



Worldwide Responsible Accredited Production (WRAP) Certification Program Corrective Action Plan

If no non-compliances or observations were raised, simply note no NC
AND lead auditor and facility representative *still* need to sign this document.

This "Corrective Action Plan" shall be used to summarize all facility non-compliances and observations and to document a corrective action plan that both the auditor and facility management believe is reasonable to ensure compliance, realignment and continuous adherence to WRAP's Principles and local/national laws.

This form should be used in the following manner:

- Document all non-compliances and observations individually on the form below, prior to the closing meeting and use the form as an agenda during the closing meeting;
- During the closing meeting, ensure that management understands the findings;
- Management shall come up with its own corrective actions for all non-compliances and observations;
- Each non-compliance must be rated as follows:

Major

- Systematic violations of local/national law and/or WRAP Principles, and/or any health and safety condition that might pose significant risk to workers' basic rights and/or safety
- Failure of management systems, including excessive minor non-compliances that reveal an underlying dysfunction
Note: If there are several minor non-compliances against the same Principle, it may warrant a major non-compliance on internal monitoring (i.e. Q1.3)
- Non-transparency
- Issues that require on-site verification, especially those that can only be fully validated with worker interviews and/or addressed through worker training
- Failure of addressing, within the projected completion date, non-compliances raised during the initial/follow-up audits in this audit cycle

Minor

- Occasional or isolated violations of local/national law and/or WRAP Principles that do not seriously compromise workers' basic rights and/or safety
- Non-compliances that do not require onsite verification, worker interviews and/or worker training
- Minor situations that do not affect a large number of workers

Observation

- Currently not a non-compliance but could potentially become one if timely actions are not taken (internal monitoring can help identify such issues); for example, certificates/permits that are valid during the audit but look set to expire in the near future with no indication that the facility has taken the steps necessary to ensure timely renewal. In addition, under certain circumstances (outlined in detail under WRAP Principle 6), excessive working hours will also be noted as an observation (instead of a non-compliance)
(outlined in detail under WRAP Principle 6), excessive working hours will also be noted as an observation (instead of a non-compliance)

Corrective Action Plan

Please document only one non-compliance/observation per row.

NC # & rating (Major, Minor or Observation)	WRAP clause number (e.g., Q8.4) and relevant local/national laws	Non-compliances	A. Facility's corrective action plan B. Projected completion date C. Responsible person's name and title
01 Minor	WRAP Clause No. 8.22a,b Sindh Factories Rule 1975 section 94(1); in every factory there shall be maintained in good working condition First aid appliances as specified in Appendix I. The First aid Appliances shall be placed under the charges of responsible person, who knows to use them and shall be kept in readily accessible place within the factory. The work First Aid shall be clearly painted on the box.	During facility visit it was noted that 02 first aid boxes were found with insufficient first aid supplies. <u>Desktop Review 11-1-2020</u> Factory has provided Sufficient Medical Supplies in first Aid boxes. CLOSED	A. Facility will provide sufficient first aid supplies in First Aid Boxes B. 3-01-2020 C. Sarib Amin (manager)
2 Minor	Wrap Clause: 8.23 Rule 41(1) of The Sind Factories Rules, 1975: The water required to be provided under sub-rule (1) shall be kept in clear, and suitable vessels Section 22(2) of The Factories Act, 2015: All such points shall be legibly marked "Drinking Water" in a language understood by the majority of the workers	During facility visit it was noted that drinking water vessels were not provided at drinking water points; moreover, drinking water coolers were not marked on few places. <u>Desktop Review 11-1-2020</u> Factory has posted Drinking water Signs on water coolers and provided drinking water cups on drinking water points. CLOSED	A. Facility will provide drinking water vessels at drinking points and also Post Sign on water Cooler B. 3-01-2020 C. Sarib Amin (manager)

<p>3 Minor</p>	<p>Wrap Clause: 8.29 Local Law Ref.: Rule 12 (c) of the Hazardous Substances Rules, 2003: Protective clothing and equipment comprising helmet or cloth cap, safety spectacles or goggles, respirators or masks, rubber or plastic gloves and work boots, shall be available for all workers who may be exposed to hazardous substance, and no workers shall be permitted on job unless and until he is wearing such protective clothing and equipment.</p>	<p>During facility visit it was noted that few overlock machine operators were not wearing facemask. <u>Desktop Review 11-1-2020</u> Factory has provided face mask to overlock machine operators and operators for wearing facemask. <u>CLOSED</u></p>	<p>A. Facility will provide and make sure that workers must wear face mask during work. B. 3-01-2020 C. Sarfraz Amin (Manager)</p>
<p>4 Minor</p>	<p>WRAP Clause # 8.31a Local Law Ref.: Rule 62(1) of The Sind Factories Rules, 1975: 62. (1) In every factory, all electrical circuits or part of such circuits or any object electrically connected with them whether commonly or occasionally in an electrified condition, which by reason of their position could cause injury to any person, shall be protected adequately, either by non-metallic fencing or insulation or by both, in such manner as to remove danger of injury.</p>	<p>During facility visit it was noted that rubber mats were missing under few electrical panels at production floor. <u>Desktop Review 11/1/2020</u> Factory has provided rubber mat under electrical panel. <u>CLOSED</u></p>	<p>A. Facility will provide rubber mat under electric panels. B. 3-01-2020 C. Sarfraz Amin (Manager)</p>

<p>5 Minor</p>	<p>Wrap Clause: 8.67</p> <p>Local Law Ref.: Section 30. (1) of Sindh Factories Act 2015: In every factory the following shall be securely fenced by the safeguards of substantial construction which shall be kept in position while the parts of machinery required to be fenced are in motion or in use, namely -Fencing of machinery. 12 (a) every moving part of a prime mover, and every fly wheel connected to a prime mover</p>	<p>During facility visit it was noted that 05 stitching machines were found without safety guards.</p> <p>Desktop Review 11/1/2020</p> <hr/> <p>Factory has installed pulley cover and motor cover on stitching machines.</p> <p>CLOSED</p>	<p>A. Facility will install safety guard on stitching machines</p> <p>B. 3-01-2020</p> <p>c. Sarif Amin (manager)</p>
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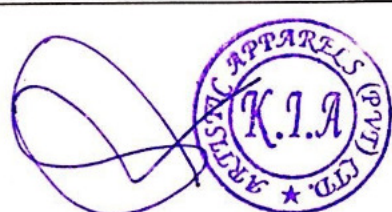
* Please continue to Signature page to acknowledge the result of the audit

Signature Page

1. Leave one signed copy of CAP and signature pages with management
2. Retain one signed copy for report submission to WRAP
3. ***Insert FULL scanned copy of this page immediately following CAP pages***
4. If facility does NOT agree with an NC(s)/observation(s), facility must contact WRAP to explain their position

By signing below, both parties acknowledge and agree with the RESULTS of the audit.

Initial Audit Signatures

<i>Date of the audit:</i>	December 31, 2019- January 01, 2020
<i>Name of lead auditor:</i>	Asim Majeed
<i>Signature of lead auditor:</i>	
<i>Name and title of facility representative:</i>	Mr. Saqib Amin (Senior Manager Sustainability & Compliance)
<i>Signature of facility representative:</i>	

Onsite Follow-Up Signatures (If Applicable)

<i>Date of the audit:</i>	
<i>Name of lead auditor:</i>	
<i>Signature of lead auditor:</i>	
<i>Name and title of facility representative:</i>	
<i>Signature of facility representative:</i>	