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.
1. Overtime Compensation

Employers should provide all legally mandated benefits to all eligible employees. In accordance with FLA Compliance Benchmarks I. Forced Labor: Employers are prohibited from practices that restrict a worker’s ability to terminate his or her employment or freedom of movement, including physical or mental coercion, deposition, unreasonable financial penalties or recruitment fees, and access to and removal of identity papers and work permits or other legal identification documents.

2. Code of Labor

b) Complaints

In accordance with the Ministry of Labor Document No. 110(1994) Article 2, an employee shall not take money or goods as a “factory entry pledge” and shall not hold custody of, or keep as a pledge, any residency permit, temporary residency permit or other document verifying an individual personal status. In accordance with FLA Compliance Benchmarks I. Forced Labor: Employers are prohibited from practices that restrict a worker’s ability to terminate his or her employment or freedom of movement, including physical or mental coercion, deposition, unreasonable financial penalties or recruitment fees, and access to and removal of identity papers and work permits or other legal identification documents.

3. Health & Safety

In accordance with the Reward and Punishment Regulations article 18. If the employer was frequently unauthorized absences from work within a legal reason for more than 7 days or more than 30 days cumulatively within one year, the employer has the right to remove the employee from the employment list. In accordance with FLA Compliance Benchmarks V. Health & Safety: All safety and medical equipment (such as fire fighting equipment, first aid kits, etc.) shall be in place, maintained as prescribed and accessible to the employees.

4. Personal Protective Equipment (PPE)

In accordance with the Design Regulations for Fire Extinguisher Installation (GBJ 140-88) article 5.1.3, portable fire extinguisher shall be installed by the way that the height from the top of the extinguisher to the floor is less than 1.50m, and the height from the bottom of the extinguisher to the floor is not less than 0.15m. In accordance with FLA Compliance Benchmarks V. Health & Safety: All safety and medical equipment (such as fire fighting equipment, first aid kits, etc.) shall be in place, maintained as prescribed and accessible to the employees.

5. Nondiscrimination

In accordance with the Reward and Punishment Regulations article 18. If the employer was frequently unauthorized absences from work within a legal reason for more than 7 days or more than 30 days cumulatively within one year, the employer has the right to remove the employee from the employment list. In accordance with FLA Compliance Benchmarks V. Health & Safety: All safety and medical equipment (such as fire fighting equipment, first aid kits, etc.) shall be in place, maintained as prescribed and accessible to the employees.

6. Freedom of Association and the Right to Organize

In accordance with the PRC Labor Law article 45, a worker who has worked for one or more successive years shall enjoy paid annual leave, for instance in Guangdong province. A) Working equal or above 1 year and below 5 years: 5 days. B) Working equal or above 5 years and below 10 years: 7 days. C) Working equal or above 10 years and below 20 years: 10 days. D) Working equal or above 20 years: 14 days. It was noted that factory has not provided such benefit to workers. In accordance with FLA Compliance Benchmarks VII. Wages and Benefits, Hours of Work, and Overtime Compensation: 1) Employers will provide all legally mandated benefits to all eligible workers. 2) Legally mandated benefits will be provided or paid in full within legally defined time periods.

7. Hours of Work

In accordance with the PRC Labor Law article 45, a worker who has worked for one or more successive years shall enjoy paid annual leave, for instance in Guangdong province. A) Working equal or above 1 year and below 5 years: 5 days. B) Working equal or above 5 years and below 10 years: 7 days. C) Working equal or above 10 years and below 20 years: 10 days. D) Working equal or above 20 years: 14 days. It was noted that factory has not provided such benefit to workers. In accordance with FLA Compliance Benchmarks VII. Wages and Benefits, Hours of Work, and Overtime Compensation: 1) Employers will provide all legally mandated benefits to all eligible workers. 2) Legally mandated benefits will be provided or paid in full within legally defined time periods.