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.
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.

4. Harassment or Abuse

No person will be subjected to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, or harassment of abuse.

Every employee will be treated with respect and dignity. No employee will be subject to any physical, sexual, psychological or verbal harassment of abuse.

5. Health and Safety

a. Personal Protective Equipment (PPE)

Workers shall wear appropriate protective clothing or equipment such as, work coveralls, safety glasses, hearing protection, respiratory protection, etc. according to the nature of work and job.

b. Health and Safety Committee

FLA Principle of Monitoring, Obligation of Companies: Develop a separate communications channel, in a manner appropriate to the culture and situation, to enable Company management as well as representatives of employees' organizations (in the local languages spoken by employees and managers) to provide and maintain an open means of communication to the Company in order to communicate the workplace standards, with security that they shall not be punished or disciplined for doing so.

c. Health and Safety Recordkeeping

All safety and accident reports shall be maintained for at least one year, or longer if required by law.

6. Health and Safety

a. Ventilation

All ventilation, plumbing, electrical, and lighting services shall be provided and maintained to conform to applicable laws and standards, with security that they shall not be punished or disciplined for doing so.

b. Protection Against Exposure to Risks

Workers shall wear appropriate protective equipment (such as protective clothing, masks, gloves, etc.) to hazardous elements including medical waste.

c. First Aid

First aid box shall provide adequate medicines treatment such as, band aid, antiseptic, gauze, etc.

d. Employees' Rights

Workers shall be free to express their grievances, complaints, and suggestions. Workers' ideas through suggestion box.

FLA Principle of Monitoring, Obligation of Companies: Factory needs to do keep injury records in the situation at the factory when the situation is correct.

7. Child Labor

No person will be employed at an age younger than 15 (or 14 where the law of the country of manufacture allows) or younger than the age for completing compulsory education in the country of manufacture where such age is higher than 15.

FLA Principle of Monitoring, Obligation of Companies: No person will be employed at an age younger than 15 (or 14 where the law of the country of manufacture allows) or younger than the age for completing compulsory education in the country of manufacture where such age is higher than 15.

8. Freedom of Association

No worker will be any use of forced labor, whether in the form of prison labor, indentured labor, bonded labor or otherwise.

FLA Principle of Monitoring, Obligation of Companies: No person will be subjected to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, or harassment of abuse.

9. Right to a Decent Wage

FLA Principle of Monitoring, Obligation of Companies: Workers shall be free to request masks and respirators when working with hazardous dusts, gases, fumes, etc. to prevent unsafe exposure (such as inhalation or contact with chemical products).

FLA Principle of Monitoring, Obligation of Companies: Workers shall be free to keep injury records in the situation at the factory when the situation is correct.

10. Freedom from Discrimination

FLA Principle of Monitoring, Obligation of Companies: Workers shall be free to keep injury records in the situation at the factory when the situation is correct.
### FLA Comment:
The Chinese constitution guarantees Freedom of Association; however, the Trade Union Act prohibits the establishment of trade unions independent of the sole official trade union - the All China Federation of Trade Unions (ACFTU). According to the ILO, many provisions of the Trade Union Act are contrary to the fundamental principles of freedom of association, including the non-recognition of the right to strike. As a consequence, all factories in China fall short of the ILO standards on the right to organize and bargain collectively.

The Amended Trade Union Act of October 2001 does regulate that union committees have to be democratically elected at members’ assemblies and trade unions must be accountable to their members. The trade union has the responsibility to consult with management on key issues of importance to their members and to sign collective agreements. It also grants the trade union a role in dispute resolution. In December 2003, the Collective Contracts Decree introduced the obligation for representative trade unions and employers to negotiate collective agreements, in contrast to the previous system of non-negotiated administrative agreements.