2010

Fair Labor Association
Independent External Monitoring Report

COMPANY: York Wallcoverings
COUNTRY: United States
FACTORY CODE: 11500821144I
MONITOR: Accordia Global Compliance Group
AUDIT DATE: December 17, 2010
PRODUCTS: Collegiate Appliques
PROCESSES: Digital Printing
NUMBER OF WORKERS: 1

For an explanation on how to read this report, please visit the FLA website here.

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*Denotes a Notable Feature

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Code Awareness:

GEN.2 Ensure that all Company factories as well as contractors and suppliers inform their employees about the workplace standards orally and through the posting of standards in a prominent place (in the local languages spoken by employees and managers) and undertake other efforts to educate employees about the standards on a regular basis.

Noncompliance

Explanation:	Facility has not posted a code or workplace standard. Workers have not been informed about the code based on discussions with monitor.
Plan Of Action:	We posted the FLA Workplace Code of Conduct (CoC) on the bulletin board that is viewable to all employees, and an email of the FLA CoC will be emailed to all employees. Manufacturing managers will conduct regular meetings with manufacturing employees to discuss the code.
Deadline Date:	02/25/2011
Action Taken:	1. FLA Workplace Code of Conduct posted on employee bulletin board December 17, 2010. 2. Email of FLA Workplace Code of Conduct going out to employees no later than February 25, 2011. 3. Manufacturing managers will conduct a meeting with manufacturing employees to discuss the FLA Workplace Code of Conduct no later than February 25, 2011.
Plan Complete:	Yes
Plan Complete Date:	02/25/2011

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Code Awareness:

GEN.3 Develop a secure communications channel, in a manner appropriate to the culture and situation, to enable Company employees and employees of contractors and suppliers to report to the Company on noncompliance with the workplace standards, with security that they shall not be punished or prejudiced for doing so.

Noncompliance

Explanation:	Facility did not have a confidential reporting mechanism in place to report noncompliances to the workplace standards. Monitor's discussions with management and the workers in the digital printing area did not find that a communication mechanism exists.
Plan Of Action:	Company has an established and documented issues resolution process that is detailed in the Employee Handbook and reinforced in messages by the Leadership. All employees are issued a copy of the handbook upon hire, copies are available to existing employees, and all employees are apprised of amendments to the handbook as they are enacted. The policy ensures that all employees have multiple avenues to report perceived noncompliances to workplace standards, and that no retaliation will result as a result of bringing any issue forward.
Deadline Date:	
Action Taken:	1. Open door policy reiterated at New Hire orientations and group "New Hire Meet and Greets." 2. Issue resolution process will be reiterated as the first Code of Conduct topic in the upcoming monthly Talking Points (see Gen.2 Company Plan of Action).
Plan Complete:	Yes
Plan Complete Date:	04/15/2011

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Health and Safety: Written Health and Safety Policy

H&S.3 Employers are required to develop, maintain and regularly review a written health and safety policy. The policy must, at the very least, be aimed at complying with legal minimum safety and health standards, regulations and procedures. (P)

Notable Feature

Explanation: Facility has an extensive health and safety program that is supported by training as well as testing of workers for comprehension and learning. Workers are offered regular training, but are expected to confirm their comprehension of the subject matter through testing. Factory then can focus on additional training for those that need greater understanding.

Health and Safety: Ventilation/Electrical/Facility Installation and Maintenance

H&S.17 All necessary ventilation, plumbing, electrical, noise and lighting services shall be installed and maintained to conform to applicable laws and in such a manner as to prevent or minimize hazardous conditions to workers in the facility. (S)

Notable Feature

Explanation: Company conducts annual infrared thermatography (IR photos of electrical circuits) to determine hot spots that can potentially be a risk of electrical fires in the workplace. The images provide the physical points of risk so that electricians are able to replace electrical components before they fail and create the risk of fire or electrocution.