

Fair Design Printing Ltd.

Shi0140/1,Chanpara, Bashaon Sharak, Gazipur Sadar, Gazipur-1704

Issues Identified, Action Taken and achieved Results of Social Compliance Monitoring

Goal Setting Month: January-18

Reviewed No: 07

Last Reviewed Date: 21.10.19

Next Reviewing Date: 02.01.20

Goal Setting Date	SL	Identified Issues	Action to be taken	Responsible Person	Monitoring Person	Timeline	Targeted Reviewing Date	Action Taken	Reviewed Result
Jan-18	01	Alliance Initial Findings Completion	Priority basis CAP remediation	1. Structural Engineer 2. Electrical Engineer 3. Safety Officer	Manager-HR, Compliance & Admin	Oct-18	Jul-18	All Findings have been Completed by CCVV Report	100% Completed
Jan-18	02	Using Labor Broker	As per labor law-2006, Rules-2015 & HIGG Module	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Policy has been reviewed	Done
Jan-18	03	How to prevent/remediate accidental recruitment of underage labor	As per labor law-2006, Rules-2015 & HIGG Module	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-17	Apr-18	Policy has been reviewed	Done
Jan-18	04	How to prevent/remediate accidental recruitment of forced labor	As per labor law-2006, Rules-2015 & HIGG Module	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-17	Apr-18	Policy has been reviewed	Done
Jan-18	05	Engaging with local community	As per company policy	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-19	Jan-19	Policy has been reviewed	Done
Jan-18	06	Automatic Time Keeping system	Discussed with management	1. Officer-ECR & MIS 2. Manager-HR, Admin & Utility	Manager-HR, Compliance & Admin	Dec-19	Jan-19	Maintained	Done
Jan-18	07	Treatment of special classes of workers	As per labor law-2006, Rules-2015 & HIGG Module	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-17	Apr-18	Policy has been reviewed	Done
Jan-18	08	Workers development opportunities	As per company policy	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Maintained through Training Documents	Done
Jan-18	09	Written reminders of Grievance system are distributed to workers	By distributing grievance system to workers	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Distributed	Done
Jan-18	10	Workers are allowed ways to collectively bring concerns, needs, views, and requests of workers.	Notice approved by Vice-chairman	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Leave has been given	Done
Jan-18	11	Supervisors verbally encourage workers to use grievance system	Meeting with supervisor & By workers survey	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Meeting with supervisor & By workers survey	Done
Jan-18	12	Time off for classes	Discussed with management	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Policy has been reviewed	Done
Jan-18	13	Workers representatives participate in social compliance audit opening & closing meeting	Reviewing company policy	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Policy has been reviewed	Done
Jan-18	14	Worker representatives are allowed time off with pay to carry out their duties	Reviewing company policy	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Policy has been reviewed	Done
Jan-18	15	Workers are allowed to establish a Collective Bargaining	Reviewing company policy	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Policy has been reviewed	Done
Jan-18	16	Safety outside the facility wall	Reviewing company policy	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Policy has been reviewed	Done
Jan-18	17	Other skill development activities or opportunities	Awareness to Pregnant ladies not directly relatd to works	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Training continuing	Done
Jan-18	18	Job operations with repetitive motion and/or long standing periods of time have procedures	Policy & Ergonomics training will be conducted	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Training continuing	Done
Jan-18	19	Making CSR Policy	Policy & awareness will be conducted	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Training continuing	Done
Jan-18	20	All information on the social performance of the facility is shared publicly.	Discussing with management	Manager-HR, Compliance & Utility	Manager-HR, Compliance & Admin	Dec-18	Apr-19	Publicly disclosed	Done