

# Monitoring result for ANJI GUYOU FURNITURE CO., LTD. on site ANJI GUYOU FURNITURE CO., LTD.

## Monitoring

Monitored Party : ANJI GUYOU FURNITURE CO., LTD.  
amfori ID : 156-030986-000  
Site : ANJI GUYOU FURNITURE CO., LTD.  
Site amfori ID : 156-030986-001  
Address : Baishuiwan Industry Zone, Tianhuangping Town, Anji County  
: Huzhou  
: Zhejiang Sheng  
: China  
Monitoring Activity : amfori Social Audit - Manufacturing  
Monitoring Type : Follow-up Monitoring  
Monitoring Partner : ALGI International, Inc.  
Monitoring Start Date : 06/01/2023  
Closing Meeting : 06/01/2023  
Finished Date  
Submission Date : 13/01/2023  
Expiration Date : 13/01/2024

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## 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	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 Labour	A
PA 12: Protection of the Environment	A
PA 13: Ethical Business Behaviour	A

## General description

ANJI GUYOU FURNITURE CO., LTD. (Local Name: 安吉顾友家具有限公司, Uniform Code of Social Credit: 9133052305011302XE) is located at Baishuiwan Industry Zone, Tianhuangping Town, Anji County, Huzhou City, Zhejiang Province, China. The factory was established in 2012. The factory was specialized in the manufacturing of office chair, gaming chair, accent chair, home office chair, gaming sofa. Main production activities included cutting, sewing, wood working, glue spraying, assembly, inspecting and packing. No production process or service was sub-contracted. Based on management interview, 100% orders in the factory were export orders. The factory major export clients were from Europe and US.

The audited factory rented whole 2-4/F of one 4-storey building and a steel shed which built beside the 1/F (around 200 square meters) from the landlord "Anji Chunfeng Bamboo Products Factory (安吉春风竹制品厂)" as office, warehouse and production workshop. No dormitory, kitchen or canteen was provided. 1/F in the same building was rented out by the landlord to another factory named "Wucheng Plastic Products Factory (五诚塑料制品厂)" with the manufacture of plastic products. Independent business license and the rental agreement were provided for review. Onsite factory tour indicated that there was no relationship with the audited factory. On the audit day, there were total 29 employees in the factory, of which 22 employees were production workers. As per management interview, no obvious peak or non-peak production season in the factory.

Based on documents review and management interview, it was noted that all employees in the factory were paid by hourly rate. Wages were paid monthly in cash on around 18th of each month for the preceding month. The factory used face identification electronic attendance system to keep records of all employees' working hours. All employees worked in one shift, the regular working hours were from 8:00 to 17:00 with lunch break from 11:30 to 12:30. Overtime working would be arranged for 2 hours a day from 18:00 to 20:00 on weekdays and for 8 hours a day on Saturdays if needed. Moreover, all employees could enjoy 1 day off per 7 days.

During the current audit, payroll records from December 2021 to November 2022 and attendance records from December 1, 2021 to the audit day (January 6, 2023) were provided for review. The auditor randomly selected 10 samples from November 2022 (current month), July 2022 (random month) and April 2022 (random month) for verification.

Remark: 1. The local legal minimum wage standard was CNY 1840 per month equivalent to CNY 10.57 per hour since August 1, 2021 and CNY 1660 per month equivalent to CNY 9.54 per hour before August 1, 2021.

2. No agency labor contract, government waiver and collective bargaining agreements were uploaded since there was not any agency labor, government waiver and collective bargaining agreement in the factory.

3. This follow up audit was conducted on January 6, 2023 by ALGI auditor Mr. Jones Zhou (Lead auditor) - APSCA registration No. CSCA 21700148.

4. Mr. Deng Shenglong / Plant Manager, Mr. Hu Lele / Admin. Manager and Mr. Xie Jiabin / Workers' Representative attended at opening and closing meetings. The opening meeting started at 8:30 and the closing meeting ended at 16:45 on January 6, 2023. Auditor communicated the findings in detail to them, they were allowed to ask questions and make any needed clarification. Finally, they agreed the findings and signed the onsite audit findings report.

5. #LivingWage: [The audited factory was located in Huzhou City, which cannot be found on the GLWC website. So the auditor used the basic living wage CNY 3663.85, which was manually collected and calculated by the auditor through Anker's methodology.

The Living wage calculation technique used by the auditor is to be inquired the resident consumption parameters published on the local government's public website and yearbook. Afterwards, there are calculated the relevant data of local living wage according to the proportion of Anker methodology of the key parameters. Relevant data comes from the website or yearbook data published by the local government. BLW calculation manually collected by the auditor is uploaded as part of the report attachments.]

6. For the steel shed (around 200 square meters) which built beside the 1/F of 4-storey building, it was completed in early 2021, which exempted to apply for fire service inspection certificate and certificate or report of acceptance check for completion. According to Measures for the administration of construction permits for construction projects, which updated by the Ministry of Housing and Urban-Rural Development of Zhejiang Province in 2021. Project investment less than 2 million or the building structure area less than 1,000 square meters could exempt to apply for fire service inspection certificate and certificate or report of acceptance check for completion.

7. For all corrected non-conformances, the corrective actions please refer to the attachment "156-030986-001\_Corrective\_actions".

## Site Details

Site : ANJI GUYOU FURNITURE CO., LTD.

Site amfori ID : 156-030986-001

### GICS Classification

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Sector : Consumer Discretionary

Industry : Household Durables

Industry Group : Consumer Durables & Apparel

Sub Industry : Home Furnishings

### 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	29 Workers
Legal minimum wage in local currency	1840 Monthly
Lowest wage paid for regular work at the site	2923 Monthly
Calculated living wage in local currency	3663 Monthly
Total sample	10 Workers

### Other Metrics

Male workers	15 Workers
Female workers	14 Workers
Permanent workers - Male	15 Workers
Permanent workers - Female	14 Workers
Temporary workers - Male	0 Workers
Temporary workers - Female	0 Workers
Seasonal workers - Male	0 Workers
Seasonal workers - Female	0 Workers
Management - Male	2 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	0 Workers
Workers with night shift - Female	0 Workers
Workers with disabilities - Male	0 Workers
Workers with disabilities - Female	0 Workers
Domestic migrant workers - Male	5 Workers
Domestic migrant workers - Female	6 Workers
Foreign migrant workers - Male	0 Workers
Foreign migrant workers - Female	0 Workers
Workers hired directly - Male	15 Workers
Workers hired directly - Female	14 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	0 Workers
Workers under CBA - Female	0 Workers
Pregnant workers	0 Workers
Workers on parental leave - Male	0 Workers
Workers on parental leave - Female	0 Workers
Sample - Male	6 Workers
Sample - Female	4 Workers

## Findings

### PA1: Social Management System

Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because the factory had established the procedure on social responsibility in Mar.2018, but did not set up an effective management system to implement the BSCI Code of Conduct and ensure that the BSCI values and principles were followed in a satisfactory manner for some performance areas such as workers involvement and protection, not all workers were provided with social insurance, overtime hours exceeded the requirement of local law, etc. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the factory did not have an effective management system regarding Social Management System, Workers Involvement and Protection, Fair Remuneration, Decent Working Hours, Occupational Health and Safety and Protection of the Environment. (For details, please refer to Performance Area 1, 2, 5, 6, 7 and 12 respectively.)

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是工厂已经于2018年03月制定了社会责任的程序，但是没有建立有效的管理体系去实施BSCI行为准则以及确保BSCI的价值和准则能被满意的体现，如在工人参与和保护，社会保险未全员覆盖，加班时间超时等的不足。未改善（2023年1月6日第一次跟进审核）：审核发现工厂在管理体系、工人参与和保护、公平报酬、体面劳动时间、职业健康和安全以及环境保护方面缺少有效的管理。（详细分别见第1、2、5、6、7和12部分）

Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because the factory had established the procedure on capacity planning, but in fact the factory did not ensure the overtimes of sampled workers attendance records from Dec.01, 2020 to Jan.06, 2022 in accordance with the BSCI requirement, so the factory did not implement management system on working hour perfectly. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the workforce capacity in the factory was not assessed or properly planned to match delivery order contracts or expectations, as excessive overtime hours which violated the PRC Labor Law article 41 were detected in all sampled months, which were November 2022 (current month), July 2022 (random month) and April 2022 (random month). For details, please refer to 6.2. This violated the PRC Labor Law article 41.

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是工厂建立了产能规划程序，但是由于在抽样工人2020年12月01日至2022年01月06日的考勤记录上发现未符合法规以及BSCI要求，因此工厂工时管理系统执行层面并不完善。未改善（2023年1月6日第一次跟进审核）：审核发现工厂没有对现有员工产能是否可以按时完成客户订单数量进行有效评估和合理计划，以致于所有抽样月份中均发现超过《中华人民共和国劳动法》第41条要求的加班时间，2022年11月（当前抽样月份），2022年7月（随机抽样月份）和2022年4月（随机抽样月份）。具体加班信息请参见6.2。该项违反了《中华人民共和国劳动法》第41条。

### PA 2: Workers Involvement and Protection

Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because it was noted that although the long-term goal of protecting workers was set, but it did not reflect the specific time limit or stage of the completion of the goal. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the factory had defined long-term goals to protect workers according to the amfori BSCI Code of Conduct. But the long-term plan did not have completion date, did not reflect a step-wise approach toward making sustainable improvements and did not invite workers and workers representatives in defining the goals.

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是工厂虽然制定了保护工人的长期目标，但是没有体现完成目标的具体时限和阶段性。未改善（2023年1月6日第一次跟进审核）：审核发现工厂按照amfori BSCI行为守则建立了长期目标来保护工人。但是该长期计划没有具体的完成时间，没有反映做出可持续改进的渐进式方法，也没有邀请工人和工人代表共同参与目标制定。

Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because 2 out of total 5 interviewed workers did clear who the worker representatives were or what the responsibility of worker representatives was. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the established grievance mechanism indicated that the grievance method was suggestion box, communication with workers' representative, etc. However, 2 out of 10 interviewed workers did not know who the worker representative was and what the responsibility of worker representative was.

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是5名访谈员工中有2名员工不清楚员工代表是谁以及他们的职责是什么。未改善（2023年1月6日第一次跟进审核）：审核发现工厂建立的申诉机制指出申述途径有意见箱，向员工代表反应等方式。然而，10名被访谈的员工中有2名员工不清楚员工代表是谁以及员工代表的职责是什么。

### PA 5: Fair Remuneration

New finding (1st follow-up Audit on January 6, 2023): According to management representative interview, workers interview and document review, the factory did not have basic knowledge of living wage, did not investigate the local basic family living expenses and did not establish calculation method for decent living wages. Wages paid for regular working time to all 10 sampled workers in November 2022, July 2022 and April 2022 ranged from CNY 2923.2 to CNY 3271.2 per month, which were lower than the Huzhou City Living Wage standard of CNY 3663.85 per month. The data was calculated by the auditor through Anker's methodology based on the data from local government.

新不符合项（2023年1月6日第一次跟进审核）：根据管理层访谈，员工访谈和文件检查，工厂不了解体面生活工资，尚未调查当地家庭生活费用也未建立体面的生活工资的计算方式。2022年11月，2022年7月以及2022年4月全部10名抽取的员工支付

## PA 5: Fair Remuneration

的常规工作时间工资为每月人民币2923.2元至人民币3271.2元，低于湖州市基本生活需求工资的标准每月人民币3663.85元。该数据由审核员根据当地政府所示数据使用Anker计算方式得出。

## PA 6: Decent Working Hours

Previous finding (The initial audit on January 6, 2022): The main auditee does not respect this principle because during the audit, based on review the electronic attendance records from Dec.01, 2020 to Jan.06, 2022 of sampled workers factory provided, it was noted that workers' monthly overtime during this period except Feb.2021 exceeded 36 hours which local law required, and the maximum data was 60 hours with 20 hours in weekday and 40 hours in weekend in Jul.2021. Not corrected (1st follow-up Audit on January 6, 2023): As per the provided time records, it was noted that the monthly overtime working hours of all 10 sampled workers were 52-54 hours in November 2022 (current month), 60 hours in July 2022 (random month) and 56-58 hours in April 2022 (random month), which exceeding the legal limit of 36 hours per month. This violated the PRC Labor Law article 41.

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）未遵循该准则。原因是根据工厂提供的抽样员工从2020年12月01日至2022年01月06日的电子考勤记录发现，员工在此期间（2021年02月除外）的月加班均超法规要求的36小时，最大值为2021年07月的60小时（含20小时工作日加班和40小时周末加班）。未改善（2023年1月6日第一次跟进审核）：根据提供的考勤记录，发现所有10名抽样员工在2022年11月份（当前抽样月份）的月加班时间为52-54小时，2022年7月份（随机抽样月份）的月加班时间为60小时，2022年4月份（随机抽样月份）的月加班时间为56-58小时。超过了法律规定的每月加班不超过36小时。该项违反了《中华人民共和国劳动法》第41条的要求。

## PA 7: Occupational Health and Safety

1. Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because the factory had established complete management system on health and safety, included identification and awareness of related legal regulation, health and safety check, training etc. But some issues were found due to management negligence. For example, occupational health examination, chemical safety management and mechanical protection, etc. Not corrected (1st follow-up Audit on January 6, 2023): Although the factory had set up its own occupational health and safety regulations and procedures, the actual practice throughout the factory was not fully in compliance with requirements of local laws in the parts of Warehouse Safety, Occupational Health, Chemical Safety and Machine Safety. 2. New finding (1st follow-up Audit on January 6, 2023): It was noted that around 20% of materials and finished products were placed against walls in materials warehouse and finished products warehouse. This violated the Rules Concerning Warehouse Safety and Fire Control article 18.

1. 前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是工厂已建立完整的健康安全管理体系，包括相关法规的识别与了解，健康安全检查和培训等，但是由于管理疏忽，导致某些问题存在，比如职业健康体检，化学品的安全管理和机械防护等。未改善（2023年1月6日第一次跟进审核）：虽然工厂建立了职业健康安全方面的程序和制度，但是工厂在实际的执行过程中还存在问题。例如仓库安全、职业健康、化学品安全和机器安全方面。2. 新不符合项（2023年1月6日第一次跟进审核）：审核发现工厂物料仓库和成品仓库约有20%的物料和成品靠墙摆放。该项违反了《仓库防火安全管理规划》第18条的要求。

1. Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because factory had not arranged occupational health examination for workers such as glue spraying and woodwork workers contacted with occupational hazardous factors. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the factory did not provide pre-job, on-the-job and off-the-job occupational health check to all workers in glue spraying and wood working workshops, who worked with chemical (glue), noise and dust during production. This violated the PRC Law of Prevention and Control of Occupational Diseases article 35. 2. Previous finding moved from PA 7.25 to PA 7.3 (The initial audit on January 6, 2022): The main auditee does not respect this principle. The factory did not conduct the occupational hazardous factor monitoring to workshops such as woodworking, glue spraying with occupational hazardous factors. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the factory did not conduct the occupational hazards factors testing in last 12 months (for example, air quality in glue spraying workshop, dust and noise in wood working workshop). This violated Provisions on the Supervision and Administration of Workplace Occupational Health Article 20.

1. 前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是工厂没有为接触职业危害因素的员工（如喷胶，木工员工）安排职业健康体检。未改善（2023年1月6日第一次跟进审核）：审核发现工厂没有给喷胶和木工车间的所有工人提供职业岗前，岗中和岗后的健康体检，生产时会接触化学品（胶水）、噪音和粉尘。这违反了《中华人民共和国职业病防治法》第三十五条。2. 前次不符合项从PA 7.25移动至PA 7.3（2022年1月6日初审）：主要被审核方（生产商）未遵循该准则。原因是工厂未对存在职业危害因素的车间（如木工，喷胶车间等）进行职业危害因素检测。未改善（2023年1月6日第一次跟进审核）：审核发现工厂没有委托进行过去12个月内的职业危害因素检测（如喷胶车间的空气质量，木工车间的粉尘和噪音）。此项违反了《工作场所职业卫生监督管理规定》第二十条。

Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because the health and safety risk assessment of the workshop in the factory was conducted by office staff, there was no evidence to show whether the worker representative was involved. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the factory conducted different kinds of risk assessments such as fire risk assessment, position risk assessment, etc each 12 months, but the factory did not invite worker and worker representative to participate in it.

## PA 7: Occupational Health and Safety

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则。原因是工厂关于车间的健康安全风险评估仅由办公人员执行，所以没有证据显示员工代表是否参与。未改善（2023年1月6日第一次跟进审核）：审核发现工厂每12个月开展一次各种类型的风险评估，如火灾风险评估，岗位风险评估等。但是工厂没有邀请员工和员工代表参与其中。

Previous finding (The initial audit on January 6, 2022): The main auditee partially respects this principle because all sewing machines had been installed with finger guards, but the finger guards were installed too high which were installed ineffectively. Besides, the pedal plate of 2 nailing machines were not installed with protective covers. And one nailing machines' belt pulley protective cover was not installed completely, one sewing was not equipped with belt pulley protective cover. Not fully corrected (1st follow-up Audit on January 6, 2023): Through onsite observation, management interview, worker representative interview and worker interviews, it was noted that all sewing machines were properly installed with belt pulley protective cover and finger guard. However, the audited factory still did not install pedal plate protective cover for the two nailing machines and complete belt pulley protective cover for 1 out of 2 nailing machines in this follow up audit time.

前次不符合项（2022年1月6日初审）：主要被审核方（生产商）部分遵循该准则，因为所有平车已安装护指环，但护指环安装过高导致安装无效。此外2台打钉机无脚踏板防护罩，1台打钉机皮带轮防护罩防护不全，1台缝纫机没有皮带轮保护罩。未全部改善（2023年1月6日第一次跟进审核）：通过现场观察，管理层访谈，员工代表访谈和员工访谈，发现工厂所有的缝纫机均安装了适当的皮带轮保护罩和护指环。然而，工厂在此次跟进审核期间仍然未给2台打钉机安装脚踏板防护罩也没有为2台打钉机中的1台安装完整的皮带轮防护罩。

Remark: Previous finding moved from PA 7.25 to PA 7.3.

备注：前次不符合项从PA 7.25移动至PA 7.3。

## PA 12: Protection of the Environment

Remark: Previous finding moved from PA 12.2 to PA 12.3.

备注：前次不符合项从PA 12.2移动至PA 12.3。

Previous finding moved from PA 12.2 to PA 12.3 (The initial audit on January 6, 2022): The main auditee does not respect this principle because the factory did not provide the monitoring report of waste gas and boundary noise for review. Not corrected (1st follow-up Audit on January 6, 2023): It was noted that the factory did not monitor its boundary noise or atmospheric pollutants regularly. This violated Measures for the Administration of Environmental Surveillance Article 21.

前次不符合项从PA 12.2移动至PA 12.3（2022年1月6日初审）：主要被审核方（生产商）未遵循该准则。原因是工厂没有提供废气和厂界噪音的监测报告。未改善（2023年1月6日第一次跟进审核）：审核发现工厂没有对其产生的厂界噪音和废气进行定期监测。该项违反了《环境监测管理办法》第21条的要求。