




SMETA Corrective Action Plan Report (CAPR)

Version 6.1



Audit Details				
Sedex Company Reference: <i>(only available on Sedex System)</i>	ZC: 1089465	Sedex Site Reference: <i>(only available on Sedex System)</i>	ZS: 1037776	
Business name (Company name):	VINH HOAN CORPORATION CÔNG TY CP VĨNH HOÀN			
Site name:	VINH HOAN CORPORATION CÔNG TY CP VĨNH HOÀN			
Site address: <i>(Please include full address)</i>	National Road No. 30, Ward 11, Cao Lanh City, Dong Thap Province, Vietnam	Country:	Vietnam	
Site contact and job title:	Ms. Ho Thi Nhu Nguyet/ HR Manager			
Site phone:	084-02773891166	Site e-mail:	Nguyet.ho@vinhhoan.com	
SMETA Audit Pillars:	<input checked="" type="checkbox"/> Labour Standards	<input checked="" type="checkbox"/> Health & Safety (plus Environment 2-Pillar)	<input checked="" type="checkbox"/> Environment 4-pillar	<input checked="" type="checkbox"/> Business Ethics
Date of Audit:	5-7 Apr 2021			

Audit Company Name & Logo: TUV SUD VIETNAM 	Report Owner (payer): <i>(If paid for by the customer of the site please remove for Sedex upload)</i> VINH HOAN CORPORATION
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Audit Conducted By					
Affiliate Audit Company	<input checked="" type="checkbox"/>	Purchaser	<input type="checkbox"/>	Retailer	<input type="checkbox"/>
Brand owner	<input type="checkbox"/>	NGO	<input type="checkbox"/>	Trade Union	<input type="checkbox"/>
Multi-stakeholder	<input type="checkbox"/>	Combined Audit (select all that apply)			

Audit Content:

(1) A SMETA audit was conducted which included some or all of Labour Standards, Health & Safety, Environment and Business Ethics. The SMETA Best Practice Version 6.1 (March 2019) was applied. The scope of workers included all types at the site e.g. direct employees, agency workers, workers employed by service providers and workers provided by other contractors. Any deviations from the SMETA Methodology are stated (with reasons for deviation) in the SMETA Declaration.

(2) The audit scope was against the following reference documents

2-Pillar SMETA Audit

- ETI Base Code
- SMETA Additions
 - Universal rights covering UNGP
 - Management systems and code implementation,
 - Responsible Recruitment
 - Entitlement to Work & Immigration,
 - Sub-Contracting and Home working,

4-Pillar SMETA

- 2-Pillar requirements plus
- Additional Pillar assessment of Environment
- Additional Pillar assessment of Business Ethics
- The Customer's Supplier Code (Appendix 1)

(3) Where appropriate non-compliances were raised against the ETI code / SMETA Additions & local law and recorded as non-compliances on both the audit report, CAPR and on Sedex.

(4) Any Non-Compliance against customer code shall not be uploaded to Sedex. However, in the CAPR these 'Variances in compliance between ETI code / SMETA Additions/ local law and customer code' shall be noted in the observations section of the CAPR.

SMETA Declaration

I declare that the audit underpinning the following report was conducted in accordance with SMETA Best Practice Guidance and SMETA Measurement Criteria.

- (1) Where appropriate non-compliances were raised against the ETI code / SMETA Additions & local law and recorded as non-compliances on both the audit report, CAPR and on Sedex.
- (2) Any Non-Compliance against customer code alone shall not be uploaded to Sedex. However, in the CAPR these 'Variances in compliance between ETI code / SMETA Additions/ local law and customer code' shall be noted in the observations section of the CAPR.

Any exceptions to this must be recorded here (e.g. different sample size): Nil

Auditor Team (s) (please list all including all interviewers):

Lead auditor: Pham Van Hanh

Team auditor: Phan Thi Minh Nhat

Interviewers: Pham Van Hanh; Phan Thi Minh Nhat

Report writer: Pham Van Hanh; Phan Thi Minh Nhat

Report reviewer: Le Thi Thuy Quynh

Date of declaration: 7 Apr 2021

Note: The focus of this ethical audit is on the ETI Base Code and local law. The additional elements will not be audited in such depth or scope, but the audit process will still highlight any specific issues.

This report provides a summary of the findings and other applicable information found/gathered during the social audit conducted on the above date only and does not officially confirm or certify compliance with any legal regulations or industry standards. The social audit process requires that information be gathered and considered from records review, worker interviews, management interviews and visual observation. More information is gathered during the social audit process than is provided here. The audit process is a sampling exercise only and does not guarantee that the audited site prior, during or post-audit, are in full compliance with the Code being audited against. The provisions of this Code constitute minimum and not maximum standards and this Code should not be used to prevent companies from exceeding these standards. Companies applying this Code are expected to comply with national and other applicable laws and where the provisions of law and this Code address the same subject, to apply that provision which affords the greater protection. The ownership of this report remains with the party who has paid for the audit. Release permission must be provided by the owner prior to release to any third parties.

Audit Parameters

Audit Parameters			
A: Time in and time out	Day 1 Time in: 8:30 Day 1 Time out: 17:35	Day 2 Time in: 8:30 Day 2 Time out: 17:40	Day 3 Time in: 8:30 Day 3 Time out: 13:30
B: Number of auditor days used:	2 auditors X 2.25 days		
C: Audit type:	<input checked="" type="checkbox"/> Full Initial <input type="checkbox"/> Periodic <input type="checkbox"/> Full Follow-up <input type="checkbox"/> Partial Follow-Up <input type="checkbox"/> Partial Other If other, please define:		
D: Was the audit announced?	<input checked="" type="checkbox"/> Announced <input type="checkbox"/> Semi – announced: Window detail: weeks <input type="checkbox"/> Unannounced		
E: Was the Sedex SAQ available for review?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, why not		
F: Any conflicting information SAQ/Pre-Audit Info to Audit findings?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes , please capture detail in appropriate audit by clause		
G: Who signed and agreed CAPR (Name and job title)	Mr. Ho Thi Nhu Nguyet – HR Manager		
H: Is further information available (if yes, please contact audit company for details)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
I: Previous audit date:	Nil		
J: Previous audit type:	Nil		
K: Were any previous audits reviewed for this audit	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A		

Audit attendance	Management	Worker Representatives	
	Senior management	Worker Committee representatives	Union representatives
A: Present at the opening meeting?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

B: Present at the audit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C: Present at the closing meeting?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
D: If Worker Representatives were not present please explain reasons why <i>(only complete if no worker reps present)</i>	Worker representative is not required as per local law.		
E: If Union Representatives were not present please explain reasons why: <i>(only complete if no union reps present)</i>	Nil		

Guidance

The Corrective Action Plan Report summarises the site audit findings and a corrective, and preventative action plan that both the auditor and the site manager believe is reasonable to ensure conformity with the

ETI Base Code, Local Laws and additional audited requirements. After the initial audit, the form is used to record actions taken and to categorise the status of the non-compliances.

N.B. observations and good practice examples should be pointed out at the closing meeting as well as discussing non-compliances and corrective actions.

To ensure that good practice examples are highlighted to the supplier and to give a more 'balanced' audit a section to record these has been provided on the CAPR document (see following pages) which will remain with the supplier. They will be further confirmed on receipt of the audit report.

Root cause (see column 4)

Root cause refers to the specific procedure or lack of procedure which caused the issue to arise. Before a corrective action can sustainably rectify the situation, it is important to find out the real cause of the non-compliance and whether a system change is necessary to ensure the issue will not arise again in the future.

See SMETA BPG Chapter 7 'Audit Execution' for more explanation of "root cause".

Next Steps:

1. The site shall request, via Sedex, that the audit body upload the audit report, non-compliances, observations and good examples. If you have not already received instructions on how to do this then please visit the web site www.sedexglobal.com.
2. Sites shall action its non-compliances and document its progress via Sedex.
3. Once the site has effectively progressed through its actions then it shall request via Sedex that the audit body verify its actions. Please visit www.sedexglobal.com web site for information on how to do this.
4. The audit body shall verify corrective actions taken by the site by either a "Desk-Top" review process via Sedex or by Follow-up Audit (see point 5).
5. Some non-compliances that cannot be closed off by "Desk-Top" review may need to be closed off via a "1 Day Follow Up Audit" charged at normal fee rates. If this is the case, then the site will be notified after its submission of documentary evidence relating to that non-compliance. Any follow-up audit must take place within twelve months of the initial audit and the information from the initial audit must be available for sign off of corrective action.
6. For changes to wages and hours to be correctly verified it will normally require a follow up site visit. Auditors will generally require to see a minimum of two months wages and hours records, showing new rates in order to confirm changes (note some clients may ask for a longer period, if in doubt please check with the client).

Corrective Action Plan

Corrective Action Plan – non-compliances									
Non-Compliance Number <i>The reference number of the non-compliance from the Audit Report, for example, Discrimination No.7</i>	New or Carried Over <i>Is this a new non-compliance identified at the follow-up or one carried over (C) that is still outstanding</i>	Details of Non-Compliance <i>Details of Non-Compliance</i>	Root cause <i>(completed by the site)</i>	Preventative and Corrective Actions <i>Details of actions to be taken to clear non-compliance, and the system change to prevent re-occurrence (agreed between site and auditor)</i>	Timescale <i>(Immediate, 30, 60, 90, 180, 365)</i>	Verification Method <i>Desktop / Follow-Up [D/F]</i>	Agreed by Management and Name of Responsible Person: <i>Note if management agree to the non-compliance, and document name of responsible person</i>	Verification Evidence and Comments <i>Details on corrective action evidence</i>	Status <i>Open/Closed or comment</i>
0: Management system No. 1		<p>It was noted that the factory regulation was established and latest updated on Mar 26, 2021. However, the factory had not defined the actual working time and rest time included short breaks of some actual working shifts in the workplace such as “06:00 – 14:0”, “14:00-22:00”, “22:00-06:00” in the factory regulation as per law requirements.</p> <p>Local law: Local law: Article 118 of the Labor Law No. 45/2019/QH14, and Article 69 of Decree No. 145/2020/NĐ-CP.</p> <p>Ghi nhận nhà máy chưa cập nhật thời gian làm việc, thời gian nghỉ ngơi/nghỉ ngắn của một số ca làm việc vào nội quy lao động cty</p>	<input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:	<p>Nhà máy sẽ thực hiện đăng ký bổ sung chi tiết thời gian nghỉ ngơi/nghỉ ngắn của một số ca làm việc vào Nội qui lao động</p> <p>The factory will register to add more details about short rest / break time of some work shifts to the Labor Regulation.</p>	60 days	D	Yes. Ho Thi Nhu Nguyet/ HR Manager		

<p>0: Management system No. 2</p>		<p>As per employee interview and confirmation of management, it was noted that the factory had latest trained ETI Code and company policies to the employees in Mar 2021. However, as per worker interview, the interviewed workers did not aware about the ETI Code requirements.</p> <p>Ghi nhận nhà máy đã đào tạo ETI cho người lao động gần nhất vào tháng 3/2021, tuy nhiên người lao động chưa hiểu về những yêu cầu trong bộ quy tắc ETI.</p>	<p><input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:</p>	<p>Nhà máy tiến hành thực hiện bổ sung thêm các hình thức đào tạo trực quan hơn như: đào tạo lại bằng hình ảnh nội dung ngắn gọn; sau chương trình đào tạo có kiểm tra để đánh giá người lao động có nắm hết các nội dung đã được đào tạo hay chưa The factory proceeds to add more visual training forms such as: training by images which have brief descriptions; After the training program, there are tests to make sure the employees understand all the trained contents.</p>	<p>60 days</p>	<p>D</p>	<p>Yes. Ho Thi Nhu Nguyet/ HR Manager</p>		
<p>3: Working Conditions are Safe and Hygienic No. 1</p>		<p>Based on satisfactory evidence, MSDS of chemicals using at site such as Acid citric, Disinfectant, Sodium Hypochlorite 10%, Ethanol...etc provided for review were in English which were translated into Vietnamese by company instead of the suppliers</p>	<p><input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:</p>	<p>Chúng tôi sẽ rà soát lại và yêu cầu nhà cung cấp gửi MSDS của hóa chất. We will review and ask the supplier to send</p>	<p>30 days</p>	<p>D</p>	<p>Yes. Ho Thi Nhu Nguyet/ HR Manager</p>		

		<p>that was in compliance with local laws.</p> <p>Local laws: Clause 2, Art 24 of 113/ND-2017/ND-CP</p> <p>Dữ liệu an toàn hóa chất của các chất như Acid Citric disinfectant, Sodium Hypochlorite 10%, Ethanol etc cung cấp cho xem dưới dạng tiếng Anh được dịch sang tiếng Việt bởi cty thay vì bởi nhà cung cấp.</p>		the chemical's MSDS.					
3: Working Conditions are Safe and Hygienic No. 2		<p>The Construction Permit(s) from the concerned authorities for extension Plant 2 production building was not available for review during the audit dates</p> <p>Local laws: Clause 1, article 89 of Construction Law # 50/2014/QH13</p> <p>Ghi nhận giấy phép xây dựng phần mở rộng của xưởng 2 chưa có cho xem trong quá trình đánh giá.</p>	<input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:	<p>Chúng tôi sẽ rà soát lại và xin hướng dẫn của cơ quan chức năng, để hoàn thiện hồ sơ.</p> <p>We will review and ask for guidance of the authorities to complete the profile.</p>	30 days	D	Yes. Ho Thi Nhu Nguyet/ HR Manager		
3: Working Conditions are Safe and Hygienic No. 3		<p>Workers worked in heavy, toxic and dangerous jobs were not ensured to provide health examination twice per year as per local laws. Last examination was on Oct 25th, 2020 and the previous one was on Nov 8th, 2019. The factory representative said that due to Covid-19, they were unable to ensure health check as per local law.</p>	<input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:	<p>Do tình hình covid năm 2020 phức tạp, không thể tập trung đông người nên chúng tôi chỉ có thể tổ chức 1 đợt khám. Năm 2021, chúng tôi sẽ tiến hành khám sức khỏe cho người lao động</p>	60 days	D	Yes. Ho Thi Nhu Nguyet/ HR Manager		

		<p>Local laws: Clause 1 of Article 21 of Occupational Safety and Hygiene Law No.# 84/2015/QH13</p> <p>Ghi nhận CN làm việc ở bộ phận NHĐH chưa đảm bảo khám sức khỏe mỗi 6 tháng như luật định. Qua trao đổi với đại diện cty, do tình hình dịch Covid nên cty chưa đảm bảo tổ chức khám mỗi 6 tháng được.</p>		<p>theo quy định</p> <p>Due to the complicated situation of Covid in 2020, we cannot gather many people, so we can only organize one health examination. In 2021, we will conduct health examination for employees according to regulations</p>					
5. Living Wages and Benefits No. 1		<p>During document review on time and payroll records of Feb 2021, 01 out 03 selected resignation workers who joined the factory in 2018 and resigned in Feb 2021 were not provide severance allowance for the training time as per law requirement.</p> <p>Local law: Article 46 of the Labor Law No. 45/2019/QH14, and Article 8 of Decree No. 145/2020/NĐ-CP.</p> <p>Ghi nhận 01/03 mẫu người lao động nghỉ việc chưa được tính trợ cấp thôi việc cho thời gian đào tạo ở nhà máy.</p>	<input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:	<p>Nhà máy thực hiện rà soát lại qui định và tính chi trả trợ cấp thôi việc cho người lao động nghỉ việc cho thời gian đào tạo ở nhà máy</p> <p>The factory reviews the regulations and calculates severance pay for employees who leave their jobs during the training period at the factory.</p>	60 days	F	Yes. Ho Thi Nhu Nguyet/ HR Manager		

<p>8. Regular Employment Is Provided 1</p>		<p>As per document review on employees' contract, worker and management interview, it was noted that 02 out of 75 selected cleaning workers in cleaning section joined the factory in 2020 and 2021 signed training contracts of 03 months instead of maximum 06 days for un-skill workers as per law requirement.</p> <p>Local law: Article 25 of Labor Law No. 45/2019/QH14</p> <p>Ghi nhận 2 /75 mẫu chọn công nhân bộ phận vệ sinh công nghiệp vào công ty trong năm 2020 và 2021 ký hợp đồng học nghề 03 tháng thay vì thử việc không quá 06 ngày đối với công việc giản đơn theo quy định của luật.</p>	<p><input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:</p>	<p>Nhà máy thực hiện rà soát lại qui định về việc ký hợp đồng lao động đối với công nhân bộ phận vệ sinh công nghiệp The factory reviews the regulations on signing labor contracts with employees in the industrial sanitation department to ensure compliance with the prescribed time.</p>	<p>30 days</p>	<p>D</p>	<p>Yes. Ho Thi Nhu Nguyet/ HR Manager</p>		
<p>8. Regular Employment Is Provided 2</p>		<p>It was noted that the content's employment contract of selected samples was not clearly mentioned such as working time, rest time, salary allowances...etc, as legal requirement.</p> <p>Local laws: Article 21 of Vietnamese Labor Code # 45/2019/QH14, and Article 3 of Circular NO. 10/2020/TT-BLĐTBXH</p> <p>Ghi nhận nội dung HĐLĐ chưa cập nhật đủ các thông tin như luật định:</p>	<p><input type="checkbox"/> Training <input type="checkbox"/> Systems <input type="checkbox"/> Costs <input type="checkbox"/> lack of workers <input type="checkbox"/> Other – please give details:</p>	<p>Nhà máy sẽ tiến hành bổ sung các thông tin theo luật định: thời gian làm việc, thời gian nghỉ ngơi, phụ cấp lương,...etc vào nội quy lao động và được liên kết với hợp đồng lao động The factory will proceed to add the statutory information such</p>	<p>60 days</p>	<p>D</p>	<p>Yes. Ho Thi Nhu Nguyet/ HR Manager</p>		

		thời gian làm việc, thời gian nghỉ ngơi, phụ cấp lương,...etc.		as: working time, rest time, salary allowance,... etc to the Labor Regulation and linked to the labor contract.					
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Corrective Action Plan – Observations				
Observation Number <i>The reference number of the observation from the Audit Report, for example, Discrimination No.7</i>	New or Carried Over <i>Is this a new observation identified at the follow-up or one carried over (C) that is still outstanding</i>	Details of Observation <i>Details of Observation</i>	Root cause <i>(completed by the site)</i>	Any improvement actions discussed <i>(Not uploaded on to SEDEX)</i>
Universal Rights covering UNGP No 1		It was noted that factory did not have policy in place to respect international human rights standards. Công ty chưa có chính sách về quyền con người		Công ty hoạt động trên nguyên tắc tuân thủ các Luật định của Pháp Luật Việt Nam về quyền con người Công ty sẽ tìm hiểu thêm và tiến hành xây dựng thêm các nội dung liên quan đến các chính sách về quyền con người
Universal Rights covering UNGP No 2		It was noted that the factory had not assign a trained person responsible for implementing standards concerning Human rights Công ty chưa có người phụ trách thực hiện tuyên ngôn nhân quyền đã qua đào tạo		
Universal		It was noted that the factory did not have the policy and procedure to identify		

Rights covering UNGP No 3		<p>their stakeholder and salient issues.</p> <p>Công ty chưa có chính sách và quy trình nhận diện bên liên quan và các vấn đề nổi bật liên quan đến quyền con người</p>		
Universal Rights covering UNGP No 4		<p>It was noted that the factory had not measured their direct, indirect, and potential impacts on stakeholders (rights holders) human rights.</p> <p>Công ty chưa xác định tác động trực tiếp, gián tiếp và tiềm tàng của cty đối với quyền con người của các bên liên quan</p>		
Universal Rights covering UNGP No 5		<p>It was noted that the factory had not addressed these issues on human rights within any of the stakeholder and enable effective remediation.</p> <p>Công ty chưa nhận diện các vấn đề về quyền con người và đưa ra biện pháp cải thiện hiệu quả đối với quyền con người của các bên liên quan</p>		
Universal Rights covering UNGP No 6		<p>It was noted that the factory had no transparent system in place for confidentially reporting, and dealing with human rights impacts without fear of reprisals towards the reporter</p> <p>Công ty chưa có hệ thống minh bạch để đảm bảo an toàn và bí mật cho người báo cáo các vấn đề về quyền con người</p>		

Good examples

Good example Number <i>The reference number of the good example</i>	Details of good example noted	Any relevant Evidence and Comments

from the Audit Report, for example, Discrimination No.7		
1	<p>The factory provided some additional allowances for employees such as transportation allowance of VND 200.000, free meal lunch with VND 15,000/ portion per working day. The factory provided birthday gift such as birthday cake of VND 210,000/worker for employees who had seniority of over 03 years.</p> <p>Cung cấp một số khoản hỗ trợ phúc lợi bổ sung như trợ cấp đi lại; phần cơm trưa miễn phí; tặng bánh kem sinh nhật cho người lao động có thâm niên trên 3 năm làm việc tại công ty; tặng quà 8/3; quà Vu Lan hàng năm</p>	
2	<p>The factory also provided some community benefits including: support medical devices and materials for 07 hospitals in pvinces (including Dong Thap (4), Ho Chi Minh (2), An Giang (1)) for during Covid prevention and treatment.</p> <p>Hỗ trợ và cung cấp thiết bị vật tư y tế cho một số bệnh viện của địa phương và tỉnh khác để phòng chống dịch Covid 19. Tài trợ 10 máy giúp thở cho các bệnh viện trên địa bàn TP.HCM, An Giang và Đồng Tháp; Tài trợ 200 bơm tiêm điện cho Sở Y tế Đà Nẵng; Tài trợ 01 xe cứu thương, 01 máy giúp thở mini và 01 bơm tiêm điện cho Bệnh viện ĐK Đồng Tháp.</p>	
3	<p>Sponsor for eye surgeon program to for 885 citizens in Dong Thap province with total VND 789,000,000.</p> <p>Tài trợ cho chương trình phẫu thuật mắt cho 885 người dân trong tỉnh Đồng Tháp.</p>	
4	<p>Sponsor for sponsoring association of poor patients, people with disabilities, orphanage children and agent orange victims in Dong Thap province with total VND 1,2 billions.</p> <p>Tài trợ cho Hội bảo trợ bệnh nhân nghèo, khuyết tật, trẻ mồ côi và nạn nhân chất độc da cam hàng năm với số tiền 1,2 tỷ đồng để thực hiện các chương trình: mua thẻ bảo hiểm y tế cho các hộ cận nghèo, mồ côi, trao tặng xe lăn xe lắc cho người khuyết tật, thăm hỏi và hỗ trợ cho các nạn nhân bị nhiễm chất độc da cam</p>	
5	<p>Ứng hộ cho đồng bào miền Trung bị thiên tai lũ lụt với số tiền 1 tỉ đồng thông qua UBMTTQ Việt nam tỉnh Đồng Tháp 500 triệu đồng và Hiệp hội Chế biến Thủy sản Việt Nam – VASEP 500 triệu đồng</p>	
6	<p>Trao nhà tình thương, nhà tình nghĩa, mái ấm công đoàn:</p> <p>Trong năm 2020, đối ứng xây dựng 03 căn nhà Mái Ấm Công đoàn với số tiền 60 triệu đồng/ căn. Thông qua UBMTTQ Việt nam tỉnh Đồng Tháp trao tặng 50 căn nhà Đại Đoàn Kết cho hộ gia đình khó khăn về nhà ở với tổng số tiền là 1.750.000.000 đ. Thông qua UBMTTQ Việt Nam tỉnh Đồng Tháp trao tặng 10 căn nhà tình thương với số tiền 500 triệu đồng.</p>	
7	<p>Hỗ trợ bệnh nhân nghèo tại Bệnh viện Đa khoa Đồng Tháp chi phí khám chữa bệnh trị giá 1 tỷ đồng.</p>	

8	Hỗ trợ Quỹ khuyến học Nguyễn Sinh Sắc số tiền là 1 tỷ đồng trong năm 2020	
9	Ngoài ra, trao học bổng cho trẻ em nghèo vượt khó, tặng quà tết cho Mẹ Việt Nam anh hùng, người già neo đơn, các hoàn cảnh khó khăn trên địa bàn tỉnh Đồng Tháp. Tổng số tiền chi cho hoạt động cộng đồng năm 2020 là gần 14 tỉ đồng.	

Confirmation

<p>Please sign this document confirming that the above findings have been discussed with and understood by you: (site management) <i>If actual signatures are not possible in electronic versions, please state the name of the signatory in applicable boxes, as indicating the signature.</i></p>		
A: Site Representative Signature:	Ms. Ho Thi Nhu Nguyet	Title: HR Manager Date: 7 Apr 2021
B: Auditor Signature:	Pham Van Hanh/ Phan Thi Minh Nhat	Title: Lead Auditor/ Auditor Date: 7 Apr 2021
C: Please indicate below if you, the site management, dispute any of the findings. No need to complete D-E, if no disputes.		
D: I dispute the following numbered non-compliances: Nil		
E: Signed: (If <u>any</u> entry in box D, please complete a signature on this line)	N/A	Title Date
F: Any other site Comments: N/A		

Guidance on Root Cause

Explanation of the Root Cause Column

If a non-compliance is to be rectified by a corrective action which will also prevent the non-compliance re-occurring, it is necessary to consider whether a system change is required.

Understanding the root cause of the non-compliance is essential if a site is to prevent the issue re-occurring.

The root cause refers to the specific activity/ procedure or lack of activity /procedure which caused the non-compliance to arise. Before a corrective action can rectify the situation, it is important to find out the real cause of the non-compliance and whether a system change is necessary to ensure the issue will not arise again in the future.

Since this is a new addition, it is not a mandatory requirement to complete this column at this time. We hope to encourage auditors and sites to think about Root Causes and where they are able to agree, this column may be used to describe their discussion.

Some examples of finding a "root cause"

Example 1

Where excessive hours have been noted the real reason for these needs to be understood, whether due to production planning, bottle necks in the operation, insufficient training of operators, delays in receiving trims, etc.

Example 2

A non-compliance may be found where workers are not using PPE that has been provided to them. This could be the result of insufficient training for workers to understand the need for its use; a lack of follow-up by supervisors aligned to a proper set of factory rules or the fact that workers feel their productivity (and thus potential earnings) is affected by use of items such as metal gloves.

Example 3

A site uses fines to control unacceptable behaviour of workers.

International standards (and often local laws) may require that workers should not be fined for disciplinary reasons.

It may be difficult to stop fines immediately as the site rules may have been in place for some time, but to prevent the non-compliance re-occurring it will be necessary to make a system change.

The symptom is fines, but the root cause is a management system which may break the law. To prevent the problem re-occurring it will be necessary to make a system change for example the site could consider a system which rewards for good behaviour

Only by understanding the underlying cause can effective corrective actions be taken to ensure continuous compliance.

The site is encouraged to complete this section so as to indicate their understanding of the issues raised and the actions to be taken.



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Your feedback on your experience of the SMETA audit you have observed is extremely valuable. It will help to make improvements to future versions.

You can leave feedback by following the appropriate link to our questionnaire:

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