DBID: 348433 and Audit Id: 171702 Audit Type: Full Audit Audit Date: 26/12/2019



Auditee :	Tech-Link Silicones (Vietnam) Co., Ltd
Audit Date From :	26/12/2019
Audit Date To :	27/12/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	Intertek
Auditor's Name(s) :	Phuong Bui Hong(Lead), Vu Hoang, Thong Nguyen
Auditing Branch (if applicable):	Intertek Vietnam



This is an extract of the on line Audit Report. The complete report is available in the amfori BSCI Platform.

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Rating Definitions A combination of ratings per Rating Consequence Performance Area where: Minimum 7 Performance Areas rated A The auditee has the level of maturity . No Performance Areas rated C. D or E. to maintain its These are three examples: improvement process A A A A A A A A A A A A without the need for a Very Good AAAAAAAABBB follow-up audit, AAAAAABBBBBB . Maximum 3 Performance Areas rated C The auditee has the level of maturity . No Performance Areas rated D or E to maintain its В These are three examples: improvement process A A A A A B B B B B B without the need for a Good follow-up audit. ABBBBBBC B B B B B B B B C C C The auditee needs · Maximum 2 Performance Areas rated D follow up to support its No Performance Areas rated E progress. Following the These are three examples: C completion of the audit, the auditee develops Acceptable a Remediation Plan В В AB В within 60 days. C C C C C C C C C C . Maximum 6 Performance Areas rated E. The auditee needs These are three examples: follow up to support its D progress, Following the AAAAAA completion of the audit, Insufficient the auditee develops a Remediation Plan 0 0 0 0 0 0 0 within 60 days. amfori BSCI · Minimum 7 Performance Areas rated E Participants shall These are three examples closely oversee the Е auditee's progress as the producer may Unacceptable represent a higher risk than other business partners. A Zero Tolerance issue was identified (see Immediate actions are amfori BSCI System Manual Part V - Annex required. The amfori 5: amfori BSCI Zero Tolerance Protocol) **BSCI Zero Tolerance** Zero Tolerance Protocol is to be followed.



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Main Auditee Information



Name of producer :	Tech-Link Silicones (Vietnam) Co., Ltd	Tech-Link Silicones (Vietnam) Co., Ltd										
DBID number :	348433	48433										
Audit ID :	171702	71702										
Address:	Lot Va.05b-07a; lot Va.01c-02d-03b-05c; Ward, District 7, Ho Chi Minh	t Va.05b-07a; lot Va.01c-02d-03b-05c; Road 15, Tan Thuan Export Processing Zone, Tan Thuan Dong ard, District 7, Ho Chi Minh										
Province :	Thanh pho Ho Chi Minh	hanh pho Ho Chi Minh Country : Vietnam										
Management Representative :	CHANG KUNG MING – GENERAL DIRECTOR											
Contact person:	CHANG KUNG MING	Sector :	Non-Food									
Industry Type :	Accessories	Product group :	other accessories (please specify)									
Product Type :	Silicone housing and tubing											



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Audit Details Audit Range: **⊠** Full Audit Follow-up Audit Audit Scope: Main Auditee ■ Main Auditee & Farms Audit Environment: Agricultural Small Producer Audit Announcement: ☐ Fully-Announced ☐ Fully-Unannounced Random Unannounced Check (RUC): No Audit extent (if applicable): none Audit interferences or contingencies (if applicable): none Overall rating: If YES, by: Need of follow-up:

Rating per Performance Area (PA)												
PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
С	В	Α	Α	В	Α	Α	Α	Α	Α	Α	Α	Α

Executive summary of audit report

Tech-Link Silicones Vietnam Co., Itd is located at Lot Va.05b-07a; lot Va.01c-02d-03b-05c; Road no 15, Tan Thuan Export Processing Zone, Tan Thuan Dong Ward, District 7, Ho Chi Minh City, Vietnam.

In view of the facility, it occupies 23,650 square meters of land area and compose of 4 main buildings: - One 3-storey building is used for main office, production workshop, warehouses;

- One 5-storey buildings are used for office, production workshop, warehouses,
- One 3-storey building is used for parking lot and canteen and kitchen,
- One 3-storey building is used for parking lot and canteen of foreign management persons. There is no dormitory for employees; only resting rooms for top management team during lunch break.

- The facility has 930 employees (566 male and 364 female) working at the facility. The normal workweek is arranged as below: + Office staff: The normal working hour is scheduled from 08:00 to 17:00 including a 1-hour break from 12:00 to 13:00 from Monday to Saturday.
- + For Production: The normal working hour is scheduled into 2 shifts: Day Shift: from 8:00 to 19:00 from Monday to Thursday (10 hours / day) and from 8:00 to 17:00 on Friday (8 hours). During working day, the workers have a 1-hour break from 12:00 to 13:00 and 16:30 to 17:00. Total workweek hours are 48 hours. Workers are having 2 days off on Saturday and Sunday. Night Shift: from 20:00 to 06:00 from Monday to Thursday and from 20:00 to 04:00 am on Friday. Break hour is from 00:00 to 00:45 which was paid in their wages. Employees' wages are calculated on a monthly salary basis. Wages are paid by bank transfer on the 10th day of the following month. Based on the information from the management, there is no peak season in the facility.

The facility applies fingerprinting and face ID system to monitor the working hours of employees. The legal minimum wage applied to this facility is VND 4,180,000 per month in year 2019 and the minimum wage applied in facility is VND 4,472,600

Performance Area 3 - The facility management did not discriminate or interfere into trade union. Facility was elected chairwoman of trade union. The facility has also signed the CBA with chairman of trade union. The trade union also conducted quarterly meeting with the facility management to discuss about workers' concerns, health and safety. All interviewed employees knew the chairman of trade union and knew the activities of the trade union such as gifts for international women day, for lunar new year festival. Based on the satisfactory evidences, the main auditee fully respect this performance area.

Performance Area 4 - The facility has established anti-discrimination policy. This policy was posted at the bulletin boards as well as trainings during orientation to new workers and annual refresher training. The interviewed employees stated that they were received training on anti-discrimination policy and know how to report to top management if they witness any case of discrimination. Based on the satisfactory evidences, the main auditee fully respects to this performance area.

Performance Area 6 - In general, security Guard worked in 3 shifts (6:00 to 14:00, 14:00 to 22:00 and 22:00 to 6:00, 30 minutes break for 1st and 2nd shift, 45 minutes for 3rd shift). Nursing children less than 12 months, they are allowed to work 7 hours per day with full salary of 8 hours per day. Based on satisfactory evidence, the main auditee fully respects to this performance area.

Performance Area 8 - The facility has established child labor policy. The facility requested new applicants to submit copies of ID cards, resume, health examination, family booklet, and training certificates. On the interview day, the hiring officer would check original of ID card with copy of ID cards to verify working age. The facility kept all documents in employee files adequately. Based on checking randomly of 30 employees files, it was noted that all personal files contained adequate documents to verify clearly working age at the time of being hired. All workers were hired at least 18 years old. Based on the satisfactory evidences, the main auditee fully respects to the performance area of child labor.

Performance Area 9 - General overview, the facility did not hire young workers. The youngest worker was 18 years old. The facility applies 30 days of probation period to new applicant. Upon the ending of this period, the facility would sign indefinite labor contract with the new applicant. The facility showed that the facility was in compliance with the local laws. Based on checking randomly of 30 employees files, it was noted that all personal files contained adequate documents to verify clearly working age at the time of being hired. All workers were hired at least 18 years old. Based on the satisfactory evidences, the main auditee fully respects to the performance area of young labor.

Performance Area 10 - General overview, the facility follows the local laws and regulations to workers. The facility also monitored the social performance of



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suppliers to ensure that they also follow the legal requirements about labor, compensation and benefits. Based on the satisfactory evidences, the main auditee fully respects to the performance area of precarious employment.

Performance Area 11 - The facility has established the anti-bonded labor. As per worker interviews and facility tour, it was noted that there was no evidence of forced, bonded, indentured, trafficked labor. The workers stated that they did not pay any deposit to the facility. The facility has provided training for managers and workers about anti-forced labour. Based on the satisfactory evidences, the main auditee fully respects to the performance area of bonded labor.

Performance Area 12 - The facility has conducted environment impact assessment. In order to control living wastes, the facility signed a service contract with authority agency to collect and disposal living wastes and hazardous wastes. The facility invited a service provider to conduct the environment monitoring assessment twice a year. Based on the satisfactory evidences, the main auditee fully respects to the performance area of protection of the environment

Performance area 13- The facility has established the anti-corruption and bribery. The facility also provided training for the key persons about this policy. Based on the satisfactory evidences, the main auditee fully respects to this performance area.

Auditor's names and APSCA number: Phuong Bui-RA 21700470; Thong Nguyen-RA 21700485; Vu Hoang-RA 21700746 This audit was conducted in 2 days: one auditor in first day and three auditors in second day.



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Ratings Summary



Auditee's background information										
Auditee's name :	Tech-Link Silicones (Vietnam) Co., Ltd	Legal status :	Limited Company							
Local Name :	CONG TY TNHH TECH-LINK SILICONES (VIET NAM)	Year in which the auditee was founded :	2014							
Address :	Lot Va.05b-07a; lot Va.01c-02d-03b-05c; Road 15, Tan Thuan Export Processing Zone, Tan Thuan Dong Ward, District 7,	Contact person (please select) :	CHANG KUNG MING							
Province :	Thanh pho Ho Chi Minh	Contact's Email :	kungming.chang@techlink.vn							
City:	Ho Chi Minh	Auditee's official language(s) for written communications :	Vietnamese							
Region :	South East Asia	Other relevant languages for the auditee :	English							
Country:	Vietnam	Website of auditee (if applicable) :	www.tech-link.com.hk							
GPS coordinates :	Not supplied	Total turnover (in Euros) :	25000000.00							
Sector :	Non-Food	Of which exports % :	100.00							
Industry :	Accessories	Of which domestic market % :	0.00							
If other, please specify :	NA	Production volume :	25000000 pcs/ year							
Product Group :	other accessories (please specify)	Production cost calculation :	Yes							
If other, please specify :	NA	Lost time injury calculation cost :	Yes							
Product Type :	Silicone housing and tubing									

Auditee's employment structure at the time of the audit										
Total number of workers : 930	Total numb	per of workers in the production unit to b	e monitored (if applicable) : 0							
		MALE WORKERS	FEMALE WORKERS							
Permanent workers		566	364							
Temporary workers		0	0							
In management positions		4	8							
Apprentices		0	0							
On probation		0	0							
With disabilities		0	0							
Migrants (national citizens)		0	0							
Migrants (foreign citizens)		0	0							
Workers on the permanent payroll		566	364							
Production based workers		0	0							
With shifts at night		110	98							
Unionised		564	361							
Pregnant		-	6							
On maternity leave		-	12							



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Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Audit Date: 26/12/2019

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Deadline date:31/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Based on satisfactory evidences, the main auditee partially respects this principle because of the deviations/reasons below:

- 1.1 In accordance with BSCI Social Requirements, the auditee should set up an effective management system to implement the BSCI Code of Conduct. Based on the document review and facility tour, the facility management system in term of social compliance has been established in place but implemented ineffectively to meet the contents of the BSCI COC and Terms of Implementation. Please refer to findings in performance areas.
 - Dựa vào xem xét hồ sơ và kiểm tra nơi sản xuất, ghi nhận rằng hệ thống quản lý trách nhiệm xã hội của công ty đã được thiết lập để thực thi các yêu cầu chương trình BSCI nhưng chưa thực hiện hiệu quả. Vui lòng xem các điểm chưa phù hợp các phần sau.
- 1.3 Based on the document review, the facility has required the business partners to sign the BSCI COC and TOI for confirmation. However, the facility did not strictly monitor of implementation on social performance of business partners based on BSCI requirements. Công ty đã yêu cầu các đối tác kinh doanh ký vào BSCI COC và TOI để xác nhận. Tuy nhiên, Công ty chưa tiến hành theo dõi chặt chẻ việc thực hiện trách nhiệm của các đối tác kinh doanh dựa trên các yêu cầu của BSCI

Remarks from Auditee:

Performance Area 2: Workers Involvement and Protection

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Deadline date:31/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Based on satisfactory evidences, the main auditee partially respects this principle because of the deviations/reasons below:

2.2 - Based on the management interview, the facility does not have long-term goals for protecting employees in line with the aspirations of the BSCI Code of Conduct.Công ty chưa có đưa ra các mục tiêu phù hợp với yêu cầu BSCI.

Remarks from Auditee:

Performance Area 3: The rights of Freedom of Association and Collective Bargaining

Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 4: No Discrimination

Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Remarks from Auditee:



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Performance Area 5: Fair Remuneration

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Deadline date:31/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Based on satisfactory evidence, the main auditee partially respects this principle because of the deviations/reasons below:

5.4 - Based on the document review, the facility has not conducted a survey among workers to calculate the basic need wage to ensure paying at least basic need wage for the employees. The current paid monthly salary of the facility is higher than the legal minimum wage stipulated by the Government

Công ty chưa tiến hành khảo sát thông tin chi phí từ người lao động để tính mức lương theo nhu cầu cơ bản nhằm tiến tới đảm bảo trả lương ít nhất bằng mức lương nhu cầu sống cho người công nhân. Ghi nhận mức lương trả hiện tại của nhà máy là cao hơn mức lương tối thiểu vùng do Chính Phủ qui định.

Remarks from Auditee:

Performance Area 6: Decent Working Hours

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Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 7: Occupational Health and Safety

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Deadline date: 31/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Based on satisfactory evidences, the main auditee partially respects this principle because of the deviations/reasons below:

- 7.3 In accordance with BSCI Social Requirement, the audited facility should regularly carry out risk assessment for safe, healthy, and hygienic working conditions. In accordance with Article 14, Decree 45/2013/ND-CP dated 10 May 2013: the health and safety risk assessment and emergency response plan must be established. It was noted that the facility has conducted health and safety risk assessment on for production sections on 15 August 2019. However it's not including consideration on special needs of the most vulnerable workers such as pregnant workers and new mothers, juvenile employees.
 - Nhà máy có làm bằng nhận diện và phân tích rủi ro tai nạn nhưng chưa bao gồm nhận diện và đánh giá các mối nguy xem xét các nhu cầu đặc biệt dành cho lao động dễ bị tổn thương như lao động mang thai và sau thai sản, lao động trẻ làm việc môi trường như thế nào.
- 7.6 In accordance with Vietnam Labor Law, Article 149. Means of personal protection in labor 1. The employee who performs work with the toxic and dangerous factors shall be fully equipped with the means of personal protection by the employer and must use them during the working process in accordance with the Ministry of Labor Invalids and society. 2. The means of personal protection must meet the standard of quality. During the facility tour, it was noted that 2 out of 10 sampled workers at the HTV (material mixing) section did not wear the provided masks and gloves when working. Remark: the masks and gloves were provided free of charge for employees.
 Ghi nhận công nhân khu vực HTV không đeo khẩu trang và găng tay được cấp khi làm việc.
- 7.9 In accordance with point (dd) of Article 138 of Vietnam Labor Code 2012 dated in June 18, 2012, The employer has the following obligation: There must be instruction table on labor safety and hygiene for the machinery, equipment and workplace and it should be put at the legible and visible place labor safety and hygiene the workplace Labor code 10/2012/QH13, Article 147. Inspection of machinery, equipment and materials with strict requirements on labor safety must be inspected before being put into use and periodically inspected during the process of utilization by the organization of technical inspection of labor safety. 2. The list of machinery, equipment and materials with strict requirements on labor safety war Invalids and Social Affairs. During the facility tour, it was noted that emergency stops on 3 out of 20 sampled pressing machines were not labelled with emergency stops at the production building #1. Quickly interview the machine operators, it was noted that workers knew well the emergency stop buttons and emergency stop button worked well.
 Ghi nhận nút tắt khẩn cấp của 3/20 máy dập chưa được dán nhãn mác rõ ràng ở tòa nhà sản xuất 1. Phỏng vấn nhanh người vận hành máy, họ biết rõ các nút đã khẩn cấp và các nút đều hoạt động tốt.
- **7.23 -** Not applicable. The facility did not provide any transportation to employees.

Remarks from Auditee:

Performance Area 8: No Child Labour

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Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Remarks from Auditee:



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Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 171702] Audit Date: 26/12/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	



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Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	26/12/2019	171702	С	В	A	Α	В	A	A	A	A	A	A	A	A	В



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Producer Photos









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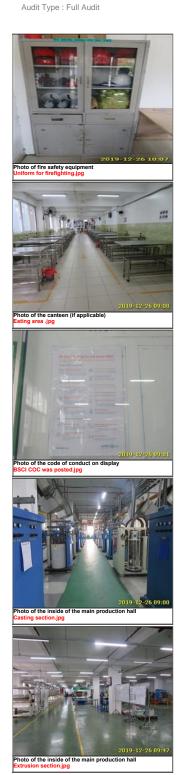




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