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Auditee :	<b>TRUONG GIANG JOINT STOCK COMPANY</b>
Audit Date From :	<b>30/09/2015</b>
Audit Date To :	<b>30/09/2015</b>
Expiry Date of the Audit :	<b>30/09/2016</b>
Auditing Company :	<b>TUEV Rheinland</b>
Auditor's Name(s) :	<b>Trung Hieu Tran(Lead)</b>
Auditing Branch (if applicable) :	<b>TUV Rheinland Vietnam Co., Ltd.</b>

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



Rating	A combination of ratings per performance area where:	Consequence																																													
<p><b>A</b> <b>OUTSTANDING</b></p>	<p>o Minimum 7 performance area rated A o No Performance area rated C, D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	B	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A	A	A																																	
A	A	A	A	A	A	A	A	A	A	A	B	B	B	B																																	
A	A	A	A	A	A	A	A	B	B	B	B	B	B	B																																	
<p><b>B</b> <b>GOOD</b></p>	<p>o Maximum 3 performance area rated C o No performance area rated D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	B	B	A	A	A	A	A	A	B	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	B	C	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
A	A	A	A	A	A	B	B	B	B	B	B	B	B	B																																	
A	A	A	A	A	A	B	B	B	B	B	B	B	B	C																																	
B	B	B	B	B	B	B	B	B	B	B	C	C	C	C																																	
<p><b>C</b> <b>ACCEPTABLE</b></p>	<p>o Maximum 2 performance areas rated D o No performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	D	C	C	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	A	C	C	C	C	C																																	
A	A	A	A	A	B	B	B	B	C	C	C	C	D	D																																	
C	C	C	C	C	C	C	C	C	C	C	C	C	D	D																																	
<p><b>D</b> <b>INSUFFICIENT</b></p>	<p>o Maximum 6 performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	E	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	A	A	D	D	D	D																																	
A	A	A	B	B	B	C	C	C	D	D	D	D	E	E																																	
D	D	D	D	D	D	D	D	E	E	E	E	E	E	E																																	
<p><b>E</b> <b>UNACCEPTABLE</b></p>	<p>o Minimum 7 performance areas rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners</p>
A	A	A	A	A	A	E	E	E	E	E	E	E	E	E																																	
A	A	B	B	C	D	E	E	E	E	E	E	E	E	E																																	
E	E	E	E	E	E	E	E	E	E	E	E	E	E	E																																	
<p><b>Zero Tolerance</b></p>	<p>A Zero Tolerance issue was identified (see Annex 5)</p>	<p>Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.</p>																																													

**Main Auditee Information**



Name of producer :	<b>TRUONG GIANG JOINT STOCK COMPANY</b>		
DBID number :	<b>349423</b>		
Audit ID :	<b>37116</b>		
Address :	<b>Cat Dang Hamlet, Yen Tien Commune, Y Yen District Nam Dinh</b>		
Province :	<b>Nam Dinh</b>	Country :	<b>Vietnam</b>
Management Representative :	<b>Mr.Dinh Van Khanh</b>		
Contact person:	<b>Mr.Dinh Van Khanh</b>	Sector :	<b>Non-Food</b>
Industry Type :	<b>Forestry, wood, pulp and paper</b>	Product group :	<b>Forestry derivates</b>
Product Type :	<b>Pressed Bamboo</b>		

**Audit Details**



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit	
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms	
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural	
Audit Announcement :	<input type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input checked="" type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No		
Audit extent (if applicable) :	none		
Audit interferences or contingencies (if applicable) :	none		
Overall rating :	C		
Need of follow-up :	Yes	If YES, by : 30/09/2016	

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
B	D	C	A	B	A	D	B	A	A	A	A	A

**Executive summary of audit report**

TRUONG GIANG JOINT STOCK COMPANY is located in Cat Dang Hamlet, Yen Tien Commune, Y Yen District, Nam Dinh City, Nam Dinh Province, Vietnam. Company got official business license from Government on 23 August 2004 with business license number 0600334420. Company has 03 building including office, production and warehouse. Production areas were clean and tidy. Toilets were clean with cleaning facilities. Employees work 08 hours per day from 07:00am to 05:00pm, lunch: 11:30am-01:30pm, without working overtime. Company has recorded working time for employees manually. Auditor reviewed the 8 selected working time records from September 2014 to the time of audit to review. Employees have one day off per week (Sunday). Employee did not work overtime hour. Auditor reviewed the 08 selected payroll records from September 2014 to August 2015 to review. Company has paid salary for employees that was higher than minimum wage from Government. Employees receive salary on time every month by cash. Trade Union was established in compliance with Vietnam law. No child labor. The disciplinary practices were complied with Vietnam law. The environmental parameters were tested frequently. Potable water was provided for employees. Auditor arrived facility at 08:00am and departed at 05:00pm.

**Ratings Summary**



<b>Auditee's background information</b>			
Auditee's name :	<b>TRUONG GIANG JOINT STOCK COMPANY</b>	Legal status :	<b>joint stock company</b>
Auditee aliases :		Year in which the auditee was founded :	<b>2004</b>
Address :	<b>Cat Dang Hamlet, Yen Tien Commune, Y Yen District</b>	Contact person (please select) :	<b>Mr.Dinh Van Khanh</b>
Province :	<b>Nam Dinh</b>	Contact's Email :	<b>khanhliencd@yahoo.com</b>
City :	<b>Nam Dinh</b>	Auditee's official language(s) for written communications :	<b>Vietnamese</b>
Region :	<b>South East Asia</b>	Other relevant languages for the auditee :	<b>English</b>
Country :	<b>Vietnam</b>	Website of auditee (if applicable) :	<b>NA</b>
GPS coordinates :	<b>NA</b>	Total turnover (in Euros) :	<b>800000.00</b>
Sector :	<b>Non-Food</b>	Of which exports % :	<b>100.00</b>
Industry :	<b>Forestry, wood, pulp and paper</b>	Of which domestic market % :	<b>0.00</b>
If other, please specify :		Production volume :	<b>500000pcs/year</b>
Product Group :	<b>Forestry derivates</b>	Production cost calculation :	<b>Yes</b>
If other, please specify :		Lost time injury calculation cost :	<b>Yes</b>
Product Type :	<b>Pressed Bamboo</b>		

<b>Auditee's employment structure at the time of the audit</b>			
Total number of workers :	<b>30</b>	Total number of workers in the production unit to be monitored (if applicable) :	<b>0</b>
		<b>MALE WORKERS</b>	<b>FEMALE WORKERS</b>
Permanent workers		<b>4</b>	<b>6</b>
Temporary workers		<b>6</b>	<b>14</b>
In management positions		<b>3</b>	<b>0</b>
Apprentices		<b>0</b>	<b>0</b>
On probation		<b>0</b>	<b>0</b>
With disabilities		<b>0</b>	<b>0</b>
Migrants (national citizens)		<b>0</b>	<b>0</b>
Migrants (foreign citizens)		<b>0</b>	<b>0</b>
Workers on the permanent payroll		<b>10</b>	<b>20</b>
Production based workers		<b>0</b>	<b>0</b>
With shifts at night		<b>0</b>	<b>0</b>
Unionised		<b>10</b>	<b>20</b>
Pregnant		<b>-</b>	<b>0</b>
On maternity leave		<b>-</b>	<b>1</b>

**Finding Report**



<b>Performance Area 8 : No Child Labour</b>		
<b>GOOD PRACTICES</b>	<b>AREAS OF IMPROVEMENT</b>	<b>DEADLINE DATE</b>
Full Audit [37116] Audit Date: 30/09/2015 PA Score: B		
	Based on satisfactory evidence, the main auditee respects this principle, however 8.4 Company has not established the remedial procedure to provide for further protection in case children are found to be working. Công ty chưa thiết lập quy trình xử lý đền bù khi phát hiện lao động trẻ em làm việc trong công ty.	30/12/2015
<b>Remarks from Auditee:</b>		
<b>Performance Area 2 : Workers Involvement and Protection</b>		
<b>GOOD PRACTICES</b>	<b>AREAS OF IMPROVEMENT</b>	<b>DEADLINE DATE</b>
Full Audit [37116] Audit Date: 30/09/2015 PA Score: D		
	Based on satisfactory evidence, the main auditee respects this principle, however 2.3: The company has not trained for employees to know their rights and obligations and kept enough records. Company did not train for employees how to use grievance mechanism. Công ty chưa tiến hành đào tạo cho nhân viên về các quyền lợi và nghĩa vụ của họ và duy trì đầy đủ hồ sơ. Công ty chưa tiến hành đào tạo cho nhân viên để hiểu được cơ chế khiếu nại.	30/12/2015
<b>Remarks from Auditee:</b>		

Performance Area 7 : Occupational Health and Safety		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: D		
	<p>Based on satisfactory evidence, the main auditee respects this principle, however 7.3 The risk assessment was not conducted for all of working areas at facility. Việc đánh giá rủi ro chưa được thực hiện cho toàn bộ các khu vực làm việc trong công ty. 7.5 Company has not ensured the time of hygienic and labor safety training for employees (group 2) yearly (total 48 hours) by the authorized department of Government as required by the Circular 27/2013/TT-BLĐTBXH, effective date 15/12/2013, at the time of audit, the total time of of hygienic and labor safety training for employees (group 2) were 16 hours in 02 days (5,6 Jan 2015). Công ty chưa đảm bảo thời gian đào tạo an toàn vệ sinh lao động cho nhân viên (nhóm 2) hàng năm đủ 48 giờ theo đúng yêu cầu của Thông tư 27/2013/TT-BLĐTBXH, có hiệu lực từ ngày 15/12/2013, tại thời điểm đánh giá nhân viên nhóm 2 chỉ được đào tạo 16 giờ trong 2 ngày 5, 6/01/2015. 7.8 Company has not established the accident and emergency procedure and applied for the whole company. Công ty chưa thiết lập quy trình xử lý tai nạn lao động và áp dụng trong toàn công ty. 7.10 Company has not established the procedure for recording and reporting the occupational accidents and injuries. The accident monitoring report was not sent to Government every 06 months as required by the Circular 12/2012/TTLT-BLĐTBXH-BYT, effective date 04/07/2012. Công ty chưa thiết lập quy trình để ghi nhận và báo cáo tai nạn lao động. Báo cáo theo dõi tai nạn lao động chưa được gửi đến cơ quan Nhà nước mỗi 06 tháng/lần theo đúng yêu cầu của Thông tư 12/2012/TTLT-BLĐTBXH-BYT, có hiệu lực từ ngày 04/07/2012. 7.13 The 03 phase circuit breaker at drying area was not put into the safe box for safety reasons. Cầu dao điện 03 pha tại khu vực sấy chưa được bỏ vào hộp bảo vệ an toàn. 7.14 The early warning system was not installed at semi and finished product warehouse as required by TCVN 3890:2009 Hệ thống báo cháy tự động chưa được lắp đặt tại khu vực bán thành phẩm và kho thành phẩm theo đúng yêu cầu của TCVN 3890:2009. 7.17 Company had not declared the use of the dangerous equipments such as air compressor tanks as required by the circular 06/2014/TT-BLĐTBXH, effective date 1/5/2014. Công ty chưa khai báo sử dụng thiết bị có yêu cầu nghiêm ngặt về ATVSLD (binh nén khí) cho Số LD-TB&amp;XH tình theo thông tư 06/2014/TT-BLĐTBXH, có hiệu lực từ ngày 1/5/2014 Remark: Company did not have canteen. Company did not provide transportation for employees. Company did not have dormitory.</p>	30/01/2016
Remarks from Auditee:		
Performance Area 10 : No Precarious Employment		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		
Performance Area 12 : Protection of the Environment		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		

Performance Area 9 : Special protection for young workers		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		
Performance Area 4 : No Discrimination		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		
Performance Area 11 : No Bonded Labour		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		
Performance Area 1 : Social Management System and Cascade Effect		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: B		
	Based on satisfactory evidence, the main auditee respects this principle, however 1.3:The company has not established a functioning system to monitor the suppliers regarding social performance. Công ty chưa thiết lập hệ thống để theo dõi và đánh giá việc thực hiện trách nhiệm xã hội của các nhà cung cấp.	30/12/2015
Remarks from Auditee:		
Performance Area 3 : The rights of Freedom of Association and Collective Bargaining		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: C		
	Based on satisfactory evidence, the main auditee respects this principle, however 3.2 Two-way communication between management staff and employees was not conducted every 03 months as required by the Vietnam labor code 2012, Article 65, effective date 1/5/2013. Đối thoại trực tiếp giữa ban giám đốc và người lao động chưa được tiến hành mỗi 03 tháng/lần theo đúng yêu cầu của điều 65, Bộ luật lao động 2012, có hiệu lực từ ngày 1/5/2013.	30/12/2015
Remarks from Auditee:		



Performance Area 5 : Fair Remuneration		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: B		
	Based on satisfactory evidence, the main auditee respects this principle, however 5.4 The auditee did not provide insufficient remuneration that allow workers to meet a decent living standard, i.e the calculated decent living standard was 3332864 vnd/month and the real paid salary was 2775000vnd/month. Công ty chưa đảm bảo thu nhập của người lao động trang trải đủ mức sống theo tiêu chuẩn, nghĩa là theo tính toán mức lương đủ sống hiện tại là 3332864 đồng/tháng, tuy nhiên lương thực tế thấp nhất công ty chi trả chỉ là 2775000vnd/month. 5.5 Company has not paid compulsory social insurance for 12 production employees in August 2015 as required by the Social insurance law, 71/2006/QH 11, issued date 29/6/2006. Công ty chưa đóng bảo hiểm xã hội bắt buộc cho 12 công nhân sản xuất trong tháng 08/2015 (những công nhân này có thời gian làm việc liên tục trên ba tháng) theo đúng yêu cầu của Luật bảo hiểm xã hội bởi vì , 71/2006/QH 11, ban hành ngày 29/6/2006.	30/12/2015
Remarks from Auditee:		
Performance Area 6 : Decent Working Hours		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		
Performance Area 13 : Ethical Business Behaviour		
GOOD PRACTICES	AREAS OF IMPROVEMENT	DEADLINE DATE
Full Audit [37116] Audit Date: 30/09/2015 PA Score: A		
Remarks from Auditee:		

**Summary**



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating

**Producer Photos**



Photo of the inside of the main production hall 3 phase circuit without safe box.JPG



Photo of the inside of the main production hall extinguishers.JPG



Photo of the inside of the main production hall office.JPG



Photo of the inside of the main production hall chemical warehouse.JPG



Photo of the inside of the main production hall finished product warehouse.JPG



Photo of the inside of the main production hall suggestion box.JPG



Photo of the inside of the main production hall company gate.JPG



Photo of the inside of the main production hall fire alarm.JPG



Photo of the inside of the main production hall toilets.JPG



Photo of the inside of the main production hall company name.JPG



Photo of the inside of the main production hall fire hose reel.JPG



Photo of the inside of the main production hall workstation 1.JPG



Photo of the inside of the main production hall emergency lights and exit.JPG



Photo of the inside of the main production hall first aid kit.JPG



Photo of the inside of the main production hall workstation 2.JPG



Photo of the inside of the main production hall  
employee with correct PPE.JPG



Photo of the inside of the main production hall  
MSDS.JPG



Photo of the inside of the main production hall  
workstation 3.JPG



Photo of the inside of the main production hall  
escape route with mark.JPG



Photo of the inside of the main production hall  
no smoking warning.JPG



Photo of the inside of the main production hall  
workstation 4.JPG

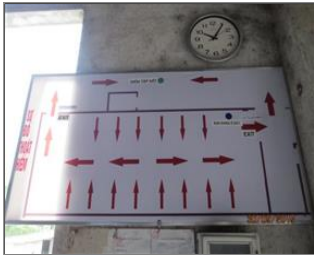


Photo of the inside of the main production hall  
evacuation plan.JPG