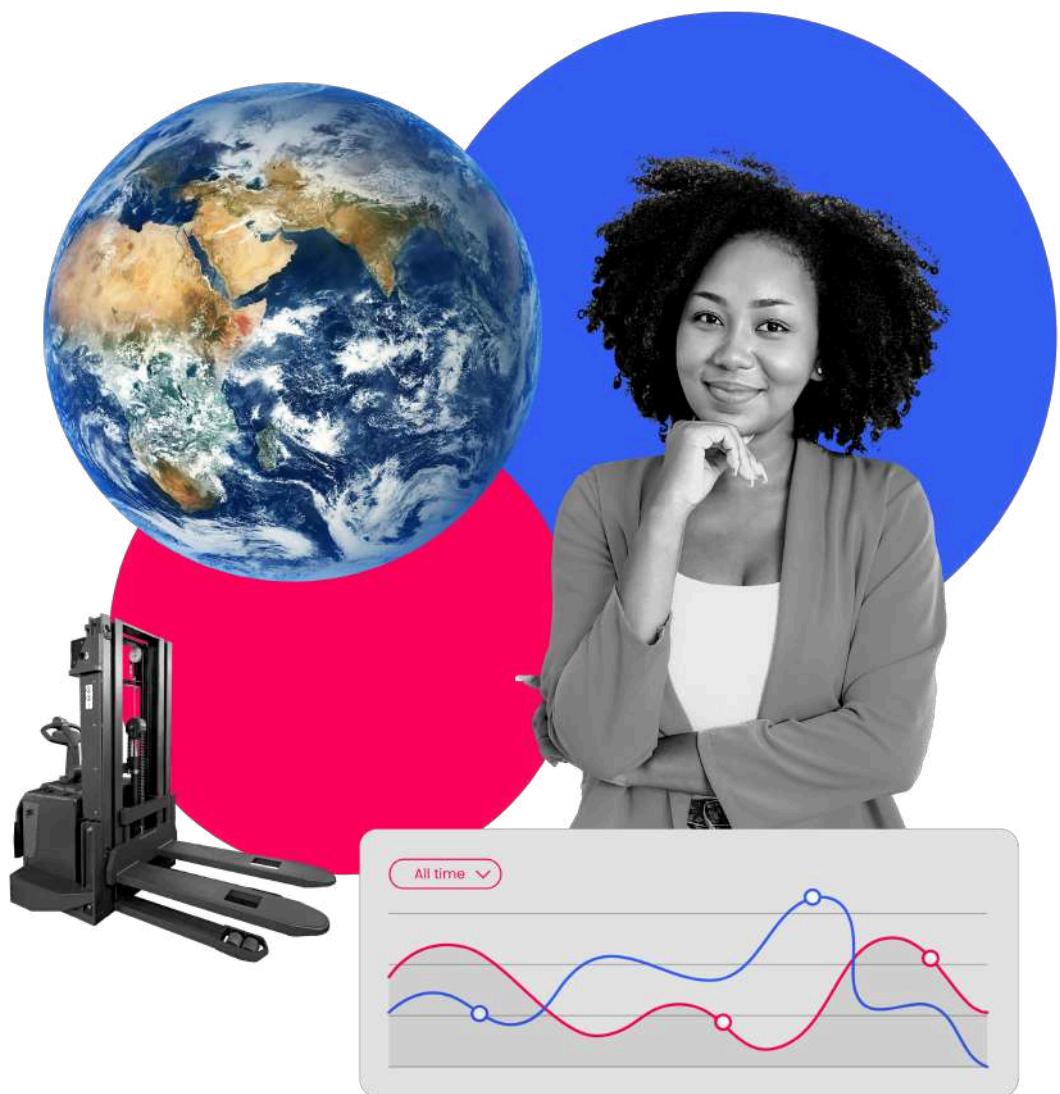




# Sedex Members Ethical Trade Audit Report

Version 7



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Attachments

# Audit content

**(1)** A SMETA audit was conducted which included some or all of labour standards, health and safety, environment and business ethics. The SMETA minimum requirements were applied and the SMETA auditor manual was followed. The scope of workers included all types at the site e.g. direct employees, agency workers, workers employed by service providers and workers provided by other contractors. Any deviations from the SMETA methodology are stated (with reasons for deviation) in the SMETA declaration.

The audit scope includes an assessment of the Workplace Requirements and the Management Systems Assessment against the code areas below.

## 2-pillar audits include:

- Labour standards:
  - 0. Enabling accurate assessment
  - 1. Employment is freely chosen
  - 1.A. Responsible recruitment and entitlement to work
  - 2. Freedom of association and right to collective bargaining are respected
  - 4. Child labour shall not be used
  - 5. Legal wages are paid
  - 5.A. Living wages are paid
  - 6. Working hours are not excessive
  - 7. No discrimination is practiced
  - 8. Regular employment is provided
  - 8.A. Sub-contracting and homeworkers are used responsibly
  - 9. No harsh or inhumane treatment is allowed
- Health and safety:
  - 3. Working conditions are safe and hygienic
- Environment:
  - 10.A. Environment 2-pillar

## 4-pillar audits include, in addition to the above:

- Environment:
  - 10.B. Environment 4-pillar
- Business ethics:
  - 10.C. Business ethics

**(2)** Where appropriate, non-compliances or non-conformances were raised where either local law or the base code were not met, and recorded as non-compliances on both the audit report, CAPR and on the Sedex Platform.

**(3)** Any non-conformance against customer code shall not be uploaded to Sedex, but sent directly to the customer in question.

# Audit details

## Site details

Sedex site reference	ZS1000074351	Site name	HAW CHIAN FA PLASTIC CO LTD
Business name	HAW CHIAN FA PLASTIC CO LTD	Site address	220 155 KAN-CHENG RD., BANQIAO DIST., 新北市板橋區 干城路155號, NEW TAIPEI CITY, TW

## Audit details

Sedex company reference	ZC5000062649	Auditor company name	SGS Taiwan
Date of audit	2025-06-12	Audit conducted by	Henry Hong
Audit pillars	Labour Standards   Health and safety		
Time in and out	Day 1 In 09:00 Out 17:00		
Audit type	Full initial		
Was the audit announced?	Semi announced		
Was the Sedex SAQ available for review?	Yes		
Who signed and agreed CAPR?	Mr. KL Chang / Quality System Manager		
Any conflicting information SAQ/Pre-Audit Info	No		
Is further information available?	No		

## Audit attendance

Senior management	Worker representative	Union representative

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<b>A: Present at the opening meeting?</b>	Yes	Yes	No
<b>B: Present at the audit?</b>	Yes	Yes	No
<b>C: Present at the closing meeting?</b>	Yes	Yes	No
<b>Reason for absence at the opening meeting</b>	No union existed at this factory. Local law did not require the trade union as a must.		
<b>Reason for absence during the audit</b>	No union existed at this factory. Local law did not require the trade union as a must.		
<b>Reason for absence at the closing meeting</b>	No union existed at this factory. Local law did not require the trade union as a must.		

# SMETA declaration

## Auditor team

### SMETA declaration

I declare that the audit underpinning the following report was conducted in accordance with SMETA Minimum Requirements and the SMETA Auditor Manual.

1. Where appropriate non-compliances/ non-conformances were raised against the Base Code and local law and recorded as non-compliances/ non-conformances on both the audit report, CAPR and on the Sedex Platform.
2. Any non-conformance against customer code alone shall not be uploaded to Sedex, and will be shared directly with the customer in question.

This report provides a summary of the findings and other applicable information found/gathered during the social audit conducted on the above date only and does not officially confirm or certify compliance with any legal regulations or industry standards. The social audit process requires that information be gathered and considered from records review, worker interviews, management interviews and visual observation. More information is gathered during the social audit process than is provided here. The audit process is a sampling exercise only and does not guarantee that the audited site prior, during or post-audit, are in full compliance with the Code being audited against. The provisions of this Code constitute minimum and not maximum standards and this Code should not be used to prevent companies from exceeding these standards. Companies applying this Code are expected to comply with national and other applicable laws and where the provisions of law and this Code address the same subject, to apply that provision which affords the greater protection. The ownership of this report remains with the party who has paid for the audit. Release permission must be provided by the owner prior to release to any third parties.

### Any exceptions to the SMETA Methodology must be recorded here (e.g. different sample size)

Nil

### Lead auditor

Henry Hong

### APSCA Number

21701465

### Additional auditor

### Date of declaration

2025-06-12

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Audit company:  
SGS Taiwan

Audit reference:  
ZAA600134833

Start Date:  
2025-06-12

End Date:  
2025-06-12

## Site representation

<b>Declaration</b>	I acknowledge that details from this report can change during the review process and that I will be given the opportunity to dispute the content once the review has been published.
<b>Full name</b>	Mr. KL Chang
<b>Title</b>	Quality System Manager
<b>Date of declaration</b>	2025-06-12

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Audit company:  
SGS Taiwan

Audit reference:  
ZAA600134833

Start Date:  
2025-06-12

End Date:  
2025-06-12

# Summary of findings

Code area	Workplace requirement	Area of NC	Finding
<b>1.A. Responsible recruitment and entitlement to work</b>	1.A.I Verify that workers who are found to pa...	Base code	NC <u>ZAF-</u>
<b>3. Working conditions are safe and hygienic</b>	3.A Ensure a safe working environment. Put in...	Local law Base code	NC <u>ZAF-</u>
	3.A Ensure a safe working environment. Put in...	Local law Base code	NC <u>ZAF-</u>
	3.B Conduct risk assessments regarding the po...	Local law Base code	NC <u>ZAF-</u>
	3.H Where identified as necessary to reduce r...	Local law Base code	NC <u>ZAF-</u>
	3.K Ensure that all premises are safe and hav...	Local law Base code	NC <u>ZAF-</u>
	3.L Implement effective processes to manage f...	Local law Base code	NC <u>ZAF-</u>
	3.R Provide clean and secure toilets, wash ar...	Local law Base code	NC <u>ZAF-</u>

# Management systems

	Policies and procedures	Resources	Communication and training	Monitoring
1. Employment is freely chosen	✓	ⓘ	ⓘ	✓
1.A. Responsible recruitment and entitlement to work	✓	ⓘ	ⓘ	ⓘ
2. Freedom of association and right to collective bargaining are respected	✓	ⓘ	ⓘ	✓
3. Working conditions are safe and hygienic	⚠	ⓘ	ⓘ	ⓘ
4. Child labour shall not be used	✓	ⓘ	ⓘ	✓
5. Legal wages are paid	✓	ⓘ	ⓘ	✓
6. Working hours are not excessive	✓	ⓘ	ⓘ	✓
7. No discrimination is practiced	✓	ⓘ	ⓘ	✓
8. Regular employment is provided	✓	ⓘ	ⓘ	✓

✗ Not addressed

⚠ Fundamental improvements required

ⓘ Some improvements recommended

✓ Robust management systems

[← Summary of findings](#)

[Site details →](#)

	Policies and procedures	Resources	Communication and training	Monitoring
8.A. Sub-contracting and homeworkers are used responsibly	✓	ⓘ	ⓘ	✓
9. No harsh or inhumane treatment is allowed	✓	ⓘ	ⓘ	✓
10.A. Environment 2-Pillar	✓	ⓘ	ⓘ	✓

✗ Not addressed

⚠ Fundamental improvements required

ⓘ Some improvements recommended

✓ Robust management systems

[← Summary of findings](#)

[Site details →](#)

# Site details

## Company and site details

Sedex company reference	ZC5000062649	
Sedex site reference	ZS1000074351	
Company name	HAW CHIAN FA PLASTIC CO LTD	
Business ownership type	GOODS	
Site name	HAW CHIAN FA PLASTIC CO LTD	
Site name in local language	華江發塑膠股份有限公司	
GPS location	GPS address	24.992601602078445
	Coordinates	121.4605426504781
Is the worksite in a remote location, far from habitation?	No	
Site contact	Contact name	Mr. KL Chang
	Job title	Quality System Manager
	Phone number	02-29551528
	Email	hcf-1@hcf-tp.com.tw; qc@hcf-tp.com.tw
Applicable business and other legally required business license numbers and documents	Business license: 33285506 (Validity: Permanent) Factory register: 9961746100	

[← Management systems](#)
[Worker analysis →](#)

## Site activities

Site function	Factory Processing/Manufacturer	
Site activities	Primary	Other manufacturing n.e.c.
	Secondary	
	Other	
Product type	The main product manufactured by the facility is Plastic products; Stationery products; Drawing products; Metal mold repairment.	
Process overview	The main product manufactured by the facility is Plastic products; Stationery products; Drawing products; Metal mold repairment. The main production processes include Mixing, Drying, Injection, Trimming, Transfer or hot printing, Packing (Testing, Assembling, Packing); 2. CNC, Drill or Milling repairment.	
What level of mechanization best describes the work at this site?	Fair mechanisation / manual Labour	

## Site scope

Is the audited site a physically continuous area?	Yes	
What is the area of audited site to its boundary?	1949m <sup>2</sup>	
Building 1	Last construction works on site	1975
	If building is shared, provide details	Nil
	Number of floors	3
	Description of floor activities	The building is a three-story structure with a mezzanine for office, production and warehouse.
Is there any difference between the site scope of the audit and the Sedex site profile?	No	
Does the scope of the audit subdivide any building or is limited to particular processes, products or businesses within the physical site?	No	

[← Site details](#)

[Worker analysis →](#)

## Site scope

Is any activity conducted onsite not included within the scope of the audit? No

## Worker accommodation and transport

Are there any site-provided worker accommodation buildings? Yes

Is the accommodation within the perimeter of the site audited? Offsite  
1F, No. 5, Lane 14, Heping Road, Banqiao District, New Taipei City, Taiwan

Is the accommodation contractually mandated for workers? Mandatory

Who provides the accommodation? Site

Was all accommodation (whether directly or via third parties, off or onsite) included in this audit? All  
This audit covers all accommodation provided by the factory.

Does the site organise worker transport to the worksite? Not applicable  
NA

## Work patterns

Approximate workers on site per month (% of peak)	January	90-95%	February	90-95%
	March	90-95%	April	90-95%
	May	90-95%	June	90-95%
	July	90-95%	August	90-95%
	September	90-95%	October	90-95%
	November	90-95%	December	90-95%

Is there any night shift work at the site? Yes  
5 foreign migrant employees worked in night shift(20:00-05:20)

[← Site details](#)

[Worker analysis →](#)

## Work patterns

**What percentage of the workforce, including temporary and agency workers, work during the night shift?** 10%

**Was the audit conducted across all shift times, and did it include a representative sample of workers from each shift time in interviews and sampling?** Yes  
Auditor sampled 2 workers from night shift for interview.

## Site assessments

**Does this site hold any certifications that address labour standards, human rights, corruption or environmental impact?** Other management system certification  
ISO 9001:2015.

**Has the site assessed for negative impacts on the human rights, lands, resources, territories, livelihoods or food security of indigenous peoples or the local community?** No  
NO information provided.

**Has there been a Human Rights Impact Assessment (HRIA) conducted within the last three years at this site?** No  
NO information provided.

[← Site details](#)

[Worker analysis →](#)

# Worker analysis

Gender disaggregated data available Men and women

## Worker totals

	Men	Women	Other	Total
<b>Number of workers</b>	32 (61.5%)	20 (38.5%)	- -	52 (100%)

## Workers by type

	Men	Women	Other	Total
<b>Permanent workers (employees)</b>	32 (61.5%)	20 (38.5%)	- -	52 (100%)
<b>Temporary or fixed term employees</b>	0 -	0 -	- -	0 (0%)
<b>Agency or subcontracted workers</b>	0 -	0 -	- -	0 (0%)
<b>Seasonal workers</b>	0 -	0 -	- -	0 (0%)
<b>Self-employed workers</b>	0 -	0 -	- -	0 (0%)
<b>Informal workers including home workers</b>	0 -	0 -	- -	0 (0%)
<b>Apprentices, trainees or interns</b>	0 -	0 -	- -	0 (0%)

\* % of total workforce

[← Site details](#)

[Worker interviews →](#)

## Migrant workers

	Men	Women	Other	Total
Domestic migrant workers	0 -	0 -	- -	0 (0%)
International migrant workers	13 (100%)	0 (0%)	- -	13 (25%)
Total migrant workers	13 (100%)	0 (0%)	- -	13 (25%)

\* % of total workforce

Where workers have migrated internally, list the most common internal states workers have moved from

There is no domestic migrant workers.

## Workers by age

	Men	Women	Other	Total
18 - 24 years old	4 (66.7%)	2 (33.3%)	- -	6 (11.5%)
15 - 17 years old	0 -	0 -	- -	0 (0%)
Under 15 years old	0 -	0 -	- -	0 (0%)

\* % of total workforce

[← Worker analysis](#)

[Worker interviews →](#)

Is the worker analysis data relevant for peak season and current to the audit?	No
Describe how this may vary during peak periods	Since worker numbers remain consistently at 95-100% throughout the year, there is minimal variation during peak periods, as the workforce and operational demand are stable without significant seasonal fluctuations.
Please list the nationalities of all workers, with the three most common nationalities listed first	Taiwanese Indonesian Thai

### Most common nationalities as approximate % of workforce

	Men	Women	Other	Total
Indonesian	15%	0%	-	15%
Taiwanese	37%	38%	-	75%
Thai	10%	0%	-	10%

[← Worker analysis](#)

[Worker interviews →](#)

## Workers by remuneration type

	Men	Women	Other	Total
Workers paid per unit (piece rate)	0 -	0 -	- -	0 (0%)
Workers paid based on a mix of 'piece work' and hourly rate	0 -	0 -	- -	0 (0%)
Workers paid hourly / daily rate	0 -	0 -	- -	0 (0%)
Salaried workers	32 (61.5%)	20 (38.5%)	- -	52 (100%)

\* % of total workforce

## Workers by payment cycle

	Men	Women	Other	Total
Paid daily	0 -	0 -	- -	0 (0%)
Paid weekly	0 -	0 -	- -	0 (0%)
Paid monthly	32 (61.5%)	20 (38.5%)	- -	52 (100%)
Other	0 -	0 -	- -	0 (0%)

\* % of total workforce

If other payment cycle entered, please provide details      N/A

[← Worker analysis](#)

[Worker interviews →](#)

## People in managerial, supervisorial and administrative roles

	Men	Women	Other	Total
<b>Employees in management positions</b>	5 (71.4%)	2 (28.6%)	- -	7
<b>Supervisors or team leaders</b>	4 (100%)	0 (0%)	- -	4
<b>Administrative staff</b>	0 (0%)	3 (100%)	- -	3

[← Worker analysis](#)
[Worker interviews →](#)

# Worker interview summary

Gender disaggregated data available Men and women

Which methods of worker engagement were used? Group interviews  
Individual interviews

## Digital worker survey participants

	Men	Women	Other	Total
Number of workers	-	-	-	-
Were any of the audit findings attributable to the survey?				
Was the interview sample representative of all types of nationality and employment types of workers?	Yes			
Was the interview sample representative of the gender composition of the workforce?	Yes			
Number and size of group interviews	1 group of 5 workers			
Did workers understand the purpose of the audit?	Yes			
Were interviews conducted in circumstances to ensure privacy, with the confidentiality of the interview process communicated to the workers?	Yes			
Was there any indication that workers had been 'coached' in how they should respond to questions?	No			
What was the general attitude of the workers towards their workplace?	Favorable			

[← Worker analysis](#)

[Measuring workplace impact →](#)

## Attitude of workers

<b>In which areas did workers raise significant concerns or complaints?</b>	Other (provide details)  Workers did not raise any significant concern or complaint.
<b>What did the workers like the most about working at this site?</b>	Pay Overtime Job security Social dialogue (e.g. freedom to associate) Hours worked, rest days or breaks
<b>Additional comments</b>	All interviewed workers were cooperative and had a good relationship with management in general.
<b>Attitude of workers' committee/union representatives</b>	The worker representatives were open and friendly during the interview. They showed up a positive attitude toward the management and the workplace. Based on the interviewees, they were pleased with the working conditions and benefits.
<b>Attitude of managers</b>	In general, the management was fully cooperative during the audit.

[← Worker analysis](#)

[Measuring workplace impact →](#)

## Workers interviewed by type

	Total
Permanent workers	10
Temporary or fixed-term employees	0
Agency or subcontracted workers	0
Seasonal workers	0
Other workers	0
<b>Total number of workers interviewed</b>	<b>10</b>

## Workers interviewed by group/individual

	Men	Women	Other	Total
Workers interviewed in groups	3	2	-	5
Workers interviewed individually	3	2	-	5

## Migrant workers interviewed

	Men	Women	Other	Total
Domestic migrant workers interviewed	0	0	-	0
International migrant workers interviewed	3	0	-	3
<b>Total migrant workers interviewed</b>	<b>3</b>	<b>0</b>	<b>-</b>	<b>3</b>

[← Worker interviews](#)
[Measuring workplace impact →](#)

# Measuring workplace impact

Gender disaggregated data available      Men and women

## Annual worker turnover (%)\*

	Men	Women	Other	Total
Last full quarter (90 days)	1.5%	0.42%	-	1.92%
Last full calendar year (2024)	0.9%	0.6%	-	1.6%
Previous full calendar year (2023)	0.8%	0.48%	-	1.28%

\* Number of workers leaving in last 12 months as a % of average total number of workers on site over the year.

## Rate of absenteeism (%)\*

	Men	Women	Other	Total
Last full quarter (90 days)	0.0%	0.0%	-	0.0%
Last full calendar year (2024)	0.0%	0.0%	-	0.0%
Previous full calendar year (2023)	0.0%	0.0%	-	0.0%

Number of days lost through job absence in the year, calculated as: (Number of days lost through job absence in the year) / [(Number of employees on 1st day of the year + Number of employees on the last day of the year) / 2] \* (Number of available workdays in the year).

Are accidents recorded?

Yes

Monthly log was maintained accordingly, no accidents in the past 12 months.

[← Worker interviews](#)

[Code area 0 →](#)

### Annual number of work related accidents and injuries (per 100 workers)\*

	Men	Women	Other	Total
Last full quarter (90 days)	0.0%	0.0%	-	0.0%
Last full calendar year (2024)	0.0%	0.0%	-	0.0%
Previous full calendar year (2023)	0.0%	0.0%	-	0.0%

\* Calculated as (number of work related accidents and injuries \* 100) / number of total workers.

### Lost day work cases (per 100 workers)\*

	Men	Women	Other	Total
Last full quarter (90 days)	0.0%	0.0%	-	0.0%
Last full calendar year (2024)	0.0%	0.0%	-	0.0%
Previous full calendar year (2023)	0.0%	0.0%	-	0.0%

\* Calculated as (number of lost days due to work accidents and work related injuries \* 100) / number of total workers.

### Percentage of workers that work on average more than 48 total hours in a given week

	Men	Women	Other	Total
Last full quarter (90 days)	40.0%	30.0%	-	36.0%
Last full calendar year (2024)	42.0%	34.0%	-	38.0%
Previous full calendar year (2023)	38.0%	28.0%	-	32.0%

### Percentage of workers that work on average more than 60 total hours in a given week

Men	Women	Other	Total

[← Measuring workplace impact](#)

[Code area 0 →](#)

## Percentage of workers that work on average more than 60 total hours in a given week

Last full quarter (90 days)	0.0%	0.0%	-	0.0%
Last full calendar year (2024)	0.0%	0.0%	-	0.0%
Previous full calendar year (2023)	0.0%	0.0%	-	0.0%

[← Measuring workplace impact](#)

[Code area 0 →](#)

# 0. Enabling accurate assessment

## Summary of findings

Code area	Workplace requirement	Area of NC	Finding
			No findings
Systems and evidence examined to validate this code section	<ul style="list-style-type: none"> <li>• Interview with management and employees</li> <li>• On-site Observation.</li> <li>• Government web review.</li> </ul>		

[← Measuring workplace impact](#)

[Code area 1 →](#)

## 0. Enabling accurate assessment

### Data points

Has the site received an official notice, fine, prosecution, or withhold release order (WRO) for non-compliance with legislation, regulation, consent, or permits within the last three years, relating to Health and Safety, labour rights or the environment?      No

Did any workers selected by the auditor decline to be interviewed?      No

[← Code area 0](#)

[Code area 1 →](#)

# 1. Employment is freely chosen

## Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: There is clear management responsibility for Employment is freely chosen. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has written human rights policy in place, and then communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: Freely chosen of employment is are effectively monitored, and overall performance is reported to the relevant senior management.</p>

## Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		
Systems and evidence examined to validate this code section	<ul style="list-style-type: none"> <li>•Personnel files</li> <li>•Resignation records</li> <li>•Leave records.</li> <li>•Working rules</li> <li>•Management and worker interview</li> </ul>		

[← Code area 0](#)
[Code area 1.A →](#)

## 1. Employment is freely chosen

### Data points

If required under local law, is there a published 'modern slavery' or similar statement? Not Applicable

Does the site utilise any workers who are prisoners? No

Does the site use the labour of persons required to work under any government scheme? No

[← Code area 1](#)

[Code area 1.A →](#)

## 1.A. Responsible recruitment and entitlement to work

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Some Improvements Recommended
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: There is clear management responsibility for "Responsible recruitment and entitlement to work". The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has written Responsible recruitment and entitlement to work policy in place, and then communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy</p> <p>Monitoring: There is monitoring in place, but there are issues identified that is not compliant with the policy.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
1.A. Responsible recruitment and entitlement to work	1.A.I Verify that workers who are found to pa...	Base code	NC <a href="#">ZAF-</a>

[← Code area 1](#)
[Code area 2 →](#)

**Systems and evidence examined to validate this code section**

The site has policies and procedures in place, with a senior manager serving as the management representative. The site regularly communicates their policies to employees. The site regularly conducts internal audits and conduct corrective actions on its own.

**Evidence examined:**

- Working rules
- Employee roster
- Employee personnel file
- Employee labour contracts.

[← Code area 1](#)[Code area 2 →](#)

# Findings: non-compliances

ZAF-

Non-compliance

## Code area

1.A Responsible recruitment and entitlement to work

## Workplace requirement

1.A.I Verify that workers who are found to pay recruitment fees or related costs (legal or otherwise, as defined by the ILO and including travel and visa costs), are fully reimbursed in a timely manner.

## Issue title

830 - CAR: Recruitment fees and/or costs have been paid, not contrary to law, there is a plan to fully reimburse workers, but the site has not done so fully at the time of audit

## Description

The factory employed 8 Indonesia and 5 Thai workers through legal process which approved by sending countries' government.

The employment fees were paid by workers within allowable limit set by law. However, it meets the requirements of the law but does not meet ETI expectations.

a) Indonesia workers(domestic transfer) paid fees of:

a.a) NT\$ 1500-1800/ per month for Taiwan: Local labor agent fee depended on the number of years they stay in Taiwan. a.b) NT\$ 2000/ per 6,18, 30 months for Taiwan: Health examination fee required by government in Taiwan. a.c) NT\$ 1000/ per year for Taiwan: Resident permit fee required by government in Taiwan.

b) Thai workers(domestic transfer) paid fees of:

b.a) NT\$ 1500-1800/ per month for Taiwan: Local labor agent fee depended on the number of years they stay in Taiwan. b.b) NT\$ 2000/ per 6,18, 30 months for Taiwan: Health examination fee required by government in Taiwan. b.c) NT\$ 1000/ per year for Taiwan: Resident permit fee required by government in Taiwan.

## Corrective and preventative actions

Factory shall pay the employment fees for all foreign migrant workers.

## Status

Open\*

## Time given to resolve

## Verification method

Collaborative action required

## Area of non-compliance/non-conformance

Base code

\* PDF generated at 16:07 (UTC) on 22 Jun 2025. [View this finding on the Sedex platform](#) for live updates and closure details.

← Code area 1.A

Code area 2 →

## 1.A. Responsible recruitment and entitlement to work

### Data points

#### Labour hire

Does the site use labour providers and/or formal, temporary, seasonal or guest worker programmes?	Workers are recruited, selected, and hired directly by our company Workers are recruited by a labour provider or recruitment agent and selected and hired by us  Local workers are recruited, selected and hired directly by factory through manpower website. Foreign migrant workers are recruited by recruitment agent that provide recruitment service for factory, and factory selected, hired and signed contract with foreign migrant workers directly.
Provide business names for all labour providers and programmes used	JACK HOUND INTERNATIONAL CO.,LTD; HUI CHUN HUMAN RESOURCES MANAGEMENT AND CONSULTATION CO.,LTD
How do the labour providers recruit and hire workers?	Directly
Where labour providers were used to recruit, what was the highest number of tiers identified in a workers recruitment journey?	0
Are there any subcontracted workers (excluding dispatched labour) on site?	No
Were all non-employee (e.g. agency or subcontracted) workers included within the scope of this audit for the purpose of document review and (if onsite on date of audit) interview?	Not Applicable
Were sufficient documents for non-employee (e.g. agency or other subcontracted) workers available for review?	Not Applicable

#### Migrant workers

Do any workers migrate across international borders to work at this site?	Yes
List the sending countries	Indonesia and Thailand

[← Code area 1.A](#)

[Code area 2 →](#)

Percentage of workers that are migrant 25%

Do any workers migrate from other states, provinces or regions within the country to work at this site? No

## Recruitment fees

Were you able to detect recruitment fees and costs paid by workers during the recruitment and employment process? Yes

What recruitment fees and costs do workers pay during the recruitment and employment process?  
 Medical examination, tests or vaccinations  
 Document processing (e.g. work permit, visa, passport)  
 Other fee or cost (Please provide details)  
 Monthly service fee of local agent

Were recruitment fees or costs identified during worker interviews? Yes

What was the highest total combined amount of recruitment fees and costs paid within the last 12 months by an interviewed worker?  
 Highest fee paid 23,000  
 Currency TWD  
 Nationality Indonesian  
 Gender Male  
 Additional comments The factory and workers stated the repayment plan had been established, and the factory would be responsible for the employment fees afterward.  
 工廠和工人表示已經制定了還款計劃，之後的僱用費用將由工廠負責。

[← Code area 1.A](#)

[Code area 2 →](#)

## 2. Freedom of association and right to collective bargaining are respected

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: The factory did assigned appropriate experts/managers to be responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: the factory has written human rights policy in place, and the factory were communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy</p> <p>Monitoring: The factory has monitored the Freedom of association and right to collective bargaining are respected aspect to understand if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
			No findings

[← Code area 1.A](#)
[Code area 3 →](#)

**Systems and evidence examined to validate this code section**

The site has policies and procedures in place, with a senior manager serving as the management representative. The site regularly communicates their policies to employees. The site regularly conducts internal audits and conduct corrective actions on its own.

**Evidence examined:**

- Worker interview
- Freedom of association procedure
- Worker representative election record
- Labor-Management Conference

[← Code area 1.A](#)[Code area 3 →](#)

## 2. Freedom of association and right to collective bargaining are respected

### Data points

Are trade unions allowed by law in the national context? Yes

Are there any registered trade unions in the workplace? No

Are they active?

Does the employer recognise the trade union? Not Applicable

Are the worker representative bodies, trade union or otherwise, accessible to all workers, including more vulnerable workers (such as female, migrant, agency, and seasonal workers)? Yes

Are the worker representatives freely elected by the workforce as a whole? Yes

Does union/worker committee membership reflect the gender composition of the workforce? Yes

Does the membership reflect the nationality composition of the workforce? Not Applicable

Has there been any industrial action (e.g. strikes, unrest, or cases raised to formal tribunals or labour courts) in the past two years? No

[← Code area 2](#)

[Code area 3 →](#)

### 3. Working conditions are safe and hygienic

#### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Fundamental Improvements Required
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Some Improvements Recommended
Explanation for management systems grades	<p>Policies and procedures: The site had policies and procedures in place, including key responsibilities and procedures for compliance with all SMETA requirements and implementation plans, but lacked a risk assessment for the multiple uses of electricity on site.</p> <p>Resources: Oversights or gaps in the management structure are observed which have led to NCs that are isolated in nature.</p> <p>Training: The factory has a written safety and health policy, but it is not communicated to all personnel.</p> <p>Monitoring: Although there is a monitoring system, the on-site electrical facilities lack effective management, and inspections of some fire-fighting equipment are missing.</p>

#### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
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[← Code area 2](#)
[Code area 4 →](#)

<b>3. Working conditions are safe and hygienic</b>	3.A Ensure a safe working environment. Put in...	Local law Base code	NC <a href="#">ZAF-</a>
	3.A Ensure a safe working environment. Put in...	Local law Base code	NC <a href="#">ZAF-</a>
	3.B Conduct risk assessments regarding the po...	Local law Base code	NC <a href="#">ZAF-</a>
	3.H Where identified as necessary to reduce r...	Local law Base code	NC <a href="#">ZAF-</a>
	3.K Ensure that all premises are safe and hav...	Local law Base code	NC <a href="#">ZAF-</a>
	3.L Implement effective processes to manage f...	Local law Base code	NC <a href="#">ZAF-</a>
	3.R Provide clean and secure toilets, wash ar...	Local law Base code	NC <a href="#">ZAF-</a>

**Systems and evidence examined to validate this code section**

According to the onsite observation, document review and interviews, the site aligns with the outlined health and safety requirements, ensuring a safe working environment for all employees. Adequate controls are in place to prevent accidents and long-term health issues. A qualified health and safety manager oversees the implementation of effective systems, supported by an active health and safety committee that includes worker representatives. All new workers receive health and safety training before exposure to any risks, with ongoing training provided as needed. The site maintains sufficient first-aid supplies and adequately trained personnel are available on all shifts. Accidents and near misses are logged and investigated, with measures taken to prevent recurrences. Workers have the right to cease work if they encounter imminent danger, without fear of retaliation. The premises are inspected to maintain safety certifications, and fire safety measures, including accessible evacuation routes and regular drills, are enforced. The site ensures appropriate standards in the storage and management of hazardous substances, and compliance with electrical safety protocols. Emergency preparedness plans are in place, including annual evacuation drills, ensuring a robust approach to health and safety. Evidence examined:

- Health and safety policies
- Health and safety manuals
- Health and safety training records
- Fire equipment maintenance records
- Fire drill and evacuation drill records
- Evacuation maps
- Training records/photos on the use of fire extinguishers/hydrants
- Regular health examination records
- Pest control plans and records
- Injury/accident records
- Electrical wires/appliances inspection records
- Chemical list and MSDS for each chemical
- Potable water quality test reports
- Interviews with H&S manager
- Interviews with workers

[← Code area 2](#)

[Code area 4 →](#)

# Findings: non-compliances

ZAF-

Non-compliance

## Code area

3 Working conditions are safe and hygienic

## Status

Open\*

## Workplace requirement

3.A Ensure a safe working environment. Put in place adequate controls to prevent accidents and injury (including long-term injury) to health arising out of, associated with, or occurring in the course of work.

## Time given to resolve

30 days

## Issue title

317 - No medical examinations or regular occupational health checks, including disease checks, of workers in hazardous situations (e.g. exposed to noise or dust) or working with hazardous substances (e.g. chemicals and pesticides)

## Verification method

Desktop audit

## Description

The factory has not carried out a periodic health examination since 2019.

## Area of non-compliance/non-conformance

Local law

Base code

## Corrective and preventative actions

It is recommended that the factory should perform periodic health examination as required by law.

## Local law reference

Occupational Safety and Health Act: Chapter 2, Article 20(Safety and Health Facilities),  
 The employers shall conduct pre-employment physical examinations for laborers at the time of employment; for currently employed laborers, the following health examinations shall be conducted:

1. General health examinations.

"Periodical health examination" shall mean a mandatory health examination given to labor at regular intervals depending on the nature of work performed.

- (1) Once per one years for age above 65;
- (2) Once per three years for age between 40 and 65;
- (3) Once per five years for age below 40.

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ZAF-

Non-compliance

## Code area

3 Working conditions are safe and hygienic

## Status

Open\*

[← Code area 3](#)

[Code area 4 →](#)

**Workplace requirement**

3.A Ensure a safe working environment. Put in place adequate controls to prevent accidents and injury (including long-term injury) to health arising out of, associated with, or occurring in the course of work.

**Time given to resolve**

60 days

**Issue title**

307 - No/inadequate noise assessment conducted

**Verification method**

Desktop audit

**Description**

Factory did not conduct the noise measurement of work environment.

**Area of non-compliance/non-conformance**

Local law

Base code

**Corrective and preventative actions**

Factory shall conduct noise measurement of work environment in those work areas designated by the competent authority of the central government.

**Local law reference**

Enforcement Rules of the Occupational Safety and Health Act: Chapter 2, Article 17 (Safety and Health Facilities),

Job site monitoring referred to in Article 12 Paragraph 3 of the Act means the plans, samplings, measurements, analyses, and assessments that are adopted so as to understand the actual operation conditions and assess the exposure of laborers.

The job site monitoring plan that shall be formulated and the job sites of implementation stipulated in Article 12 Paragraph 3 of the Act include:

3.Job sites emitting extreme noise;

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ZAF-

Non-compliance

**Code area**

3 Working conditions are safe and hygienic

**Status**

Open\*

**Workplace requirement**

3.B Conduct risk assessments regarding the potential hazards arising from work. The risk assessment shall be reviewed whenever processes change and at least annually considering any incidents and findings.

**Time given to resolve**

30 days

**Issue title**

151 - No health and safety risk assessment conducted

**Verification method**

Desktop audit

**Description**

The factory did not conduct a complete Health and Safety risk evaluation.

**Area of non-compliance/non-conformance**

Local law

Base code

**Corrective and preventative actions**

The management was advised to conduct a complete Health and Safety risk evaluation.

[← Code area 3](#)

[Code area 4 →](#)

## Local law reference

Occupational Safety and Health Act: Chapter I General Provisions, Article 5, Work assigned to laborers by the employers shall be within a reasonable and feasible scope, with necessary preventative equipment or measures taken to prevent laborers from being involved in occupational accidents.

Those involved in the design, manufacture, or importation of items such as machinery, equipment, tools, raw materials, and materials, as well as those engaged in the design and construction of engineering projects shall carry out risk assessments during the design, manufacturing, importation, or construction planning phase, and endeavor to prevent the occurrence of occupational accidents during the usage of such items, or process of engineering and construction.

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ZAF-

Non-compliance

### Code area

3 Working conditions are safe and hygienic

### Status

Open\*

### Workplace requirement

3.H Where identified as necessary to reduce residual risk, provide (without charge to workers) and ensure the use of appropriate personal protective equipment (PPE).

### Time given to resolve

30 days

### Issue title

277 - Workers are not issued with Personal Protective Equipment, or it is not appropriate to the risk - isolated

### Verification method

Desktop audit

### Description

Factory required that workers need to wear safe shoe during mold operation. However, 1 out of 5 workers were the safe shoe that the fees of safe shoe were paid by himself.

### Area of non-compliance/non-conformance

Local law

Base code

### Corrective and preventative actions

Factory shall pay the fee of safe shoe and provide the shoe for all workers.

## Local law reference

Occupational Safety and Health in Facility Regulation: Chapter 11(Personal Protective Equipment, PPE), Article 277 The personal safety protection and tools provided from employer for employees should be followed in accordance with below regulations:

1. Keep clean and disinfect if necessary.
2. Check frequently to maintain its performance and keep it properly when not in use.
3. Employer should prepare sufficient personal safety protection and tools for employees. The amount of protective equipment needed should be equivalent to the number of workers.

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ZAF-

Non-compliance

### Code area

3 Working conditions are safe and hygienic

### Status

Open\*

[← Code area 3](#)

[Code area 4 →](#)

## Workplace requirement

3.K Ensure that all premises are safe and have valid safety certifications for their current layout and use. If it is currently not possible for a required license or certificate to be obtained, implement inspections by appropriate third parties to ensure building safety.

## Time given to resolve

90 days

## Verification method

Desktop audit

## Area of non-compliance/non-conformance

Local law

Base code

## Issue title

854 - Buildings at the site are missing key safety documents but this does not imply significant or immediate risk (e.g. the site has the house property certificate but cannot demonstrate the building construction acceptance report or the construction safety appraisal report) - minor

## Description

Factory had obtained the building public safety inspection certificate in 2017. However, the report valid was overdue.

## Corrective and preventative actions

Factory shall maintain the valid of building public safety inspection certificate once per two year.

## Local law reference

Building Structure Public Safety Inspection Ratification and Registration Act, Article 4, Supplement 1, Category C2. For ordinary factory, workplace and warehouse of which is for storing, packing or manufacturing ordinary items, building structure public safety inspection shall be performed once per two years for area over 1,000 square meters and once per four years for area between 200 to 1,000 square meters. The initial ratification and registration shall be completed by August 31, 1999.

## Evidence



[20250612\\_140630.jpg](#)



\* PDF generated at 16:07 (UTC) on 22 Jun 2025. [View this finding on the Sedex platform](#) for live updates and closure details.

ZAF-

Non-compliance

## Code area

3 Working conditions are safe and hygienic

## Status

Open\*

[← Code area 3](#)

[Code area 4 →](#)

Audit company:  
SGS Taiwan

Audit reference:  
ZAA600134833

Start Date:  
2025-06-12

End Date:  
2025-06-12

### Workplace requirement

3.L Implement effective processes to manage fire safety including, but not limited to, accessible evacuation routes, a fire detection system, fire fighting/suppression equipment, training and regular drills covering all shifts and warning systems.

### Time given to resolve

60 days

### Verification method

Desktop audit

### Area of non-compliance/non-conformance

Local law

Base code

### Issue title

210 - Inadequate/poorly functioning emergency lighting

### Description

The light source of 1 out 10 exit indicators on-site was malfunctioned.

### Corrective and preventative actions

It is recommended that the factory should have exit indicators repaired soon.

### Local law reference

Standard for Installation of Fire Safety Equipments Based on Use and Occupancy: Part 3 Fire Safety Equipments, Chapter 3 Refuge and Escape Equipments, Section 1 Indicating Equipment, Article 146-7. Exit indicating lamps and direction indicating lamps shall be illuminated at all times.

### Evidence



[20250612\\_110844.jpg](#)



\* PDF generated at 16:07 (UTC) on 22 Jun 2025. [View this finding on the Sedex platform](#) for live updates and closure details.

ZAF-

Non-compliance

### Code area

3 Working conditions are safe and hygienic

### Status

Open\*

### Workplace requirement

3.R Provide clean and secure toilets, wash areas, and worker changing facilities, with adequate hygiene supplies separated by gender or with effective privacy. Ensure potable water is easily accessible by workers and, where appropriate, clean storage facilities for food and personal belongings.

### Time given to resolve

30 days

### Verification method

Desktop audit

### Issue title

304 - No/inadequate testing of water for potability

### Area of non-compliance/non-conformance

Local law

Base code

### Description

The drinking water in the factory and dormitory is not tested.

[← Code area 3](#)

[Code area 4 →](#)

### Corrective and preventative actions

It is recommended that the factory test the drinking water in the factory and dormitories soon.

### Local law reference

Operation and maintenance standard of drinking water facilities for continuous supply and stationary type

Article 7: According to water quality test of drinking water facilities, the contents and frequency of test were stipulated below:

1.Using tap-water from pipe: After treatment by drinking water facilities, the drinking water should be tested for Escherichia coli per three months.

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[← Code area 3](#)

[Code area 4 →](#)

### 3. Working conditions are safe and hygienic

## Data points

Is someone within the company responsible for health and safety?	Yes, senior manager or business owner Yes, qualified safety officer
Do workers operate high risk or heavy machinery or vehicles as part of their jobs?	Yes
Do workers handle or have access to hazardous substances (e.g. chemicals or pesticides)?	Yes  According to the factory tour and interviews with workers, workers knew how to handle chemicals and use appropriate personal protective equipment to guard against chemical hazards, however, some escape indicator lights were not properly checked and the power supply equipment lacked circuit diagrams.
Who organises accommodation for workers?	The company owns or operates worker accommodation (offsite)
Who organises worker transportation between accommodation and worksite?	Workers organise their own transport
Who organises worker transportation while at work?	Workers organise their own transport
Do all structural additions (e.g. added floors) have a valid permit/inspection report as per local law?	Yes  Factory had obtained the building public safety inspection certificate in 2017. However, the report valid was overdue.
Does the visual appearance of the building give you any immediate concerns about the structural integrity of the building?	No
Are there any cracks observed in the walls, floors, ceilings or other areas of the facility, both internally or externally?	No
Does the site have a structural engineer evaluation?	Yes

[← Code area 3](#)

[Code area 4 →](#)

## 4. Child labour shall not be used

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and Procedures: The site has policies and procedures in place which include commitment to all SMETA requirements, as well as key responsibilities and procedures for implementing the scheme.</p> <p>Resources: The factory has designated appropriate experts/managers responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has a written human rights policy, which has been communicated to all factory personnel and relevant personnel are trained. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory monitors the "No Child Labor" aspect to see if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 3](#)
[Code area 5 →](#)

**Systems and evidence examined to validate this code section**

According to the onsite observation, document review and interviews, the site is compliant with the outline workplace requirements regarding child labor. No worker is under the age of 15, and original identification is reviewed to validate the ages of all employees. There is no worker under 18. A written policy outlines the remediation of child labor in line with ILO guidance, and measures are in place to ensure compliance with local laws regarding young workers. The site prioritizes the protection of minors in all practices.

**Evidence examined:**

- Personnel files of sampled workers
- Latest employee name list
- Employment policies and recruitment procedures
- On site observation
- Interviews with workers

[← Code area 3](#)[Code area 5 →](#)

#### 4. Child labour shall not be used

## Data points

Percentage of workers that are age 24 or younger 11%

Enter the legal age of employment 15

Enter the age of the youngest worker identified 19

Enter the number of workers under local legal minimum age 0

Enter the number of workers under 15 years old 0

Percentage of workers that are apprentices, trainees or interns 0.0%

Were there children present on the work floor but not working at the time of audit? No

Do children live at the accommodation provided to workers? No

[← Code area 4](#)

[Code area 5 →](#)

## 5. Legal wages are paid

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and Procedures: The site has policies and procedures in place which include commitment to all SMETA requirements, as well as key responsibilities and procedures for implementing the scheme.</p> <p>Resources: The factory has designated appropriate experts/managers responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has a written human rights policy, which has been communicated to all factory personnel and relevant personnel are trained. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory monitors payment of legal wages to identify any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 4](#)
[Code area 5.A →](#)

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**Systems and evidence examined to validate this code section**

Based on onsite observations, document review, and interviews, the facility complies with all wage and compensation requirements. All sampled workers received wages at least the legal minimum wage or higher. Workers are entitled to all statutory benefits, including insurance and holiday entitlements. Any payments in kind do not exceed legal limits and no wage deductions are made for disciplinary reasons, ensuring that no worker is paid less than the legal minimum wage. All workers are paid for all their working time, including mandatory meetings and training during paid working hours. Clear, written information about salary and benefits. The facility complies with all applicable laws and regulations regarding workers' compensation by maintaining accurate records and ensuring that workers receive pay stubs detailing their wages and deductions.

Evidence reviewed:

- Document review
- Worker interviews
- Salary and benefits policy
- Local statutory minimum wage documents
- Salary records for July, November 2024 and January 2025
- Leave a record
- National health insurance and labor insurance payment receipts
- Resignation Record
- Payroll of all workers interviewed

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[← Code area 4](#)

[Code area 5.A →](#)

## 5. Legal wages are paid

### Data points

What is the basic wage paid to workers?	The legal minimum wage Wages are based on job skills and experience
Does the site use digital payment methods (i.e. money paid directly into a bank account) to pay workers?	Only digital payments
How much as a percentage of their pay does a worker receive as 'payment-in-kind' benefits?	None

### Worker renumeration

Which benefits are provided to permanent or full-time workers that are not provided to temporary or part-time workers?	Not applicable
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### Summary information

Is legal wage/legally recognised CBAs data available for any of these options?	Monthly	
Is actual wage data available on site for any of these options?	Monthly	
Maximum legal working hours	Max hours per day	8.0
	Max hours per week	40.0
	Max hours per month	0.0
Actual required working hours	Required hours per day	8.0
	Required hours per week	40.0
	Required hours per month	0.0
Maximum legal overtime hours	Max hours per day	4.0
	Max hours per week	0.0
	Max hours per month	46.0

[← Code area 5](#)

[Code area 5.A →](#)

Actual overtime hours	Max hours per day	3.5
	Max hours per week	0.0
	Max hours per month	46.0
Minimum legal wage	Min per hour	0.0
	Min per day	0.0
	Min per week	0.0
	Min per month	28590.0
Actual minimum wage	Actual per hour	0.0
	Actual per day	0.0
	Actual per week	0.0
	Actual per month	32000.0
Minimum legal overtime wage	Min per hour	159.0
	Min per day	0.0
	Min per week	0.0
	Min per month	0.0
Actual minimum overtime wage	Actual per hour	178.66
	Actual per day	0.0
	Actual per week	0.0
	Actual per month	0.0

## Wage analysis

Number of workers' records checked	10
Provide the date and details of the records	Ten samples were collected in May 2025, March 2025 and December 2024.
Are there different legal minimum/ legally recognised CBAs wage grades?	No

[← Code area 5](#)
[Code area 5.A →](#)

**For the lowest paid workers, are wages paid for standard/contracted hours (excluding overtime) below or above the legal minimum/ legally recognised CBAs?**

Above legal minimum

**Indicate the breakdown of workforce per earnings**

The lowest wage paid to a sample is NTD 32,000 per month and the highest wage paid to a sample is NTD 36,000 per month.

**Are there any bonus schemes used?**

No

**Were accurate records shown at the first request?**

Yes

**Were any inconsistencies found?**

No

[← Code area 5](#)

[Code area 5.A →](#)

Audit company:  
SGS Taiwan

Audit reference:  
ZAA600134833

Start Date:  
2025-06-12

End Date:  
2025-06-12

## 5.A. Living wages are paid

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
No findings			
Systems and evidence examined to validate this code section	<p>Based on onsite observations, document review, and interviews, the facility complies with all wage and compensation requirements. All sampled workers received wages at least the legal minimum wage or higher. Workers are entitled to all statutory benefits, including insurance and holiday entitlements. Any payments in kind do not exceed legal limits and no wage deductions are made for disciplinary reasons, ensuring that no worker is paid less than the legal minimum wage. All workers are paid for all their working time, including mandatory meetings and training during paid working hours. Clear, written information about salary and benefits. The facility complies with all applicable laws and regulations regarding workers' compensation by maintaining accurate records and ensuring that workers receive pay stubs detailing their wages and deductions.</p> <p>Evidence reviewed:</p> <ul style="list-style-type: none"> <li>- Document review</li> <li>- Worker interviews</li> <li>- Salary and benefits policy</li> <li>- Local statutory minimum wage documents</li> <li>- Salary records for July, November 2024 and January 2025</li> <li>- Leave a record</li> <li>- National health insurance and labor insurance payment receipts</li> <li>- Resignation Record</li> <li>- Payroll of all workers interviewed</li> </ul>		

[← Code area 5](#)
[Code area 6 →](#)

## 6. Working hours are not excessive

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: The factory has assigned appropriate experts/managers to be responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has written working rule and working hour procedure in place, and this is communicated to all personnel including management. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory has monitored the Working hours are not excessive aspect to understand if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 5.A](#)
[Code area 7 →](#)

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**Systems and evidence examined to validate this code section**

According to the onsite observation, document review and interviews, the site is compliant with the outlined working hours and overtime requirements. Working hours do not exceed the legal limits in the reviewed months. All legally mandated rest and meal breaks. Standard working hours are capped at 40 hours per week, with overtime strictly managed to address changes in demand or exceptional situations, never replacing regular employment.

Overtime is voluntary and compensated at a premium rate of at least 134%-167 of regular pay, ensuring that workers can refuse without repercussions. Regular reviews of individual and collective working hours are undertaken to manage overtime effectively. The site adheres to all applicable laws, reinforcing its commitment to worker welfare and promoting a balanced and fair working environment for all employees.

Evidence examined:

- Employee interviews
- Management interviews
- Factory policies on working hours
- Attendance records
- Payrolls with recorded hours of all interviewees

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[← Code area 5.A](#)

[Code area 7 →](#)

## 6. Working hours are not excessive

### Data points

Is the sample size the same as in the wages section?	Yes
Normal day overtime premium as a percentage of standard wages	134%
If the site pays an overtime premium of less than 125% and this is allowed under local law, are there other considerations?	100% workers overtime paid at a premium from 134% - 267% of respective worker's hourly wage once per month by law
Excluding overtime, what are the regular working hours per week for workers at this site?	40.0
Including overtime, what is the average number of working hours per week for full-time workers at this site?	48.0
In the sample, what was the maximum number of hours worked in a single week, including overtime, for any worker at this site?	52.0
Maximum number of days worked without a day off in sample	6

[← Code area 6](#)

[Code area 7 →](#)

## 7. No discrimination is practiced

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: The factory has assigned appropriate experts/managers to be responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: the factory has written human rights policy in place, and the factory were communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory has monitored the No discrimination is practiced aspect to understand if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 6](#)
[Code area 8 →](#)

#### Systems and evidence examined to validate this code section

According to the onsite observation, document review and interviews, the site complies with the outlined non-discrimination requirements. It guarantees that no discrimination occurs based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership, or political affiliation. Comprehensive employment policies and processes are in place to prevent discrimination throughout all employment stages, including hiring, compensation, training, promotion, and termination. No worker is unfairly excluded due to health issues, including pregnancy or HIV/AIDS. Accessible grievance mechanisms are established for all workers, reinforcing the commitment to equality. Furthermore, the site adopts a dedicated equity approach in recruitment, training, development, and promotion processes to ensure fair opportunities for all employees. Compliance with all applicable laws governing nondiscrimination further underscores the site's commitment to fostering an inclusive and equitable working environment.

##### **Evidence examined:**

- Documented policy on discrimination
- The hiring and termination procedures
- Payroll records
- Termination records
- Training records

[← Code area 6](#)

[Code area 8 →](#)

## 7. No discrimination is practiced

### Data points

Percentage of women workers in skilled or technical roles (e.g. where specific qualifications are needed, such as engineer/laboratory analyst)?	10%
Representation of women in managerial roles (ratio of women workers to women managers)	10%
Representation of women in supervisory roles (ratio of women workers to women supervisors)	0%
Three most common nationalities in managerial and supervisory roles	Taiwanese

[← Code area 7](#)

[Code area 8 →](#)

## 8. Regular employment is provided

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: The factory has assigned appropriate experts/managers to be responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: the factory has written human rights policy in place, and the factory were communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory has monitored the Regular employment is provided aspect to understand if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 7](#)
[Code area 8.A →](#)

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**Systems and evidence examined to validate this code section**

According to the onsite observation, document review and interviews, the site complies with all requirements regarding employment conditions. Each worker is provided with a written contract that clearly outlines the terms and conditions of employment, presented in a language they can understand. The site meets all legal and contractual obligations related to dismissal, termination, and redundancy. An appropriate employment model is utilized, ensuring alignment with the nature of work conducted locally. The site does not engage in apprenticeships, temporary, irregular, or sub-contracted labor to evade duties regarding regular employment, and rigorously adheres to the legal conditions for these models. Furthermore, workers in nonstandard employment are not unfairly restricted from seeking permanent positions. The site demonstrates a genuine commitment to skill development. All practices adhere to applicable laws, reinforcing the site's dedication to ethical employment standards and the well-being of its workforce.

**Evidence examined:**

- Hiring and termination records
- Personnel files
- Payroll records
- Attendance records
- Labour contracts

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[← Code area 7](#)

[Code area 8.A →](#)

## 8. Regular employment is provided

### Data points

Percentage of workers that are permanently or temporarily employed 100.0%

Percentage of workers that have been engaged via irregular, sub-contracted or non-employment models of labour, rather than permanent or temporary contracts of employment 0.0%

Percentage of workers employed as apprentices, trainees or interns 0.0%

[← Code area 8](#)

[Code area 8.A →](#)

## 8.A. Sub-contracting and homeworkers are used responsibly

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: The factory has assigned appropriate experts/managers to be responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: the factory has written human rights policy in place, and the factory were communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory has monitored the Sub-contracting and homeworkers are used responsibly aspect to understand if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 8](#)
[Code area 9 →](#)

**Systems and evidence examined to validate this code section**

According to the onsite observation, document review and interviews, the site complies with the requirements concerning homeworking and subcontracted work. The site does not sub-contract any of their production and No home-working is utilized at this site.

**Evidence examined:**

- Site tour
- Materials in and out records
- Management interviews
- Worker interviews

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[← Code area 8](#)

[Code area 9 →](#)

## 8.A. Sub-contracting and homeworkers are used responsibly

### Data points

Are homeworkers employed directly or engaged through an agent? Not applicable

Gender disaggregated data available

#### Number of homeworkers used

	Men	Women	Other	Total
Number of workers	-	-	-	-

What processes are carried out by homeworker?

Are full records of homeworkers available at the site?

Does the supplier buy products or services from suppliers that use homeworkers? No  
The organization did not buy products or services from the homeworkers.

### Sub-contracting

Are there any concerns about unrecorded work or undeclared sub-contracting on site, giving considerations to the workers' capacity? No  
N/A

Are any sub-contractors used? No

[← Code area 8.A](#)

[Code area 9 →](#)

## 9. No harsh or inhumane treatment is allowed

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: The factory has assigned appropriate experts/managers to be responsible for maintaining and promoting social responsibility. The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has written human rights policy and procedure in place. Training is conducted according to a documented plan/ procedure, which includes assessment and refresher training. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: The factory has monitored the No harsh or inhumane treatment is allowed aspect to understand if there are any non-compliance issues.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
	No findings		

[← Code area 8.A](#)
[Code area 10.A →](#)

**Systems and evidence examined to validate this code section**

According to the onsite observation, document review and interviews, the site is compliant with the outlined requirements to prevent harsh or inhumane treatment of workers. A comprehensive workplace policy prohibits all forms of inhumane treatment, including gender-based violence and harassment. This policy is communicated effectively to all employees. Fair disciplinary procedures have been established and communicated, ensuring appropriateness and transparency. Measures are in place to identify and mitigate risks associated with harsh treatment. Workers at all levels receive appropriate training to understand and prevent such risks, with systems to monitor the effectiveness of this training. Accessible information is provided to all workers, especially vulnerable groups, regarding their rights and responsibilities concerning these issues. The site does not conduct any bodily searches. A formal grievance mechanism is in place, allowing workers to report concerns without fear of retaliation. All practices align with applicable laws, demonstrating a strong commitment to worker safety and dignity.

Evidence examined:

- Relevant policies on prevention of harassment and abuse
- Internal grievance procedure documentation
- Training records

[← Code area 8.A](#)[Code area 10.A →](#)

## 9. No harsh or inhumane treatment is allowed

### Data points

<b>Is there a formal process for workers to report concerns, complaints, or problems ('grievance mechanism')?</b>	Yes, there is a formal grievance process
<b>What type of grievance mechanism(s) are available?</b>	There were internal confidential suggestion box, e-mail and hotline for reporting grievances.
<b>Number of grievances raised in the last 12 months</b>	0
<b>Number of grievances resolved in the last 12 months</b>	0

[← Code area 9](#)

[Code area 10.A →](#)

## 10.A. Environment 2-Pillar

### Management systems

Develop and maintain relevant policies and procedures to ensure workplace requirements are met	Robust Management Systems
Appoint a manager with sufficient seniority who is responsible for implementing procedures	Some Improvements Recommended
Communicate and train employees and other workers, including managers and supervisors, on relevant policies and procedures	Some Improvements Recommended
Monitor the effectiveness of procedures to meet policy and workplace requirements	Robust Management Systems
Explanation for management systems grades	<p>Policies and procedures: The site has policies and procedures in place, which includes commitment to all the SMETA requirements, as well as key responsibilities and procedures by which it will be implemented.</p> <p>Resources: There is clear management responsibility for "Environment". The policies and procedures could be signed and pushed by management representative.</p> <p>Training: The factory has written Environment policy in place, and then communicated to all personnel, and trained to relevant personnel. Factory may arrange the training quiz for trainee to check if they understand the policy.</p> <p>Monitoring: "Environment" requirement is effectively monitored, and overall performance is reported to the relevant senior management.</p>

### Summary of findings

Code area	Workplace requirement	Area of NC	Finding
			No findings

[← Code area 9](#)

#### Systems and evidence examined to validate this code section

According to the onsite observation, document review and interviews, the site complies with the environmental requirements outlined in the standards. It actively monitors local, regional, and national environmental laws, ensuring that processes are in place for timely updates and communication. The site adheres to all relevant regulations, having obtained the necessary documentation and permits for resource use, including water, energy, and waste disposal. A robust system is implemented to identify and remediate any disparities between the environmental standards set by clients and the actual environmental impacts of operations. Additionally, the site maintains an up-to-date list of hazardous substances, such as chemicals, used in manufacturing or in purchased components. Compliance with both client requirements and relevant legislation in destination countries for these substances is strictly ensured. This commitment to environmental responsibility demonstrates the site's dedication to sustainable operations and regulatory compliance, fostering a safer and healthier environment for all stakeholders involved.

##### Evidence examined:

- Management interviews
- Business license and factory license
- A list of applicable laws and regulations
- Contracts of legal environmental and disposal contractors
- Analysis and assessment records of natural resources used
- SAQ completed by the management

[← Code area 9](#)

## 10.A. Environment 2-Pillar

### Data points

Has the site received an official notice, fine or prosecution for any non-compliances with environmental legislation, regulation, consent or permits (within the last three years)?	No
Does the site have any valid environmental or energy management certificates?	N/A
Are there any other sustainability certifications present (e.g. Forest Stewardship Council (FSC), Marine Stewardship Council (MSC)?	No
Has the site implemented or made plans to implement any adaptive measures to protect workers from the impact of climate change?	No

[← Code area 10.A](#)

## Attachments

No attachments