DBID: 375904 and Audit Id: 185153 Audit Type: Full Audit Audit Date: 30/06/2020



Auditee :	First American Corporation (PVT) LTD
Audit Date From :	30/06/2020
Audit Date To :	01/07/2020
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	SGS
Auditor's Name(s) :	Muhammad Aamir Rauf(Lead), Ferhan Mehmood
Auditing Branch (if applicable):	SGS PAKISTAN SSC



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 :	First American Corporation (PVT) LTD									
DBID number :	375904	75904								
Audit ID :	185153	85153								
Address :	Main Daska Road, Guenki Sialkot	lain Daska Road, Guenki Sialkot								
Province :	Punjab	Punjab Country: Pakistan								
Management Representative :	Sultan Mehmood									
Contact person:	Abdul Malik	Sector:	Non-Food							
Industry Type :	Sports equipment and sportwear	Product group :	sports equipment							
Product Type :	Fitness equipment									



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Audit Details						
Audit Range :	⊠ Full Audit	Follow-	up Audit			
Audit Scope :	⊠ Main Auditee	☐ Main Au	iditee & Farms			
Audit Environment :	⊠ Industrial	Agricult	ural	☐ Sı	mall Producer	
Audit Announcement :	☐ Fully-Announced	☐ Fully-U	nannounced	⊠ Se	emi-Announced	
Random Unannounced Check (RUC):	No					
Audit extent (if applicable) :	none					
Audit interferences or contingencies (if applicable) :	none					
Overall rating:	Α					
Need of follow-up:			If YES, by :			
Pating per Performance Area (PA)						

Executive summary of audit report

PA 3

PA 4

Α

PA 5

PA 6

Α

PA 2

First American Corporation is a Private Limited company which is established in 1989. The company is located at Daska Road, Sialkot, Pakistan. The facility has maintained all business licenses as required to be necessary for its operations.

PA 7

PA 8

PA 9

Α

PA 10

PA 11

PA 12

PA 13

Audit Process:

PA 1

SGS Pakistan auditors (Mr. Muhammad Aamir Rauf (Lead Auditor) APSCA membership # 21702815 & Mr. Ferhan Mehmood (Team Auditor) APSCA membership # 21702733) started the audit activity on first day of the audit. The audit team conducted opening meeting followed by site visit, worker & worker representative & management interview, document review and closing meeting. The audit was conducted in a good professional working environment and auditee was very supportive and cooperative thru all audit process. The facility has gone thru a little dip in production due to #COVID19 scenario however it is operating with its full workforce.

Opening Meeting:

The audit process was started with an opening meeting conducted by the audit team and attended by representatives of management and workers of the facility including Senior Management of the facility, Management Rep. and Workers Rep. The Auditors described the whole audit process, criteria, scope, and explained the amfori BSCI code of conduct, amfori BSCI holistic approach and local laws in detail to the extent these are related to the audit. Management of the facility assured the auditors of facilitation throughout the audit process. The auditors explained and presented SGS's Integrity Declaration Forms to the facility management and Management Rep. agreed and signed the same.

Health and Safety Tour:

All areas of the facility with processes such as cutting, stitching, finishing and packing were visited during the audit. The auditors conducted the physical tour at the entire premises of the facility detailed as per following information. At the time of facility visit attitude of the facility management was good. #COVID19 protocols are well implemented as per regulatory guidelines set by the provincial and federal governments of the country. The company has maintained a temperature-check mechanism at the entrance of the facility and any suspected #COVID19 patients are screened out and sent home without reprisal. The company has also installed disinfection shower for the workers and visitors coming inside the facility. All workers and visitor are required to wear facemasks at all times of presence inside the facility. The company has also displayed informative posters on #COVID19 all around the premises for awareness of those inside the facility.

Interview and payroll review:

18 permanent and contracted (Piece-Rate) employees were randomly selected from different production and associated departments for interview. On sample basis, payroll records and time records of the month of May 2020 (last paid month), February 2020 & December 2019 (random paid months) were reviewed. Moreover, attendance register, production records, product inspection report and product dispatch records were reviewed by the auditors. Their normal working hours are from 09:00 AM to 06:00 PM; for all staff whereas some of the security guards work in three shifts from 06:00 AM to 02:00 PM, 02:00 PM to 10:00 PM and 10:00 PM to 06:00 AM. Employees are allowed for one-hour meal breaks in each shift

The company maintain attendance records through electronic systems. Sunday is their weekly holiday/rest day. Employees receive their wages by monthly basis in local currency (PKR), generally before 7th of each month. Required documents were provided in time. Facility management provided a separate room for conducting employee's interview.

Factory provides a minimum wage as PKR 17500 per month which meet the legal minimum wage of the Province. Factory pays the overtime wages at 200% of the normal wages which is as per legal requirement.

Closing Meeting

At the end of all the audit processes, a closing meeting was conducted by the auditors at 1800 hrs in the presence of Management Rep. and Workers Rep. The auditors thanked the facility management for spending their valuable time towards the audit and their cooperation throughout the audit process. The auditors explained in detail the observations that came across during the audit process. The facility management was receptive to the observations and assured to take the necessary steps to correct the same at the earliest. Management Rep. and Workers Rep. agreed and signed the summary of findings.

Attitude of workers:

Through interview with workers, it was noted that all workers are generally happy with working environment of the factory. The relationship between management and the workers appeared to be cordial. Workers are content with general housekeeping of the factory in the production area. Through



First American Corporation (PVT) Producer:

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interview with workers, it was noted that factory management is very cooperative in solving their workplace issues in time. Besides, auditors were also informed by the workers that factory does not discriminate between workers in any manner while hiring or promotion or training. Factory management treats all of them equally and with respect and dignity. No evidence of corporal punishment, threats of violence or other forms of physical, mental, sexual, verbal harassment and abuse was found. Factory pays their wages in time. Factory has given equal opportunity to work overtime. Overtime is voluntary.

Attitude of factory management:

The factory management was receptive, positive and extended their full cooperation throughout the audit. They showed positive attitude towards the compliance requirements. Factory management was very supportive to provide the documentation which was needed to verify compliances during the audit. Further, they have agreed with the observations or issues identified during full audit and have given timescale for corrective actions to be taken. The factory management has ascertained that they would correct those issues within the planned timeframe as mentioned in the corrective action plan.



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Ratings Summary



Auditee's background information									
Auditee's name :	First American Corporation (PVT) LTD	Legal status :	Private Limited						
Local Name :		Year in which the auditee was founded :	1989						
Address :	Main Daska Road, Guenki	Contact person (please select) :	Abdul Malik						
Province :	Punjab	Contact's Email :	abdulm@facsports.com						
City:	Sialkot	Auditee's official language(s) for written communications :	English						
Region :	South Asia	Other relevant languages for the auditee :	Urdu, Punjabi						
Country:	Pakistan	Website of auditee (if applicable) :	https://www.facsports.com/						
GPS coordinates :	32.4247082,74.4666521	Total turnover (in Euros) :	6000000.00						
Sector :	Non-Food	Of which exports % :	100.00						
Industry :	Sports equipment and sportwear	Of which domestic market % :	0.00						
If other, please specify :		Production volume :	2 million pairs per annum						
Product Group :	sports equipment	Production cost calculation :	Yes						
If other, please specify :		Lost time injury calculation cost :	Yes						
Product Type :	Fitness equipment								

Auditee's employment structure at the time of the audit									
Total number of workers : 125	Total numb	Total number of workers in the production unit to be monitored (if applicable) :							
		MALE WORKERS	FEMALE WORKERS						
Permanent workers		125	0						
Temporary workers		0	0						
In management positions		11	0						
Apprentices		2	0						
On probation		0	0						
With disabilities		1	0						
Migrants (national citizens)		0	0						
Migrants (foreign citizens)		0	0						
Workers on the permanent payroll		75	0						
Production based workers		50	0						
With shifts at night		4	0						
Unionised		0	0						
Pregnant		-	0						
On maternity leave		-	0						



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Finding Report



Performance Area 1 : Social Management System and Cascade Effect

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Deadline date:

GOOD PRACTICES:

The company has a complete documented Social Responsibility Management System. The company has designated Mr Imran Malik as Management Representative. The MR has the authority to document, distribute, edit and implement the Social Management System after approval from the concerned authority. The company has documented production capacity planning as well as deputed ample human and financial resources required to meet the orders by keeping themselves within the applicable rules and regulations. Signed Code of Conduct and Terms of Implementation are also handed over to the audit team and attached with the documents.

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 2: Workers Involvement and Protection

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

Company has documented Social Compliance policies and procedures and made them available to workers and employees by means of display at notice boards as well as regular training sessions, both formal and informal. The company has also documented social compliance objectives however mechanism for review and revision of such objectives and the further approach toward sustainable improvements was not found adequate. Company has also documented procedures for complaints/ grievance handling of employees and customers. For the neighborhood and community, the company has placed a complaint box and notice at the entrance of the facility for people to report their concerns/ suggestions

AREAS OF IMPROVEMENT:

Remarks from Auditee:

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

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

The company respects the right of employees to join or form Trade Union; this is clearly mentioned in the company policy which is also pasted at various locations. The company has facilitated a committee named Worker Management Committee with non-executive members of the committee are elected from various departments of the organization whereas Management Representative is a part of the council as well. The company has a system to elect the members of this committee, where the workers have a right to choose their representatives from several candidates. As per job responsibilities of this committee, they conduct meeting after a set frequency as defined in the procedure, with the management to resolve issues communicated to them by the workers. Minutes of Meetings of Committee were verified in the records to be effectively maintained. In addition to this a complaint box mechanism has also been established directly under a supervision of the MR of the company.

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 4: No Discrimination

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

It was verified during the interviews and review of records that the company not found engaged in any form of discrimination at any level of organization and also not found in support of discriminatory elements in their supply chain through a proper control of sub-contractor in hiring, remuneration, access to training, promotion, termination & retirement based on race, caste, religion, disability, gender, sexual orientation, union membership, political affiliation or age. All national & religious holidays are displayed, and every worker is free to observe these holidays. No evidence of separate pay structure etc. was observed among the workers based on their affiliation with certain religious or ethnic groups. The company does not subject personnel to pregnancy or virginity tests under any circumstances, also during focus group & individual interview no evidence observed of any behavior that is threatening, abusive, exploitative, or sexually coercive, including gestures, language, and physical contact, in the workplace.

AREAS OF IMPROVEMENT:

Remarks from Auditee:



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Performance Area 5 : Fair Remuneration

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date

GOOD PRACTICES:

The company has defined a system of providing effective remuneration to the workers. The Company has arranged insurance coverage up to the maximum legal coverage for all employees under the Compulsory Group Insurance Ordinance, 1968. Gratuity/ Provident Fund and bonus were also paid as per laws for which records were evident and found satisfactory during information obtained in worker interviews. At the time of the payment each employee receives a salary stub showing the detail of his/her salary and other benefits in the native language, verified through observation. Salary is provided before 7th of each month as verified in the worker interview as well. Company also offers following incentive to employees: Advanced salary payment, Loan facility, Social security (PESSI), Medical Treatment facility, Pension (EOBI), Group Insurance, Annual bonus, Gratuity / Provident Funds, etc. Wages records verified for workers who were sampled from the interviews and records were verified for months of Dec 2019 to May 2020.

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 6: Decent Working Hours

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date

GOOD PRACTICES:

The Company have defined 08 working hours in a shift for all departments. The workers are also given a 1 Hour break. The workers are also given a day off at the end of each working week (after every six days). The workers are also entitled to have public holidays as announced by the government. Workers are also entitled for annual leaves as well as per local labor law. Company discourages the use of Overtime Hours but if needed, they are compensated at a premium of twice the Gross Salary. Working hours records verified for workers who were sampled from the interviews and records were verified for months of Dec 2019 to May 2020. It is further verified that the collective working hours as described before in the legal limit is 48 hours a week with a maximum allowed limit of overtime hours to be 12 hours per week. The working hours during the period for which the records are reviewed are found to be following the legal requirement

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 7: Occupational Health and Safety

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:01/09/2020

GOOD PRACTICES:

The company has maintained a system to the Health and Safety issues in the organization that includes maintaining all occupational health and safety legal approvals mandatory for its operations. The company has appointed the H&S representative who is responsible for H&S management system and provision of safe and healthy environment for all the personnel and is also responsible to ensure that all personnel receive regular H&S training, against which H&S Training records verified. A documented risk assessment is maintained which includes participation and consultation with its workers on possible hazards of their work areas. Actions plans are defined and implemented against those occupational health and safety risks. Company provides and enforces use of relevant PPE as part of operational controls against these hazards in the operational areas including Face Mask, Safety Helmets etc. Company has installed sufficient amount of fire equipment at all site, including fire extinguishers, Call points & bells, Smoke detectors, and Emergency Lights, Following documents / records were also verified during Audit: Accidental Procedures and records of insurance of workers, Fire protection, Fire Fighting Training Record, First Aid Training Record, Evacuation Drill Record, Inventory Record of First Aid Boxes, List & Record of Trained firefighters & First Aiders, List & Log of Fire Extinguishers / Fire Alarms / Emergency Lights, PPEs Distribution Record, Risk assessment, Emergency preparedness and response procedure, Environmental test reports including Noise, Air Quality, Light, etc., Drinking water test report, Building Stability and Electrical Installation Inspection Reports, Chemical Safety procedures and MSDS, machine maintenance records, verification and inspections records were provided by the company for review of the audit team

AREAS OF IMPROVEMENT:

The facility does not provide any transportation or accommodation facilities to workers; hence the requirements 7.23 and 7.24 are marked N/A

- During review of the risk assessment document, it was verified that evidence of cooperation and involvement of workers of respective areas while documenting the risks associated with their work was not ensured as no documented evidence of such interaction could be verified.
- RO plant chemical drums are placed inside RO plant room without any MSDS or secondary containment.

Remarks from Auditee:
CAP will be documented and implemented to comply with the code requirements



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Performance Area 8: No Child Labour

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

The company adheres strictly to the issue of child labor. Persons under the age of 18 are not allowed to work in the organizations. The applicants are asked to show a proof of their age at the time of their hiring. The proof of age is preferably a Computerized National Identity Card (Issued by the Government at the age of 18) or a birth certificate or educational credentials as a proof of age. No person under 18-year age observed during the site tour. A comprehensive Child Remediation Plan is documented by the company. During the review of personal files, all employees found complying the minimum age requirement of the law.

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 9: Special protection for young workers

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

the company does not employ any young labour - hence the requirements are marked N/A

Remarks from Auditee:

Performance Area 10: No Precarious Employment

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date

GOOD PRACTICES:

For all the sampled workers, personal files are verified and found to be following national legal requirements. During worker interviews, it was verified that the workers are provided with documented information pertaining to their employment terms and conditions.

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 11: No Bonded Labour

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

In general practice, the company discourages bonded labor at all levels. No sign of bonded labor was found by the audit team during the audit or during the tour of the site. No evidence of confiscating the National Identity Cards, Security & other documents was found during the audit, to obtain a job in the organization. Personnel have the right to leave the workplace premises after completing the standard workday and are free to terminate their employment if they give reasonable notice to their employer. Company not found engaged in or support trafficking in human beings

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 12: Protection of the Environment

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:

The company has documented Environmental procedures including risk assessments, operational controls and mitigation measures. Furthermore, the company has taken approval NOC for its operations from the local environmental protection agency. The company provides training to its workers on work-practices that do not lead to any adverse environmental impacts.

AREAS OF IMPROVEMENT:

Remarks from Auditee:



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Performance Area 13: Ethical Business Behaviour

Full Audit [Audit Id - 185153] Audit Date: 30/06/2020 PA Score: A

Deadline date:

GOOD PRACTICES:
The company has established procedures pertaining to business ethics and compliance with law. employees in vulnerable departments i.e. procurement, sales, etc. are found aware of company protocols of business ethics.

AREAS OF IMPROVEMENT:

Remarks from Auditee:



DBID : 375904 and Audit Id : 185153 Audit Type : Full Audit Audit Date : 30/06/2020



Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	30/06/2020	185153	A	A	A	A	A	A	A	A	A	A	A	A	A	А



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Producer Photos

































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