
Auditee :	Leather Field (Pvt.) Ltd.
Audit Date From :	10/03/2017
Audit Date To :	11/03/2017
Expiry Date of the Audit :	Please refer to the producer profile in the BSCI platform
Auditing Company :	ALGI
Auditor's Name(s) :	Saqib Javed(Lead), Adeel Khan
Auditing Branch (if applicable) :	ALGI Pakistan



This is an extract of the on line Audit Report. The complete report is available in the BSCI Platform.
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Rating Definitions 

Rating	A combination of ratings per performance area where:	Consequence																																													
<p>A OUTSTANDING</p>	<p>o Minimum 7 performance area rated A o No Performance area rated C, D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B	B	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
A	A	A	A	A	A	A	A	A	A	A	A	A	A	A																																	
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<p>B GOOD</p>	<p>o Maximum 3 performance area rated C o No performance area rated D or E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td></tr> <tr><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> </table>	A	A	A	A	A	A	B	B	B	B	B	B	B	B	B	A	A	A	A	A	B	B	B	B	B	B	B	B	B	C	B	B	B	B	B	B	B	B	B	B	B	C	C	C	C	<p>The auditee has the level of maturity to maintain its improvement process without needing follow-up audit.</p>
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B	B	B	B	B	B	B	B	B	B	B	C	C	C	C																																	
<p>C ACCEPTABLE</p>	<p>o Maximum 2 performance areas rated D o No performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> <tr><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	C	C	C	C	C	A	A	A	A	A	B	B	B	B	C	C	C	C	D	D	C	C	C	C	C	C	C	C	C	C	C	C	C	D	D	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
A	A	A	A	A	A	A	A	A	A	C	C	C	C	C																																	
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<p>D INSUFFICIENT</p>	<p>o Maximum 6 performance area rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>D</td><td>D</td><td>D</td><td>D</td></tr> <tr><td>A</td><td>A</td><td>A</td><td>B</td><td>B</td><td>B</td><td>C</td><td>C</td><td>C</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td></tr> <tr><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	A	A	A	A	A	D	D	D	D	A	A	A	B	B	B	C	C	C	D	D	D	D	E	E	D	D	D	D	D	D	D	D	E	E	E	E	E	E	E	<p>The auditee needs follow up on its progress. The auditee develops a remediation plan within 60 days following the completion of the audit.</p>
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D	D	D	D	D	D	D	D	E	E	E	E	E	E	E																																	
<p>E UNACCEPTABLE</p>	<p>o Minimum 7 performance areas rated E</p> <p><i>These are three examples:</i></p> <table border="1" style="width: 100%; text-align: center;"> <tr><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>A</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>A</td><td>A</td><td>B</td><td>B</td><td>C</td><td>D</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> <tr><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td><td>E</td></tr> </table>	A	A	A	A	A	A	E	E	E	E	E	E	E	E	E	A	A	B	B	C	D	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	<p>BSCI participants shall closely oversee the auditee's progress as it may represent a higher risk than other business partners</p>
A	A	A	A	A	A	E	E	E	E	E	E	E	E	E																																	
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E	E	E	E	E	E	E	E	E	E	E	E	E	E	E																																	
<p>Zero Tolerance</p>	<p>A Zero Tolerance issue was identified (see Annex 5)</p>	<p>Immediate actions are required. The BSCI Zero Tolerance Protocol is to be followed.</p>																																													

Producer : Leather Field (Pvt.) Ltd.

DBID : 349744 and Audit Id : 75503

Audit Date : 10/03/2017

Audit Type : Full Audit

Main Auditee Information

Name of producer :	Leather Field (Pvt.) Ltd.		
DBID number :	349744		
Audit ID :	75503		
Address :	Wazirabad Road, Sahowala, Sialkot Sialkot		
Province :	Punjab	Country :	Pakistan
Management Representative :	Mr. Syed Saqlain Haider (GM- Marketing)		
Contact person:	Syed Saqlain Haider	Sector :	Non-Food
Industry Type :	Textiles, clothing, leather	Product group :	Apparel
Product Type :	Leather Jackets		

Audit Details



Audit Range :	Full Audit	Follow-up Audit
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms
Audit Environment :	Industrial	Agricultural
Audit Announcement :	<input type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced <input checked="" type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No	
Audit extent (if applicable) :	Limited scope (one production unit)	
Audit interferences or contingencies (if applicable) :	none	
Overall rating :	B	
Need of follow-up :		If YES, by :

Rating per Performance Area (PA)

PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
C	C	A	A	B	A	A	A	A	A	A	B	A

Executive summary of audit report

Leather Field (Pvt.) Ltd. is a Private Limited facility located at Wazirabad Road, Sahowala, Sialkot - Pakistan. Total land area occupied by this facility is about 142,256 square feet.

The facility was established in 2015. The facility is specialized in Leather Garments. Main production processes includes Patterning making, Leather Matching , Leather Cutting, Lining Cutting, Stitching, checking, finishing (Waxing & Spraying) , final checking and packing. On the audit day, there were total 800 employees in the factory of which 640 employees were production workers and 160 employees are non-production employees.

Opening meeting: ALGI Pakistan team conducted this full audit in two days at Leather Field (Pvt.) Ltd. The assessment team reached the facility at around 9:40 am and was greeted by Mr. Syed Saqlain Haider (GM- Marketing) and escorted the assessment team to the conference hall where an opening meeting was conducted. After exchange of business cards and formal introduction, the assessment team explained the purpose of their visit and conducted the opening meeting at 9:50 am with Mr. Syed Saqlain Haider (GM- Marketing), Mr. Muhammad Afzal (Compliance officer), Mr. Adeel (EHS Incharge) , Mr. Shiekh Amjad Pervez (Admin Manager) , Mr. Faraz (Marketing Manager) and Mr. Javed Iqbal (Worker council incharge) to determine the audit agenda. The assessment team explained the scope and objectives of the audit and complete processes involved in the audit including facility tour, document review and confidential employee interview. Further, the assessment team took permission to take pictures and conducting confidential workers interviews. The auditee allowed the assessment team to conduct a thorough audit including facility tour, document review and confidential interview and assured full cooperation throughout the audit. The assessment team explained and presented ALGI's Gifts and Gratuity letter to the facility management Mr. Syed Saqlain Haider (GM Marketing), who agreed and signed the same.

Facility Overview: The facility consists of 3 blocks. The facility descriptions are as below:

Block 1 (Based on ground floor):

Ground floor is occupied by security office and workers

canteen. Block 2 (Based on ground floor):

Ground floor is occupied by time office.

Block 3 (Based on ground plus 1 storey):

Ground floor is occupied by stitching department, packing department, finishing department, accessories store, leather store, generator room, warehouse and washrooms.

Mezzanine floor is occupied by finishing department, lining cutting section, QC office and HR office.

First floor is occupied by sampling department, patterning cutting section, leather cutting section, leather store, admin office and corporate offices.

Work Schedule: Based on documents review, management and worker interviews, wages are paid monthly in cash and bank transfer. The regular working hours are from 8:00 AM to 5:00 PM with one lunch break of 1 hour from 1:00 PM to 2:00 PM. Normal working days are from Monday to Saturday and Sunday is declared weekly off of all employees and management staff. Security section operates in 3 shifts from 7:00 am to 3:00 pm, 3:00 pm to 11:00 pm and 11:00 pm to 7:00 am.

The auditee has installed card reader system to track the working hours of the employees. The fire drill is conducted on regular basis once in every six months and last drill was conducted on 23/2/2017.

Documents Review: As per the auditee, they have no specific peak months one year payroll records and time records from March 2016 to February 2017 are provided for review. The assessment team selected 30 samples from March 2017 (Current month), 30 samples from December 2016 (random month) and 30 samples from March 2016 (initial month) for review.

Closing Meeting: At the end of all the audit processes, a closing meeting was conducted by the assessment team at 6:00 pm in the presence of Mr. Syed Saqlain Haider (GM Marketing), Mr. Muhammad Afzal (Compliance officer), Mr. Adeel (EHS Incharge) , Mr. Shiekh Amjad Pervez (Admin Manager) , Mr. Faraz (Marketing Manager) and Mr. Javed Iqbal (Worker council incharge). First of all, the assessment team thanked the facility management for spending their valuable time towards the audit and their cooperation throughout the audit process. Later the assessment team explained in detail the observations that come 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. Mr. Syed Saqlain Haider (GM Marketing) and Mr. Javed Iqbal (Worker council incharge) agreed and signed the summary of findings.

Ratings Summary

Auditee's background information			
Auditee's name :	Leather Field (Pvt.) Ltd.	Legal status :	Private Limited
Local Name :	None	Year in which the auditee was founded :	2015
Address :	Wazirabad Road, Sahowala, Sialkot	Contact person (please select) :	Syed Saqlain Haider
Province :	Punjab	Contact's Email :	saqlain@leatherfield.com
City :	Sialkot	Auditee's official language(s) for written communications :	English & Urdu
Region :	South Asia	Other relevant languages for the auditee :	English & Urdu
Country :	Pakistan	Website of auditee (if applicable) :	www.leatherfield.com
GPS coordinates :	Latitude: 32.455277 Longitude: 74.408630	Total turnover (in Euros) :	26904761.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Textiles, clothing, leather	Of which domestic market % :	0.00
If other, please specify :	None	Production volume :	40,000 pcs / month
Product Group :	Apparel	Production cost calculation :	Yes
If other, please specify :	None	Lost time injury calculation cost :	No
Product Type :	Leather Jackets		

Producer Photos



External photo(s) of the production unit(s)
Factory main gate.JPG



Photo of the inside of the main production hall
Evacuation plan.JPG



Photo of the inside of the main production hall
Packing section.JPG



External photo(s) of the production unit(s)
Assembly point.JPG



Photo of the inside of the main production hall
Drinking water point.JPG



Photo of the inside of the main production hall
Pathways.JPG



External photo(s) of the production unit(s)
Factory building.JPG



Photo of fire safety equipment
Fire alarm.JPG



Photo of fire safety equipment
Smoke detector.JPG



Photo of the inside of the main production hall
Attendance machine.JPG



Photo of fire safety equipment
Fire buckets.JPG



Photo of the dormitories (if applicable)
Stitching section.JPG



Photo of the canteen (if applicable)
Canteen.JPG



Photo first aid facilities
First aid box.JPG

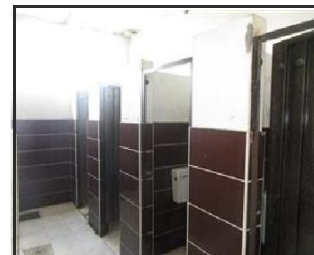


Photo of the sanitary facilities
Washrooms.JPG



Photo of the inside of the main production hall
Checking section.JPG



Photo of the inside of the main production hall
Notice board.JPG



Photo of non-conformity
NC Spray section in finishing section on mezzanine floor is not isolated with other production areas...JPG



Photo of the inside of the main production hall
Cutting section.JPG



Photo of the inside of the main production hall
Notice board.JPG



Photo of non-conformity
NC Suggestion box was placed in open area near main entrance.JPG