

Monitored Party Salman Adnan (Pvt.) Ltd.	amfori ID 050-001185-000	Address 35/B/1, Tejgaon Bazar, Chank Indira Road, 1215 Dhaka, Dhaka, Bangladesh
Monitoring Activity amfori Social Audit - Manufacturing	Monitoring Type Full Monitoring	Monitoring Partner SGS
Monitoring Start Date 16/02/2025	Closing Meeting Finished Date 16/02/2025	Submission Date 22/02/2025
Expiration Date 22/02/2027	Announcement Type Semi Announced	
Site Salman Adnan (Pvt.) Ltd.	Site amfori ID 050-001185-002	

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OVERALL RATING



SECTION RATING

PA1: Social Management System	B	
PA 2: Workers Involvement and Protection	A	
PA 3: The Rights of Freedom of Association and Collective Bargaining	A	
PA 4: No Discrimination, Violence or Harassment	A	
PA 5: Fair Remuneration	B	
PA 6: Decent Working Hours	A	
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, Forced Labour or Human Trafficking	A	
PA 12: Protection of the Environment	A	
PA 13: Ethical Business Behaviour	A	

GENERAL DESCRIPTION

Name of lead auditor: Md. Mehadi Hassan; APSCA membership number: CSCA 21704658.

Name of team auditor: Prince ASM Hassan Imam; APSCA membership number: CSCA 21702599, Taslima Rahman Tafsir; APSCA membership number: CSCA 21703754.

Name of observers, translators, trainees, advisors/consultants: Nazma Akhter; APSCA membership number: CSCA 21705132 (Observer).

Monitoring partner name: SGS Bangladesh Limited (Monitoring firm APSCA #: 11600006).

Audit schedule details: The audit was planned for 3.5 auditors (3.0 man-day onsite) in one day. The full monitoring (semi-announced) was conducted on 16 February 2025.

Business partner information: Salman Adnan (Pvt.) Ltd. (Business license: Incorporation certificate No- C- 228/5 (1222)/92 issued by Joint Stock Companies, Bangladesh. The permission is given on 01-time basis. Factory License: Factory License no: 9162/Dhaka which is valid till 30th June 2025, issued by Deputy Chief Inspector of Factories and Establishment, Dhaka, Bangladesh. Trade License no: TRAD/DNCC/002931/2021, issued date: 18-07-2024, issued by Dhaka North City Corporation, Bangladesh which is valid till 30th June 2025, Fire License no: DD/Dhaka/9774/1997 which is valid till 30th June 2025 was located at 35/B/1, Tejgaon Bazar, Chank Indira Road, Dhaka, Bangladesh. The factory was founded on 27th September 1992 as per incorporation certificate and started its operation since 1994. The main auditee is specialized in woven garments manufacturing.

The main production activities in audited factory: Cutting, Sewing, Finishing (Iron to Pack). Production capacity is 63,700 pieces garments per month.

Audited location information: Total land area of the factory is about 37,575 square feet, production area is about 24,413 square feet, storage area is about 3,545 square feet and dining area is about 1,170 square feet.

Facility has 03 buildings in the premises. Details building description is given below:

Building 01 (05 Storied):

Ground Floor: Medical Room, Childcare Room, Boiler Room, Pump Room, Transformer Room, Meter Room, Security Guard Room, Pressing Section, Generator Room.

1st Floor: Office Room, Sewing Section, Inspection Room, Sample Section & Finished Goods Area.

2nd Floor: Office, Bonded Warehouse & Sewing Section.

3rd Floor: Office, Accessories Store, Kitchen & 10% Open Space.

4th Floor: Workers' Dining hall, Canteen & Office (Non-functional).

Roof Top: 90% Open Space.

Building 02 (02 Storied):

Ground Floor: Finishing Section.

1st Floor: Sewing Section.

Roof Top: 90% Open Space.

Building 03 (03 Storied):

Ground Floor: Cutting Section .

1st Floor: Sewing Section.

2nd Floor: Sewing Section.

Roof Top: 90% Open Space.

The facility is equipped with a total of 16 first aiders and 8 first aid boxes. It has 86 trained firefighters from FSCD, along with 9 hose pipes. Fire safety equipment includes 43 ABC fire extinguishers, 20 CO2 fire extinguishers, and 1 foam-type fire extinguisher. Additionally, the facility features 36 fire alarms, 175 smoke detectors, and 86 emergency lights in the main production building.

The main auditee has established a working hours policy. The facility operates a general shift from 08:00 AM to 05:00 PM

for all employees except the security team. The security section follows a 03 shifts rotation from (06:00 am to 02:00 pm, 02:00 pm to 10:00 pm, 10:00 pm to 06:00 am). Regular working hours for employees are 8 hours per day, 6 days a week. Overtime is optional, with sampled workers recording a maximum of 2 hours per day and 12 hours per week in the reviewed months. The factory observes Friday as the designated day off, except for the security team, which follows a rotational holiday schedule. Overtime wages are paid in compliance with legal requirements.

Time recording system: The facility uses an electronic timekeeping system (Swipe Card) to track worker attendance.

Salary payment details: The factory established the procedures about wage and benefits, workers' minimum wage, statutory holidays, annual leaves, etc. were defined in the policy. The wages were paid through 100% Mobile Banking transfer (bKash). During audit, the factory provided the payroll records from February 2024 to January 2025 for review. The facility provides minimum wages (BDT. 12500) to the workers in accordance with Bangladesh Minimum Wages Gazette-2023 for the RMG sector (Published on December 20, 2023) and for probationary workers, minimum wage is BDT. 9875 per month. 35 probationary workers found during audit. Facility wages are calculated monthly, covering the period from the 1st to the 30th or 31st of each month.

Worker number information: There is total 356 employees in the facility including 142 male and 214 female workers. There were no child labors, young workers, found in the factory. No interns' workers were found in factory, but disable, pregnant and lactating mother workers were found in the factory.

Good practices: The factory has system of the following good practices: The facility provides an attendance bonus of BDT. 725 for workers monthly as per company policy.

Worker organization details: Facility established a Participation Committee Worker which was formed on 03.04.2024 through election. This Participation Committee consists of total 12 members (08 from Worker & 04 from Management).

Circumstances: There were no special circumstances noted during the audit. Auditors were provided full access for all audit functions and the management was co-operative and extended their fullest support throughout the audit.

Audit Process: The audit for amfori BSCI (full monitoring) was conducted in one day on 16 February 2025 by 3 auditors and 01 observer. An opening meeting was held where Mr. Harun-Or-Rashid– Head of HR & Compliance, Md. Aliul Islam Polin – Deputy Manager - HR & Compliance, Razon Chandra Dash– Senior Fire Safety Officer, Jhinu Gomes – Welfare Officer, Md. Kawsar Ali – HR Executive and Md. Riajul Karim – Vice President of Participation Committee were present.

Closing meeting: At the end of the assessment a closing meeting was held on 16 February 2025 to discuss all the areas of improvement in the findings report with Mr. Harun-Or-Rashid– Head of HR & Compliance, and his team. Facility management agreed on all findings and signed on findings report. Auditor informed the management regarding the submission of remediation plan to the amfori sustainability platform through amfori sustainability platform against the findings raised on the audit within 60 days.

Summary of findings: Non-compliance were noted in "Social Management System", "Workers Involvement and Protection", "Fair Remuneration", "Occupational Health and Safety" and "Protection of the Environment". Details of the findings are listed in respective sections. For other areas, no findings were noted.

Living wage calculation: Here the auditors followed the Anker Methodology of GLWC website. As per the website calculated living wage around the audited facility was BDT 27,900. The relevant document is attached under report attachment.

Note:

- a) Facility provided poster on Speak for Change (S4C) at notice board in the factory.
- b) During audit it was noted from the management information and facility walkthrough that iron section of the facility was temporarily close. As per management information due to RSC audit the boiler was under maintenance and there was no work at iron section. As such the facility provides general holiday to all workers (approximately 20 persons).
- c) As per management information and document review, it was noted that facility remained closed on August 05 & 06, 2024 due to nationwide political unrest. Besides, August 07 & 08, 2024 the facility was closed as per government

instructed holiday.

SITE DETAILS

Site

Salman Adnan (Pvt.) Ltd.

Site amfori ID

050-001185-002

GICS Classification

Sector

Consumer Discretionary

Industry Group

Consumer Durables & Apparel

Industry

Textiles, Apparel & Luxury Goods

Sub Industry

Apparel, Accessories & Luxury Goods

amfori Process Classifications

N.A.

NACE Classification

N.A.

GS1 Classifications

N.A.

Water Stress Situation

This site is not located in a water stressed region

METRICS

Key Metrics

Total workforce	284	Workers
Legal minimum wage in local currency	12,500	Monthly
Lowest wage paid for regular work at the site	12,500	Monthly
Calculated living wage in local currency	27,900	Monthly
Total sample	25	Workers

Other Metrics

Male workers	114	Workers
Female workers	170	Workers
Non-binary workers	0	Workers
Permanent workers - Male	132	Workers
Permanent workers - Female	214	Workers
Permanent workers - Non-binary	0	Workers
Temporary workers - Male	10	Workers
Temporary workers - Female	0	Workers
Temporary workers - Non-binary	0	Workers
Seasonal workers - Male	0	Workers
Seasonal workers - Female	0	Workers
Seasonal workers - Non-binary	0	Workers
Management - Male	37	Workers
Management - Female	9	Workers
Management - Non-binary	0	Workers
Apprentices - Male	0	Workers
Apprentices - Female	0	Workers
Apprentices - Non-binary	0	Workers
Workers on probation - Male	10	Workers
Workers on probation - Female	25	Workers
Workers on probation - Non-binary	0	Workers
Workers with night shift - Male	4	Workers
Workers with night shift - Female	0	Workers
Workers with night shift - Non-binary	0	Workers
Workers with disabilities - Male	0	Workers
Workers with disabilities - Female	1	Workers
Workers with disabilities - Non-binary	0	Workers
Domestic migrant workers - Male	0	Workers
Domestic migrant workers - Female	0	Workers
Domestic migrant workers - Non-binary	0	Workers
Foreign migrant workers - Male	0	Workers

Foreign migrant workers - Female	0	Workers
Foreign migrant workers - Non-binary	0	Workers
Workers hired directly - Male	132	Workers
Workers hired directly - Female	214	Workers
Workers hired directly - Non-binary	0	Workers
Workers hired indirectly - Male	10	Workers
Workers hired indirectly - Female	0	Workers
Workers hired indirectly - Non-binary	0	Workers
Unionised workers - Male	0	Workers
Unionised workers - Female	0	Workers
Unionised workers - Non-binary	0	Workers
Workers under CBA - Male	0	Workers
Workers under CBA - Female	0	Workers
Workers under CBA - Non-binary	0	Workers
Pregnant workers	4	Workers
Workers on parental leave - Male	0	Workers
Workers on parental leave - Female	3	Workers
Workers on parental leave - Non-binary	0	Workers
Sample - Male	10	Workers
Sample - Female	15	Workers
Sample - Non-binary	0	Workers

FINDINGS



PA1: Social Management System

Site: Salman Adnan (Pvt.) Ltd. | Site amfori ID: 050-001185-002

Question: 1.1 Is there satisfactory evidence that the auditee has set up an effective management system to implement the amfori BSCI Code of Conduct?

ENGLISH

Finding

The main auditee partially respected this principle as because the auditee has set up a management system for implementation of amfori BSCI Code of Conduct as day-to-day business practices but the system is still not effective enough for continuous improvement and monitoring effectively as few gaps found in different areas like "Social management system", "Workers involvement and protection" area including sample workers are not well aware on amfori BSCI COC, "Fair remuneration" area including no potential action has been taken to fill the gaps between actual remuneration and delay payment, "Occupational health and Safety" area including like PPE not used by the employees, no near misses reporting and recording system, building construction approval found commercial instead of industrial, improper electrical safety, insufficient machine safety guards, and "Protection of the Environment" area including no implementation procedure was noted to preserve natural water. [As per amfori BSCI system manual requirement of question 1.1]



PA 2: Workers Involvement and Protection

Site: Salman Adnan (Pvt.) Ltd. | Site amfori ID: 050-001185-002

Question: 2.4 Is there satisfactory evidence that the auditee builds sufficient competence among managers, workers and workers representatives to successfully embed responsible practices in the business operation?

ENGLISH

Finding

Based on provided documents and worker interview it was noted that the facility periodically organized an informative session on amfori BSCI Code of conduct, but proper awareness was not found from 10 out of 25 of workers and workers' representatives on amfori BSCI COC due to lack of awareness. This question is rated as partially because other related areas found in compliance. [As per amfori BSCI system manual requirement of question 2.4]



PA 5: Fair Remuneration

Site: Salman Adnan (Pvt.) Ltd. | Site amfori ID: 050-001185-002

Question: 5.2 Is there satisfactory evidence that wages are paid in a timely, stable and regular manner, and fully in legal tender?

ENGLISH

Finding

It was noted through document review, workers and management interview that the factory did not pay salary to the workers within 7th working days after completion of the wage period in the month of January 2025 (Current Month) and February 2024 (Random Month). The facility paid January 2025 (Current Month) salary on 8th working days (09-02-2025) and February 2024 (Random month) salary on 8th working days (10-03-2024) due to lack of system. This question is rated partially because other relevant areas were found in compliance. [As per requirement of Bangladesh Labour Law 2006, Section-123 (1)]

Question: 5.4 Is there satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living?

ENGLISH

Finding

The main auditee partially respected this question because, based on document review, workers and management interview it was noted that the facility management is well aware of the collection and calculation of fair remuneration. The facility has conducted a general survey within workers of various grades, sections, & several areas and a market survey to identify fair remuneration. Also, they have identified possible gaps between actual remuneration and the fair remuneration figure in the factory. However, the factory did not take potential actions to fill the gap. So, a gap has still been identified in ensuring fair remuneration to the employees due to a lack of knowledge. [As per requirement of amfori BSCI system manual question 5.4]

PA 7: Occupational Health and Safety

Site: Salman Adnan (Pvt.) Ltd. | Site amfori ID: 050-001185-002

Question: 7.1 Is there satisfactory evidence that the auditee observes occupational health and safety regulations applicable for its activities?

ENGLISH

Finding

The main auditee partially respected this question because based on the site visit, documents review, workers, and management interview, the facility is in the process of complying with health & safety rules and regulations, and assigned one qualified employee to monitor implementation but still there are some gaps like PPE not used by the employees, no near misses reporting and recording system, building construction approval found commercial instead of industrial, improper electrical safety, insufficient machine safety guards used due to lack of awareness and monitoring system. [As per amfori BSCI system manual requirement of question 7.1]

Question: 7.6 Is there satisfactory evidence that the auditee enforces the use of PPE to provide protection to workers alongside other controls and safety systems?

ENGLISH

Finding

The main auditee partially respected this question because facility management provided personal protective equipment and awareness training to the workers but based on the plant visit and worker interview following issue were noted as around 10% of bartack machine & flatlock operators were not using face mask during work at sewing section in 1st floor and 2nd floor of the building 01 & 03 due to lack of awareness and monitoring. [As per requirement of Bangladesh Labor Rules, 2015, Rule 67 (2)]

Question: 7.10 Is there satisfactory evidence that the auditee has and properly uses procedures and systems for reporting and recording occupational accidents and injuries?

ENGLISH

Finding

It was noted through documents review and management interview that though factory has developed near misses incident policy and procedure, but no reporting and recording system has been developed by the factory management for near misses accident. This question is rated as partially as facility rest of the area found in compliance. [As per requirement of Bangladesh Labour Rules 2015, Rule 73 (1)]

Question: 7.11 Is there satisfactory evidence that the auditee confirms that the equipment and buildings used for production are stable and safe?

ENGLISH

Finding

It was noted through document review and management interview that the building structural approved plan for the factory is approved as a 'commercial building' instead of industrial building where concern authority (RAJUK) in the year 2006. As the plan was found approved and other required approvals found updated, this question marked as partial. [As per requirement of The Building Construction Act 1952, Section 3A].

Question: 7.13 Is there satisfactory evidence that the auditee makes sure a competent person periodically checks the electrical installations and equipment?

ENGLISH

Finding

Based on site visit and management interview it was noted that the ebonite sheet was missing in randomly checked 03 out of 03 electrical distribution boards located at the production building 01, 02 & 03 due to lack of monitoring and awareness. This question is rated partially because other relevant areas were found in compliance. [As per requirement of Bangladesh Labor Rules-2015, Rule-58 (7)]

Question: 7.17 Is there satisfactory evidence that the auditee ensures adequate safeguards for any machine part, function, or process which may cause injury to workers?

ENGLISH

Finding

The main auditee partially respected this principle because based on the plant visit and workers' interview, it was noted that around 10% of needle guards of plain sewing machines were displaced condition during work at the sewing section in 2nd floor of building 01 & 03 due to lack of monitoring and awareness. [As per requirement of Bangladesh Labour Law 2006, section 63(1) D (3)]

PA 12: Protection of the Environment

Site: Salman Adnan (Pvt.) Ltd. | Site amfori ID: 050-001185-002

Question: 12.5 Is there satisfactory evidence that water is managed in a way that respects the environment, particularly but not limited to preserving local water sources?

ENGLISH

Finding

Noted from the document review and management interview that the facility management has a plan to preserve natural water resources (recycling practices, rainwater, etc.) to ensure a better environment in the premises, but no implementation has been found yet due to lack of awareness. This question is rated partially because the factory has developed an environmental policy and provided training on water waste reduction to its employees. [As per requirement of amfori BSCI system manual question 12.5]