



Date of document generation: September 20, 2022  
Audit Company: SGS

Dear Sir, Madam,

We have conducted an ICS Social audit on behalf of ICS member: Auchan  
**Supplier:** Zaastex Group  
**Factory:** Space Sweater Ltd.  
**Factory location:** Shi-145/1, Jogitala, Gazipur.  
 Bangladesh  
**Audit Date:** September 20, 2022

Referring to ICS member audit scoring standards, the following results has been observed :

AUDIT SUMMARY	Rating		Best Practices	Rating of Previous Audit	AN
	%	Code			
0. Management System, Transparency and Traceability	91%	B		0	NO
1. Minimum age, Child labour and Young workers	100%	A		0	NO
2. Forced labour	100%	A		0	NO
3. Discrimination	100%	A		0	NO
4. Disciplinary Practices, Harassment and Abuse	100%	A		0	NO
5. Freedom of association and Grievance Mechanisms	100%	A		0	NO
6. Working hours and Overtime	58%	D		0	NO
7. Remuneration and Benefits	100%	A		0	NO
8. Health and Safety	89%	B	1	0	NO
<b>RATING</b> (Automatic calculation)	93%	C	1	0	

**Initiative for Compliance and Sustainability (ICS)** is a multi-sector initiative of social and environmental audits in the textile, clothing, bazar, leisure, furniture, equipment, appliances and food sectors with the aim of improving working conditions along global supply chains. ICS members join efforts by rolling out a shared framework in their supplying production plants and by exchanging information on their common factories within the ICS database. On this internal ICS database, members share the results and all documents related to the audits (Audit questionnaire, Factory Profile, Corrective Action Plan etc.) only with the members working with factories. ICS enables its member companies to collaborate with common tools, to mutualize audits, contributing to the reduction of the 'audit fatigue' and sharing best practices. ICS is not a sourcing platform as member retailers and brands can only access information on the factories they are already linked to. The list of ICS member retailers and brands is available on ICS website [www.ics-asso.org](http://www.ics-asso.org).

#### ICS common methodology

The cornerstone of the ICS system is the ICS audit report questionnaire used in more than 60 countries.

=> ICS audits are performed only by third party ICS-accredited audit companies and always mandated by ICS members.

=> ICS members share common monitoring rules when critical non-compliances are identified in the factories.

=> The ICS audit is neither a certificate nor a label. The ICS audit's objective is to assess the social compliance of a factory and report observed non-compliance practices at a given date.



## CORRECTIVE ACTION PLAN

Factory Name	Space Sweater Ltd.			Business License	18575/Gazipur	
Factory Location	Shi-145/1, Jogitala, Gazipur.			Type of Audit		REAUDIT
	Gazipur		Bangladesh		Audit Company	SGS
Audit First Day	9/20/2022		Audit Last Day	9/20/2022	Last Target Date	3/20/2023

SECTION TITLE/NO	NON CONFORMITY / BEST PRACTICE	RECOMMENDED CORRECTIVE ACTION	TARGET DATE	RESPONSIBLE	COMMENTS OF THE FACTORY REPRESENTATIVE	COMMENTS OF PRINCIPAL
<b>0. MANAGEMENT SYSTEM, TRANSPARENCY AND TRACEABILITY</b>						
0.7	<p>During the current assessment, it was noted that the factory has not documented its objectives and action plan to address the main social impacts.</p> <p>However, the factory has identified main social impact of the factory.</p> <p>Objective Evidence: Document review &amp; Management</p> <p>In accordance with,</p> <ul style="list-style-type: none"> <li>- ICS standards, factory management should document its objectives and action plan to address the main social impacts.</li> </ul>	It is recommended that the facility should have documented its objectives and action plan to address the main social impacts.	10/31/2022	<p>Md. Siddiquir Rahman - AGM (HR, Admin &amp; Compliance)</p> <p>Cell phone number: +8801749323516</p> <p>email: siddique@spacebd.biz</p>	We will ensure documented objectives and action plan to address the main social impacts.	N/A
<b>6. WORKING HOURS AND OVERTIME</b>						
6.7 Automatic rating	<p>Weekly over time work (per day/week) is not in accordance with ILO standard for the below mentioned sample months and sample employees.</p> <ul style="list-style-type: none"> <li>- In August 2022, 19 out of 20 sampled workers (all sections);</li> <li>- In February 2022, 15 out of 20 sampled workers (All section);</li> <li>- In October 2021, 14 out of 20 sampled workers (All section)</li> </ul> <p>E.g.:</p> <ul style="list-style-type: none"> <li>- In the month of August 2022, an Ordinary Quality Inspector (Iron, Finishing section) worked 48 regular hours + 12 overtime hours total 60 hours in a week, OT hours in a month is 53 hours and maximum working hours in a day is 10 hours.</li> <li>- In the month of February 2022, an Ordinary Operator (Linking section) worked 48 regular hours + 12 overtime hours, total 60 hours in a week, OT hours in a month is 45 hours and maximum working hours in a day is 10 hours.</li> <li>- In the month of October 2021, an Iron Man (Finishing section) worked 48 regular hours + 12 overtime hours, total 60 hours in a week, OT hours in a month is 52 hours and maximum working hours in a day is 10 hours.</li> </ul> <p>Objective Evidence: Time card</p> <p>In accordance with:</p> <ul style="list-style-type: none"> <li>- ICS standard</li> </ul> <p>1. Suppliers shall set working hours that comply with ILO conventions for greater protection to ensure the health, safety and welfare of workers</p>	Factory management should ensure that the workers do not work more than 56 hours in average during a period of 3 consecutive weeks.		<p>Md. Siddiquir Rahman - AGM (HR, Admin &amp; Compliance)</p> <p>Cell phone number: +8801749323516</p> <p>email: siddique@spacebd.biz</p>	We will respect local regulation regarding working hour.	N/A



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	Gazipur		Bangladesh	<b>Audit Company</b>		SGS
<b>Audit First Day</b>	9/20/2022	<b>Audit Last Day</b>	9/20/2022	<b>Last Target Date</b>		3/20/2023

SECTION TITLE/NO	NON CONFORMITY / BEST PRACTICE		RECOMMENDED CORRECTIVE ACTION	TARGET DATE	RESPONSIBLE	COMMENTS OF THE FACTORY REPRESENTATIVE	COMMENTS OF PRINCIPAL
6.13 Critical	Employees do not receive 1 day off (24 consecutive hours) within 7 days period for the Month of August 2022 and all employees of all sections except for the security guards (from the sampled months and sampled employees)  - a worker of Jacquard section (Ordinary Operator) has worked the following number of days in row without one day off: From 06/08/2022 to 14/08/2022, 09 days in a row. - a worker of Linking section (Ordinary Operator) has worked the following number of days in row without one day off: From 06/08/2022 to 14/08/2022, 09 days in a row.  However, factory has provided a compensatory leave within 10 days period as per law.  Objective Evidence: Time card  In accordance with: -ILO standards, management should ensure that employees are receiving 1 day off (24 consecutive hours) within 7 days period		Factory management should ensure that employees are receiving 1 day off (24 consecutive hours) within 7 days period as per ICS standards.	3/20/2023	Md. Siddiquir Rahman - AGM (HR, Admin & Compliance) Cell phone number: +8801749323516 email: siddique@spacebd.biz	We will try to ensure 1 day off within 7 days period.	N/A
6.14 Not rated	Please indicate the maximum number of consecutive days worked in the facility ?	13	How many times has this situation occurred within the last 12 month-period?		5		
8. HEALTH AND SAFETY							
8.19	Based on the on site observation approximately 50% emergency response personnel (fire fighters) are found not adequately trained on general firefighting procedure, as they are unable to distinguish different type of fire equipment (fire extinguishers), its usage and the notification procedure during emergency.  Objective Evidence: Site observation  In accordance with Bangladesh Labor Law 2006, Section-62(7) [In every establishment wherein more than ten workers are ordinarily employed in any place above the ground floor or explosive or highly inflammable materials are used or stored, effective measures shall be taken to ensure that all the workers familiar with the means of escape in case of fire and have been adequately trained in the to be followed in such case]		Factory should ensure effective training on usage of each firefighting equipment and respective duty of fire fighters during emergency.	12/31/2022	Md. Siddiquir Rahman - AGM (HR, Admin & Compliance) Cell phone number: +8801749323516 email: siddique@spacebd.biz	We will resolve this issue within very short time.	N/A



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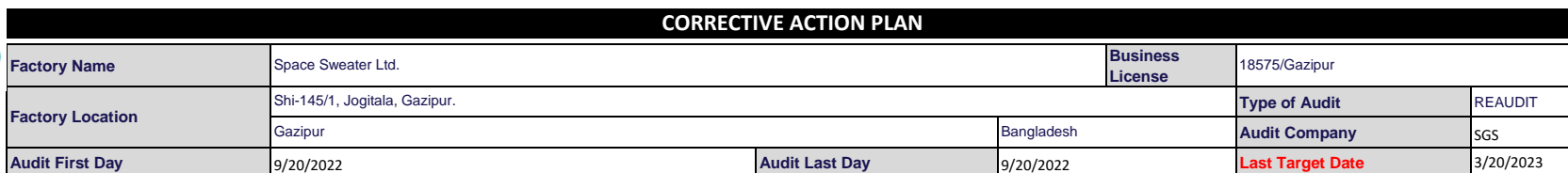
SECTION TITLE/NO	NON CONFORMITY / BEST PRACTICE	RECOMMENDED CORRECTIVE ACTION	TARGET DATE	RESPONSIBLE	COMMENTS OF THE FACTORY REPRESENTATIVE	COMMENTS OF PRINCIPAL
8.33 Critical	<p>Emergency exit point does not have reasonable space for easy evacuation during emergency period for the workers.</p> <p>Based on site visit it was observed that 01 out of 03 emergency exit points does not have reasonable space for easy evacuation during emergency period for the workers due to production (Iron &amp; Trimming) table setup at trimming and finishing section on 3rd &amp; 4th floor of building # 1.</p> <p>Objective Evidence: Site visit</p> <p>In accordance with: - Bangladesh Labour Law 2006 (Section -72) (b) [there shall, so far as is reasonably practicable, be provided and maintained safe means of access to every place at which any person is, at any time, required to work]</p>	Factory management should ensure that all emergency exit paths are accessible and unobstructed. There should have reasonable space for easy evacuation during emergency period for the workers.	12/31/2022	<p>Md. Siddiqur Rahman - AGM (HR, Admin &amp; Compliance) Cell phone number: +8801749323516 email: siddique@spacebd.biz</p>	We will take initiative to have sufficient space for easy evacuation in mentioned area.	N/A
8.66	<p>Below machine safety related issue were noted during site visit: - Randomly checked 03 out of 05 eye guard of button attach machine were missing at button attach machine area on 4th floor of building # 1. - Approximately 08% needle guards of sewing machines were displaced condition at sewing area on 3rd floor of building # 1</p> <p>Objective Evidence: Site visit</p> <p>In accordance with, Bangladesh Labour Law 2006, Section 63(1) D (3) In every establishment the following shall be securely fenced by the safeguards of substantial construction which shall be kept in position while the part of machinery required to be fenced are in motion or in use, namely- Unless they are in such positions or of such construction as to be as safe to every person employed in the establishment as they would be if they were securely fenced every dangerous part of any machinery. every dangerous part of any machinery: Provided that, for the purpose of determining whether any part of machinery is safe as aforesaid, account shall not be taken of any occasion when it being necessary to make an examination of the machinery while it is in motion, such examination or operation is made or carried in accordance with the provisions of section 64.</p>	It is recommended that effective machine safety guard should be provided in the mentioned area. Further, facility should ensure effective awareness training program for the employees, concerning carefully using related machine guards.	10/20/2022	<p>Md. Siddiqur Rahman - AGM (HR, Admin &amp; Compliance) Cell phone number: +8801749323516 email: siddique@spacebd.biz</p>	Within very short time we will take corrective action plan to resolve this issue.	N/A



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8.81	<p>Employees are not using PPE in the following areas:</p> <ul style="list-style-type: none"> <li>- Approximately 10% jacquard section workers were not using ear plug during work at jacquard section on ground and 1st floor of building # 1.</li> <li>- Randomly checked 2 out 05 wash operators were not using proper PPE (Personal Protective Equipment) e.g. Proper respiratory mask (Filter mask) as recommended by the MSDS of the chemical used in the section located at washing section on ground floor of building # 2.</li> </ul> <p>Objective Evidence: Site visit</p> <p>In accordance with:</p> <ul style="list-style-type: none"> <li>- Bangladesh Labour (Amendment) Act 2013 (Section 78 a): In an applicable case, an employer shall not engage any workers in work without providing and ensuring use of personal safety equipment</li> <li>- Labour Rules 2015 (Section 67-2): Organization shall ensure necessary PPE, training and ensure use of personal protective equipment.</li> </ul>	The facility should ensure that workers are using personal protective equipment (PPE) where applicable.	10/31/2022	<p>Cell phone number: +8801749323516</p> <p>email: siddique@spacebd.biz</p>	We will provide effective training to concern employees.	N/A



A closing meeting has been undertaken and corrective actions were discussed and agreed:

Auditor Name:	Foysal Ahammed, Nasim Banu, Sohel Mia	Factory representative name:	Md. Siddiqur Rahman	Principal representative:	N/A
		Position	AGM (HR, Admin & Compliance)		
Were workers' representatives present at the Opening meeting?			YES	Were workers' representatives present at the Closing meeting?	
Date:	9/20/2022	Date:	9/20/2022	Date:	9/20/2022
Signature:		Signature:		Signature:	
Please detail how information will be communicated to workers' representatives and/or trade union representatives:					
Factory management & worker's representative will communicate this information through the next PC meeting which will be conducted in the first of 09/27/2022					