



ALDI Social Assessment

Production Facility ASA On-site Summary (Fill in Local Language)

Name of assessment firm	ELFWATE
Name of assessor	Zaid Islam
Date of assessment	May 17th, 2015
Type of assessment	Announce J Audit
Name of supplier	Goasia
Name of supplier representative and position (on site)	Mr. Morsid Hossain - Ethical Compliance Manager (from Goasia Trading Ltd) and Md. Shaheem Ahmed - Manager (HR & Compliance from 'Fashions Oriental BD')
Name of production facility	Reza Fashions Ltd
Name of PF representative and position (on site)	Major Md Wali Ullah Khan (rank) - Head of (HR, Admin & Compliance)

To be filled by Assessor & leave one copy to the production facility's representative on the assessment day

No	Section	Findings	Agreed Corrective Action Completion Timeframe
1	A5. Health and safety	During the current assessment, it was noted that the factory has obtained Building approval plan from the local authority (Union Parishad) and not from the concerned authority (RA, NK), as per the current government requirement. Further, factory has not obtained any building approval plan for Building-2.	8 Months
2	A5. Health and safety	During the current assessment, it was noted that the factory fire license has not covered all areas. Building 2 (currently used as generator and sub-station, storage room & staff dining hall) was not covered under the existing fire license.	3 Months
3	A5. Health and safety	During the current assessment, it was noted that the factory has not obtained floor layout plan from concern authority for Building-2 and Dining hall shed.	3 Months
4	A5. Health and safety	During the current assessment, it was noted that for almost 60% of the factory premises was not installed with industry graded emergency lights.	2 Months
5	A5. Health and safety	During the current assessment, it was noted that factory has not installed any fire rated / push bar doors in the premises. All doors were found either double glass or shutter types.	6 Months
6	A5. Health and safety	During the current assessment, it was noted that factory has not installed any fire hydrant system in the premises.	6 Months
7	A5. Health and safety	During the current assessment, it was noted that boiler and compressor was running from the ground floor and inside the production unit without fencing. Further, 2 electric boilers running from the 4th floor of the main production building.	3 Months
8	A5. Health and safety	During the current assessment, it was noted that goods were stored improperly in the fabric store, accessories store and finished goods area with excessive height.	1 Month
9	A5. Health and safety	During the current assessment, it was noted that wastage (jute, poly, paper, etc) was stored on roof top.	6 Months
10	A5. Health and safety	During the current assessment, it was noted that insufficient certified firefighters in the premises. Factory has 40 certified fire fighters instead of 552. Further, firefighters were not properly trained on firefighting procedure. Though the factory had provided both internal and external training to them but the trained fire fighters were not conversant with the firefighting equipment & emergency response procedure.	3 Months
11	A6. Decent Working hours	During the current assessment, it was noted that the factory has exceeded the weekly working hours limit of 80 hours/week. In the months of November 2014, February 2015 and April 2015, the workers of all sections had worked an average of 86 hours/week to a maximum of 78 hours/week (including weekly off day). Further, the maximum daily working hours was recorded as 13 hours.	6 Months
12	A6. Decent Working hours	During the current assessment, it was noted that one day weekly off is not adhered to by the factory. In the months of November 2014, February 2015 and April 2015, the workers of all sections had worked on a minimum of 2 to a maximum of 3 weekly off days. This resulted in continuous work of 13 days (January 31st to February 12th, 2015) without a break. Further, work on weekly off day is considered as overtime and workers were not getting a substituted off.	6 Months
13	A6. Documentation	During the current assessment, it was noted that the factory has formed a Participation Committee - PC with comprising of 67 members. However, newly recruited workers could not recognize the PC members in the floor and also not aware about their role and responsibility.	3 Months

A closing meeting has been performed, the above findings were discussed with production facility's management and a corrective action plan was agreed upon. If there are issues with the assessment results, please contact the appropriate suppliers.

Signature - Assessor

Zaid Islam

Signature - Production Facility Representative

