, please describe:	
Facility Response:		
MS-PLA-8	Which of the following topics are included within the facility's written policies and procedures for working hours? (SELECT all that apply with a "X")	
MS-PLA-8-1	Regular hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-8-2	Overtime - Including maximum hours possible	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-8-3	Premium rates	X

Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-8-4	Overtime applicability and corresponding rates of pay	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-8-5	Overtime accessibility for all workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-8-6	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-8-1	If other, please describe:	
Facility Response:		
MS-PLA-9	Which of the following topics are included within the facility's written policies and procedures for wages and benefits? (SELECT all that apply with a "X")	
MS-PLA-9-1	Wage payments	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-2	Wage calculations	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-3	Rates by unit	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-4	Overtime pay	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-5	Paid leave	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-6	Annual leave	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-7	Sick leave	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-8	Maternity leave	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-9	Paternity leave	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-10	Emergency family leave	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-11	Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-12	Deductions	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9-13	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-9.1	If other, please describe:	
Facility Response:		
MS-PLA-10	Which of the following topics are included within the facility's written policies and procedures for discipline? (SELECT all that apply with a "X")	
MS-PLA-10-1	Facility rules concerning discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-10-2	Worker appeals process	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-10-3	Worker grievance process	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-10-4	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-10.1	If other, please describe:	
Facility Response:		
MS-PLA-11	Which of the following topics are included within the facility's written policies and procedures for freedom of association and collective bargaining? (SELECT all that apply with a "X")	
MS-PLA-11-1	Right to freedom of association / Right to form or join a trade union	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-2	Rights to freely choose worker representatives (or facility commitments to not obstruct this)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-3	Rights to bargain collectively	X
Facility Response: X		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
MS-PLA-11-4	Non-discrimination and non-retaliation of workers on basis of trade union membership/non-membership or activities	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-5	Non-discrimination and non-retaliation of workers on basis of their worker representative role or activities	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-6	Democratic election and engagement of worker representatives	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-7	Communications and consultation process	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-8	Right to participate in strikes / industrial action	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11-9	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-11.1	If other, please describe:	
Facility Response:		
MS-PLA-12	Which of the following topics are included within the facility's written policies and procedures for grievance systems? (SELECT all that apply with a "X")	
MS-PLA-12-1	Grievance system and process	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-12-2	Non-reprisal for workers filing a grievance/complaint	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-12-3	Equal access to grievance systems for both female and male workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-12-4	Worker Feedback	
Facility Response:		
MS-PLA-12-5	Equal importance given to all concerns and grievances	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-12-6	Commitment to confidentiality throughout the entire grievance process	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-12-7	Providing time off (including monetary compensation) during a grievance process	X

Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-12-8	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-121	If other, please describe:	
Facility Response:		
MS-PLA-13	Which of the following topics are included within the facility's written policies and procedures for health and safety? (SELECT all that apply with a "X")	
MS-PLA-13-1	Occupational health and safety laws	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-2	General work environment (i.e. ventilation, cleanliness, noise, etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-3	Building safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-4	Powered Motor Vehicles (PMV) procedures	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-5	Emergency preparedness	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-6	Chemicals/Hazardous substances	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-7	Nanomaterials	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-8	Worker Protection (personal protective equipment, machinery and equipment etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-9	Pressure vessels safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-10	Materials handling and storage	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-11	Above Ground Storage Tanks & Underground Storage Tanks	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-12	Electrical safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-13	First aid/Medical	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-14	Bloodborne pathogens procedures	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-15	Contractor safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-16	Dormitories	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-17	Canteens	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-18	Childcare	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-19	Standard operating procedures (SOPs) for how to perform each job safely	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-20	Steps for workers to raise health and safety concerns	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-21	Protection against retaliation for workers who raise health and safety concerns	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13-22	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-13.1	If other, please describe:	
Facility Response:		
MS-PLA-14	Which of the following topics are included within the facility's written policies and procedures for foreign migrant workers? (SELECT all that apply with a "X")	
MS-PLA-14-1	Reference to following all local laws for recruitment in both the sending and receiving countries	
Facility Response:		
MS-PLA-14-2	Recruitment fees and expenses	

Facility Response:		
MS-PLA-14-3	Employment contracts	
Facility Response:		
MS-PLA-14-4	Deposits	
Facility Response:		
MS-PLA-14-5	Bank accounts	
Facility Response:		
MS-PLA-14-6	Handling of government-issued identification documents	
Facility Response:		
MS-PLA-14-7	Accommodations	
Facility Response:		
MS-PLA-14-8	Arrival orientation	
Facility Response:		
MS-PLA-14-9	Freedom of movement	
Facility Response:		
MS-PLA-14-10	Non-discrimination in employment	
Facility Response:		
MS-PLA-14-11	Harassment and abuse in employment	
Facility Response:		
MS-PLA-14-12	Discipline in employment	
Facility Response:		
MS-PLA-14-13	Repatriation / end of employment	
Facility Response:		
MS-PLA-14-14	Early termination of contract by migrant worker	
Facility Response:		
MS-PLA-14-15	Involuntary termination of contract by employer	
Facility Response:		
MS-PLA-14-16	Requirements for labor agents/brokers	
Facility Response:		
MS-PLA-14-17	Other	
Facility Response:		
MS-PLA-14.1	If other, please describe:	
Facility Response:		
MS-PLA-15	Which of the following topics are included within the facility's written policies and procedures for domestic migrant workers? (SELECT all that apply with a "X")	
MS-PLA-15-1	Recruitment fees and expenses	
Facility Response:		
MS-PLA-15-2	Employment contracts	
Facility Response:		
MS-PLA-15-3	Deposits	
Facility Response:		
MS-PLA-15-4	Wages and benefits	
Facility Response:		
MS-PLA-15-5	Working Hours	
Facility Response:		
MS-PLA-15-6	Accommodations	
Facility Response:		
MS-PLA-15-7	Freedom of movement	
Facility Response:		
MS-PLA-15-8	Non-discrimination in employment	
Facility Response:		
MS-PLA-15-9	Harassment and abuse in employment	
Facility Response:		



MS-PLA-15-10	Discipline in employment	
Facility Response:		
MS-PLA-15-11	End of employment	
Facility Response:		
MS-PLA-15-12	Requirements for labor agents/brokers	
Facility Response:		
MS-PLA-15-13	Other	
Facility Response:		
MS-PLA-15.1	If other, please describe:	
Facility Response:		
MS-PLA-16	Which of the following topics are included within the facility's written policies and procedures for suppliers/subcontractors? (SELECT all that apply with a "X")	
MS-PLA-16-1	Definition of supplier which includes service providers and raw materials suppliers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16-2	NEW and EXISTING suppliers/subcontractors - Risk assessment to differentiate high risk suppliers/subcontractors within the supply chain	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16-3	NEW suppliers/subcontractors - Initial screening based on social and labor practices / conducting social and labor due diligence	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16-4	EXISTING suppliers/subcontractors - Training and communication of the facility's social and labor procedures	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16-5	EXISTING suppliers/subcontractors - Monitoring system of social and labor performance/ continued social and labor due diligence	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16-6	Requiring suppliers to conduct social and labor due diligence of their supply chains	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16-7	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-16.1	If other, please describe:	
Facility Response:		
MS-PLA-17	Which of the following topics are included within the facility's written policies and procedures for raw materials sourcing? (SELECT all that apply with a "X")	
MS-PLA-17-1	Customer and/or legal requirements for raw materials identification, reporting and/or due diligence	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-17-2	Raw material supply chain policy applicable to suppliers/subcontractors through facility's sourcing agreements with its suppliers/subcontractors	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-17-3	Risk assessment to differentiate high risk materials within the supply chain	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-17-4	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-PLA-17.1	If other, please describe:	
Facility Response:		
<b>Strategy and Goals</b>		
MS-PLA-18	Does the facility have a written strategy / goals document(s) for social and labor practices addressing the following points? (SELECT all that apply with a "X")	
MS-PLA-18-1	Reference to overall goals in terms of social and labor outcomes	
Facility Response:		
MS-PLA-18.1	Please provide the name of document(s) referencing overall goals in terms of social and labor outcomes:	
Facility Response:		
MS-PLA-18-2	Reference to national law	
Facility Response:		
MS-PLA-18-3	Reference to international law/ILO conventions	
Facility Response:		
MS-PLA-18-4	Reference to other national or international requirements/declarations/goals/guiding principles etc.	
Facility Response:		
MS-PLA-18-5	Reference to a risk assessment process, specifically a strategy for responsible sourcing from high risk suppliers or high risk raw material origins	
Facility Response:		
MS-PLA-18-6	Reference to integration with business objectives	
Facility Response:		
MS-PLA-18-7	Reference to suppliers/subcontractors social and labor due diligence	
Facility Response:		
MS-PLA-18-8	Reference to gender equality and women's empowerment	
Facility Response:		
MS-PLA-18-9	Key stakeholders are involved in strategy development (i.e. customers, etc.)	
Facility Response:		
MS-PLA-18.2	Please describe the key stakeholders involved:	
Facility Response:		
MS-PLA-18-10	No written strategy/goals document exists (but informal strategies/goals may exist)	
Facility Response:		
MS-PLA-19	Has the facility set targets for social and labor performance addressing the following points? (SELECT all that apply with a "X")	
MS-PLA-19-1	Child labor and/or young workers	
Facility Response:		
MS-PLA-19.1	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-2	Prohibition of forced labor	
Facility Response:		
MS-PLA-19.2	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-3	Anti-harassment and abuse	
Facility Response:		
MS-PLA-19.3	Please briefly describe any associated targets/KPIs:	

Facility Response:		
MS-PLA-19-4	Anti-discrimination	
Facility Response:		
MS-PLA-19.4	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-5	Working hours	
Facility Response:		
MS-PLA-19.5	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-6	Wages and benefits	
Facility Response:		
MS-PLA-19.6	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-7	Discipline	
Facility Response:		
MS-PLA-19.7	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-8	Freedom of association and collective bargaining	
Facility Response:		
MS-PLA-19.8	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-9	Worker Feedback	
Facility Response:		
MS-PLA-19.9	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-10	Grievance systems	
Facility Response:		
MS-PLA-19.10	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-11	Health and safety	
Facility Response:		
MS-PLA-19.11	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-12	Foreign migrant workers	
Facility Response:		
MS-PLA-19.12	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-13	Domestic migrant workers	
Facility Response:		
MS-PLA-19.13	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-14	Homeworkers	
Facility Response:		
MS-PLA-19.14	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-15	Gender equality and women's rights in the workplace	
Facility Response:		
MS-PLA-19.15	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-16	Bribery and anti-corruption	
Facility Response:		
MS-PLA-19.16	Please briefly describe any associated targets/KPIs:	

Facility Response:		
MS-PLA-19-17	Suppliers/subcontractors	
Facility Response:		
MS-PLA-19.17	Please briefly describe any associated targets/KPIs:	
Facility Response:		
MS-PLA-19-18	Other	
Facility Response:		
MS-PLA-19.18	If other, please describe:	
Facility Response:		
MS-PLA-19-19	The facility does not set targets / key performance indicators	
Facility Response:		
<b>Do</b>		
<b>Roles and Responsibilities</b>		
MS-DO-1	Has the facility defined the person(s) responsible for the implementation and management of social and labor practices? (SELECT all that apply with a "X")	
MS-DO-1-1	Responsible person(s) have been defined and are accountable for written policies and/or procedures	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-1-2	Responsible person(s) have been defined and are accountable for informal (not written) procedures	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
MS-DO-1-3	The facility has not defined responsible person(s)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2	Which of the following topics have been assigned to a responsible person(s)? (SELECT all that apply with a "X")	
MS-DO-2-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-6	Anti-harassment and abuse	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-8	Working hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-9	Wages and benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-13	Worker feedback	
Facility Response:		
MS-DO-2-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-15	Foreign migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-16	Domestic migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-18	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-19	Raw materials sourcing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

MS-DO-2-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-2-21	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-21	If Other, please describe:	
Facility Response:		
MS-DO-3	Does the facility have a written chart showing the individuals responsible for social and labor topics (i.e. a "social compliance team" chart)?	
Facility Response:		
MS-DO-3.1	Please provide the name of the document(s) here:	
Facility Response:		
<b>Communication and Training</b>		
MS-DO-4	Does the facility provide communication and training on social and labor practices? (SELECT all that apply with a "X")	
MS-DO-4-1	Communication and training based upon written policies and/or procedures	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-4-2	Communication and training based upon informal (not written) procedures	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-4-3	The facility does not provide communication and training on social and labor practices	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5	Who receives communication and training? (SELECT all that apply with a "X")	
MS-DO-5-1	Senior management	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5-2	Individuals responsible for implementation	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5-3	Production workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5-4	Security guards	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5-5	Subcontractors / Suppliers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5-6	Other	
Facility Response:		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-5.1	If other, please describe:	
Facility Response:		
MS-DO-6	How does the facility provide communication and training to senior management? (SELECT all that apply with a "X")	
MS-DO-6-1	Verbal communication	
Facility Response:		
MS-DO-6-2	Written communication (i.e. copy of Standard Operating Procedures or "SOP")	
Facility Response:		
MS-DO-6-3	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-6-4	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-6-5	Other	
Facility Response:		
MS-DO-6.1	If other, please describe:	
Facility Response:		
MS-DO-7	Which of the following topics are part of the communication and training for senior management? (SELECT all that apply with a "X")	
MS-DO-7-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-8	Specifically for senior managers responsible for promotion: non-bias in promotion of pregnant and married workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-9	Working Hours	X

Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-10	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-11	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-12	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-13	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-14	Worker Feedback	
Facility Response:		
MS-DO-7-15	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-16	Migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-18	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-19	Raw materials sourcing	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7-21	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-7.1	If other, please describe:	
Facility Response:		
MS-DO-8	How does the facility provide communication and training to individuals responsible for implementation? (SELECT all that apply with a "X")	



MS-DO-8-1	Verbal communication	
Facility Response:		
MS-DO-8-2	Written communication (i.e. copy of Standard Operating Procedures or "SOPs")	
Facility Response:		
MS-DO-8-3	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-8-4	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings)	
Facility Response:		
MS-DO-8-5	The facility does not provide communication and training to individuals responsible for implementation	
Facility Response:		
MS-DO-8-6	Other	
Facility Response:		
MS-DO-8.1	If other, please describe:	
Facility Response:		
MS-DO-9	Which of the following topics are part of the communication and training for individuals responsible for implementation? (SELECT all that apply with a "X")	
MS-DO-9-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-2	Specifically for managers responsible for hiring: non-bias in recruitment of pregnant and married workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-3	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-4	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-5	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-6	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-7	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-8	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-9	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

MS-DO-9-10	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-11	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-12	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-13	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-14	Worker Feedback	
Facility Response:		
MS-DO-9-15	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9.1	Please provide a list of all trainings offered to workers responsible for implementation of health and safety in the facility	training occupational safety and health groups, training new workers on occupational safety and health,...
Facility Response: training occupational safety and health groups, training new workers on occupational safety and health,...		
Verification Selection: Accurate		
Verification Data: From the documentary review, management interview and employee interview, we confirmed that specialized training content are General knowledge about machines, equipment, materials and substances generating dangerous and harmful factors, procedures for safe work with machines, equipment, materials and substances with strict requirements on OSH and professional activities of OSH.		
Validation Method: SLCP Onsite Verification		
MS-DO-9-16	Migrant workers	
Facility Response:		
Verification Selection: Accurate		
Verification Data: Professional activities of OSH		
Validation Method: SLCP Onsite Verification		
MS-DO-9-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-18	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-19	Raw materials sourcing	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9-21	Other	
Facility Response:		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-9.2	If other, please describe:	
Facility Response:		
MS-DO-10	How does the facility provide communication and training to NEW production workers? (SELECT all that apply with a "X")	
MS-DO-10-1	Verbal communication	
Facility Response:		
MS-DO-10-2	Written communication (i.e. new workers might receive a worker handbook and/or information that is included in their employment contract)	
Facility Response:		
MS-DO-10-3	Posted communication (i.e. display postings around the facility)	
Facility Response:		
MS-DO-10-4	Multi-media communication (i.e. new workers watch a video, online learning, etc.)	
Facility Response:		
MS-DO-10-5	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-10-6	Communication and training is provided in a language understood by workers	
Facility Response:		
MS-DO-10-7	Other	
Facility Response:		
MS-DO-10.1	If other, please describe:	
Facility Response:		
MS-DO-11	Which of the following topics are part of the communication and training to NEW production workers? (SELECT all that apply with a "X")	
MS-DO-11-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

MS-DO-11-8	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-9	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-13	Worker Feedback	
Facility Response:		
MS-DO-11-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-11	Please provide a list of all health and safety trainings offered to NEW production workers in the facility	From the documentary review, management interview, and employee interview, we confirmed that specialized training content are General knowledge about machines, equipment, materials and substances generating dangerous and harmful factors, procedures for safe work with machines, equipment, materials and substances with strict requirements on OSH.
Facility Response: Monthly Training		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the documentary review, management interview, and employee interview, we confirmed that specialized training content are General knowledge about machines, equipment, materials and substances generating dangerous and harmful factors, procedures for safe work with machines, equipment, materials and substances with strict requirements on OSH.		
Validation Method: SLCP Onsite Verification		
MS-DO-11-15	Migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-16	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-17	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11-18	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
MS-DO-11-19	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-11.2	If other, please describe:	
Facility Response:		
MS-DO-12	How does the facility provide on-going communication and training to EXISTING production workers? (SELECT all that apply with a "X")	
MS-DO-12-1	Verbal communication	
Facility Response:		
MS-DO-12-2	Written communication (i.e. current workers might received written notification regarding changes to company handbooks)	
Facility Response:		
MS-DO-12-3	Posted communication (i.e. display postings around the facility)	
Facility Response:		
MS-DO-12-4	Multi-media communication (i.e. workers watch a video, online learning, etc.)	
Facility Response:		
MS-DO-12-5	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-12-6	Communication and training is provided in a language understood by workers	
Facility Response:		
MS-DO-12-7	Other	
Facility Response:		
MS-DO-121	If other, please describe:	
Facility Response:		
MS-DO-13	Which of the following topics are part of the on-going communication and training to EXISTING production workers? (SELECT all that apply with a "X")	
MS-DO-13-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-2	Termination and retrenchment	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-7	Anti-discrimination	X

Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-8	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-9	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-13	Worker Feedback	
Facility Response:		
MS-DO-13-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13.1	Please provide a list of all health and safety trainings offered to EXISTING production workers in the facility	From the documentary review, management interview, and employee interview, we confirmed that basic knowledge about OSH is Rights and obligations of the employers, the employees, regulations on OSH for the employees; basic knowledge about dangerous and harmful factors at the workplace and method for improvement of working conditions; functions and duties of the safety network, sanitation employees; safety culture in production and business; rules of OSH, signs and signposts of occupational safety and sanitation and use of safety equipment, means of personal protection; techniques and skills of first aid of occupational accidents and prevention of occupational diseases.
Facility Response: Annual periodic training		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the documentary review, management interview, and employee interview, we confirmed that basic knowledge about OSH is Rights and obligations of the employers, the employees, regulations on OSH for the employees; basic knowledge about dangerous and harmful factors at the workplace and method for improvement of working conditions; functions and duties of the safety network, sanitation employees; safety culture in production and business; rules of OSH, signs and signposts of occupational safety and sanitation and use of safety equipment, means of personal protection; techniques and skills of first aid of occupational accidents and prevention of occupational diseases.		
Validation Method: SLCP Onsite Verification		
MS-DO-13-15	Migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-16	Homeworkers	
Facility Response:		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-17	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-18	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13-19	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-13.2	If other, please describe:	
Facility Response:		
MS-DO-14	How does the facility provide communication and training to security guards? (SELECT all that apply with a "X")	
MS-DO-14-1	Verbal communication	
Facility Response:		
MS-DO-14-2	Written communication (i.e. new workers might receive a worker handbook and/or information that is included in their employment contract)	
Facility Response:		
MS-DO-14-3	Posted communication (i.e. display postings around the facility)	
Facility Response:		
MS-DO-14-4	Multi-media communication (i.e. new workers watch a video, online learning, etc.)	
Facility Response:		
MS-DO-14-5	Training - new workers receive onboarding trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-14-6	Training - existing workers receive on-going trainings in-person (i.e. classroom trainings, trainings at their work station etc.)	
Facility Response:		
MS-DO-14-7	Other	
Facility Response:		
MS-DO-14.1	If other, please describe:	
Facility Response:		
MS-DO-15	Which of the following topics are part of the communication and training to security guards? (SELECT all that apply with a "X")	
MS-DO-15-1	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-15-2	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-15-3	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-15-4	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		

Validation Method: SLCP Onsite Verification		
MS-DO-15-5	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-15.1	If other, please describe:	
Facility Response:		
MS-DO-16	How does the facility provide communication and training to suppliers/subcontractors? (SELECT all that apply with a "X")	
MS-DO-16-1	Verbal communication	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-16-2	Written communication (i.e. supply contracts might include reference to social and labor practices)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-16-3	Multi-media communication (i.e. video, online learning, etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-16-4	Training - new subcontractors/suppliers receive onboarding trainings in-person (i.e. classroom trainings etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-16-5	Training - existing subcontractors/suppliers receive on-going trainings in-person (i.e. classroom trainings etc.)	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-16-6	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-16.1	If other, please describe:	
Facility Response:		
MS-DO-17	Which of the following topics are part of the communication and training to suppliers/subcontractors? (SELECT all that apply with a "X")	
MS-DO-17-1	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-2	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-3	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-4	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		



Validation Method: SLCP Onsite Verification		
MS-DO-17-5	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-6	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-7	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-8	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-9	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-10	Worker Feedback	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: The information was updated on the verification date.		
Validation Method: SLCP Onsite Verification		
MS-DO-17-11	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-12	Migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-13	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-14	Supplier/subcontractor due diligence requirements	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-15	Raw materials sourcing due diligence requirements	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-16	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17-17	Other	

Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-DO-17.1	If other, please describe:	
Facility Response:		
<b>Check</b>		
<b>Monitoring</b>		
MS-CHE-1	Does the facility conduct regular reviews and/or assessments of social and labor practices? (SELECT all that apply with a "X")	
MS-CHE-1-1	Facility conducts regular internal reviews and/or assessments of all social and labor policies and procedures that the facility has implemented	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the documentary review and interaction with management team, we verified that the facility conducts regular internal reviews of all social and labor policies and procedures that the facility has implemented.		
Validation Method: SLCP Onsite Verification		
MS-CHE-1-2	Facility conducts regular reviews and/or assessments of social and labor practices within their supply chain, i.e. of suppliers and subcontractors, including raw materials suppliers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-1-3	Facility keeps records of these assessments and any violations that were uncovered	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the documentary review and interaction with management team, we verified that the facility keeps records of these assessments and any violations that were uncovered.		
Validation Method: SLCP Onsite Verification		
MS-CHE-1-4	Results are reported to senior management	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the documentary review and interaction with management team, we verified that the facility keeps records of these assessments and any violations that were uncovered, and the results are reported to senior management.		
Validation Method: SLCP Onsite Verification		
MS-CHE-1-5	Facility does not perform regular reviews and/or assessments on social and labor practices within the facility and/or within their supply chain	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Self Assessment</b>		
MS-CHE-2	Does the facility have a system for reviewing policies and procedures (written or informal) for changes/updates to existing requirements (legal or other)? (SELECT all that apply with a "X")	
MS-CHE-2-1	Government websites	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-2	Government offices /communications	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-3	Consultants	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-4	Internet	X
Facility Response: X		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-5	Customer briefing	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-6	Health and safety executive	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-7	Corporate Social Responsibility or "CSR" team established in facility	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-8	Management team briefs the workforce	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-9	Appointed worker / team	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-10	Magazine subscription(s)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-11	Industry body briefings	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-12	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-2-1	If other, please describe:	
Facility Response:		
MS-CHE-2-13	Facility does not use any methods and is not aware of changes/updates	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3	Does the facility review/update policies and procedures (written or informal)? (SELECT all that apply with a "X")	
MS-CHE-3-1	Recruitment and hiring	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.1	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-2	Termination and retrenchment	X

Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.2	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-3	Facility workplace rules	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.3	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-4	Child labor and young workers	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.4	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-5	Prohibition of forced labor	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.5	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-6	Anti-harassment and abuse	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.6	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to termination and retrenchment as there are any changes from legal requirements or receives feedback from customers, and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-7	Anti-discrimination	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		

MS-CHE-3.7	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to anti-discrimination as there are any changes from legal requirements or receive feedback from customers and buyers.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-8	Working Hours	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.8	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to working hours as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-9	Wages and Benefits	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to grievance systems as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.9	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the documentary review and management confirmation, we verified that the facility would review/update policies and procedures related to wages and benefits as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-10	Discipline	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to discipline as there are any changes from legal requirements		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.10	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to discipline as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-11	Freedom of association and collective bargaining	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.11	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to freedom of association and collective bargaining as there are any changes from legal requirements or every 36 months.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-12	Grievance systems	X
Facility Response: X		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to grievance systems as there are any changes from legal requirements.		

Validation Method: SLCP Onsite Verification		
MS-CHE-3.12	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures related to grievance systems as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-13	Worker Feedback	
Facility Response:		
MS-CHE-3.13	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-14	Health and safety	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.14	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Verification Data: From the document review and management confirmation we verified that the facility would review/update policies and procedures relate to health and safety as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-15	Foreign migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.15	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-16	Domestic migrant workers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.16	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-17	Homeworkers	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.17	Please describe how often (or when) the policies and procedures are reviewed/updated:	
Facility Response:		
MS-CHE-3-18	Suppliers/subcontractors	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.18	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-19	Raw materials sourcing	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.19	Please describe how often (or when) the policies and procedures are reviewed/updated:	Annually
Facility Response: Annually		

Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-20	Bribery and anti-corruption	X
Facility Response: X		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.20	Please describe how often (or when) the policies and procedures are reviewed/updated:	From the document review and management confirmation, we verified that the facility would review/update policies and procedures relate to bribery and anti-corruption as there are any changes from legal requirements.
Facility Response: Annually		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: From the document review and management confirmation, we verified that the facility would review/update policies and procedures relate to bribery and anti-corruption as there are any changes from legal requirements.		
Validation Method: SLCP Onsite Verification		
MS-CHE-3-21	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-CHE-3.21	If other, please describe:	
Facility Response:		
MS-CHE-3-22	Facility does not review/update policies and procedures (written or informal)	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
<b>Act</b>		
<b>Continuous Improvement</b>		
MS-ACT-1	Does the facility create improvement plans based on social and labor practices? (SELECT all that apply with a "X")	
MS-ACT-1-1	Plans are created based on issues uncovered through monitoring and evaluation	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Based on document review, we noted that the facility did not create improvement plans based on social and labor practices.		
Validation Method: SLCP Onsite Verification		
MS-ACT-1-2	Plans include root cause analysis (RCA)	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Based on document review, we noted that the facility did not create improvement plans based on social and labor practices.		
Validation Method: SLCP Onsite Verification		
MS-ACT-1-3	Plans include grievances and suggestions raised by workers	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Based on document review, we noted that the facility did not create improvement plans based on social and labor practices.		
Validation Method: SLCP Onsite Verification		
MS-ACT-1-4	Plans are completed and the related issues resolved	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Based on document review, we noted that the facility did not create improvement plans based on social and labor practices.		

Validation Method: SLCP Onsite Verification		
MS-ACT-1-5	Written records are maintained	
Facility Response: X		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response:		
Verification Data: Based on document review, we noted that the facility did not create improvement plans based on social and labor practices.		
Validation Method: SLCP Onsite Verification		
MS-ACT-1-6	Other	
Facility Response:		
Verification Selection: Accurate		
Validation Method: SLCP Onsite Verification		
MS-ACT-11	If other, please describe:	
Facility Response:		
MS-ACT-1-7	The facility does not create improvement plans	X
Facility Response:		
Verification Selection: Inaccurate - Misunderstanding		
Corrected Response: X		
Verification Data: Based on document review, we noted that the facility did not create improvement plans based on social and labor practices.		
Validation Method: SLCP Onsite Verification		
MS-ACT-2	Does the facility communicate improvement plans to interested stakeholders? (SELECT all that apply with a "X")	
MS-ACT-2-1	Senior management	
Facility Response:		
MS-ACT-2-2	Workers	
Facility Response:		
MS-ACT-2-3	Customers	
Facility Response:		
MS-ACT-2-4	Other	
Facility Response:		
MS-ACT-21	If other, please describe:	
Facility Response:		
<b>Facility Comments</b>		
MS-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
Verification Selection: Verification not required		
Corrected Response:		
Validation Method: SLCP Onsite Verification		
<b>ABOVE &amp; BEYOND</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Section Instructions</b>		
<b>Section Instructions</b>		
	Section Description: The purpose of the "Above and Beyond" section is to gather information on facility practices that go above and beyond social responsibility industry standards, are not required by national or international law, and that seek to elevate workplace well-being and community impact. Topics within this section include: • Workplace Well-being • Community Impact	
<b>Workplace Well-Being</b>		
<b>Sub-Section Instructions</b>		
	The International Labour Organization (ILO) defines "Workplace Well-being" as relating "to all aspects of working life, from the quality and safety of the physical environment, to how workers feel about their work, their working environment, the climate at work and work organization. The aim of measures for workplace well-being is to complement OSH measures to make sure workers are safe, healthy, satisfied and engaged at work." The sub-section below seeks to understand what type of above and beyond practices are taking place to promote workplace well-being "within the facility walls".	
<b>Developmental Programs</b>		



AB-WOR-1	Are all workers offered any of the following types of developmental programs by the facility? (SELECT all that apply with a "X"):	
AB-WOR-1-1	Health Education	
Facility Response:		
AB-WOR-1.1	Please describe:	
Facility Response:		
AB-WOR-1-2	Gender Equality	
Facility Response:		
AB-WOR-1.2	Please describe:	
Facility Response:		
AB-WOR-1-3	Gender Empowerment	
Facility Response:		
AB-WOR-1.3	Please describe:	
Facility Response:		
AB-WOR-1-4	Career Development	
Facility Response:		
AB-WOR-1.4	Please describe:	
Facility Response:		
AB-WOR-1-5	Other	
Facility Response:		
AB-WOR-1.5	If other, please describe:	
Facility Response:		
AB-WOR-1-6	None of the above	
Facility Response:		
AB-WOR-2	Are all workers offered any of the following programs by the facility to promote health? (SELECT all that apply with a "X"):	
AB-WOR-2-1	Nutrition	
Facility Response:		
AB-WOR-2.1	Please describe:	
Facility Response:		
AB-WOR-2-2	Exercise	
Facility Response:		
AB-WOR-2.2	Please describe:	
Facility Response:		
AB-WOR-2-3	Drug and Alcohol Abuse	
Facility Response:		
AB-WOR-2.3	Please describe:	
Facility Response:		
AB-WOR-2-4	Smoking	
Facility Response:		
AB-WOR-2.4	Please describe:	
Facility Response:		
AB-WOR-2-5	Sexual Health	
Facility Response:		
AB-WOR-2.5	Please describe:	
Facility Response:		
AB-WOR-2-6	Pre- and post-natal	
Facility Response:		
AB-WOR-2.6	Please describe:	
Facility Response:		
AB-WOR-2-7	Mental Well-being	
Facility Response:		
AB-WOR-2.7	Please describe:	

Facility Response:		
AB-WOR-2-8	Access to clean drinking water	
Facility Response:		
AB-WOR-2-8	Please describe:	
Facility Response:		
AB-WOR-2-9	Other	
Facility Response:		
AB-WOR-2-9	If other, please describe:	
Facility Response:		
AB-WOR-2-10	None of the above	
Facility Response:		
<b>Market Access</b>		
AB-WOR-3	Are all workers offered any of the following types of market access programs by the facility? (SELECT all that apply with a "X"):	
AB-WOR-3-1	Financial Literacy Programs	
Facility Response:		
AB-WOR-3-1	Please describe:	
Facility Response:		
AB-WOR-3-2	Digital Payment Assistance	
Facility Response:		
AB-WOR-3-2	Please describe:	
Facility Response:		
AB-WOR-3-3	Home Financing Program	
Facility Response:		
AB-WOR-3-3	Please describe:	
Facility Response:		
AB-WOR-3-4	Other	
Facility Response:		
AB-WOR-3-4	If other, please describe:	
Facility Response:		
AB-WOR-3-5	None of the above	
Facility Response:		
<b>Economic Empowerment Programs</b>		
AB-WOR-4	Did the facility participate in any type of economic empowerment programs that collect facility contributions into a separate account (or fund) that can be used for worker well-being? (SELECT all that apply with a "X"):	
AB-WOR-4-1	Facility's own program	
Facility Response:		
AB-WOR-4-1	Please describe:	
Facility Response:		
AB-WOR-4-2	External program	
Facility Response:		
AB-WOR-4-2	Please describe:	
Facility Response:		
AB-WOR-4-3	Other	
Facility Response:		
AB-WOR-4-3	If other, please describe:	
Facility Response:		
AB-WOR-4-4	None of the above	
Facility Response:		
<b>Wage Aspirations</b>		
AB-WOR-5	Did the facility actively seek to provide (or attain) any of the following types of wage aspirations for workers? (SELECT all that apply with a "X"):	
AB-WOR-5-1	"Living Wage"	

Facility Response:		
AB-WOR-5.1	Please describe:	
Facility Response:		
AB-WOR-5-2	"Prevailing Wage"	
Facility Response:		
AB-WOR-5.2	Please describe:	
Facility Response:		
AB-WOR-5-3	System to secure that annual wage increase (excluding OT-hours) is at or above the inflation rate	
Facility Response:		
AB-WOR-5-4	Skill Matrix - including all worker skill levels	
Facility Response:		
AB-WOR-5.3	Please describe:	
Facility Response:		
AB-WOR-5-5	Other	
Facility Response:		
AB-WOR-5.4	If other, please describe:	
Facility Response:		
AB-WOR-5-6	None of the above	
Facility Response:		
<b>HS Recognition</b>		
AB-WOR-6	Has the facility received recognition (award) from a PUBLICLY KNOWN institution for their achievement on Health and Safety?	
Facility Response:		
AB-WOR-6.1	If yes, please describe:	
Facility Response:		
<b>Other</b>		
AB-WOR-7	Has the facility implemented any other projects that have sought to improve social well-being of workers in the facility that they would like to share?	
Facility Response:		
AB-WOR-7.1	If yes, please describe:	
Facility Response:		
<b>Community Impact</b>		
<b>Sub-Section Instructions</b>		
	The sub-section below seeks to understand what type of above and beyond practices are taking place to promote positive community impact "outside the facility walls".	
<b>Supplier Engagement</b>		
AB-COM-1	Does the facility offer female workers in the supply chain (i.e. female workers at suppliers/subcontractors to the facility) any of the following types of professional developmental opportunities? (SELECT all that apply with a "X"):	
AB-COM-1-1	Professional Training	
Facility Response:		
AB-COM-1.1	Please describe:	
Facility Response:		
AB-COM-1-2	Mentoring/ sponsorship program	
Facility Response:		
AB-COM-1.2	Please describe:	
Facility Response:		
AB-COM-1-3	Educational opportunities	
Facility Response:		
AB-COM-1.3	Please describe:	
Facility Response:		
AB-COM-1-4	Other	
Facility Response:		
AB-COM-1.4	If other, please describe:	

Facility Response:		
AB-COM-1-5	None of the above	
Facility Response:		
<b>Community Service</b>		
AB-COM-2	Did the facility participate in any of the following activities related to community service? (SELECT all that apply with an "X".)	
AB-COM-2-1	The facility sponsored (paid for and/or organized) a community service event	
Facility Response:		
AB-COM-2-1	Please describe:	
Facility Response:		
AB-COM-2-2	Workers were encouraged to voluntarily engage in community service	
Facility Response:		
AB-COM-2-2	Please describe:	
Facility Response:		
AB-COM-2-3	Workers were permitted certain hours to voluntarily engage in community service during working hours and were not penalized for the hours served	
Facility Response:		
AB-COM-2-3	Please describe:	
Facility Response:		
AB-COM-2-4	Blood Donation Programs	
Facility Response:		
AB-COM-2-4	Please describe:	
Facility Response:		
AB-COM-2-5	Gender equality and empowerment programs	
Facility Response:		
AB-COM-2-5	Please describe:	
Facility Response:		
AB-COM-2-6	Other	
Facility Response:		
AB-COM-2-6	If other, please describe:	
Facility Response:		
AB-COM-2-7	None of the above	
Facility Response:		
<b>Charitable Contributions</b>		
AB-COM-3	Did the facility participate in any of the following activities related to charitable contributions? (SELECT all that apply with an "X".)	
AB-COM-3-1	The facility made regular donations to charitable (non-profit/non-governmental) organizations or projects	
Facility Response:		
AB-COM-3-1	Please describe:	
Facility Response:		
AB-COM-3-2	Facility conducted a needs analysis of charitable programs to address the critical needs in the community	
Facility Response:		
AB-COM-3-2	Please describe:	
Facility Response:		
AB-COM-3-3	Other	
Facility Response:		
AB-COM-3-3	If other, please describe:	
Facility Response:		
AB-COM-3-4	None of the above	
Facility Response:		
<b>Community Investment</b>		

AB-COM-4	Did the facility participate in any of the following activities related to community investment? (SELECT all that apply with a "X":)	
AB-COM-4-1	The facility drafted (or maintained an existing) strategy/policy for community investment that includes assessment of root causes of social issues in community related to its workforce	
Facility Response:		
AB-COM-4.1	Please describe:	
Facility Response:		
AB-COM-4-2	Facility workers and local civil society groups were engaged in identifying, implementing, and evaluating community investment initiatives	
Facility Response:		
AB-COM-4.2	Please describe:	
Facility Response:		
AB-COM-4-3	The facility was involved directly or through partnerships in efforts on the ground that address root causes of social issues in the local community	
Facility Response:		
AB-COM-4.3	Please describe:	
Facility Response:		
AB-COM-4-4	Other	
Facility Response:		
AB-COM-4.4	If other, please describe:	
Facility Response:		
AB-COM-4-5	None of the above	
Facility Response:		
<b>External Engagement &amp; Collaboration</b>		
AB-COM-5	Did the facility participate in any of the following activities related to engagement with external organizations and other facilities? (SELECT all that apply with a "X":)	
AB-COM-5-1	Facility collaborates with other facilities on the development of shared/joint training efforts	
Facility Response:		
AB-COM-5.1	Please describe some of these training efforts:	
Facility Response:		
AB-COM-5-2	Facility participates in multi-stakeholder or industry forums to develop full understanding of risks and challenges in the value chain	
Facility Response:		
AB-COM-5.2	Please describe the forums the facility is participating in, and in what capacity (passive vs. active, voting, chair, etc.)	
Facility Response:		
AB-COM-5-3	Facility engages with key locally impacted stakeholders to improve social and labor conditions in the value chain	
Facility Response:		
AB-COM-5.3	Please describe by providing the stakeholder names and the nature and frequency of the dialogue:	
Facility Response:		
AB-COM-5-4	Facility engages with key regional / international stakeholders to improve social and labor conditions in the value chain	
Facility Response:		
AB-COM-5.4	Please describe by providing the stakeholder names and the nature and frequency of the dialogue:	
Facility Response:		
AB-COM-5-5	Facility engages (either directly or via industrial trade association or tripartite initiatives) with local & district level Trade Unions to proactively address issues of concern to the industry	
Facility Response:		
AB-COM-5-6	Other	
Facility Response:		
AB-COM-5.5	If other, please describe:	
Facility Response:		
AB-COM-5-7	None of the above	
Facility Response:		

AB-COM-6	If the facility engaged (either directly or via industrial trade association or tripartite initiatives) with local & district level trade unions to proactively address issues of concern to the industry, how was the facility involved? (SELECT all that apply with a "X":)	
AB-COM-6-1	Facility actively participates in the initiative	
Facility Response:		
AB-COM-6.1	Please describe:	
Facility Response:		
AB-COM-6-2	Facility actively leads the initiative	
Facility Response:		
AB-COM-6.2	Please describe:	
Facility Response:		
AB-COM-6-3	Facility has been actively engaged with the initiative over the past 3 years	
Facility Response:		
AB-COM-6.3	Please describe:	
Facility Response:		
AB-COM-6-4	Other	
Facility Response:		
AB-COM-6.4	If other, please describe:	
Facility Response:		
AB-COM-6-5	None of the above	
Facility Response:		
<b>Goals / Targets</b>		
AB-COM-7	Has the facility set specific goals/targets for improvement on social issues in local communities and tracked the progress against those goals/targets?	
Facility Response:		
AB-COM-7.1	If yes, please describe:	
Facility Response:		
<b>Sourcing Practices</b>		
AB-COM-8	Has the facility encouraged sourcing practices that resulted in the facility sourcing from Small and Medium Enterprises and manufacturers that are owned by underrepresented minorities/protected groups, including women-owned businesses?	
Facility Response:		
AB-COM-8.1	If yes, please describe:	
Facility Response:		
<b>Land Grabbing</b>		
AB-COM-9	Does the facility have a formalized process of reviewing documentation of the land rights for the property they are renting/leasing by a person who is qualified to do so?	
Facility Response:		
AB-COM-9.1	If yes, please describe:	
Facility Response:		
AB-COM-10	Does the facility engage proactively with relevant stakeholders before an investment is made in a new land?	
Facility Response:		
AB-COM-10.1	If yes, please describe:	
Facility Response:		
<b>Public Disclosure &amp; Transparency</b>		
AB-COM-11	Does the facility communicate publicly on social and labor performance?	
Facility Response:		
AB-COM-12	Did the facility communication include any of the following? (SELECT all that apply with a "X"):	
AB-COM-12-1	Engagement with NGOs and other external stakeholders	
Facility Response:		
AB-COM-12-2	Social/labor policies and procedures	
Facility Response:		
AB-COM-12-3	Results of social compliance monitoring	
Facility Response:		

AB-COM-12-4	Issues identified, actions taken, and results achieved in response to results of social compliance monitoring	
Facility Response:		
AB-COM-12-5	Indirect supplier list	
Facility Response:		
AB-COM-12-6	Facility/company/group reporting externally on progress against social compliance goals and objectives per Global Reporting Initiative (GRI) requirements	
Facility Response:		
AB-COM-12-7	None of the above	
Facility Response:		
AB-COM-13	Does the facility publish a report (at least every 2 years) regarding its own progress towards social compliance goals and objectives set by the facility?	
Facility Response:		
<b>Other</b>		
AB-COM-14	Has the facility implemented any other community impact projects that improve the social well being of workers and their families that they would like to share?	
Facility Response:		
AB-COM-14.1	If yes, please describe:	
Facility Response:		
<b>Facility Comments</b>		
AB-FAC-1	Please describe any concerns or difficulties with questions listed in this section:	
Facility Response:		
<b>VERIFICATION/ASSESSMENT DETAILS</b>		
<b>Number</b>	<b>Question</b>	<b>Final Verified Response</b>
<b>Verification/Assessment Details</b>		
<b>Validation Method</b>		
VD-VERI-1	How was this assessment validated?	SLCP Onsite Verification
Facility Response: SLCP Onsite Verification		
<b>Verification/Assessment Dates</b>		
VD-VERI-2	Verification/Assessment Start Date (YYYY-MM-DD):	2023-06-05
Facility Response: 2023-06-05		
VD-VERI-3	Verification/Assessment End Date (YYYY-MM-DD):	2023-06-07
Facility Response: 2023-06-07		
<b>Verification/Assessment Duration</b>		
VD-VERI-4	Verification/Assessment Duration:	3.5 Person Days
Facility Response: 3.5 Person Days		
VD-VERI-4.1	If "More than 10 Days", please describe:	
Facility Response:		
VD-VERI-5	Did the verification/assessment take place over consecutive days?	Yes
Facility Response: Yes		
VD-VERI-6	If no, please describe which days Verifier(s)/Assessor(s) were on site and why the verification did not take place over consecutive days:	
Facility Response:		
<b>Verification/Assessment Window</b>		
VD-VERI-7	Verification/Assessment Window:	Semi-announced
Facility Response: Semi-announced		
<b>Verifier/Assessor Information</b>		
VD-VERI-8	Verifier Body Type:	3rd Party (Service Provider)
Facility Response: 3rd Party (Service Provider)		
VD-VERI-9	Verifier Body Name/ Country Programme:	BCI Compliance Group
Facility Response: BCI Compliance Group		
VD-VERI-10	Verifier Name(s) (First and Last Name)/ Assessor ID(s):	Kha Hoang Nguyen
Facility Response: Kha Hoang Nguyen		

APSCA ID		
VD-VERI-11	Verifier(s) APSCA ID(s)	CSCA 21704859
Facility Response: CSCA 21704859		
Verification/Assessment Participants		
VD-VERI-12	Were any interpreters present during verification/assessment?	No
Facility Response: No		
VD-VERI-13	Identification details (First and Last Name and Organization) of all parties present for verification/assessment activity:	NIL
Facility Response: NIL		
Exception Requests		
VD-VERI-14	Were any exception requests granted by the Verification Oversight Organization for this verification?	No
Facility Response: No		
VD-VERI-15	If yes, please describe:	
Facility Response:		
Worker Interviews		
VD-VERI-16	What is the total number of worker interviews conducted?	36
Facility Response: 36		
VD-VERI-17	Provide details about number and type of workers interviewed:	Individual Interviews: 20. Group Interviews: 4 groups of 4. Total 36 employees were interviewed in which there were 26 females and 10 males including 2 pregnant and breastfeeding employees, 1 youngest employee (above 18 years old) and employees across the section of warehouse, cutting, sewing, ironing, inspecting and packing. The employees were assured of confidentiality and they spoke freely of their views of the facility.
Facility Response: Individual Interviews: 20. Group Interviews: 4 groups of 4. Total 36 employees were interviewed in which there were 26 females and 10 males including 2 pregnant and breastfeeding employees, 1 youngest employee (above 18 years old) and employees across the section of warehouse, cutting, sewing, ironing, inspecting and packing. The employees were assured of confidentiality and they spoke freely of their views of the facility.		
Verification/Assessment Observations		
VD-VERI-18	1. Cooperativeness of facility	The facility management showed a cooperative and supportive attitude during the audit. Auditor was allowed to conduct the site tour at all places in the facility. All requested documents were provided on time. The Trade Union chairman was cooperative and supportive during the audit.
Facility Response: The facility management showed a cooperative and supportive attitude during the audit. Auditor was allowed to conduct the site tour at all places in the facility. All requested documents were provided on time. The Trade Union chairman was cooperative and supportive during the audit.		
VD-VERI-19	1.1 Did the facility engage in behavior that impacts process integrity (e.g., incomplete, inconsistent, or falsified documents; action by management to prevent workers from speaking freely; attempted concealment of underage workers; misleading/lying to Verifier/Assessor about facility operations; or other non-disclosure of accurate data)?	No
Facility Response: No		
VD-VERI-20	2. Strengths of management practices	All employees said they were satisfied with their employment at the facility and that they were satisfied with the current wages which were in line with legal requirements in their view. They felt free to leave this employer and understood the notice period required. They had good relationship with their supervisors and managers who treated them with respect. They were able to make suggestions to their supervisors and team leaders and sometimes they had seen these suggestions adopted.
Facility Response: All employees said they were satisfied with their employment at the facility and that they were satisfied with the current wages which were in line with legal requirements in their view. They felt free to leave this employer and understood the notice period required. They had good relationship with their supervisors and managers who treated them with respect. They were able to make suggestions to their supervisors and team leaders and sometimes they had seen these suggestions adopted.		
VD-VERI-21	3. Any other comment	NIL
Facility Response: NIL		
VD-VERI-22	4. Are there any photos you would like to add to the verification that did not directly correspond to a question?	Kindly refer the attached file.
Facility Response: Kindly refer the attached file.		



