



#### Report Number: MIC-ASR173561

#### Audit Date : 15 May, 2017

This report is issued by Focus Technology Co., Ltd. (Made-in-China.com) and the supervising inspectorate (Bureau Veritas) to confirm that:

Company Name	: Ningbo Yinzhou Wellpack Plastic Industry Co., Ltd. 宁波市鄞州维派塑业有限公司
Showroom	: http://wellpack.en.made-in-china.com
Address	<ul> <li>Factory: No. 11, Dongbei Road, Dongqiao Town, Yinzhou District, Ningbo City, Zhejiang Province, China</li> <li>Office: Room 8005, Ningbo Haigang Bussiness Square, No. 2357, Tiantong South Road, Jiangshan Town, Yinzhou District, Ningbo City, Zhejiang Province, China</li> </ul>
Product	: Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump

#### has been on site audited for the Following Scope of Activity

- 1. General Information
- 2. Foreign Trade Capacity
- 3. Product Research & Development Capacity
- 4. Production Capacity & Quality Control
- 5. Working Environment
- 6. Energy Saving and Emission Reduction
- 7. Photos



#### **General Comments:**

Ningbo Yinzhou Wellpack Plastic Industry Co., Ltd. established in 2011, is a manufacturer with 37 employees, covers an building area of about 2,200 square meters, is a fast growing and innovative company exclusively focus on cosmetic packaging product, including plastic bottle, plastic cap, sprayer and pump. Their factory maximal production capacity could reach 100,000 pieces per day, 36,000,000 pieces per year. Their products mainly export to the regions such as North America, Europe and Mid East.

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Sign for and on behalf of Bureau Veritas



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# SUPPLIER ASSESSMENT REPORT

Audited Company	Ningbo Yinzhou Wellpack Plastic Industry Co., Ltd. 宁波市鄞州维派塑业有限公司
Audited Site:	Factory: No. 11, Dongbei Road, Dongqiao Town, Yinzhou District, Ningbo City, Zhejiang Province, China
	Office: Room 8005, Ningbo Haigang Bussiness Square, No. 2357, Tiantong South Road, Jiangshan Town, Yinzhou District, Ningbo City, Zhejiang Province, China

Consigner of Assessment	Made-in-China.com		
Audit Type	<ul><li>☐ Initial Audit</li><li>⊠ Re-audit</li></ul>	NULLER STE	
Audit Date	15 May, 2017	Verify Report	www.bvcerchina.cn
Auditor	Fred Zheng	Reviewed by	Hely Yuan

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# Part A: General Information

### Section 1: Company Overview

1.1 Legal Validity					
Does the company have a valid business license?	Yes No Others Registration 913302125736708370				
Year of established	10 May, 2011	Valid Date	09 May., 2021		
Registered address	Shangling Industrial Zone, Dongqi Province, China	ao Town, Yinzhou Dis	trict, Ningbo City, Zhejiang		
Actual address	Shangling Industrial Zone, Dongqi Province, China	ao Town, Yinzhou Dis	trict, Ningbo City, Zhejiang		
Does the company in abnormal operation status list of industrial and commercial bureau?	No				
Registered capital	RMB 100,000				
Name of legal representative	Mr. Wenhu Kang				
Business scope	Manufacture and processing of processing of processing of processing departments to carry out business		approved by the relevant		
1.2 Basic Information					
Contact person	Mr. Henry Kang				
Phone number	0086-13645743738	Fax number 0086-574-87453679			
URL/Web address	http://wellpack.en.made-in-china.com				
Company type	□     Manufacturer     □     Trading Company       ⊠     Combined     □     Group Corporation				
Type of ownership	Limited Company Public Company Foreign joint venture State-Owned Private Owner Wholly foreign-owned enterprises				
Associated company	No associated company				
Products manufactured / sold scope	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump				
1.3 Company Building Informat	ion				
	estate certificate rvation Estimated on site				
The company area 2200 square meters The land occupies 2200 square meters. The offices occupy 200 square meters. The workshops occupy 2000 square meters.					



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### **Section 2: Human Resources**

2.1 Company Chart								
	B C		F					
2.2 Explanation of Cod	le and Employee Deta			1				
Code		Department		Number of employees				
А	General Manager			1				
В	Sales Department			10				
С	Production Department	Production Department 20						
D	Finance Department			2				
E	Administration Departm	ent		2				
F	Logistic Department			2				
		Numb	er in total:	37				
2.3 Key Staff								
Title	Full name	Full name         Education         Working experience for this trade / total experience						
Confidential	Confidential							

Remark: Above information of key staff was based on interview with sales manager.



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# Part B: Foreign Trade Capacity

### Section 1: Export Overall Situation

1.1 Export Overall Situation	
Does the company have a valid Import and Export license?	🗌 Yes 🛛 No
The import and export enterprise code.	N/A
The number of foreign trading staff with relevant trading experience.	⊠ within 1 year 1 staff⊠ 1-5 years 5 staffs⊠ 6-10 years 2 staffs⊠ over 10 years 2 staffsTotal 10 staffs□
The language freely used by foreign trade staff	English 🗌 others:
Annual revenue of previous year	Confidential
Annual export revenue of previous year	Confidential
Estimated export revenue for this year.	Confidential
Overseas agent / branch	🗌 Yes 🛛 No
Nearest port	Ningbo Port
Acceptable quotation terms	🖾 FOB 🛛 CIF 🖾 CFR
Acceptable payment terms	∠ LC
Average lead time (Peak Season)	□       within 15 workday       ⊠       one month       □       2-3 months         □       4-6 months       □       6-12 months       □       more time
Average lead time (Off Season)	☑ within 15 workday    □ one month    □ 2-3 months      □ 4-6 months    □ 6-12 months    □ more time

### Section 2: Export Business Capacity

2.1 Market Distribution (please list top three areas)					
Market	Main client				
North America	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
South America	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
🛛 Europe	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
Southeast Asia/ Mideast	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
🗋 Africa					
⊠ East Asia (Japan/ South Korea)	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
🛛 Australia	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
⊠ Domestic	Cosmetic Packaging Product, Plastic Bottle, Plastic Cap, Sprayer, Pump	Confidential			
Others					



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**Section 3: Supplier Management** 

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3.1 Supplie	3.1 Supplier Management						
Item	Content	Observations /Comments					
1	Does the company establish and implement an effective suppliers' assessment procedure?	<ul> <li>Have the written procedures and followed records</li> <li>Have the written procedures but no records</li> <li>Have relevant records without written procedure</li> <li>No written procedures or followed records</li> <li>Other</li> </ul>					
2	Does the company have an updated list of approved suppliers?	<ul> <li>The approved suppliers list was updated in</li> <li>Have the written suppliers without approved signature or date.</li> <li>Provided some suppliers names</li> <li>No approved suppliers list</li> <li>Other</li> </ul>					

# Section 4: After-sales Service Capacity

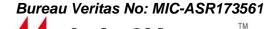
4.1 After-sal	4.1 After-sales Service Capacity						
ltem	Content	Observations /Comments					
1	Is there a procedure to conduct random product inspection after final packaging in place?	<ul> <li>Have clear standards and written inspection records</li> <li>No written standards but had inspection reports</li> <li>Have the procedures but no inspection records</li> <li>It's not necessary to carry out the inspection</li> <li>Other</li> </ul>					
2	Is there a clear procedure for handling customer complaints?	<ul> <li>Has the clear procedure and followed records</li> <li>Has the procedure but no written records.</li> <li>No written procedures or records.</li> <li>Other</li> </ul>					
3	Can the finished/packaged product be traced by lot identification to the appropriate raw materials test reports?	<ul> <li>Have the procedures to trace the raw materials.</li> <li>Can trace main materials</li> <li>Can trace production date.</li> <li>Can't trace products</li> <li>Other</li> </ul>					
4	Are corrective & preventive actions mechanism established and implemented effectively (including the suppliers/ sub-contractors control, incoming inspection, process control, final inspection and customer complaint)?	<ul> <li>Has the clear procedure and followed records</li> <li>Has the procedure but no written records.</li> <li>No written procedures or records.</li> <li>Other</li> </ul>					



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# Part C: Product Research & Development Capacity

1.1 Product Research & Development Capacity	
The amount of R&D and relevant working experience.	<ul> <li>□ within 1year staff</li> <li>□ 4-5 years 1 staff</li> <li>□ 5 years 1</li></ul>
What is the main job responsibility for R&D engineers?	New product design, process design, technical applying management in production workshop.
Is there any relevant design input, output, review, verification and validation documentation available for auditor to review?	NO The company has not established R&D control procedure in document.
Is there any special software or instrument used by the R&D staffs during the design process of new products? If yes, please list the main software or instrument.	
Does the company have an effective design change control procedure in place?	NO The company has no effective design change control procedure in place.
Please list the patent certificates and qualification license.	N/A



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# Part E: Production Capacity & Quality Control

# **Section 1: Production Capacity**

1.1 Production Wo	1.1 Production Workflow Chart								
Bottle blowing			Assembling a	-					
1.2 Products Situa Product		-					and the sector of	Total in	004.0
Cosmetic Packaging Product	Price range USD 0.1 USD 1.0 per piece		order quantity	<b>Top monthl</b> 3,000,000 pi			rerage monthly output nfidential	Confider	
1.3 Main Facilities								r	
Picture	Facility name	e	Brand or Country/Region	n of origin	Targe	et Val	ue/machine*day	Quantity	у
	Bottle Blowing Machine	g	TAIZHOU		18,00	0 piec	es per day	6	



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# Section 2: Production Process Control

2.1 Production Process Control				
Item	Content	Observations /Comments		
1	Product R&D capacity	<ul> <li>□ Own brand</li> <li>□ ODM</li> <li>□ OEM</li> </ul>		
2	Are the environmental conditions, such as tidiness and cleanliness being controlled and suitable for the operation performed?	<ul> <li>Very tidy</li> <li>Normal</li> <li>Need to improve</li> <li>Very poor</li> </ul>		
3	Are the necessary items /documents provided at appropriate location and under control?	<ul> <li>Work Instructions /procedures</li> <li>Workmanship standard /acceptance</li> <li>Golden sample /Approval sample</li> <li>Product picture</li> <li>Verbal by workshop director</li> </ul>		
4	Are written instructions available for incoming material inspections /testing? Is the relevant record maintained?	<ul> <li>Has instructions and uniformly followed</li> <li>Has instruction but no written records</li> <li>Materials checked by storage staff</li> </ul>		
5	Are written inspections /testing instructions available for finished products? Is the relevant record maintained?	<ul> <li>Have instructions and uniformly followed</li> <li>Have instruction but no written records</li> <li>Finished product checked by packing staff</li> </ul>		
6	What type of inspection is used for finished products?	<ul> <li>Random inspection</li> <li>Visual inspection</li> <li>Function inspection</li> <li>100% inspection</li> <li>Visual inspection</li> <li>Function inspection</li> </ul>		
7	Are non-conforming units clearly marked/ segregated to prevent accidental dispatch?	<ul> <li>Marked and segregated</li> <li>Segregated but not marked clearly</li> <li>Not found on site</li> </ul>		
8	How are the non-conforming units handled?	<ul> <li>Repaired and re-inspection</li> <li>Picked out</li> <li>Used under control</li> <li>Others</li> </ul>		



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# Part G: Working Environment

### **Section 1: Working Environment**

1.1 Welfare Benefits				
ltem	Content	Observations /Comments		
1	Does the company have effective procedures to verify the age of staff at the time of recruitment?	<ul> <li>Has written procedure and keeps adequate age documents of workers</li> <li>Has written procedure but doesn't follow records</li> <li>Hasn't written procedure or follows records</li> </ul>		
2	Do all workers sign employment contracts with the factory?	<ul> <li>All workers sign employment contracts</li> <li>Some workers sign employment contracts</li> <li>Only management staff sign employment contracts</li> <li>No staff sign employment contracts</li> </ul>		
3	Is statutory contribution required for all employees' social insurance (e.g. health insurance, unemployment insurance, accident insurance etc.) paid for by the enterprise?	<ul> <li>All workers have social insurance.</li> <li>Some workers have social insurance</li> <li>Only management staffs have social insurance</li> <li>No staff have social insurance</li> </ul>		
4	Does the company have a clear and effective policy on working hours, rest and vacations? If does, please list it.	<ul> <li>All staffs work kept to the policy</li> <li>Most of the time it keeps to the policy except midseason.</li> <li>Usually needs overtime.</li> <li>No relevant records for working hours</li> </ul>		
5	Does the company pay extra remunerations for all overtime work?	<ul> <li>For all overtime work.</li> <li>For official holidays</li> <li>For official holidays except weekend.</li> <li>No extra remunerations for overtime.</li> </ul>		
6	Does the company have dormitories for staff? If yes, please describe the condition.	<ul> <li>Provide dormitories for all staff</li> <li>Provide dormitories for workers</li> <li>Provide dormitories for management staff</li> <li>No dormitories were provided.</li> </ul>		
1.2 Labo	r Protection			
Item	Content	Observations /Comments		
1	Are there uniforms for all staff in company?	□ Yes ⊠ No □ Other		
2	Is the emergency medical supplies enough and easily used in workshop?	<ul> <li>☑ Yes</li> <li>□ No</li> <li>□ Other</li> </ul>		
3	Does the company arrange health and safety training for new workers?	Yes     No     Other		
4	Do the workers have the appropriate protective equipment during operation in workshop? Such as gloves, masks.	<ul> <li>☑ Yes</li> <li>□ No</li> <li>□ Other</li> </ul>		
5	Is there training needed and carried out for fire protection?	<ul> <li>X Yes</li> <li>No</li> <li>Other</li> </ul>		



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# Part H: Energy Saving and Emission Reduction

### **Section 1: Environmental Management**

1.1 Environmental Management				
Item	Content	Observations /Comments		
1	Environmental Management System	<ul> <li>ISO 14001 Certificate</li> <li>Cleaner production management</li> <li>NIL</li> </ul>		
2	Environmental Impact Assessment	<ul> <li>The Report of Environmental impact assessment is approved by EPA .</li> <li>NIL</li> </ul>		
3	Check and Acceptance of Completed Constructive Projects	<ul> <li>The Report Completed Constructive Projects Inspection and Acceptance is approved.</li> <li>NIL</li> </ul>		
4	"Three Simultaneity" for Environmental protection	<ul> <li>The Report of "Three Simultaneity" for Environmental protection Inspection and Acceptance is available.</li> <li>NIL</li> </ul>		

### Section 2: Water, Gas and Noise Control

2.1 Water, Gas and Noise Control				
Item	Content	Observations /Comments		
1	Water-intaking	<ul> <li>Water-intaking license</li> <li>No water-intaking license</li> <li>No water taken from natural water body</li> </ul>		
2	Waste water	<ul> <li>Water-draining license or contract</li> <li>Having carried out waste water treatment before draining</li> <li>Having carried out waste water monitoring and the result of which being within the standard limit</li> <li>No detail activities were found</li> </ul>		
3	Emission to air	<ul> <li>Air pollutant emission license</li> <li>Having carried out air pollutant emission monitoring and the result of which being within the standard limit</li> <li>No detail activities were found to reduce emission to air</li> </ul>		
4	Classification and Recycling for solid waste	<ul> <li>Having applied trash classification recycling</li> <li>Having special warehouse for hazardous waste</li> <li>No detail activities were found</li> </ul>		
5	Noise	<ul> <li>The company carried out noise monitoring and the result of which being within the standard limit one time per year</li> <li>No detail activities were found</li> </ul>		



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# Part J: Photos

#### **Section 1: Photos of Documents**





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### Section 2: Photos of Company





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