The factual information set forth on the Tracking Charts was submitted to the FLA by each Independent External Monitor and Participating Company and reviewed by FLA staff. It is being made available to the public pursuant to the FLA Charter in order to strengthen the monitoring process. The FLA Charter provides for regular public disclosure of the factual results of independent monitoring and the resulting specific actions taken by Participating Companies.

What is a Tracking Chart?

Compliance is a process, not an event. A Tracking Chart outlines the process involved in FLA independent external monitoring and remediation. It is used by the accredited independent external monitor, the participating company and the FLA staff to do the following:

- **Record Findings:** The independent external monitor uses the Tracking Chart to report noncompliance with FLA Code standards. The monitor should also cite the specific Code benchmark or national/local law that was used to measure compliance.
- **Report on Remediation:** The FLA participating company uses the Tracking Chart to report on the remediation program that was implemented in order to resolve the noncompliance and prevent any future violations.
- **Evaluate Progress:** The FLA uses the Tracking Chart for purposes of collecting and analyzing information on the compliance situation of a particular factory and for publication on our website. This information is updated on an ongoing basis.

What a Tracking Chart is NOT -

- An exhaustive assessment of factory conditions

  Working conditions - in any type of workplace - are dynamic. Each Tracking Chart represents a survey of the factory’s conditions on a specific day. Over time, a fuller picture emerges as we compile information from various sources to track the compliance progress of a factory.

- A pass or fail evaluation

  The Tracking Charts do not certify whether or not factories are in compliance with the FLA Code. Monitoring is a measurement tool. The discovery of noncompliance issues is therefore not an indication that the participating company should withdraw from a factory. Instead, the results of monitoring visits are used to prioritize capacity building activities that will lead to sustainable improvements in the factory’s working conditions.

- A one-time event

  Each monitoring visit is followed by a remediation program, further monitoring and remediation in an ongoing process. The Tracking Charts are updated accordingly.
Note on Language
Please be advised that because FLA independent external monitors are locally-based and English is generally not their native language, the language presented may at times appear unclear to a reader who is a native English speaker. In order to preserve the integrity of the transparency process and the information we receive, our policy is to publish the original text from the monitor and participating company. However, the reader will note that we have taken the precaution to remove any identifying information about the factory that was monitored or the workers interviewed.

For example, in cases where monitors and/or participating companies have cited the actual number of workers in reference to a noncompliance issue, in order to protect the workers' identities, we have replaced the numbers with generic wording in brackets (i.e. “[some]”, “[worker interviews revealed that]”, etc.).

We do not disclose the name of the factory that was monitored in order to ensure that the FLA’s efforts to encourage and reward transparency do not have detrimental consequences for the factory and the workers.

Instructions for Printing
The information contained in the Tracking Charts is organized by columns and rows in a table format. Due to the number and width of the columns, the charts have been formatted for legal size (8.5 x 14in.) paper. To print the charts, please make sure to select “legal” size paper from Print properties.
**FLA Audit Profile**

- **Country**: El Salvador
- **IEM**: Cotecna
- **Factory Code**: 01032211A
- **Date of Audit**: 5/15/02
- **Duration of IEM Evaluation**: 2 Days
- **Announced/unannounced**: Unannounced
- **PC(s)**: adidas & Reebok International Ltd.
- **# of workers**: 780
- **Product**: Sportswear

### Remediation Updates

<table>
<thead>
<tr>
<th>FLA Code Compliance Issue</th>
<th>Benchmark or legal reference</th>
<th>Cotecna’s Findings</th>
<th>PC remediation plan</th>
<th>Use Date</th>
<th>Follow Up result</th>
<th>Follow Up Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Code Awareness</td>
<td></td>
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<tr>
<td>2. Forced Labor</td>
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<tr>
<td>3. Harassment or Abuse</td>
<td>FLA Code Benchmark II. Harassment or Abuse: B.1. Employers will utilize progressive discipline using steps such as verbal warning, written warning, suspension, termination. Any exceptions to this rule, e.g. immediate termination for theft or assault, shall be in writing and clearly communicated to workers. Employers shall prohibit screaming, threatening, or using dehumanizing verbal language. Some workers interviewed complained about harsh treatment from managers, particularly verbal abuse.</td>
<td>Factory management to create a Harassment and Abuse policy and document employee training on the Policy. The written policy must specify the responsibilities of individuals to carry out the policy, confidential grievance methods, and appropriate disciplinary sanction for each type of violation against the policy. The policy must state, as appropriate, that the offensive behavior may lead to termination of employment or prosecution by legal authorities. The policy must also specifically state that no employee will be punished for reporting in good faith harassment and abusive behavior to management. No employee of the contractor is exempt from the policy— it applies to vendors, customers, and others who enter the contractor’s workplace.</td>
<td></td>
<td>07/29/02</td>
<td>Follow Up Comments: Verified. Work interviews report there is no harassment or abuse management and supervisors. PC compliance staff will monitor this item on an on-going basis.</td>
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<td>4. Non-Discrimination</td>
<td>FLA Code Benchmark IV. Non-Discrimination: B.4. Employers will not use pregnancy tests or the use of contraception as a condition of hiring or continued employment. Employers will not require pregnancy testing of female applicants, except as required by national law.</td>
<td>Contractor must have a written policy against discrimination, which includes: A statement that the decisions for hiring, salary, benefits, advancement, termination or retirement are based solely on the employee’s performance. The contractor must not require pregnancy tests for job applicants, have any pregnancy questions on job applications, or ask about pregnancy status during the hiring process. Contractor must not use an employee’s pregnancy as the reason for making any hiring, transfer, promotion or termination decisions. Voluntary pregnancy tests may be provided, but only at the request of the employee and each such request must be documented. Contractor must post policies on employee notification board(s). Contractor must communicate this policy during new employee orientation and at on-going management meetings.</td>
<td></td>
<td>07/29/02</td>
<td>Follow Up Comments: 1. Contractor has developed a non-discrimination policy that states that decision for hiring an individual is based solely on the candidates conduct and ability to perform the job. Gathered information revealed factory does not require pregnancy tests when hiring, however at least 2 interviewed workers recall being asked if they were pregnant during the screening process. Management stated that no pregnancy questions are asked. Interviewed workers recall possibility for new arrivals, management has decided to stop medical tests because they might hurt less workers to believe they were being tested for pregnancy. 2. Non discrimination policy is posted. 3. Policy is now being communicated to all workers in worker pamphlets and Induction interviews. PC compliance staff will continue to monitor this issue, to determine the effectiveness of the new policy and to monitor continued compliance.</td>
<td></td>
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</table>
### Health and Safety

#### Sanitation

<table>
<thead>
<tr>
<th>FLA Code/Benchmark</th>
<th>FLA Code/Benchmark V. Workplace Code Provision</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.11. All facilities including factory buildings, toilets, canteens, kitchens, and clinics, shall be kept clean and safe and be in compliance with applicable laws.</td>
<td>Employers will provide a safe and healthy working environment to prevent accidents and injury to health arising out of, linked with, or occurring in the course of work or as a result of the operation of employer facilities.</td>
</tr>
</tbody>
</table>

**Findings**

- Insufficient WC's for women, there are 16 and 20 are needed. Same with men WC's.
- About 50% of sewing machine operators do not have chairs. They use stools without proper support for their backs.
- Inadequate control of extra hours. Some hours appear registered but they are not paid for. Workers stay in the premises to play football and clock out after. This practice is misleading and must be corrected for an adequate control of overtime payment.

**Remediation**

- Contractor must follow the following criteria of toilets per worker population:
  - Number of Employees: 1-15
  - Number of Toilets: 1
  - Number of Employees: 16-35
  - Number of Toilets: 2
  - Number of Employees: 36-60
  - Number of Toilets: 3
  - Number of Employees: 61-100
  - Number of Toilets: 4
  - Number of Employees: 101-150
  - Number of Toilets: 5
  - Number of Employees: 151-190
  - Number of Toilets: 6
  - Number of Employees: 191-250
  - Number of Toilets: 7
  - Number of Employees: 251-300
  - Number of Toilets: 8
  - Number of Employees: 301-500
  - Number of Toilets: 9
  - Number of Employees: Over 150
  - Number of Toilets: add one additional fixture for each additional 40 employees.

**Due Date:** 24-Jul-02

**Follow Up Comments:**

- Toilet has been added.

- Contractor must provide adequate equipment for job position. For sewing operators, contractor must provide chairs with back support and height adjustment.

**Due Date:** 15-Aug-02

**Follow Up Comments:**

- Contractor has formally outlined plans to acquire chairs with back support starting in Jan 2003.

- New ergonomic chair design has been approved by adidas and Reebok on February. They have begun to start giving them to the employees for their work stations.

### Freedom of Association and Collective Bargaining

### Wages and Benefits

### Working Hours