<b>FLA Monitoring Visit Prof</b>	ile	FLA IEV Profile					
Country	Bangladesh	Bangladesh					
Factory name	07020588B	07020588BV					
IEM	PHULKI	ASK					
Date of audit	21-23 October, 2003	29-30 March, 2010					
PC(s)	Nike, Inc., Eddie Bauer	Nike, Inc.					
Number of workers	5642	6384					
Product(s)	Sportswear Jackets, Warm-up Shorts, Long Pants	Sportswear Jackets, Warm-up Shorts, Long Pants					
Production processes	Cutting, Sewing, Embroidery, Printing, Packing	Cutting, Sewing, Embroidery, Printing, Packing					
	Findings						

Number of workers Product(s) Production processes	5642 Sportswear Jackets, Warm-up Shorts, Long Pants Cutting, Sewing, Embroidery, Printing, Packing	6384 Sportswear Jackets, Warm-up Shorts, Long Pan Cutting, Sewing, Embroidery, Printing, Packing											
FLA Code/Compliance Issue 1. Code Awareness	Legal Reference FLA Benchmark	Monitor's Findings	Documentation	PCRremediation Plan Completion Date	PC Follow Up (April 2004)	Documentatio n	Verification  External Verification  (March 29-30, 2010)	Notable Feature	PC Remediation Plan	Target Completion Date	Company Follow Up (FACTORY?)	Documentation	Status Completed , Pending Ongoing
ode Posting/Information	FLA Principles of Monitoring, Obligations of Companies: Establish and articulate clear, writte workplace standards. Formally convey those standards to Company factories as well as to licensees, contractors and suppliers.	Only Nike's Code of Conduct (COC) [was] posted in all stair[wells], on notice boards and on production floor. These [locations] are prominent, as the majority of workers pass through these [locations] every day. The size of each production floor is 29,534 SqFt. There were only 6 to 8 poster[s] (12.5" x 18") on each floor.In proportion to the production floor, the size and number of posters was not enough. There was no COC poster for Eddie Bauer.	ir	Participating Companies (PC) to direct factory to increase the number of posters (Nike's COC) on actory's production floor.	Completed: Additional posters (Nike's COC) in the local language have been posted on the production floor.		Completed: Visual inspection of the workplace found that each of the production floors had 8-10 postings of Nike's COC.						
orker/Management areness of Code	FLA Principles of Monitoring, Obligations of Companies: Ensure that all Company factories a well as contractors and suppliers inform their employees about the workplace standards orally through the posting of standards in a prominent p (in the local languages spoken by employees and managers) and undertake other efforts to educate employees about the standards on a regular basi	as COCs, except for working hours. Mid-level management code awareness was not satisfactory, especially production staff/floor mid-level management, they have no knowledge of Nike/Eddie Bauer compliance.	questionnaires C	Cs to direct factory management to conduct Nike's 30-Apr-04 COC training for all employees. Special attention to be iven to mid-level production management for better nderstanding of PC's compliance standards.	Ongoing: Almost completed. Factory already scheduled and conducted Nike's COC training for all related employees. Training schedule sent for review.		Ongoing: According to management, a number of training sessions have been conducted on Nike's COC; it has also been included as a part of the induction program. A majority of workers reported that they do not find time to review posters, they were found unaware of Nike's COC.		Refresher and new training need to be arranged for al concerned workers. For better understanding of workers, training needs to be improved by adding visuals and evaluation after training.		1) Content of Nike's COC communicated to workers through Nike's COC training and through Orientatio Induction, [Factory Name] COC, Labor Law Training etc.  2) Special training sessions exclusively on new Nike COC have been concluded, wherein all workers have been covered.  3) A chapter on new Nike COC has been included in all training sessions; all members will be covered.  4a). PowerPoint slides are in use in recent training sessions on new Nike COC.  4b) Nike COC is displayed in prominent locations of factory.  5) In recent weeks, 446 workers attended refresher training sessions on Nike COC.  6) Earlier, 100% workers trained on Nike COC from March 24-April 10, 2011.	awareness training, posted COC) sent to FLA for review in	
ofidential Noncompliance porting Channel	FLA Principles of Monitoring, Obligations of Companies: Develop a secure communications channel, in a manner appropriate to the culture at situation, to enable Company employees and employees of contractors and suppliers to report the Company on noncompliance with the workpla standards, with security that they shall not be punished or prejudiced for doing so.	provide suggestions] to PCs. quanto	questionnaires m d g a m e u C d d d e	like's objective is to strengthen contact nanufacturers' internal grievance systems, so that irect involvement by Nike in their employee rievances should be considered a last resort. In lignment with Nike's objective to strengthen contract nanufacturers' internal grievance processes, 2 pilot ducational programs facilitated by local NGOs are inderway currently in Indonesia and China. Also, Nike compliance staff spend time listening to employees uring one-on-one confidential interviews during inepth management audits. More than 6,600 factory in mployees were confidentially interviewed by Nike compliance staff from August 1, 2002-November			Pending: Nike representative, [Employee name], visits the factory once a week. There is no clear communication to all workers that they can share their grievances with her. As a policy, Nike encourages workers to use internal mechanism to resolve their workplace problems. [Employee name] consults with HR department and, in particular, counselors, to understand key issues faced by workers from time to time.		Focus given on improvement of workers and management communication. Workers have the contact information and regular opportunity to communicate any information, if needed, back to PC representative through phone call, letters and direct meeting at factory. Nike's objective is to strengthen contract manufacturers' internal grievance systems, so that direct involvement Nike in their employee grievances should be considered a last resort. So to reiterate same message, Nike representative will start having meetings and following up with workers' rep on a quarterly basis.		7) All training sessions are followed by an evaluatio 1) [Employee name] has a permanent office at [Fac Name] and workers have full liberty to share their sentiments/grievances with [Employee name]. 2) They do avail this opportunity. Workers regularly keep contact with [Employee name].	etory	Complete
Child Labor nildcare Facilities	1965 Factory's Act obligated management to provide childcare if factory employs more [than] 50 women. Practices to contrary are punishable by law. (Act no- IV 1965 Bangladesh Labor and Industrial Law)		worker interview P questionnaires s	C to direct factory to establish a childcare facility on ite.	Factory has 1 childcare center, but it is located off site. Factory is in discussion about organizing a childcare center. A decision will be made soon. PC to follow up on this issue in May 2004.			n operational crèche at factory with 0 children playing, sleeping and eing taken care of is a notable eature.					
. Harassment or Abuse raining of Management in isciplinary Practices	Employers will provide training to managers and supervisors in appropriate disciplinary practices.	, ,	•	C to direct factory management to arrange isciplinary practice training.	Completed: Factory management already scheduled and arranged disciplinary practice training for their workers. It is included in **** rules and labor law training. Workers/ mid-management are also given certificates for successful completion of training. This training is an ongoing program. Training schedule sent for review for better understanding.	j. r	Ongoing. According to management, they have documented the disciplinary procedure of company and have communicated same to workers. Majority of workers found to be unaware of disciplinary procedure. Upon review of disciplinary procedure, audit team found the written procedure too complex for workers to understand.		Need to improve communication of disciplinary procedure to general workers. 2) Training needs to be completed and effectiveness needs to be measured after training.	30-Sep-10	1) Review present procedure and communication practice (in process). 2) Block diagram of disciplinal procedure displayed at prominent locations of facto 3) Prior to commencement of inquiry, Inquiry Committee Members are briefed thoroughly about Inquiry Procedure, refreshed to give full opportunity accused for their self defense and ensure natural justice. 4) A total of 829 workers given training on disciplinary practice during last 3 months.  5) Workers understanding and effectiveness of train	procedure sent to FLA for review	Completed
erbal Abuse	Employers will prohibit screaming, threatening, or demeaning verbal language.		visual inspection H	C to direct factory management on the Zero larassment and Abuse training to be given to upervisor and manager.	Ongoing: 2 training sessions have been conducted per training schedule sent for review. This training will continue until it covers all floor management - schedule sent for review.		Ongoing. Instances of verbal abuse reported by 10 workers across different sections. Main reason for abuse was inability to meet production target or desired quality. Management reported that they have zero tolerance policy for abuse; they have trained managers, have taken an undertaking from managers, and also take disciplinary action against defaulting persons.		1) Reinforce zero tolerance to all supervisors and line chief. 2) Arrange training for newly appointed workers and refresher training for the old workers. 3) Enhance communication with pictorial materials. 4) Evaluation of training.		1) We continuously reinforce zero tolerance policy tall supervisors and line chiefs. 2) [Factory Name] policy on Harassment and Abuse, [Factory Name] COC, and Nike COC are conspicuously posted at different locations of factory. 3) Continue to arrange training for newly appointed workers and refresher training for the old workers. 4) Chapter on Harassm and Abuse has been included in all training session 5) PowerPoint slides are in use for training. 6) In recent weeks, 446 workers have attended refresher training sessions on Harassment and Abuse. 7) Earlier, 100% workers trained on Harassment and Abuse. 8) All training sessions are followed by an evaluation assess workers' understanding, except a few very	photos of training on H&A, zero abuse policy with worker signature sent to FLA for review	Completed
thers							New Finding: Similar to disciplinary policy and procedure written by management, there was no written policy for [Factory name] on termination of workers. 20 workers found to unaware about company policy regarding reasons which can lead to termination and termination procedure. According to management, BEPZA regulation on termination is followed at the facility and they have been conducting awareness programs in this regard.		Need to communicate general workers that, [Factor Name] follows BEPZA termination policy. 2) Enhanced communication (using pictorial materials, posters, etc.) of BEPZA rules on termination. 3) Include disciplinary procedure and termination in Induction/Orientation training materials.	í	large group presentations.  I) Disagree. [Factory Name] follows BEPZA termina policy. 2) Using PowerPoint slides for awareness development communication on BEPZA rules on termination. 3) Included disciplinary procedure and termination in Induction/Orientation training material 4) PowerPoint slides are in use for training. 5) Postiblock diagram of disciplinary procedure at prominer locations of factory. 6) During induction, 100% of neincumbents are trained on disciplinary and termination procedure.	ation block diagram of disciplinary procedure, photos from induction training for new workers sent to FLA for review ew	
Nondiscrimination eneral Compliance Non- iscrimination	Employers shall comply with all local laws, regula and procedures concerning non-discrimination.	tions					New Finding: There is lack of systems and procedures to prevent discrimination at different phases of employment such as hiring, promotion, training and termination. Absence of performance appraisal systems at workers' level is a clear example of this gap.		Review policy and procedures on hiring, promotion and training. 2) Enhance communication with contact information for clarification and queries. 3) Introduced Skill Matrix and test card for promotion.	30-Sep-10	1) Disagree. Company follows BEPZA regulations, which includes promotion on basis of performance a 10% annual increment on basic wages. 2) Skilled Matrix has been introduced for systematic performational evaluation. 3) Promotions are based on either test of Skill Matrix evaluation. 4) Training needs also identified on systematic analysis of Skill Matrix findings.	and sent to FLA for review	Completed
<b>Health and Safety</b> alth and Safety Managemer stem	The.health and safety policy shall contain framew for a comprehensive health and safety manageme system within which employers' responsibilities at workers' rights and duties, various responsibilities designated personnel, procedures that enable workers to raise health and safety concerns and procedures for reporting death, injury, illness and other health and safety issues (for instance, near accidents) are clear and regularly tested and reviewed.	ent nd s of					New Finding: Workers in downs section found cleaning their clothes with pressurized air; absence of suction system at down sections; tendency to use PPE only when auditors come to facility; and high noise levels near day care center are all examples which indicate a lack of systems for occupational health and safety.		Nike HSE specialist will share best practice and guidance to improve down room. Factory needs to implement process and guidance as advised.	30-Sep-10	1) Continuous efforts are being made to improve working environment of down room, including alread added additional vacuum cleaning machines, additional cleaners and additional trainings for cleaners. 2) In addition to steps already taken, for further development we are researching and testing effective down filling techniques and options. 3) Workers also continuously briefed on Safe Work Practice and proper safe cleaning methods. 4) A tot of 133 workers given training on PPE in down sections and proper safe cleaning methods. 5) 100% workers of down sections.	made to down rooms, photos/list of improvements in the down rooms, photos from training on SOP sent to FLA for review	Completed
ire Safety: Health and Safety egal Compliance	laws and regulations. In any case where laws an code of conduct are contradictory, the higher standards will apply. Factory will possess all lega required permits.	factory management.	а	ppropriate first aid paraphernalia.			Completed: First aid boxes found to be updated. According to the management, 122 workers trained on first aid and are called First Aid Friends. Also, there was a fully equipped medical care facility located at factory building with 4 doctors at the time of the audit.				have been given training on PPE.		
Safety Equipment	All safety and medical equipment (such as fire figle equipment, first aid kits, etc.) shall be in place, maintained as prescribed and accessible to the employees.	1) Number of fire extinguishers not enough in proportion to size of production floor (29534 SqFt.). There were only 21-22 fire extinguishers on each floor. 2) Most workers did not know how to operate fire extinguishers, especially the nearest one. 3) There was 1 first aid box for approximately 120 workers and sufficient first aid kids not available in the boxes. 4) There is a medical center on first floor of factory, but service of center was not satisfactory.	fi B o s 4	10-Apr-04 re extinguishers on the production floor following rePZA rules. 2) Workers must be trained on how to perate fire extinguishers. 3) Additional first aid boxes hould be installed in proportion to worker population. ) Service at medical center should be improved to neet workers' needs.	<ol> <li>Completed: Attachment on fire extinguisher sent for review.</li> <li>Completed.</li> <li>Completed: Attachment on first aid box sent for review.</li> <li>Factory to provide supplementary service training to medical center doctors. PC to follow up on this issue in May/June 2004.</li> </ol>		<b>Completed:</b> A formal fire preparedness program was in place in the facility with fire safety equipment and fire friends for fire fighting, fire prevention, evacuation and rescue.						
ersonal Protective Equipment PE)	Workers shall wear appropriate protective equipm (such as gloves, eye protection, hearing protection respiratory protection, etc.) to prevent unsafe exposure (such as inhalation or contact with solv vapors, noise, dust, etc.) to hazardous elements including medical waste.	nent 1) Both sewing and overlock machines were on same floor. Face masks supplied only for overlock machine operators, but dust [****] from overlock machine also	th a	C has directed factory to provide necessary PPE at ne appropriate sections. Refreshment training on use nd importance of PPE should be arranged for the ppropriate section workers.	Ongoing: In process. PPE has already been provided to workers and training on importance of PPE to be given in April 2004. PC to follow up on completion of this issue in May/June 2004.		Ongoing: Workers confirmed that PPE provided to workers by management. Management reported that risk assessment has been conducted and worker education program is undertaken for PPE usage. However, it was a mixed response on shop floor, some workers wearing masks, while in other sections such as printing, workers removed masks immediately after auditors visited section. This was noted in next visit to section after a short duration of time. Also, we would like to mention that in some sections, observed that all workers in all operations were wearing PPE; however, there might be some specific sections which require specific PPE, while others do		<ol> <li>Improved training materials and evaluation after training.</li> <li>Pictorial posting on benefits and proper way of wearing PPE. 3) Demonstration by floor management and counselors. 4) Ensure adequate supply of proper PPE at workstation. 5) Periodic evaluation of effectiveness of PPE.</li> <li>1 week of a quarter may be dedicated for promoting and communicating on benefits and usage of PPE.</li> </ol>		1) PowerPoint slides used for training with system of evaluation after training. 2) Pictorial posting on benefits of and proper way of wearing PPE. 3) Increasing numbers of demonstrations by floor management and counselors. 4) Ensure adequate supply of proper PPE at workstation. 5) A total of 18 workers have been given training on PPE during lasmonths. 6) 100% of workers who need to use PPE given training on usage of appropriate PPE.	lifetime document, PPE training photos sent to FLA for review  85 sst 3	Completed
hemical Management	All chemicals and hazardous substances should to properly labeled and stored in accordance with applicable laws. Workers should receive training, appropriate to their job responsibilities, in the safe of chemicals and other hazardous substances.	composition. Only provided brand name. Although we requested management to provide chemical name/		C has directed factory to provide related material afety data sheets (MSDS) for chemicals in use.	Ongoing: In process. MSDS has been provided, but in the process of translation to local language. PC to do a follow-up check in May/June 2004.		Completed: MSDS for all chemicals was available at facility.						
ecord Maintenance	All safety and accident reports shall be maintaine at least one year, or longer if required by law.	d for Factory management informed that they have maintained comprehensive documents for all factory accidents, fires, medical emergences, etc., but could not provide us any supporting documents.		C to direct factory to maintain complete ocumentation on accident, illness, and injury reports.	Completed: Factory is maintaining documents and records to track accidents, illness and injury in order to minimize the causes of such happenings.		Completed: Records to track accidents, illness and injury were available with medical care facility.						
ledical Facilities	Medical facilities shall be established and maintain factories as required by applicable laws. Medical staff shall be fully licensed and recognized under applicable local rules and regulations. An appropring number of medical staff shall be on duty during all working hours, including any type of overtime, as required under local law. An appropriate stock of medical supplies shall be maintained at all times. Medicines of which the expiration date has passed must be replaced immediately and disposed of in	ned al riate I					av be TI ac fa he a	lotable Feature: Medical facility vailable for workforce was found to e comprehensive and appropriate. There were 4 doctors, with 3 dditional doctors to be recruited with acilities for a systematic curative ealth intervention. Workers provide positive feedback regarding medicacility available at factory.	d				
Sanitation in Facilities	All facilities including factory buildings, toilets, canteens, kitchens, and clinics, shall be kept clea and safe and be in compliance with applicable law	1) A significant number (90%) of toilets were not clean and there was a very offensive odor in the toilet. 2)	A	C to direct factory to keep all toilets clean.  ppropriate number of ceiling and stand fans should e installed in dining room.	Ongoing: In progress. Factory is taking steps to keep toilets clean. Cleaning checklists are being maintained and followed at all toilets on a regular basis. Ceiling fans are being procured and will be installed in canteen. PC to do a follow-up check in May/June 2004 to check on completion.	s	Ongoing: Upon visual inspection of sample of toilets, the updated cleaning checklist and ceiling fans found installed; however, there is scope of improvement in level of cleanliness. Workers reported that due to overuse by a large number of workers, it is challenging to keep toilets clean.		Improve and reinforced visual inspection. 2) Trainin with pictorial training material. 3. Additionally incorporated appropriate messages on toilet usage an energy conservation.		1) Reinforced visual inspection system (more frequent), with special emphasis prior to lunch brea and before closure of day. 2) Use of appropriate cleaning materials and tools ensured for cleaning. 3 Improved training with pictorial training material. 4) Added more appropriate messages on toilet usage energy conservation. 5) A total of 22 workers have been given training on sanitation during last 3 mont 6) Eventually, 100% toilet cleaners have been given training on sanitation.	photos and responsibilities; photos (training on toilet management, training on toilet ths. cleaning) sent to	
Others		Soap was not available in most of the toilets.	P	C to direct factory to provide liquid soap in toilets.  31-Jan-04	Completed.		Ongoing: Liquid hand soap bottles found empty in most toilets.  The workers reported that the amount of liquid hand soap supplied is inadequate compared to the number of workers.		Ensure adequate supply and proper usage of liquid soap.	by Aug 2010	Arrangement has been made for adequate supply liquid soap. 2) Reinforced visual inspection. 3)     Arrangement has been made for towel roll.	/ of	Ongoing

		Findings				Rer	nediation		Verification			Ren	nediation	Status
FLA Code/Compliance Issue	Legal Reference	FLA Benchmark	Monitor's Findings	Documentation	n PCRremediation Plan	Target Completion Date	PC Follow Up (April 2004)	Documentatio n	External Verification (March 29-30, 2010)	Notable Feature	PC Remediation Plan	Target Completion Date	Company Follow Up (FACTORY?)	Documentation Complete , Pending Ongoing
Others			The noise was very high and there was no instrument or machine which [calculated the decibel level].		PC to direct factory to maintain noise level below 85 decibels and instrument to be kept available to measure sound levels whenever required.	5 10-Apr-04	Completed: Noise level measuring instrument available, but by mistake was not brought in time for the audit team to measure. Noise level on production floor is below 85 decibels, except at embroidery room where earplugs are already provided.		Ongoing: Noise level near generator room adjoining childcare center found to be very high. There was no noise measuring device installed in this area.		Ensure workers are aware of high noise areas. Steps should be taken to reduce noise and use proper PPE where applicable.	by July 2010	Installed duct system to channel noise upward; plant to reduce further with help from consultant engineers.     High noise areas in factory have been mapped.     Visual copy of those that have been posted in all high noise areas, including generator room.     PPE usage instructions have been posted in all high noise areas, including generator room.	Completed
7. Freedom of Association and General Compliance Freedom	Collective Bargaining	Employers shall comply with all local laws, regulation	ns						New Finding: Number of members in WRWC for both facilities		New Law does not have any provision of re-election	We shall follow	Factory disagrees with finding, because there is no	photos from Ongoing
of Association		and procedures concerning freedom of association and collective bargaining.							of [Factory name] found to be less than the expected number as per the BEPZA regulation. (6 at [Factory name] and 2 at [Factory name, #2]). 3 members of WRWC have become supervisors and continue to be WRWC members. No capacity building input, such as training, have been provided to the WRWC members since their inception.		or replacement. 2) Meanwhile, existing WRWC members should be given proper capacity building training so that they can communicate workers issues to management properly. 3) Focus should be given on workers' voice and that concerns are timely heard.	BEPZA guidelines	replacement provision in Act, there is no stipulation that promotions after elections automatically disqualify members 2) We feel 3 members in question (as	training on industrial relations capacity building sent to FLA for review
Right to Freely Associate		Workers will have the right to establish and, subject only to rules of organization concerned, to join organizations of their own choosing without previous authorization. The right to freedom of association begins at the time that a worker seeks employment, and continues through course of employment.	There is a provision for formation of Worker Welfare		PC to direct factory to take the necessary steps for WWC to be effective and function properly.		Necessary steps have been taken to make WWC more effective. Regular monthly meetings and posting minutes of those meetings at all notice boards have been done to improve communication of information for understanding of general workers. Attachments regarding WWC meeting minutes sent for review.		Ongoing: Present composition of WRWC is 8 vs. expected 26 members and 3 out of 8 members are supervisors now after 5 years on continuous term.		Workers should not be in any way restricted, to form of join association of their own choice.	We shall follow BEPZA guidelines	Kindly see above.	Ongoing
Grievance Procedure		Employer shall have in place written grievance procedures that allow first an attempt to settle grievances directly between the worker and the immediate supervisor but that, where this is inappropriate or has failed, it is possible for the work to have the grievance considered at one or more steps, depending on the nature of the grievance and the structure and size of the enterprise. Employers shall ensure that the grievance procedures and applicable rules are known to workers.							New Finding: Worker grievances not formally documented along with follow-up actions taken on the grievance. Further, resolution of grievances are not communicated back to workers. Workers' grievances are presently documented by the 8 counselors in their diary informally, and not translated into formal documents to be able to analyze trends of grievance reported. Found that counselors are not regularly reporting to their managers on this subject.		1) All grievances of all workers should be timely reported to applicable management. 2) Enforcement of periodical reporting to Compliance and HR Department by counselors. 3) Refresher training on grievance handling to counselors.		1) Disagree, because factory counselors are continuously resolving grievances on daily basis. The are set up as independent body, but they do make periodical reports to compliance and HR Departments both verbally and in writing - in addition to their daily diary entries. 2) Management has 2 communication channels, 1 is through counselors, the other through HR Officers. 3) Refresher trainings on grievance handling policies and grievance procedures being given for workers, management, and counselors followed by evaluation of understanding of participants. 4) A total of 846 workers given training or grievance procedure during last 3 months. 5) Eventually, 100% of workers have been trained on grievance procedure; 6) All training sessions followed by evaluation of workers' understanding. 7) Revised edition of Workers' Handbook is under process of printing and would be distributed shortly.	n
8. Wages and Benefits Time-Recording System		Time worked by all employees, regardless of compensation system, will be documented by time cards or other accurate and reliable recording systems, such as electronic swipe cards.	We have reviewed 125 records **** and they were used in calculating payroll [Of those, a] significant number of time records, for those employees who do hazardous work and daily laborers, were not properly	workers' time cards, payroll sheets	PC to direct factory to maintain complete time record for those who are involved in daily labor and hazardous work.	rds 10-Apr-04	Completed: Time records for daily laborers and those working at hazardous jobs being maintained and updated.		Completed: On March 29, 2010, there were 60 daily laborers. Time records for daily laborers and those working in hazardous jobs was being maintained and updated.					
Legal Benefits		Employers will provide all legally mandated benefits all eligible workers.		workers' time cards, payroll sheets	PC to direct factory to provide legally mandated benefits to all employees including daily laborers.	10-Apr-04	Completed: Per legal mandate, festival bonus and provident fund applies only to permanent workers. However, medical facilities are open to all workers.		Completed: According to management and record review, daily wage workers paid legally mandated wage and subsidized lunch. 60 workers recorded on day of audit and none of the workers exceeded work for more than 1 month. Per BEPZA regulation, festival bonus does not apply for these workers as they need to complete a minimum of 6 months of service. Per management policy, workers who have not completed a month are not eligible for provident fund benefit.					
9. Hours of Work 10. Overtime Compensation														
Miscellaneous  Dereannel Beaards			Eastery does not have any sentral and any	workerel name and	DC to direct featons to maintain agreed listing and	20 4== 04	Completed Control listing for della /according		Completed: Undeted information available on delivership and					
Personnel Records			recognized recording system to maintain individual files of daily laborers, working on a daily basis.	files	PC to direct factory to maintain central listing and personnel files for all daily laborers.	zu-Apr-u4	<b>Completed:</b> Central listing for daily/casual laborers is being maintained. At times, central listing may not be 100% accurate due to turnover in casual/daily labor workforce.		Completed: Updated information available on daily laborers with HR Department.					

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