

Workplace Conditions Assessment Report

Measured Results — Improved Performance



CIS SYSTEMS S.R.O.

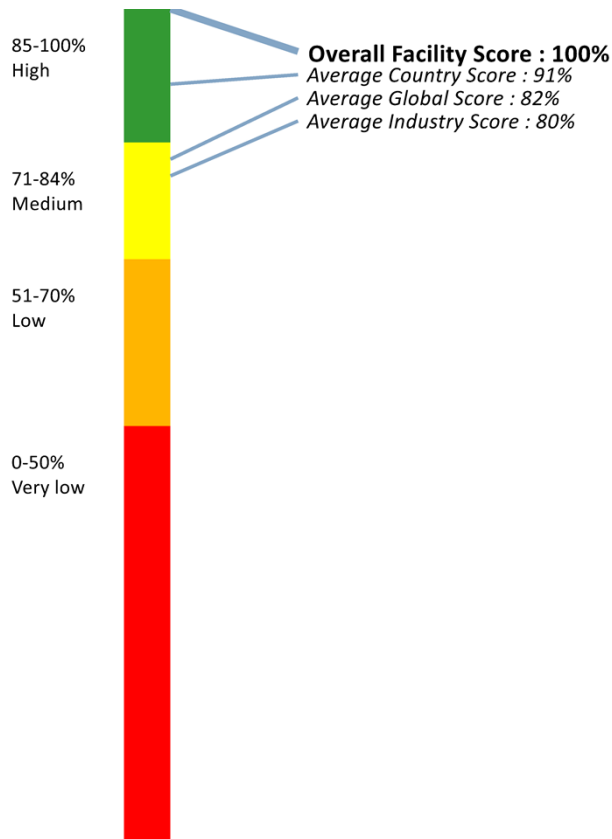
GENERAL INFORMATION

Overall Facility Score: 100%

Reg No:	F_IAR_92270	Country:	Czech Republic
Audit Date:	02-Apr-2024 - 04-Apr-2024	Assessment Stage:	Annual
Last Audit:	23-Mar-2023 (100 %)	Schedule Type:	Announced
Mandays:	2	Audit Firm:	Intertek

WORKPLACE PERFORMANCE INDEX AND SUMMARY

Participating facilities: 17477



Assessment area	Score results	Number of non-compliances by rating				
		Zero Tolerance	Major	Moderate	Minor	No Score
Overall	100%	-	-	-	-	-
Labor	100%	-	-	-	-	-
Wages & Hours	100%	-	-	-	-	-
Health & Safety	100%	-	-	-	-	-
Management Systems	100%	-	-	-	-	-
Environment	100%	-	-	-	-	-
Business Practices	100%	-	-	-	-	-

The Performance Index Bar is used to measure and benchmark the facility's score against the other population of audit results in the database using a common scoring algorithm

A. FACILITY PROFILE

A1. FACILITY INFORMATION

Facility Name:	CiS systems s.r.o.	Facility Legal Status:	Private
Facility Legal Name:	CiS systems s.r.o.	Year facility began operations:	1997
Audit Location:	Provozovna Hejnice, Petra Bezruce 22,	Located in special economic zone:	No
City:	Hejnice	Person responsible for overall social compliance issues:	Hana Hanspachova
Country:	Czech Republic	Valid certificate for social compliance certification program:	None
Contact Name:	Hana Hanspachova	Vendor Name:	N/A
Contact Title:	HR Manager		
Industry:	Electrical and Electronics		
Service Providers:	Not Applicable		
Security systems in place:	All visitors and workers have to go through the gate, where they have to register or use company electronic chip.		
Building Description:	There are three buildings in Hejnice and one building in Ludvikov with two and three floors, buildings are constructed from concrete and steel. Whole area covers 30 800 square meters from which 13 700 meters are buildings. Buildings are designated for offices, production, canteen and warehouses. Buildings are well maintained. There is no dormitory onsite.		
Special building type:	No special building type		

A2. PRODUCTION INFORMATION

Products manufactured / Services provided:	Cables, cable connectors, customized cables, system solutions	Time record system(s) used:	Swipe Card system
Production process/ Service elements:	Cables cutting, cables and connectors assembly, packing, shipping.	Chemicals or hazardous materials on-site:	Yes Minimum amounts of oils, lubricants, cleaning chemicals.
Production capacity a week:	9000 hours	Current production/Services for client:	N/A - facility direct request
Total number of machines:	16 main machines		
Main machine types:	4 molding machines, 7 cutting machines, 2 welding machines, 2 reel machines, 1 crane and approximately 300 hand tools.		
Shifts and Operating hours:	3 shifts The work is organized in 1 or 2 shifts from 5:45 till 14:00 (38.75 weekly working hours), 14:00 – 22:15, 3 shifts (6:00 – 14:00, 14:00 – 22:00, 22:00 – 6:00) and from Monday till		

Friday.
30 minutes break per each shift.

A3. EMPLOYEE INFORMATION

Employee nationalities/provinces :	Czech, Polish, Ukraine, Slovak, German	Languages spoken in the facility :	Czech, Polish
Union/Worker committee :	Základní organizace společnosti CiS Worker Committee CiS	Management and employees speak same language :	Yes
Hires through employment agent :	No		
Recruitment and hiring process :	Employees are directly hired by the facility. No fee is required.		

Range	Female	Male	Homeworkers	Juveniles
501-1000	400	171	0	0

	Permanent	Temporary	Agency	Total
Local	407	0	0	407
Migrant	0	0	0	0
Foreign	164	0	0	164
Total	571	0	0	571

A4. SUBCONTRACTOR INFORMATION

No subcontractor information given

A5. GENERAL INFORMATION

The company of CiS Systems s.r.o. is part of CiS Group of companies. The site is located in town of Hejnice and in town of Ludvikov pod Smrkem in north of Czech Republic. The site operated in 3 main buildings in Hejnice and 1 main building in Ludvikov pod Smrkem with two and three floors which covers approximately 13700 square meters, while the whole area covers 30800 square meters. The site employs 571 people.

The management of the facility and of CiS Group welcomed the audit in very positive manner, whole audit was performed in accordance with requirements. All workers took freely part in the interviews which were performed in private area without management presence. All workers confirmed that the company works well and takes very good care about their employees.

Good practices noted:

1) Facility has strong code of conduct which is available on internet pages and in printed version in Czech, Polish, German and English. It contains also anticorruption rules of the site.

2) Facility is ISO 14001 certified

COVID measures: no needed

A6. AUDIT PROCESS

Auditor Information

Auditors APSCA ID : **Primary: Lenka Stranska**
ID#: 21700698

Auditors APSCA ID : **Secondary: NA**
ID#: NA

Audit pay period provided for review

Records	From	To
12	01-Mar-2023	29-Feb-2024
12	01-Mar-2023	29-Feb-2024

Employee interview sampling

Individual	20
Group	2 groups of 5
Total interviewed	30

Special Comments: N/A

Payroll and attendance records sampling

Period	From	To	Peak Season	Records Reviewed
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Current Period	01-Feb-2024	29-Feb-2024	No	20
Period 2	01-Jan-2024	31-Jan-2024	No	5
Period 3	01-Oct-2023	29-Oct-2023	No	5
Total				30

Other records reviewed

Personnel records	Production records
Employment contracts	Legal Permits
Social insurance documentation	Employee leave register
Infirmity logs	Health examination records
Machine maintenance records	Security log book
Others: Training records, Audit reports, Certificates	

B. KEY PERFORMANCE METRICS















B1. COMPARISON BENCHMARK




Current performance — Global average, Czech Republic average, Electrical and Electronics average



The Comparison Benchmark shows at a glance how this facility is performing in each category in comparison to all other facilities in the database globally, by country and/or industry using the same scoring algorithm.

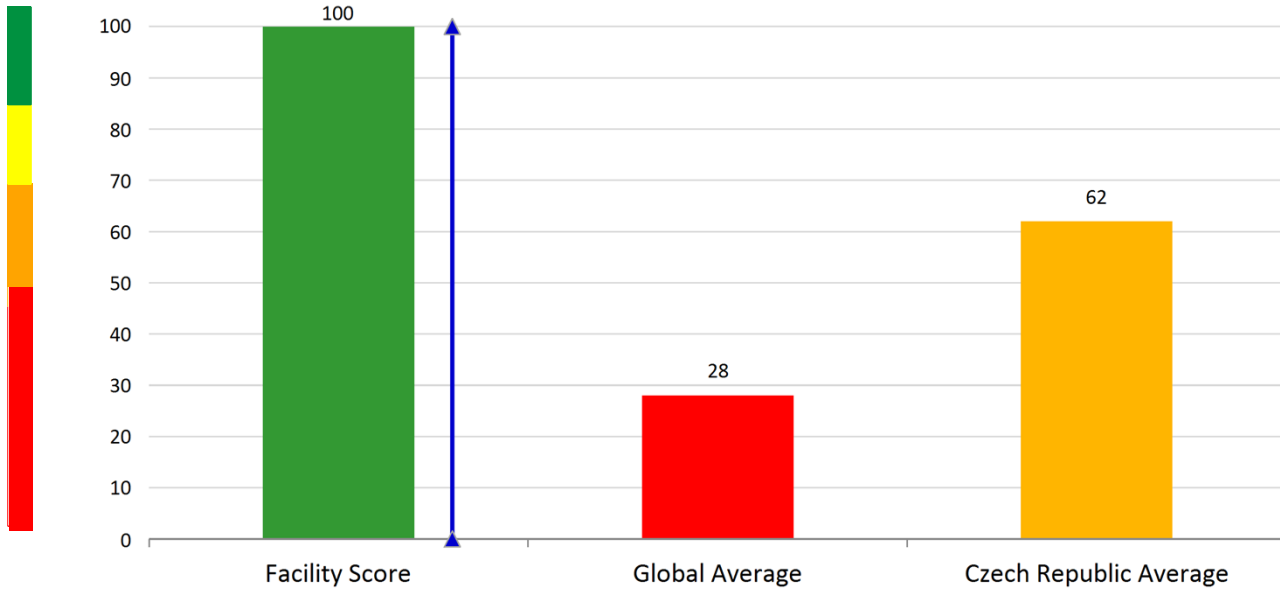
B2. PERFORMANCE TREND ANALYSIS

Section Name	Current (02-Apr-2024)	Last (23-Mar-2023)	First (23-Mar-2023)	Change (Current-Last)	Change (Current-First)
Labor	100	100	100	0% 	0% 
Wages & Hours	100	100	100	0% 	0% 
Health & Safety	100	100	100	0% 	0% 
Management Systems	100	100	100	0% 	0% 
Environment	100	100	100	0% 	0% 
Business Practices	100	100	100	0% 	0% 
Overall Score	100	100	100	0% 	0% 

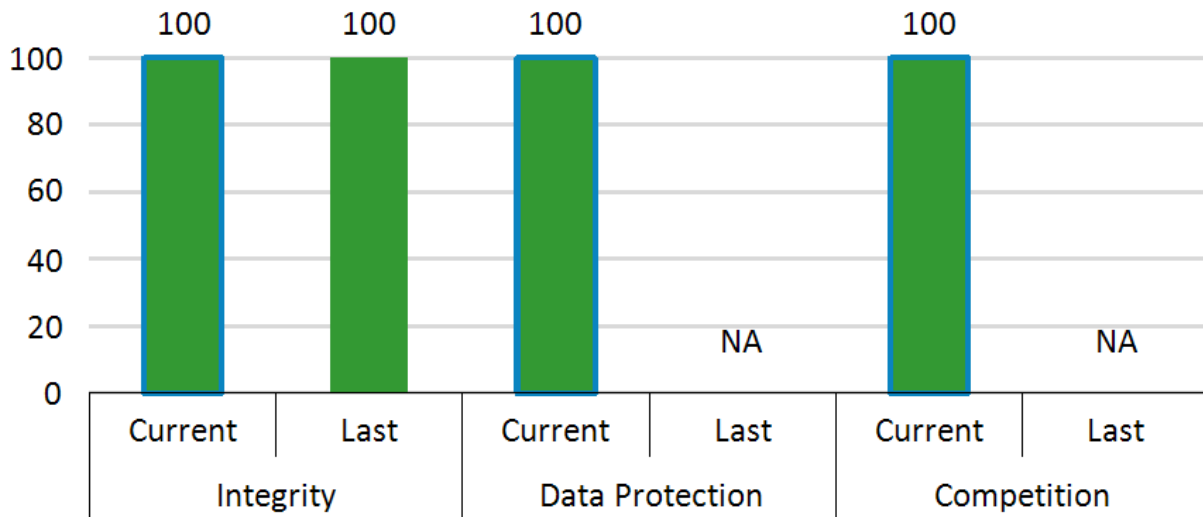
 Advancers  Constant  Decliner

Showcase of the percentage of improvement (or decline) in performance over time for this facility. The current audit result is compared against the last audit completed at this same facility which is subsequently compared to the very first audit done at the facility.

B3. BUSINESS PRACTICES

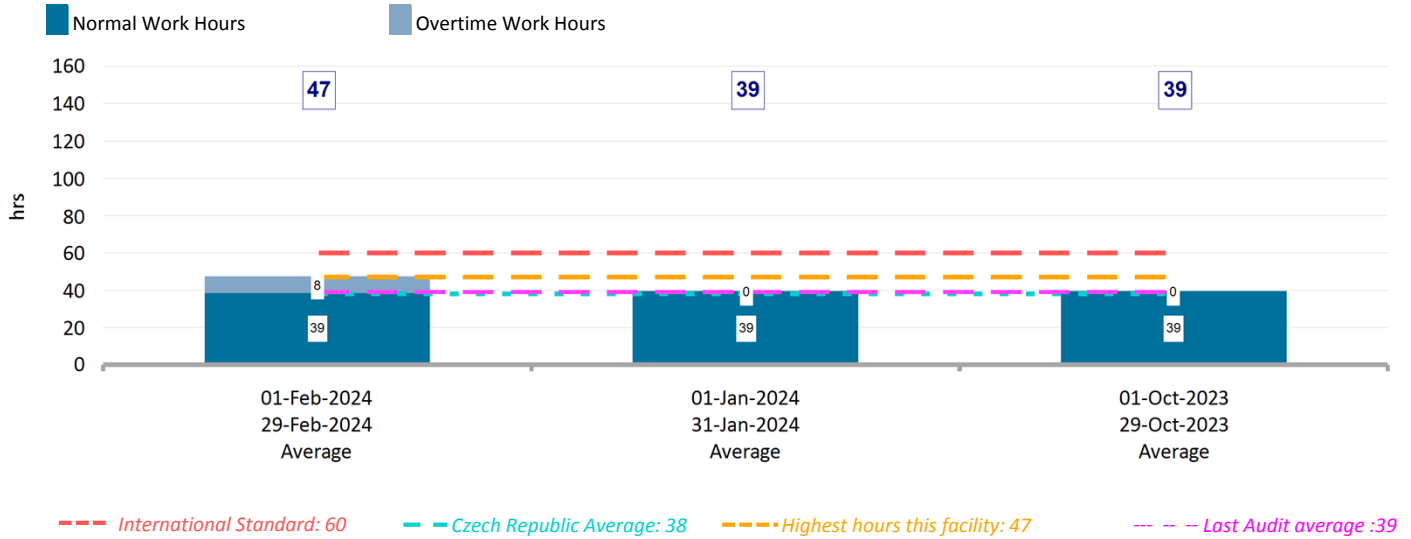


Subsection Performance



B3. WORKING HOURS AND WAGES

Average total hours worked Weekly



Average wages paid in local currency (CZK)



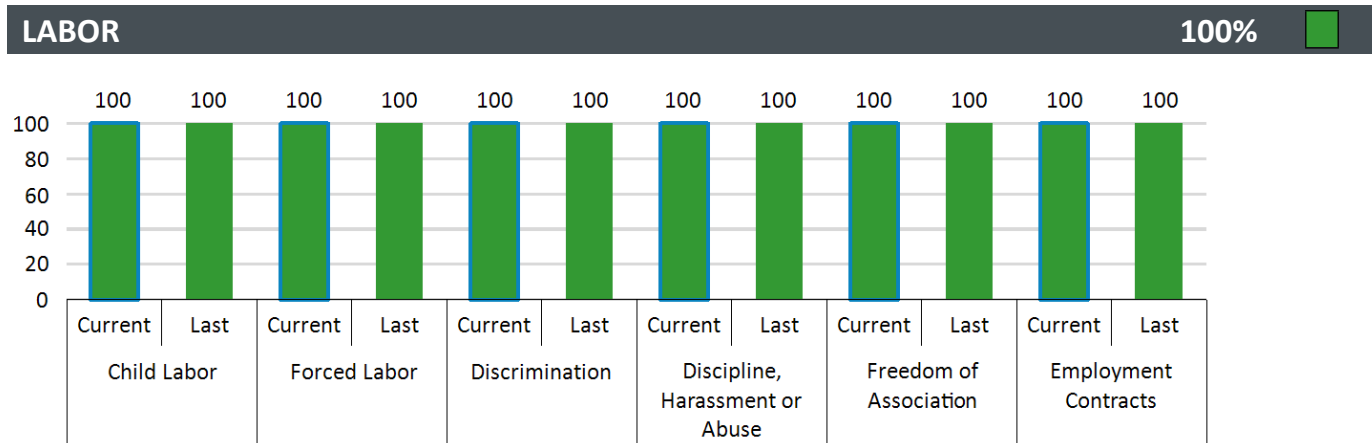
Provincial and country averages are based on average wages paid since past two years.

Special wage circumstances: NA

C. PERFORMANCE DETAILS

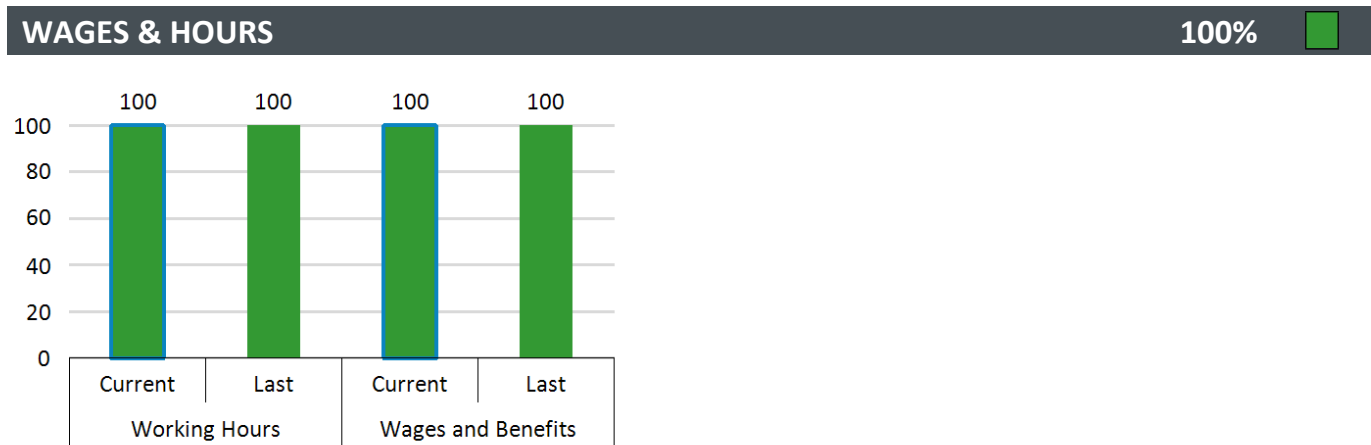
Current (02-Apr-2024) Last (23-Mar-2023)

C1. LABOR



Labor Summary: Employment of children is strictly forbidden by local laws. In accordance with local law school education is mandatory. The facility fully complies with these law requirements. There are no juvenile employees employed by the facility. Disciplinary procedures are included into Internal Procedures. They are complying with local Labor Code requirements. No case of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation was identified. Clear statement from all workers interviewed that they had not seen or experienced any harsh or inhumane treatment. There were Trade Union and Workers Committee onsite. There are direct employees onsite. All of them have valid contract. Facility complies with Labor Code requirements.

C2. WAGES & HOURS



Wages and Hours Summary: The site operates in 1,2 and 3 shifts production. The work is organized in 1 or 2 shifts from 5:45 till 14:00

(38,75 weekly working hours), 14:00 – 22:15, 3 shifts (6:00 – 14:00, 14:00 – 22:00, 22:00 – 6:00) and from Monday till Friday.

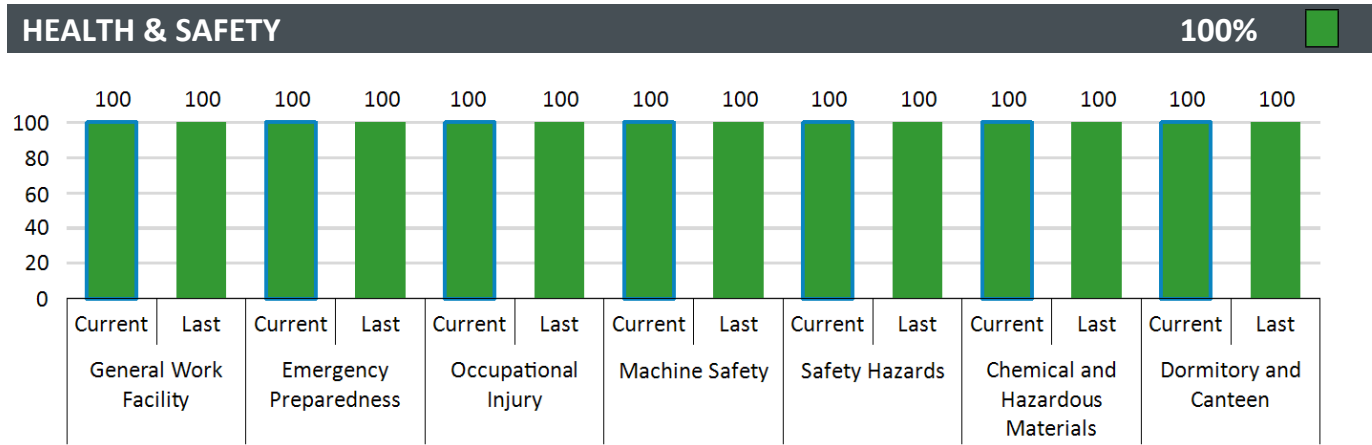
Premium rates paid in accordance with Labor Code.

Working hours are registered in digital system using electronic chips. Each employee has his own chip for registering working time. Working time in general is not exceeding legal limit of 40 standard working hours and 8 overtime working hours per week. Overtimes are worked only in exceptional circumstances and did not exceed legal limits in the checked months. Overtime is voluntary.

Salaries are being paid till 12th day of the following month by bank transfer. Each employee obtains printed payroll. Payrolls are clear and easily understandable for workers. Salaries are over legal minimum of 18 900 CZK per month. Salaries and working times are part of CBA, the contracted rules are strictly followed.

All legally required deductions (income tax, social and health insurances) are deducted in accordance with local laws and timely sent to local authorities.

C3. HEALTH & SAFETY



Health & Safety Summary: Facility has own fire detection system, which is regularly inspected. All emergency evacuation routes and doors are clearly marked, lighted and free from any obstacles. All fire fighting equipment is visible and freely accessible, regularly checked and fully mounted. Facility performs yearly evacuation and fire emergency trainings.

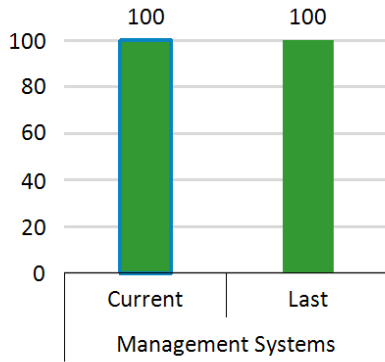
First aid kits are available in each workshop, fully stocked and clearly marked. They are regularly inspected and re-filled where needed. There are people trained for first aid in the company. Facility assigned responsible person for H&S, fire protection and other emergency situations, however it also uses services of external certified companies which helps to cover legal requirements changes and makes review of the system.

Facility is regularly checked by state authorities and external authorized person. In general the system in the facility is set up in very good order and well maintained.

C4. MANAGEMENT SYSTEMS

MANAGEMENT SYSTEMS

100%



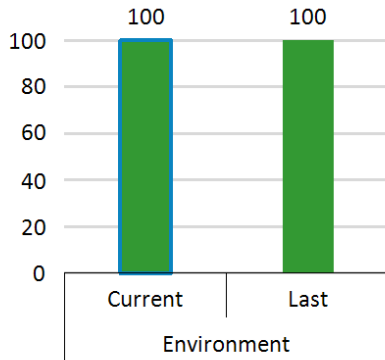
Management System Summary: Code of Conduct, Internal written policies and procedures are available and communicated to employees and relevant parties. Communication channels has been established.

Social compliance management system was implemented in the company.

C5. ENVIRONMENT

ENVIRONMENT

100%

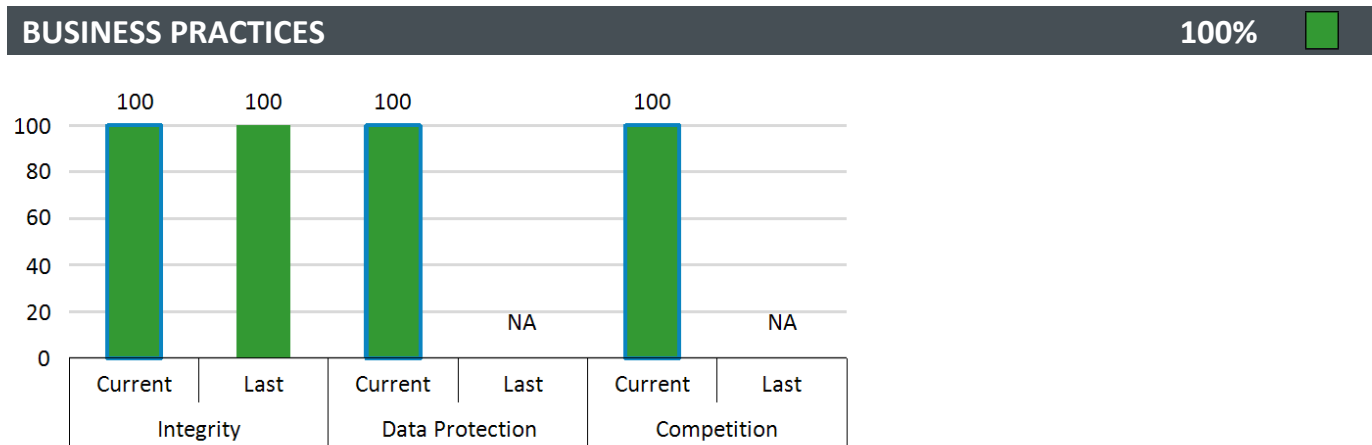


Environment Summary: There is an environmental management system implemented and certified in accordance with ISO 14001.

The facility established environmental policy. Employees are regularly trained on environmental topics.

There is a system to monitor environmental legislation. The facility complies with relevant environmental law.

C6. BUSINESS PRACTICES



Business Practices Summary: The facility has internal Code of Ethics, that was communicated to employees. Relevant employees has been trained on Business Ethics topics.
 No Business Integrity issues noted during whole facility history.

% Global Frequency of Compliance: Represents the implementation percentage performance of all suppliers participating in the WCA Community globally for each issue

Identification numbers: Represents the finding ID associated with each checklist question

RECOMMENDATION FOR IMPROVEMENT PLAN TIMELINE

- Minor: Take action within 0 ~ 6 months to make necessary improvements.
- Moderate: Take action within 0 ~ 3 months to make necessary improvements.
- Major: Take action within 0 ~ 1 month to make necessary improvements.
- Zero Tolerance: Take immediate action to make necessary improvements.

D. STRENGTHS AND CHALLENGES

Facility Strengths: Facility performance ranks in the top percentile of the population and/or has implemented a best practice process	Rating	Global Freq. of Compliance%
The facility has comprehensive working hour and wages management processes and procedures in a written manual that support adherence to social compliance requirements and are being properly implemented.	Compliant	37%
Total overtime hours are within allowable limits under applicable law or agreement.	Compliant	42%
The facility has comprehensive employee safety processes and procedures in a written manual that support adherence to social compliance requirements and are being properly implemented.	Compliant	43%
The facility has comprehensive emergency preparedness processes and procedures in a written manual that support adherence to social compliance requirements and are being properly implemented.	Compliant	57%
The facility provides social security, pensions, healthcare and/ or other insurance to employees as per legal requirement.	Compliant	59%
The facility conducts periodic assessments/ audits of its business integrity system in order to identify risks and improvement.	Compliant	63%
The facility has comprehensive chemicals management processes and procedures in a written manual that support adherence to social compliance requirements and are being properly implemented.	Compliant	71%
There are written records (correspondence, integrity statistics reports, meeting minutes, monthly reports etc) of a regular Management Review of business integrity incidents and breaches.	Compliant	71%
The facility conducts and/or pays for regular occupational health examinations for employees when applicable.	Compliant	76%
The facility (including construction projects) have the building permits and/or fire safety permits as per the legal requirements.	Compliant	76%

Challenges: Facility performance ranks in the bottom percentile of the population	Rating	Global Freq. of Compliance%
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Best Practices:

The facility can demonstrate an environmental certification such as ISO14000 or equivalent.	The facility has written procedures in place to determine, manage and control overtime.
The facility has made progress in reducing or eliminating pollution, waste and conserving resources.	The facility has implemented energy saving measures or adopted new technologies that are aiming to save energy.
Facility has an external audit report available for assessment of its business integrity system (audit date within 12 months).	The facility maintains metrics or key performance indicators for any labor or health & safety issues.

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