

**MONITORING ID: 23-0202721**

Monitored Party <b>ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD.</b>	amfori ID <b>156-017830-000</b>	Address <b>NO.48 Aodihu Road,Taiping Street, 317599 wenling, Zhejiang Sheng, China</b>
Monitoring Activity <b>amfori Social Audit - Manufacturing</b>	Monitoring Type <b>Full Monitoring</b>	Monitoring Partner <b>TUV Rheinland</b>
Monitoring Start Date <b>08/08/2023</b>	Closing Meeting Finished Date <b>10/08/2023</b>	Submission Date <b>16/08/2023</b>
Expiration Date <b>16/08/2024</b>	Announcement Type <b>Semi Announced</b>	
Site <b>ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD.</b>	Site amfori ID <b>156-017830-001</b>	

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## OVERALL RATING



## SECTION RATING

PA1: Social Management System	<b>C</b>	
PA 2: Workers Involvement and Protection	<b>A</b>	
PA 3: The Rights of Freedom of Association and Collective Bargaining	<b>A</b>	
PA 4: No Discrimination	<b>A</b>	
PA 5: Fair Remuneration	<b>A</b>	
PA 6: Decent Working Hours	<b>D</b>	

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

## GENERAL DESCRIPTION

Name of lead auditor: Gary Lu; APSCA membership number: CSCA 21701886.

Monitoring partner name: TUV Rheinland.

Audit schedule details: The audit is planned for 1 auditor x 2.5 days.

Announcement Type: Semi Announced.

Business partner information:

The auditee was founded on 14 January 2005.

The auditee was located at NO.48 Aodihu Road, Taiping Street, wenling, Zhejiang, China / 中国浙江省台州市温岭市太平街道岙底胡路48号.

The auditee was specialized in the manufacture of Chain saw, pole chain saw, grass trimmer, brush cutter, lawn mower, portable hedge trimmer, pole hedge trimmer and blower. The main processes were as follows: assembly, testing, inspection and packing, Inspection and packing. As per the management interview and time records, no obvious low or peak season in the factory.

Audited location information:

There were 14 buildings located at the address (nine 1-storey buildings in the north area, four 1-storey buildings and one flat with partial 2-storey building in the south area, which belonged to the landlord who no production at current place; the auditee rented all buildings from the landlord used as workshop, office and warehouse, which covered about 13000 square meters), one flat with partial 2-storey building used as office and workshop (the flat part used as workshop, the 2-storey part used as office), one flat building was canteen and kitchen; two flat buildings used as lab and testing room; the rest 10 flat buildings used as raw material and finished good warehouse. The auditee did not provide transportation and dormitory to workers.

Operating shifts and hours:

Normal working hour was 8 hours per day and 40 hours per week. Working hours regulated in employee manual. Three shifts for security guards, 8:00~16:00, 16:00~24:00; 24:00~8:00; working hours for canteen: 9:00~13:00, 15:30~19:30; working hours for the rest employees, from May to September: 07:30-11:30, 13:00-17:00; from October to April of the next year: 08:00~11:30, 12:30~17:00. Overtime on working days for employees were 2.5 hours from 18:00 to 20:30; Time records of 18 sampled workers from July 2022 to 10 August 2023 were reviewed during the audit, the workers' maximum daily overtime were 2.5 hours, and maximum monthly overtime were 47.5 hours, maximum weekly overtime hours were 13 hours. The workers had one day off every seven days.

Time recording system:

The auditee used IC card with electronic system to record workers' attendance.

Salary payment details:

The payrolls of 18 sampled workers from different workshop from July 2022 to June 2023 were reviewed, as shown in the payrolls and confirmed with workers during the worker interview, the auditee provided the same pay for male/female workers in the same job, all workers were treated equally. Wage was calculated at hourly rate. Wage was calculated by calendar month. The auditee paid the lowest wage for worker was RMB13.22 per hour, which was higher than the legal minimum wage. The auditee paid wages to workers by bank transfer at 25th of following month.

Worker number information:

- Total worker number: 169 (included 116 production workers and 53 non-production workers).
- Production worker number: 116 production workers, included 50 male workers and 66 female workers.
- Domestic workers: 67 workers, included 38 male workers and 29 female workers.

There was no pregnant, young, disabled, foreign migrant employee in the factory at current.

Good practices: The auditee provided canteen with kitchen for workers, and the food was free of charge.

Worker organization details:

There were 4 worker representatives in the factory; the worker representatives were elected by workers on 10 March

2023.

Circumstances:

The management was positive and cooperative. There was no special circumstance during the audit.

Summary of findings:

Overall, the most clauses of amfori BSCI was implemented effectively by the auditee, however, partial findings need to improve by the auditee; such as:

PA1 Insufficient CSR management system; insufficient production capacity plan.

PA2 The auditee did not conduct a satisfaction survey on the grievance mechanism in past one year; and there was no complaint case in the past year according to complaint records review.

PA5 The social insurance did not cover all employees.

PA6 Monthly overtime hours exceeded legal requirement.

PA7 Partial laws were not collected by the auditee; the auditee had established the emergency procedure, but the procedure, contact persons and contacts method were not posted onsite (included the workshop and warehouse).

PA12 The auditee was not collected partial environmental laws, such as the Construction Project Environmental Impact Assessment Classification Management Directory (2021 edition).

PA13 The auditee was not collected Personal Information Protection Law of the People's Republic of China yet, which published in 2021.

Living wage calculation: #LivingWage:

- 1). No anker wage available for the producer's location, so we used the data provided by auditing company.
- 2). The calculation methodology refers to anker living wage structure.
- 3). The data comes from the local bureau of statistics for the current year.

Attachment:

1. The Personal Information Protection Law of the People's Republic of China was effective as of 1 November 2021, the producer signed General Terms and Conditions of Business of TUV Rheinland in China before the audit and ensured that relevant personal data and information provided to TUV Rheinland auditor(s) had been obtained the individual's consent during the audit.

2. Follow documents were not available during the audit:

- A. There were no Collective Bargaining agreements in the factory, which makes the Collective Bargaining agreements not applicable;
- B. There was no contractor used by the auditee, which makes the Contractor license not applicable;
- C. The factory did not obtain the Government Waivers in past one year, which makes the Government Waivers not applicable;
- D. There were no agencies used by the auditee, which makes the agency labor contract not applicable.

## SITE DETAILS

Site	Site amfori ID
<b>ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD.</b>	<b>156-017830-001</b>

### GICS Classification

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Sector	Industry Group	Industry
<b>Industrials</b>	<b>Capital Goods</b>	<b>Machinery</b>
Sub Industry		
<b>Industrial Machinery</b>		

### amfori Process Classifications

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N.A.

### GS1 Classifications

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N.A.

### NACE Classification

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N.A.

### Water Stress Situation

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N.A.

# METRICS

## Key Metrics

Total workforce	169	Workers
Legal minimum wage in local currency	2,070	Monthly
Lowest wage paid for regular work at the site	2,300	Monthly
Calculated living wage in local currency	2,229.5	Monthly
Total sample	18	Workers

## Other Metrics

Male workers	82	Workers
Female workers	87	Workers
Permanent workers - Male	82	Workers
Permanent workers - Female	87	Workers
Temporary workers - Male	0	Workers
Temporary workers - Female	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Management - Male	3	Workers
Management - Female	2	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Workers on probation - Male	0	Workers
Workers on probation - Female	0	Workers
Workers with night shift - Male	6	Workers
Workers with night shift - Female	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	0	Workers
Domestic migrant workers - Male	38	Workers
Domestic migrant workers - Female	29	Workers
Foreign migrant workers - Male	0	Workers
Foreign migrant workers - Female	0	Workers
Workers hired directly - Male	82	Workers
Workers hired directly - Female	87	Workers
Workers hired indirectly - Male	0	Workers
Workers hired indirectly - Female	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Workers under CBA - Male	1	Workers
Workers under CBA - Female	4	Workers
Pregnant workers	0	Workers

Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	0	Workers
Sample - Male	9	Workers
Sample - Female	9	Workers

## FINDINGS



### PA1: Social Management System

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001

**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
<b>Finding</b>	
<p>The auditee partially respected this principle, because of based on management interview, worker representative and worker interview, documents review, and site observation, the auditee had established a management system to implement amfori BSCI CoC and the legal requirements; the management representative was aware of local law and amfori BSCI requirement, such as monthly overtime requirement; but it's difficult for them to control the monthly overtime due to heavy production task, and there were partial finings in thePA2 / PA7 /PA12 and PA13 performance areas, the management claimed and the auditee would continuously improve the findings to meet amfori BSCI COC and law requirements.</p> <p>Violation of the requirements in the amfori BSCI manual.</p>	<p>被审核方部分遵守该原则，因为基于管理层访谈，工人和工人代表访谈、文件审查和现场观察，被审核方建立了管理系统来执行amfori BSCI行为守则以及相关法规要求；amfori BSCI管理者代表有了解amfori BSCI行为守则和当地的法规，如月加班的要求，但由于很繁重的生产任务，对于他们来说控制月加班时间比较困难，同时被审核方在PA2、PA7、PA12和PA13 也有部分发现点；管理层表示被审核方会持续改善发现的问题点来达到amfori BSCI行为守则和法规的要求。</p> <p>违反了amfori BSCI行为手册中的要求。</p>

**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
<b>Finding</b>	
<p>The auditee partially respected this principle, because of based on management, worker interview, and documents review, the auditee had established the procedure about production capacity plan and calculated cost, the management was aware of production capacity plan and cost, but the auditee was implemented the procedure ineffectively, which caused the workers' monthly overtime exceeded the law requirement.</p> <p>Violation of the requirements in the amfori BSCI manual.</p>	<p>被审核方部分遵守该原则，因为基于管理层和工人访谈、和文件审查，被审核方制定了产能规划与成本核算方面的程序，根据管理层访谈，管理层对产能规划与成本核算有了解，但是被审核方未有效的执行程序导致员工的月加班超出法规要求。</p> <p>违反了amfori BSCI行为手册中的要求。</p>



### PA 2: Workers Involvement and Protection

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001



**Question:** 2.5 Is there satisfactory evidence that the auditee has established, or participates in, an effective operational-level grievance mechanism for individuals and communities?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>The auditee partially respected this principle, because of based on management interview, worker representative and worker interview, documents review, and site observation, the auditee had established the grievance mechanism, and the auditee was equipped suggestion box on the site, but the auditee did not conduct a satisfaction survey on the grievance mechanism in past one year; and there was no complaint case in the past year according to complaint records review.</p> <p>Violation of the requirements in the amfori BSCI manual.</p>	<p>被审核方部分遵守该原则，因为基于管理层访谈，工人和工人代表访谈、文件审查和现场观察，被审核方建立申诉机制，被审核方在现场安装了意见箱，但是被审核方在过去一年未对申诉机制进行满意度调查。根据申诉记录查阅在过去一年中没有任何申诉。</p> <p>违反了amfori BSCI行为手册中的要求。</p>

## PA 5: Fair Remuneration

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001

**Question:** 5.5 Is there satisfactory evidence that the auditee provides workers with the social benefits that are legally granted?

ENGLISH	LOCAL LANGUAGE
<b>Finding</b>	
<p>The auditee partially respected this principle, because of based on management, worker interview, and social insurance records review, the social insurance not cover all workers.</p> <p>Total 169 workers in the factory, 12 out of 169 were retired workers, there were 4 new workers joined factory after July 2023, so 153 workers could participate social insurance.</p> <p>As per reviewed past one year's social insurance receipts, based on the last receipt in July 2023 and current social insurance system status, the retirement insurance, medical insurance, maternity insurance, and unemployment insurance did not cover 13 out of 153 workers;</p> <p>the audited factory provided injury insurance to 163 workers (included 6 retired workers and 4 new workers who only could participate in injury insurance at current).</p> <p>The auditee provided commercial insurance to 6</p>	<p>被审核方部分遵守该原则，因为基于管理层和工人访谈、和社保记录审查，社保没有覆盖所有的员工。</p> <p>被审核方总共有169个员工，169个员工中有12个是退休员工，在2023年7月后有4个新员工入厂；因此，有153个员工可以购买社保。</p> <p>根据查阅过去一年的社保记录，基于2023年7月的社保凭证和社保系统的显示状态，养老保险，医疗保险，失业保险和生育保险没有覆盖到153名工人中13个员工；被审核的工厂给163个员工(包括当前可以购买工伤保险的6个退休员工和4个新员工)提供了工伤保险。</p> <p>被审核方给6个购买不了工伤保险的员工提供了商业保险，有效期从2023年7月5日到2024年7月4日。</p> <p>根据访谈，管理层和被访谈的员工都表示有部分员工不愿意购买社保。访谈时有部分员工表示他们有在老家购买了新农保；但被审核的工厂没有收集证据。</p> <p>参考《中华人民共和国社会保险法》第10条、第23</p>

Finding	
<p>retired workers could not participate in injury insurance, and valid from 05 July 2023 to 04 July 2024.</p> <p>As per interview, both management and interviewed workers stated that partial workers unwilling to participate in social insurance. Partial workers stated that they purchased new rural social pension insurance at their hometown during the interview; but the audited factory did not collect the evidence.</p> <p>Reference to Social Insurance Law of the People Republic of China, Article 10, 23, 44 and 53.</p>	<p>条、第44条和第53条。</p>

## PA 6: Decent Working Hours

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001

**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	
<p>The auditee did not respect this principle, because of based on management, worker interview, and reviewing the attendance records from July 2022 to 10 August 2023, the workers monthly overtime exceeded 36 hours, and the maximum was 47.5 hours. The auditee did not monitor and control the monthly overtime hour effectively. Through reviewing the attendance records, in September 2022, 15 sampled workers the monthly overtime hours were 44.5 hours, the rest 3 sampled workers the monthly overtime hours were 32 hours; in December 2022, 15 sampled workers the monthly overtime hours were 47.5 hours, the rest 3 sampled workers the monthly overtime hours were 40 hours; in June 2023, 15 sampled workers the monthly overtime hours were 42 hours, the rest 3 sampled workers the monthly overtime hours were 32 hours; The management claimed that was difficult for them to control the overtime due to heavy production tasks.</p> <p>The interviewees claimed that maximum 2 hours overtime in normal working day, and 8 hours on Saturday, workers had one day off per week, workers worked overtime voluntary in the factory.</p>	<p>被审核方未遵守该原则，因为基于管理层和工人访谈以及查阅2022年7月2023年8月10日的考勤记录，员工的月加班时间超过36小时，最高月加班时间达到47.5小时。工厂在日常运行中未有效的对月加班时间进行监控。通过查阅2022年9月的考勤，15名抽样员工的月加班是44.5小时、剩下的3名抽样员工的月加班是32小时；2022年12月的考勤，15名抽样员工的月加班是47.5小时、剩下的3名抽样员工的月加班是40小时；2023年6月的考勤，15名抽样员工的月加班是42小时、剩下的3名抽样员工的月加班是32小时。管理层表示由于很重的生产任务，他们控制加班时间比较困难。被访谈的员工表示正常工作日最多加班2小时，周六加班8小时，员工每周有一天休息，加班是自愿的。</p> <p>参考《中华人民共和国劳动法》第41条。</p> <p>备注：到2023年8月10日，抽样员工在2023年8月的最大月加班是8小时。</p>

### Finding

Reference to PRC Labour Law article 41.  
Remark:  
Until 10 August 2023, the maximum monthly overtime of sampled workers were 8 hours in August 2023.

## PA 7: Occupational Health and Safety

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001

**Question:** 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?

### ENGLISH

### LOCAL LANGUAGE

### Finding

The auditee partially respected this principle, because of based on management interview, documents review, partial laws were not collected by the auditee, such as Provisions on the Administration of Occupational Health at Work Sites (2021).  
Violation of the requirements in the amfori BSCI manual.

被审核方部分遵守该原则，因为基于管理层访谈，文件审查，有部分法规被审核的工厂还未收集，如《工作场所职业卫生管理规定》（2021）。  
违反了amfori BSCI行为手册中的要求。

**Question:** 7.8 Is there satisfactory evidence that the auditee has developed and implemented accident and emergency procedures?

### ENGLISH

### LOCAL LANGUAGE

### Finding

The auditee partially respected this principle, because of based on management interview, worker interview, documents review, and site observation, the auditee had established the emergency procedure, but the procedure, contact persons and contacts method were not posted onsite (included the workshop and warehouse).  
Violation of the requirements in the amfori BSCI manual.

被审核方部分遵守该原则，因为基于管理层访谈，工人访谈、文件审查和现场观察，被审核方建立了应急程序，但是被审核方没有在现场（包括车间和仓库）张贴该程序以及紧急联系人和联系方式。  
违反了amfori BSCI行为手册中的要求。

## PA 12: Protection of the Environment

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001

**Question:** 12.2 Is there satisfactory evidence that the auditee has procedures in place to ensure integration of local environmental law into the business model?

**ENGLISH**

**LOCAL LANGUAGE**

**Finding**

The auditee partially respected this principle, because of based on management interview, documents review, the auditee did not collect partial environmental laws, such as the Construction Project Environmental Impact Assessment Classification Management Directory (2021 edition).  
Violation of the requirements in the amfori BSCI manual.

被审核方部分遵守该原则，因为基于管理层访谈，文件审查，被审核方未收集部分的环境法规，如《建设项目环境影响评价分类管理目录》（2021年版）。  
违反了amfori BSCI行为手册中的要求。

**PA 13: Ethical Business Behaviour**

Site: ZHEJIANG ZOMAX GARDEN MACHINERY CO.,LTD. | Site amfori ID: 156-017830-001

**Question:** 13.4 Is there satisfactory evidence that the auditee collects uses and otherwise processes personal information with reasonable care and in accordance with privacy and information security laws and regulatory requirements?

**ENGLISH**

**LOCAL LANGUAGE**

**Finding**

The auditee partially respected this principle, because of based on management interview, documents review, the auditee had established personal information security procedure, but the auditee did not collect Personal Information Protection Law of the People's Republic of China yet, which published in 2021.  
Violation of the requirements in the amfori BSCI manual.

被审核方部分遵守该原则，因为基于管理层访谈，文件审查，被审核方建立个人信息安全程序，但是被审核方还没有收集中华人民共和国个人信息保护法，其在2021年发布的。  
违反了amfori BSCI行为手册中的要求。