

Monitored Party

Guangzhou Bijiang Cosmetic Co.Ltd

amfori ID

[REDACTED]

Address

[REDACTED]

Monitoring Activity

amfori Social Audit - Manufacturing

Monitoring Type

Full Monitoring

Monitoring Partner

Intertek

Monitoring Start Date

31/07/2024

Closing Meeting Finished Date

04/08/2024

Submission Date

07/08/2024

Expiration Date

07/08/2025

Announcement Type

Fully Announced

Site

Guangzhou Bijiang Cosmetic Co.Ltd

Site amfori ID

[REDACTED]

This is an extract of the online Monitoring Result, generated on 07/08/2024, and is only valid as an acknowledgement of the result. To see all the details, review the full monitoring result, which is available on the [amfori Sustainability Platform](#) - The English version is the legally binding one.

amfori does not assume any liability with regard to the compliance of this extract, or any versions of this extract, with the Regulation (EU) 2016/679 (General Data Protection Regulation).

All rights reserved. No part of this publication may be reproduced, translated, stored in a retrieval system, or transmitted, in any form or by any means electronic, mechanical, photocopying, recording or otherwise, be lent, re-sold, hired out or otherwise circulated without the amfori consent. © amfori, 2021

OVERALL RATING



SECTION RATING

PA1: Social Management System	D	
PA 2: Workers Involvement and Protection	B	
PA 3: The Rights of Freedom of Association and Collective Bargaining	A	
PA 4: No Discrimination, Violence or Harassment	A	
PA 5: Fair Remuneration	B	
PA 6: Decent Working Hours	D	

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

GENERAL DESCRIPTION

Name of lead auditor: [REDACTED]
APSCA membership number: [REDACTED]
Name of team auditor (if applicable): None
Name of observers, translators, trainees, advisors/consultants (if applicable): None
Monitoring partner name: Intertek
Audit schedule details: The audit is planned for 1 auditor x 1.5 day.
Announcement Type: Announced

Business partner information:

Guangzhou Bijiang Cosmetic Co., Ltd / 广州笔匠化妆品有限公司 (Uniform Social Credit Number: [REDACTED]) is located at [REDACTED], [REDACTED], Guangdong Province, China. The facility established in January 2014, and moved to the current location in March 2024. The main products covered cosmetics, such as eyebrow pencils eyeliner, and eyeshadow pencils, etc. The main production processes were listed as follows: grinding, planing, painting, gilding, mixing, filling, inspection and packing.

Audited location information:

The facility consists of 5 floors (1/F, 2/F, 3/F, 6/F and 7/F) of one 9-storey building as office, workshop and warehouse, detail information as the below:

1/F: Office, finished goods warehouse, material warehouse

2/F: Workshops of grinding, planing, painting, and gilding

3/F: Workshops of mixing, filling, inspection and packing

6/F: Material warehouse

7/F: Laboratory, showroom

Other 4 floors information as below:

-1/F: Public garage

4/F: Used by other facility named Li Hao Biotech Co., Ltd

4A/F: Used by other facility named Li Hao Biotech Co., Ltd

5/F: Used by other facility named Li Hao Biotech Co., Ltd

Buildings are rented.

No dormitory, kitchen or canteen was available in the facility.

Operating shifts and hours:

The attendance records from 1 July 2023 to 1 August 2024 were reviewed at this audit. Employees regularly worked for 8 hours per day and 5 days per week in one shift. The normal working hour was from 8:00 to 17:30 with 1.5 hours for lunch time from 12:00 to 13:30. There was no obvious peak season in the facility. Based on the sampled attendance records provided by the facility, the maximum overtime hour per day were 2 hours, the maximum weekly working hours were 58 hours and the maximum consecutive working days were 6 days.

Time recording system: Facial scanning attendance system was used for time keeping

Salary payment details:

The payroll records from July 2023 to June 2024 were reviewed at this audit. Employees' wages were calculated on hourly rated basis. The lowest basic wages were RMB2300 per month same as local minimum wage. The local minimum wage was RMB2300 per month equal to RMB13.22 per hour since December 1, 2021, and RMB2100 per month equal to RMB12.07 per hour before December 1, 2021. For overtime wages, 150% and 200% of basic wages were paid to employees for their overtime hours on normal working days and rest days respectively, there was no overtime hours on public holidays. Production employees were paid on cash, non-production employees were paid by bank, all employees were paid on or before 12th of each month after the previous wage calculation cycle.

Worker number information:

A total of 96 employees (40 males and 56 females) including 81 production workers (35 males and 46 females) were

working in the facility. 51 employees (25 males and 26 females) were domestic migrants from Guangxi, Sichuan, Yunan, Guizhou, Liaoning, Henan, Hubei, Hunan, Chongqing, and Jiangxi provinces. 45 employees (15 males and 20 females) were local workers from Guangdong province. No young workers, foreign workers, interns, apprentices and contractor workers in the facility.

Good practices: None

Worker organization details: No labor union was established in the facility, but 2 worker's representatives elected out by all employees freely.

Circumstances: None

Summary of findings:

PA1: Social Management System

1.1 The facility had not set up an effective management system to implement the BSCI Code of Conduct.

1.4 The facility's workforce capacity was not properly organized to meet the expectations of the delivery order and contracts.

PA2: Workers Involvement and Protection

2.4 12 out of 12 randomly interviewed workers were not well know detail information of BSCI COC.

PA 5: Fair Remuneration

5.4 The facility did not understand the living wage of local area.

5.5 Insufficient social insurance participation.

PA 6: Decent Working Hours

6.2 Monthly overtime hours exceeded legal limited.

PA 7: Occupational Health and Safety

7.1

1)The facility was not in line with the occupational health & safety regulations because some gaps were noted.

2)No training records / certificate of safety production knowledge and management skill of the principal in charge and persons for the management of work safety

7.6 Improper mask worn by grinding operators.

7.7 No MSDS posted in paint mixing area.

Living wage calculation:

#Living Wage: Anker methodology is used for Living Wage calculation by auditing company.

Remark:

1.For uploading document:

1) There is no agencies or contractors used by the facility, which makes the agency labour contract and contractor license not applicable.

2) There is no collective bargaining agreement in the facility, which makes the collective bargaining agreement not applicable.

3) There is no any government waivers obtained by the facility, which makes the government waiver not applicable.

4) Collective bargaining agreements are not available because no collective bargaining agreements have been signed.

2. There were total 3 buildings in the facility boundary, total 3 facilities operation in this boundary. These 3 facility rented the production building from landload named Xin Ze Feng Biotech Co., Ltd.

The audited facility used 5 floors (1/F, 2/F, 3/F, 6/F and 7/F) of one production 9-storey building (#2) as office, workshop and warehouse. -1/F of this building as public garage, other 3 floors (4/F, 4A/F and 5/F) used by Li Hao Biotech Co., Ltd as office, workshop and warehouse.

Other 9-storey production building (#1) used by Mei Zi Biotech Co., Ltd. as office, workshop and warehouse.

Anther 9-storey dormitory building (#3) used by landload as kitchen, canteen and dormitory.

Through onsite observation from outside of these three facilities, it noted that facility name posted at entrances of its used floors, and employees were easy identified by facility ID cards and different facility uniform. These three facilities have their own business license. And the lease contracts provided for review. As per interview with management and employees, there was not any relationship between the audited facility and other facilities. Thus, this audit only covered

the areas of Guangzhou Bijiang Cosmetic Co., Ltd.

3. The audit actually finished on 1 August, 2024, however the auditor missed to tick "finishing meeting" on the audit date.

Audit Date: 31 July to 1 August 2024

SITE DETAILS

Site

Guangzhou Bijiang Cosmetic Co.Ltd

Site amfori ID

GICS Classification

Sector	Industry Group	Industry
Consumer Discretionary	Consumer Durables & Apparel	Household Durables
Sub Industry		
Household Appliances		

amfori Process Classifications

N.A.

NACE Classification

Manufacture of domestic appliances

GS1 Classifications

N.A.

Water Stress Situation

N.A.

METRICS

Key Metrics

Total workforce	96	Workers
Legal minimum wage in local currency	2,300	Monthly
Lowest wage paid for regular work at the site	2,300	Monthly
Calculated living wage in local currency	2,494.6	Monthly
Total sample	12	Workers

Other Metrics

Male workers	40	Workers
Female workers	56	Workers
Non-binary workers	0	Workers
Permanent workers - Male	40	Workers
Permanent workers - Female	56	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	3	Workers
Management - Female	1	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	0	Workers
Workers with night shift - Female	0	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	25	Workers
Domestic migrant workers - Female	26	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	40	Workers
Workers hired directly - Female	56	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	0	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	4	Workers
Sample - Female	8	Workers
Sample - Non-binary	0	Workers

FINDINGS

PA1: Social Management System

Site: Guangzhou Bijiang Cosmetic Co.Ltd | Site amfori ID: [REDACTED]

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

ENGLISH	LOCAL LANGUAGE
Finding	
1.1 The facility had not set up an effective management system to implement the BSCI Code of Conduct, since there were some gaps between implementation and policy under PA1, PA2, PA5, PA6 and PA7. Please refer to relevant performance area for details. This checkpoint was rated as "PARTIALLY" because the facility established the social management system, but the social management system was not implemented totally effectively. It was against Amfori BSCI Code of Conduct, Principle on Supply Chain Management and Cascade Effect.	由于在PA1, PA2, PA5, PA6和 PA7 发现部分缺失, 企业并没有建立和实施一个有效的系统来执行BSCI的原则要求. 具体请参考相应的执行领域。这个检查点判定“部分不符合”,是因为企业有建立社会责任管理体系, 但是企业没有彻底执行到位。 违反了Amfori BSCI COC中供应链管理与级联效应的原则要求。

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

ENGLISH	LOCAL LANGUAGE
Finding	
1.4 Based on management and worker interviews and time records review it was identified that, the facility's workforce capacity was not properly organized to meet the expectations of the delivery order and/or contracts due to the overtime hours exceeding the local law requirement. Please refer to checkpoint #6.2 for details. This checkpoint was rated as "No" because the facility did not establish a proper system to assess their workforce capacity, it was a systematic issue on overtime hours. It was against Amfori BSCI Code of Conduct, Principle on Supply Chain Management and Cascade Effect.	根据管理层和工人访谈以及工时记录审查发现, 企业的劳动力没有被正确安排以满足客人订单的期望, 月加班时间超出了法律的规定, 具体参考检查点6.2。这个检查点判定“不符合”, 是因为企业没有建立适当的系统来评估其劳动力,企业系统性超时加班。 违反了Amfori BSCI COC中供应链管理与级联效应的原则要求。

PA 2: Workers Involvement and Protection

Site: Guangzhou Bijiang Cosmetic Co.Ltd | Site amfori ID: [REDACTED]

Question: 2.4 Is there satisfactory evidence that the auditee builds sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation?

ENGLISH	LOCAL LANGUAGE
Finding	
2.4 12 out of 12 randomly selected interviewed workers did not know the basic requirement about BSCI Code of Conduct and the facility management system implement situation on the BSCI Code of Conduct, although the facility posted BSCI code in public and provided the training about BSCI code for all employees. This checkpoint is rated as "No", because there was no effective training for the employees, all randomly interviewed 12 workers did not know this requirement, it was a systematic issue. It was against Amfori BSCI Code of Conduct, Principle on Workers Involvement and Protection.	尽管企业有张贴BSCI行为准则并提供了BSCI行为准则的培训给全体员工，在随机抽取的12名受访员工中，有12名员工不了解BSCI行为准则的基本要求和工厂管理体系对BSCI行为准则的实施情况。这个检查点被评为“不符合”，员工没有获得有效的培训，因为所有抽样12名工人不知道此要求，是系统性问题。违反了Amfori BSCI COC中工人参与和保护的原则要求。

PA 5: Fair Remuneration

Site: Guangzhou Bijiang Cosmetic Co.Ltd | Site amfori ID: [REDACTED]

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

ENGLISH	LOCAL LANGUAGE
Finding	
5.4 During the management interview, auditor found that the facility management did not understand the living wage of local area and did not know how to evaluate and calculate the living wage. This checkpoint was rated as "PARTIALLY" because the basic wages (included : regular wage and fixed allowance) paid by the facility were above the living wages calculated by audit company. This finding was against amfori BSCI Code of Conduct, Principle on Fair Remuneration.	通过管理层面谈，审核员发现企业不了解当地的生活工资，不清楚如何评估计算生活工资。这个检查点判定“部分不符合”，是因为企业支付的基本工资(包括正班工资，及固定津贴)高于审核公司计算出的生活工资。 该问题点违反了BSCI行为守则，公平报酬。

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

ENGLISH	LOCAL LANGUAGE
---------	----------------

Finding

5.5

Total 96 employees hired by the facility, included 1 retiree hired to work and 1 new hired employee in July 2024. Based on the social insurance records of June 2024, auditor found that 77 employees (81.9%) had participated in basic endowment insurance, injury insurance, unemployment insurance, basic medical insurance and maternity insurance.

This checkpoint was rated as "No" because the facility did not have a system to ensure all workers to participate in social insurance, it was a systematic issue.

Remark: 1) The facility provided commercial insurance to all other employees who did not participate in social insurance, the effected period from 26 July 2024 to 25 July 2025. 2)The facility management and randomly interviewed employees stated that the migrant employees from other provinces of China wanted to participate social insurance in their home province. 3) No temporary employee and dispatch employee in the facility.

Law/COC: In accordance with the Social Insurance Law of the People's Republic of China, Article 10 Employees shall participate in the basic endowment insurance, and the basic endowment insurance premiums shall be jointly paid by employers and employees. Article 23 Employees shall participate in the basic medical insurance for employees, and the basic medical insurance premiums shall be jointly paid by employers and employees. Article 33 Employees shall participate in the employment injury insurance, and the employment injury insurance premiums shall be paid by their employers. Article 44 Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees. Article 53 Employees shall participate in maternity insurance, and the maternity insurance premiums shall be paid by employers.

企业共有96名员工，其中含1名退休返聘人员,及1名2024年7月新聘用员工，依据企业2024年6月社保记录发现有77名员工(81.9%)参加了养老保险，工伤保险，失业保险，医疗保险和生育保险。

这个检查点被评为“不符合”，因为企业没有建立系统确保所有员工参加社会保险，是系统性问题。

备注:1) 企业为其他所有未参加社会保险的员工提供商业意外险，有效期从2024年7月26至2025年7月25日。2) 企业和抽样员工表示企业来自中国其他省份的员工,他们更愿意在自己的家乡省参加保险。3) 企业没有没有临时工和劳务派遣工。

法规/行为准则：依据《中华人民共和国社会保险法》第十条，职工应当参加基本养老保险，由用人单位和职工共同缴纳基本养老保险费。第二十三条 职工应当参加职工基本医疗保险，由用人单位和职工按照国家规定共同缴纳基本医疗保险费。第三十三条 职工应当参加工伤保险，由用人单位缴纳工伤保险费，职工不缴纳工伤保险费。第四十四条 职工应当参加失业保险，由用人单位和职工按照国家规定共同缴纳失业保险费。第五十三条 职工应当参加生育保险，由用人单位按照国家规定缴纳生育保险费，职工不缴纳生育保险费。

PA 6: Decent Working Hours

Site: Guangzhou Bijiang Cosmetic Co.Ltd | Site amfori ID: [REDACTED]

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

ENGLISH	LOCAL LANGUAGE
Finding	
6.2 The monthly overtime hours of 12 out of 12 randomly selected employees reached 78 hours in June 2024 (current month), 12 out of 12 randomly selected employees reached 82 hours in March 2024 (random month), 12 out of 12 randomly selected employees reached 82 hours in December 2023 (random month). This checkpoint is rated as "No", because finding on exceeded legal limited monthly overtime hours noted in 3 out 3 randomly sample month, it was a systemic failure on month overtime hours. Law: In accordance with the PRC Labour Law article 41 The employing unit may extend working hours due to the requirements of its production or business after consultation with the trade union and labourers, but the extended working hour for a day shall generally not exceed one hour; if such extension is called for due to special reasons, the extended hours shall not exceed three hours a day under the condition that the health of labourers is guaranteed. However, the total extension in a month shall not exceed thirty-six hours.	2024年6月(当月)随机抽取12名员工中12人达到78小时, 2024年3月(随机月)随机抽取12名员工中12人达到82小时, 2023年12月(随机月)随机抽取12名中12人员工达到82小时。这个检查点被评为“否”, 因为3个随机抽样月中有3个月发现超过法定月加班时间, 在月加班时间上这是一个系统性的缺失。 法规: 依据《中华人民共和国劳动法》第41条, 用人单位由于生产经营需要, 经与工会和劳动者协商后可以延长工作时间, 一般每日不得超过一小时; 因特殊原因需要延长工作时间的, 在保障劳动者身体健康的条件下延长工作时间。

PA 7: Occupational Health and Safety

Site: Guangzhou Bijiang Cosmetic Co.Ltd | Site amfori ID: [REDACTED]

Question: 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?	
ENGLISH	LOCAL LANGUAGE
Finding	
7.1 1)Through document review, facility tour and employee interview, it was noted that the auditee was not in line with the occupational health & safety regulations because some gaps were noted. Please refer to the relevant checkpoints in PA 7 for details. It was against amfori BSCI Code of Conduct, Principle on Occupational Health and Safety. 2) During document review, auditor found that the facility could not provide the training records / certificate of safety production knowledge and management skill of the principal in charge and	1)通过文件审核、现场走访和员工面谈,发现被审核方没有符合职业健康安全的相关规定,因为发现了一些差距,请详见PA7的相关问题点。 违反了Amfori BSCI COC中职业健康与安全的原则要求。 2)在文件审核时,企业无法提供该企业主要负责人和安全管理员的安全生产知识和管理能力培训记录/证书供审阅。法规/行为守则: 依据《中华人民共和国安全生产法》第二十四条,生产经营单位的主要负责人和安全生产管理人员必须具备与本单位所从事的生产经营活动相应的安全生产知识和管理能力。危险物品的生产、经营、储存单位以及矿山、金属冶炼、建筑施工、道路运输单位的主要负责人

Finding

persons for the management of work safety for review.

Law/COC: In accordance with the Law of the PRC on Work Safety Article 24, the principal in charge and persons for the management of work safety in production and business entities have to have the knowledge about work safety and the competence for the management, which are commensurate with the production and business activities of these entities.

This checkpoint is rated as "Partially", because the facility had collected the occupational health and safety regulations applicable for its activities and established the occupational health and safety procedures, but the facility did not fully comply with the health and safety legal requirements.

Furthermore, the performance was well in most check points of PA7, only some gaps were found in several check points of PA7.

和安全生产管理人员，应当由主管的负有安全生产监督管理职责的部门对其安全生产知识和管理能力考核合格。考核不得收费。危险物品的生产、储存单位以及矿山、金属冶炼单位应当有注册安全工程师从事安全生产管理工作。

这个检查点被评为“部分符合”，因为企业有收集适用其生产经营活动的健康安全的法律法规和建立了健康安全的程序，但是企业没有完全符合安全健康的法规要求。且大部分检查点

运行状况良好，只有少数检查点存在差距。

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

ENGLISH

LOCAL LANGUAGE

Finding

7.6

During facility tour, auditor found that 2 out of 2 employees working in the grinding room worn the disposable mask, but not the anti-dust mask which provided by the facility. This checkpoint was scored as PARTIALLY because of the facility established PPE management procedure, regular training on PPE provided to all employees, and all required PPEs were provided at free charge and the other employees wore properly throughout the production workshops.

Law: In accordance with Law of the PRC on Work Safety Article 45, Production and business entities shall provide their employees with work protection gears that are up to national standards or industrial specifications, and they shall give instruction to their employees and see to it that they wear or use these gears in accordance with the rules for their use.

在现场巡查时，审核员发现打磨房的2位员工中的2位员工佩戴的一次性口罩，而不是企业提供的防尘口罩。这个检查点判定“部分不符合”，是因为企业建立了劳保用品管理程序，提供了相关培训给所有员工，车间的所需要的劳保用品都有免费提供并且大部分员工都有正确的佩戴。

法规：依据《中华人民共和国安全生产法》第四十五条，生产经营单位必须为从业人员提供符合国家标准或者行业标准的劳动防护用品，并监督、教育从业人员按照使用规则佩戴、使用。

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

ENGLISH

LOCAL LANGUAGE

Finding

7.7 Auditor noted that paint and thinner used in the 2/F painting mixing room, however no MSDS posted for the relevant chemical in this area. This checkpoint was scored as PARTIALLY because of the facility established chemical management procedure, the facility other chemical usage and storage areas are posted MSDS properly.
Law/COC: In accordance with the Regulations on the Safe Use of Chemicals in Workplace, Article 12 The unit, which uses chemical, shall set up identification label for all chemicals in using. For dangerous chemical, a safety label shall be applied and MSDS be provided for worker.

审核员发现企业2楼调漆房油漆使用油墨和稀释剂，但该区域未张贴相关化学品的MSDS。这个检查点判定“部分不符合”，是因为企业建立了化学管理程序，化学品使用和储存的其他区域有正确张贴MSDS。法规/行为准则:依据《工作场所安全使用化学品规定》第十二条，使用单位使用的化学品应有标识，危险化学品应有安全标签，并向操作人员提供安全技术说明书。